



CONCRETE FOOTWAYS
PERMANENT REINSTATEMENT GUIDANCE DOCUMENT

July 2024

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APPENDIX A: Circular RW 16 of 2023 - Road Opening Licence Requirements for Concrete Footway Reinstatement

1. Introduction

This document is prepared as supporting information to Department of Transport Circular RW16 of 2023 “**Road Opening Licence Requirements for Concrete Footway Reinstatement**” which provides clarifications to the guidance for Permanent Reinstatement of Concrete Footways contained in the **Guidelines for Managing Openings in Public Roads**.

Note that this guidance applies solely to footways and does not include shared surfaces open to regular vehicular traffic or incorporating cycle facilities.

The above publications are available in full at the links below:

- [RW 16 of 2023 Road Opening Licence Requirements for Concrete Footway Reinstatement](#)
- [Guidelines for Managing Openings in Public Roads, 2017](#)

For support in relation to this document please email contact@rmo.ie.

For MRL system Support email support@mrl.jitbit.com

1.1. Glossary of Terms.

Roadway - means that portion of a road which is provided primarily for the use of vehicles.

Footway - that portion of any road associated with a roadway which is provided primarily for use by pedestrians. This guidance does not apply to footways which comprise shared cycle facilities.

Bay Joint – the expansion joint, of any construction type, between adjacent individual concrete bays forming part of the footway.

Construction Joint – any joint within a concrete surface, including joints with previous areas of reinstatement.

Road Side – the side of the footway nearest to the carriageway. Reinstatement widths are taken to edge of footway or rear of kerb where one exists.

Property Side – the **inside** of the footway furthest from the carriageway, usually adjacent to the roadside boundary or curtilage of property fronting onto a road or street.

Ironmongery – should be taken to mean any frame and cover to a manhole, boundary box, drainage feature ‘Toby’ box, utility chamber or any service chamber, regardless of the constituent material.

Saw Cut – refers to cutting of trench lines in concrete footways using a road saw, concrete saw or equivalent mechanical means to the full depth of the concrete material prior to any excavation work as per **Section 6.3.3 of Guidelines for Managing Openings in Public Roads**.

1.2. Scope of This Guidance.

This Guidance Document outlines the Minimum Requirements of Circular RW16 in relation to the common types of Road Openings in Concrete footways, identifying the process to be followed, providing dimensional diagrams of minimum reinstatement requirements, and giving visual examples of the application of this guidance to practical scenarios in relation to each diagram.

Note that it is not possible to provide scenarios for every situation which may be encountered and where licence holders have any queries, they should consult with the Local Authority roads office in advance of any works to ensure that the proposed reinstatement is appropriate to the condition of the footway, and/or to verify whether or not it is in a protected period. The age of footways, or sections of footways, must be verified by the licence applicant with the Local Authority in advance of reinstatement and should be determined during the licensing process where possible.

Utilities should note that licences granted through the MRL system do not normally have site specific conditions and therefore compliance with the Purple Book guidelines and this document is imperative.

In all cases the onus is on the licence holder to record details of the pre-works existing footway condition and to ensure that such records are uploaded on MRL prior to commencement of road opening works to ensure that the LA inspector and the approved certifier have the information available to them when they are on site during or post works.

