

Guidance Document

G0025 Infrastructure Protection - Licence to Carry Out Works on LU Land

Issue No.: A2

Issue date: February 2012
Review date: February 2015

MAYOR OF LONDON

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Contents

1	Purpose	3
2	Scope	3
3	Guidance	3
3.1	Types of Licence	3
3.2	Preparation of Licence	4
3.3	Alterations to Template Licence by Outside Parties	5
3.4	Licence Fee	5
3.5	Completing the Licence	6
3.6	Extending or Terminating the Licence	6
4	References	7
4.1	Documents	7
4.2	Subject Matter Expert	7
4.3	Document history	7



1 Purpose

- 1.1 The purpose of this Guidance is to set out the scope, process, and level of fees in the preparation of Licences for Outside Parties to carry out works on London Underground (LU) land using a Template Licence.
- 1.2 This guidance supports standards S1023 “Infrastructure Protection” and G0023 “Infrastructure Protection – Special Conditions for Outside Parties Working On or Near the Railway”.

2 Scope

- 2.1 Any Outside Party (i.e. a contractor, developer or other body not contracted to undertake work for LU) must enter into a Licence with LU if they are carrying out any works on LU land, oversailing LU land, or are undertaking monitoring, intrusive or detailed topographic surveys on LU Land.
- 2.2 This Guidance applies to all instances where a Template Licence is to be granted authorising the carrying out of any works on LU land.
- 2.3 The Guidance is not applicable if a suitable Licence is included in any other legal agreement, such as a signed Development Agreement. If these agreements are not finalised or if there are just heads of terms agreed then a separate Licence will be required.
- 2.4 This Guidance is also not applicable where particular conditions require a bespoke Licence to be prepared by TfL Legal or TfL Property.
- 2.5 The Guidance is not to be used where long term or permanent rights are required or commercial negotiations are taking place between the parties. Matters such as these should be dealt with by TfL Property and TfL Legal with LU Engineering input as appropriate.

3 Guidance

3.1 Types of Licence

- 3.1.1 Template Licences have been created to cover most eventualities where an Outside Party wishes to carry out works on LU Land. They are designed to require only insertion of relevant details or the deletion of specified clauses as appropriate. The Template Licences have been written by TfL Legal and are intended to be prepared and issued without further input from TfL Legal, other than as described in this Guidance.
- 3.1.2 There are four different types of Template Licence for use in different scenarios as listed below. These templates are held by the Senior Outside Parties Engineer (SOPE), the Principle Infrastructure Protection Engineer (PIPE) and TfL Legal. The templates are updated from time to time, so it is essential that users of the template ensure they have the current version and should contact the SOPE, the PIPE or TfL Legal before preparing a Licence.