

The Openreach logo is positioned in the top right corner of the page. It consists of the word "openreach" in a white, lowercase, sans-serif font. The letter "o" is slightly larger than the others. To the right of the text is a red horizontal bar with a white diagonal line running from the top-left to the bottom-right, resembling a stylized signal or a network connection.

openreach

Connecting you to your network

## Openreach LN320 Agreement (Scotland)

For Roads Authorities who are in, or wish to sign up to an LN320 agreement with Openreach, to adjust/replace frames and covers during resurfacing works



## LN320 Sign up

### Signing Up

Should you wish to sign up to the Openreach LN320 agreement, please complete the attached letter giving the commitment from your organisation to work to the Openreach specification.



Sign up letter.docx

All completed agreements should be emailed to [ln320signup@openreach.co.uk](mailto:ln320signup@openreach.co.uk). We will then email you a copy of the technical specification.

**Can I please remind you that any third party (including your Authority) or parties acting on behalf of the Authority are NOT allowed to enter or carry out any work on Openreach apparatus without the prior agreement of Openreach. If you do so, you are in breach of Health and Safety Policy and liable to prosecution.**

Works Promoters (**including your Authority**) are responsible for fully assessing the risks they place on their workforce and the general public before opening or adjusting levels of Openreach property, and ensure they always comply with the relevant Health & Safety requirements.

### Carrying out the work – contacting us

Contact the National Notice Handling Centre electronically at [nnhc@openreach.co.uk](mailto:nnhc@openreach.co.uk), with LN320 in the subject field. There is a requirement in the agreement to notify us of your works as per s83/s84 of NRSWA<sup>1</sup>, and to provide us with a schedule of completed works as detailed within the specification.

To assist us in achieving this and satisfying NRSWA s79, our National Notice Handling Centre will need information to record the works in the register. As there is no electronic version of this notice, please complete the attached form with your request:-



SECTION 142-143  
DATA CAPTURE REQ!

Openreach requires 5-6 weeks' notice to the commencement of the work, to allow for site visit appointments and stores ordering.

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<sup>1</sup> New Roads and Street Works Act (1991)

## What happens next?

- A site visit will be arranged between you (the Authority)/your contractor completing the work, and one of our Plant Protection Officers to agree what work is required.
- The Plant Protection Officer will then arrange the delivery of the stores to you/your contractors
- Once the resurfacing works are completed, you must advise the National Notice Handling Centre via email - quoting the LN320 reference number - that the work is completed and that the notice can be closed.

## Already signed up?

To obtain a copy of the latest version of the Openreach Frame & Cover Technical Specification, please email your request to [ln320signup@openreach.co.uk](mailto:ln320signup@openreach.co.uk)

## Further Notes

- The agreement does not cover prefabricated or cast joint boxes.
- **Specialist frame and covers required for block paving which are not Openreach supplied standard frame and covers are not included** in this process. The agreement does not automatically permit the placement of precinct type covers but is still a precursor requirement. For this work, please contact Openreach via our website at <http://www.ournetwork.openreach.co.uk/altering-our-network/when-you-want-our-network-moved.aspx>
- Subsequent to arrangement, all precinct type frames and covers placed by the Authority on Openreach chambers, become the property of Openreach, but the inserted paving/material is the property of the Authority, and as such all maintenance of the inserted paving/material shall lie with the Authority. There is an address in this agreement where you can purchase Openreach approved precinct frame and covers
- The Authority or Openreach can withdraw from the agreement at any time
- It should be noted that Openreach only permits the raising or lowering of Openreach Frames and Covers by Authorities/your contractors up to a **maximum variation of 150mm**. **Works in excess of 150mm** are classified as reconstruction and should be referred to our Alterations teams at <http://www.openreach.co.uk/orpg/home/contactus/alteringournetwork/alterationcontacts/alterationcontacts.do>

If you are not the correct recipient for this information, please forward to the correct person within your organisation.