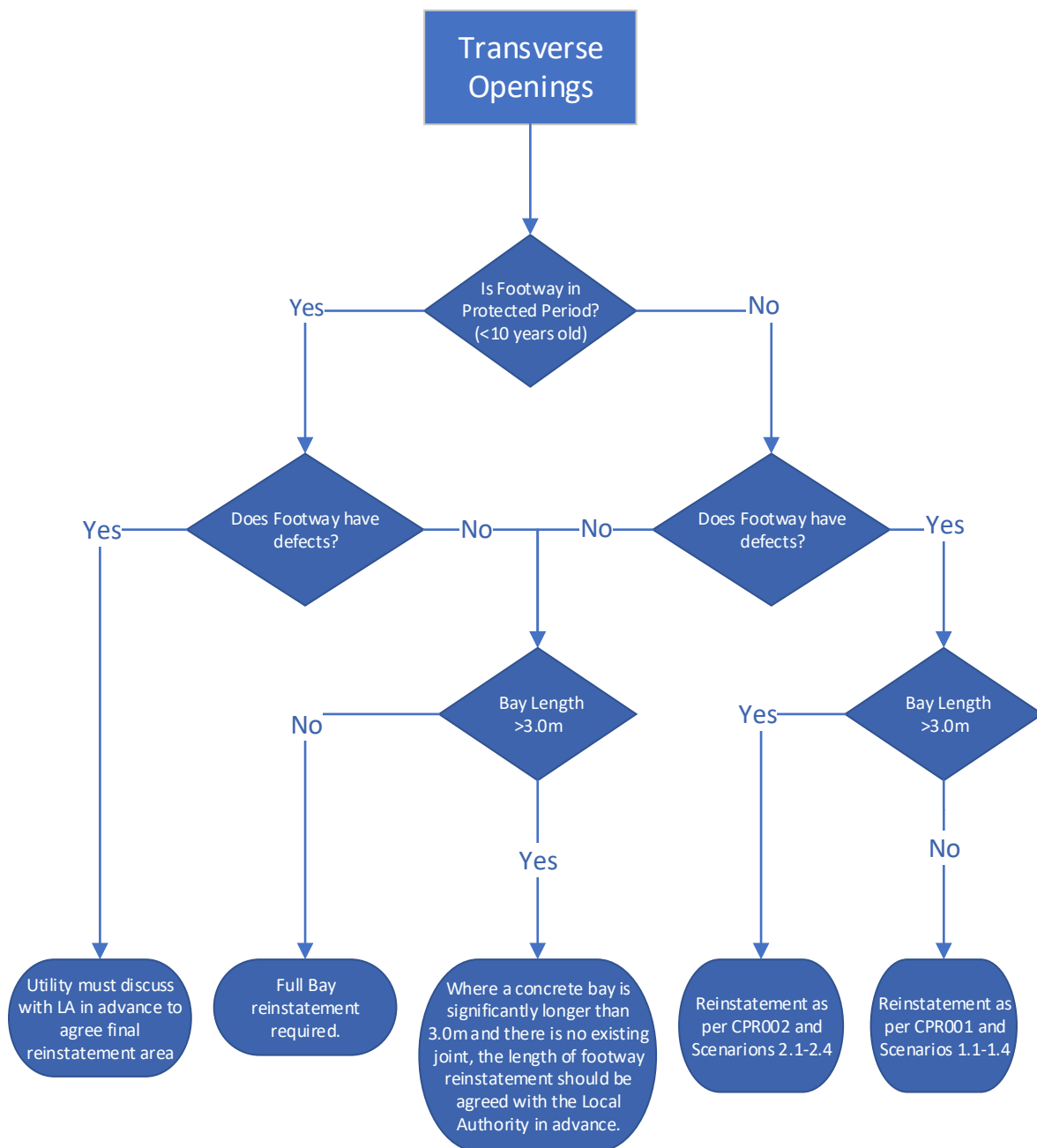
Guidance is included in this document for the following common types of road opening. For more complex excavations, which may combine more than one of these types of excavations the Licence Holder should consult with the Local Authority roads office in advance to confirm the extent of the required reinstatement.

- Transverse openings crossing the footway from the carriageway to the adjacent building or property are the most common trench type. For Transverse Openings refer to **Section 2.0**.
- Longitudinal openings regularly contribute to the failure of footways as they cause the footway to lose its raft effect. For Longitudinal Openings refer to **Section 3.0**.
- For One-Off Small Openings refer to **Section 4.0**. Note that this section applies to one-off situations only. If your works form part of a larger project or scheme requiring multiple replacements or installations, please consult with the Local Authority. Such instances will require consideration on a case-by-case basis.
- Openings in Trafficked Areas - due to the traffic loading on driveways/entrances to private, public and commercial properties the likelihood of failures is higher. Openings should be avoided in these areas where possible. Where road openings are unavoidable in these locations refer to **Section 5.0**.

