

Category 1 Standard

S1023 Infrastructure Protection

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MAYOR OF LONDON

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1 Purpose

- 1.1 The purpose of this Standard is to define how LU deal with Outside Parties to avoid disruption to LU operations or damage to LU assets when undertaking or proposing to undertake works on, over, under or adjacent to LU assets. Outside Parties are individuals, developers, contractors, etc. who are not procured by LU or their suppliers. The Standard also covers the requirement for LU to consider external risks.

2 Scope

- 2.1 This Standard applies to the following activities undertaken by LU in connection with Outside Parties:-

- a) dealing with the movement of **abnormal loads** notified under the Road Vehicles (Authorisation of Special Types) (General) Order 2003 Regulations and Special Order Vehicles in accordance with Section 44 of the Road Traffic Act 1988.

The effect of the movement of vehicles complying with the Road Vehicles (Construction and Use) Regulations 1986 does not fall within the scope of this standard.

This standard also covers Outside Parties applying static abnormal loads to LU structures (either directly or indirectly), such as crane outrigger loads. The standard does not apply to the approval of static abnormal loads on LU structures resulting from a LU project. In this case, the project has to satisfy themselves through the assurance process and other LU Standards that there will be no adverse impact from these loads.

- b) dealing with notices under the New Roads and **Streetworks** Act 1991, the Traffic Management Act 2004 and other streetworks enquiries.

Due to the location of LU's railways under streets and footpaths together with the use made by Statutory Undertakers of bridges spanning the railway to carry their services there is a constant threat of damage occurring to the railway or its infrastructure when Statutory Undertakers or Local Authorities and occasionally other organisations undertake works within the streets and footpaths. This standard covers the management and monitoring of these works, particularly where there are shallow structures or other issues that would make the site a Street of Engineering Difficulty under the terms of the 1991 Act.

This standard does not absolve the Power PFI contractor of their obligations under the New Roads and Streetworks Act. LU will not process notices that may impact on Power PFI assets, although any such notices received will be passed on the Power PFI team.

This standard does not cover streetworks in connection with LU projects. The LU project team shall ensure that streetworks are undertaken in a manner that does not adversely impact on LU structures and will attend any meeting required by the Highway Authority. Any structural works by a LU project to accommodate supplies or services shall be undertaken to the relevant LU Standards.

- c) dealing with **enquiries** regarding the location and nature of LU's assets from Outside Parties. These enquires are often the first recognition of a potential development or works and a record of the interest is useful in tracking progress of these Works;

- d) reviewing and responding to **planning applications** submitted to local authorities by Outside Parties for developments in the vicinity of the railway;
- e) **patrolling** the railway route to identify works that could affect LU assets and operations that have not otherwise previously been identified to LU;
- f) liaison with Outside Parties during the inception, design and delivery of projects to facilitate works around the railway, agree designs, methods of construction and monitoring of site activities that could affect LU assets and operations. This activity is known as dealing with **Outside Parties Works**.

LU has no specific powers to require Outside Parties wishing to undertake work on their own land to do so in any specified manner, unless that land has a restrictive covenant in favour of LU. LU does, however, have a clear interest in seeking to influence such works to be done in a way that takes account of all possible interfaces with the railway.

- g) granting **Licences** to Outside Parties and providing advice to other LU departments such as Legal and Property in the preparation of Development Agreements, Vesting documents, Leases and similar legal agreements.

2.2 This Standard also applies to the identification of LU assets vulnerable to unintentional (accidental) actions of a third party, the effects of climate change to LU assets and the control of any resulting **External Risks**. These activities may include mapping, risk appraisal, monitoring of assets, consultation with and provision of information to relevant LU departments and other interested parties (for example, Local Authorities, the Office of Rail Regulation and the Bridge Strike Prevention Group).

2.3 LU standards and assurance processes do not apply to Outside Parties working on land that is not owned by LU, unless they have contracted to do so through a Development Agreement, Lease or similar agreement. The LU Infrastructure Protection (IP) Engineer must however apply the principle of engineering standards as appropriate to protect LU assets and operations. The LU IP Engineer must act reasonably in applying standards, recognising that the Outside Party is not bound to comply unless there is a statutory requirement.

2.4 Where an Outside Party wishes to undertake work on LU land then LU has powers to require the works to be undertaken in a specified manner. Under these circumstances the LU IP Engineer will advise the Outside Party of the relevant LU standards appropriate to the nature and scope of the works and will require the Outside Party to comply with them.

3 Requirements

3.1 Movement of Abnormal Highway Loads

3.1.1 The IP Engineer shall keep a record of all height and width restrictions and load capacities of structures over or carrying public highways. They shall regularly liaise with TfL structural assessment engineers to ensure this record is kept up to date following any assessment or re-assessment.

3.1.2 Assessment engineers shall provide the IP Engineer with the results of any assessment or re-assessment, including the capacity of the structure to carry abnormal loads if included in the scope of the assessment. If no assessment of abnormal load has been undertaken then the structure shall be considered as having no abnormal load capacity.

3.1.3 LU shall receive, process and respond to notices under the following legislation:

- a) The Road Vehicles (Authorisation of Special Types) (General) Order 2003;
- b) Section 44 of the Road Traffic Act 1988

3.1.4 LU shall examine each notification to see if the Haulier's intended route passes over or under an LU structure and whether it is to pass without restriction, requires special conditions to be imposed or must be routed away from the structure.

Note: Special measures may include:-

- a) temporary or permanent strengthening required to sustain the loading (which will require technical approval and certification in accordance with LU standards);
- b) alternative proposals to reduce the proposed loads in certain locations;
- c) restrictions with respect to off-loading and manoeuvring;
- d) restrictions in positioning of vehicle;
- e) supervision of passing by LU.

3.1.5 The IP Engineer shall also review details and respond to Outside Parties seeking approval from LU where their activities impose static abnormal loads (such as those imposed from operating cranes and in particular from outriggers or mobile cranes) on LU structures.

3.1.6 If the static abnormal load cannot be sustained and the Outside Party still requires the operation or activity to take place then the Outside Party will need to agree with LU the implementation of special measures.

3.1.7 If the Outside Party is proposing to pass an abnormal load over any structure or wishes to place a static abnormal load on a structure that does not have a suitable assessment (and there is no alternative route / location) then a special assessment will need to be undertaken. This will normally be done by the LU Assessment Team (subject to their workload) and the LU IP Engineer must liaise with them to ascertain if they can undertake this assessment. Any inspection and assessment undertaken by an Outside Party shall be to the relevant LU Standards and be treated as Outside Party Works. The results of this Outside Party assessment shall be issued to the LU Assessment Engineer.

3.1.8 The IP Engineer shall maintain a register of indemnities for Hauliers and shall invite the Hauliers to renew these indemnities annually.

3.2 Streetworks

3.2.1 The LU IP Engineer shall keep an updated list of locations where there are shallow structures (i.e. Streets of Engineering Difficulty or Special Interest as defined in the New Roads and Streetworks Act 1991).

3.2.2 LU project managers, maintenance engineers or others responsible for repairing or renewing structures shall advise the IP Engineer of any changes to structures that may revise the depth of the structure below street level. Similarly, the IP Engineer shall be advised of any new structures constructed under a street. The IP Engineer shall use this information to keep updated the list referred to in paragraph 3.2.1.

3.2.3 The Power PFI contractor shall ensure that the LU IP Engineer is made aware promptly of any new or diverted cable routes that are not on LU property. This is required to ensure that the Power PFI contractor receives any notices that could affect their assets and for LU to include these cable routes in the register of Streets of Engineering Difficulty and Streets of Interest.

3.2.4 The LU IP Engineer shall provide mapping to Local Authorities in order to register Streets of Engineering Difficulty or Special Interest and shall notify the Local Authority of any changes in the designation of streets.



- 3.2.5** LU shall liaise regularly with other relevant groups in their capacity as Bridge Authority and Street Manager. LU IP Engineer will attend London Joint Utilities Group, Highway Authorities, Utilities Committee and Local Authority co-ordination meetings as LU representative for impacts on LU assets.
- 3.2.6** LU shall receive, process and respond to Streetworks notices both in their capacity as the Bridge Authority and as the Street Manager for certain roads in its possession.
- 3.2.7** Any notification received under the Streetworks legislation by another person within LU shall be passed to the LU IP Engineer for action. Notices received by the Power PFI contractor will be processed by them with regards to their cable assets but shall be passed to the LU IP Engineer to deal with structural interfaces.
- 3.2.8** The LU IP Engineer shall investigate whether or not the Works proposed under the Notice are adjacent to or over an LU structure or will affect an LU power cable or duct.
- 3.2.9** In cases where the Works are judged to affect LU power cables or ducts, the LU IP Engineer shall advise the Power PFI contractor who shall then liaise directly with the Outside Party to ensure the cables or ducts are suitably protected.
- 3.2.10** If the Works are judged to affect LU interests (other than power cables or ducts) then LU IP Engineer shall notify the Outside Party. This notification may include a plan identifying the location of the LU interests. The IP Engineer shall remind the Outside Party of their legal obligations to provide information and request details of the proposed works; the site specific method of working; means of mitigating any risk of damage to LU assets; equipment to be used and intended programme of works. The IP Engineer shall endeavour to agree a safe method of working and programme with the Outside Party. If appropriate, the IP Engineer shall request trial holes to confirm depth of cover to LU structures and/or to establish vibration and noise levels caused by the works. Where there is a risk of potential damage to LU infrastructure, the IP Engineer shall visit the works to monitor progress and compliance with the agreed method of working.
- 3.2.11** Where damage is caused to LU infrastructure during streetworks, then upon advice or discovery of this damage, the LU IP Engineer will request that the Outside Party halt these Works pending an urgent site meeting. In the case where the damage extends through, or into, the structure then the LU IP Engineer shall take appropriate action to protect the safety of the railway and refer the matter immediately to the relevant maintenance team within LU.
- 3.2.12** The LU IP Engineer will advise the Outside Party that they are being held fully responsible for the damage. LU will instruct the nature and extent of the repairs required together with the method required for carrying them out, confirming this to the licensee in writing. LU may elect to undertake these repairs, particularly if access to the operational railway is required. In this case, the LU IP Engineer will advise the Outside Party and ensure there is a mechanism in place for recovering LU costs.
- 3.2.13** Where any repair is being undertaken by the Outside Party, the LU IP Engineer will monitor the progress of these repairs and reinstatement to ensure they have been completed to the agreed specification and to a satisfactory standard of workmanship.
- 3.2.14** Where Streetworks activities identify new information about LU assets and their location, the LU IP Engineer shall update the records referred to in paragraph 3.2.1.

3.3 Infrastructure Location Enquiries

- 3.3.1** The LU IP Engineer shall keep suitable records about the location of assets that LU is responsible for.
- 3.3.2** LU project managers or others responsible for creating new assets shall advise the IP Engineer of the creation of any new structural asset or the removal of a redundant asset so that the records noted in paragraph 3.3.1 can be kept up to date. This applies to structures outside LU's demise, including Power PFI assets.



- 3.3.3** Any location enquiry from an Outside Party received by another person within LU shall be passed to the LU IP Engineer for action. Enquiries received by the Power PFI contractor will be processed by them with regards to cable assets but shall be passed to the LU IP Engineer to deal with regards to LU operational interfaces.
- 3.3.4** The LU IP Engineer shall operate a system to record, manage and administer enquiries requesting information on the location of LU infrastructure. The LU IP Engineer shall, as far as reasonably practicable, ensure the Outside Party is made aware of the location of LU assets so that these assets are properly considered by the Outside Party in their design and implementation of any planned Works.
- 3.3.5** Where the location of the site falls within a zone of interest to LU, the LU IP Engineer shall notify the Outside Party in writing of this fact and supply a plan normally to a scale of 1:1250 showing the LU assets (annotated where possible to give the approximate level to ordnance datum of the top of the feature). The response to the Outside Party shall also include contact details of the relevant IP Engineer responsible for dealing with any further correspondence on the planned works and issue a copy of LU Guidance Document G0023 "Infrastructure Protection - Special Conditions for Outside Parties Working on or Near the Railway" if appropriate.
- 3.3.6** Asset information shall only be released in relation to a specific enquiry that includes the location of the site in question. The IP Engineer shall consider the security implications of issuing information to any Outside Party. Information must be issued in paper or pdf format. CAD or GIS files must not be issued when dealing with a location enquiry.
- 3.3.7** Where the proposed site is judged not to be a concern to LU then LU IP Engineer shall inform the Outside Party accordingly.
- 3.3.8** If a location enquiry is received that falls within the safeguarded area of a potential TfL project then the IP Engineer shall pass the enquiry on to the relevant safeguarding manager.
- 3.3.9** If a location enquiry is received that relates to other rail operator's assets (such as Network Rail or the Post Office Railway) then the IP Engineer shall advise the Outside Party of this interface and provide relevant contact details, if known.
- 3.3.10** If a location enquiry is received from a conveyancing solicitor, seeking more extensive information on matters of ownership or rights, then the enquiry will be forwarded to TfL Property.

3.4 Planning Applications by Outside Parties

- 3.4.1** Any party receiving a planning application for works on or to property owned or leased by LU shall refer the planning application to TfL Property. LU only has a limited time to respond to notices so referral must be without delay.
- 3.4.2** The LU IP Engineer shall issue borough maps to all Planning Authorities where LU has a property or operational interest. This mapping will show the zone of LU interest in order that the Planning Authority can check if LU might have an interest and send to LU relevant planning applications submitted to them under the relevant planning legislation.
- 3.4.3** Regular liaison with Planning Authority officers shall be undertaken by the LU IP Engineer to ensure they have suitable processes in place for issuing planning applications to LU.
- 3.4.4** The LU IP Engineer shall operate a system to record, manage and administer the response to any planning application. Upon receipt of a planning application, the LU IP Engineer shall review the application to identify issues that could affect LU interests.
- 3.4.5** If the LU IP Engineer considers that any planning application could have such a serious effect on LU interests, or that an objection should be made to the application for other reasons, they shall ensure that a formal objection is lodged with the Planning