2. Transverse Openings.

Transverse Openings Process.

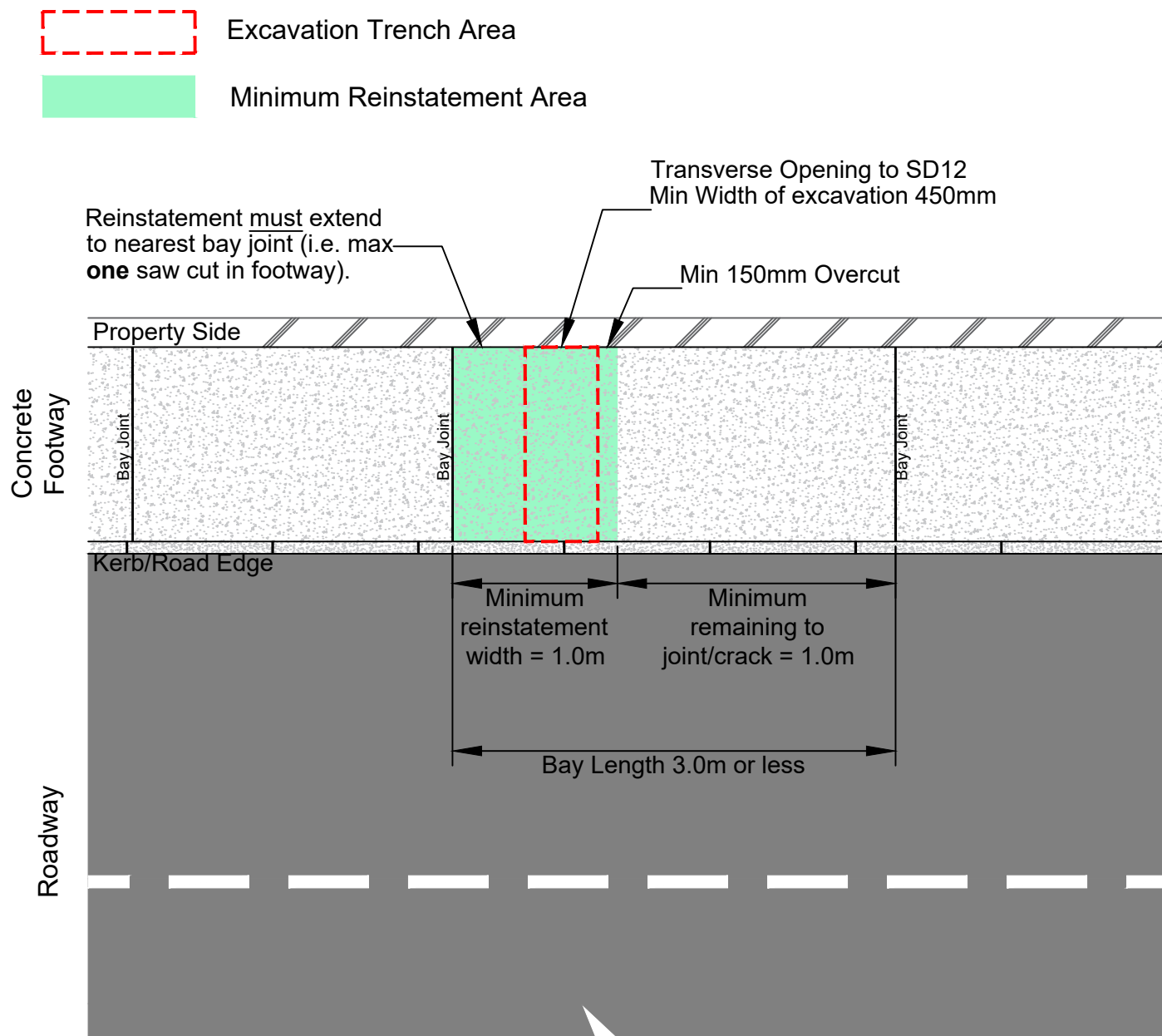
Please refer to the process map below to determine the relevant guidance which applies to your excavation. In the event of any doubt or uncertainty the onus is on the Licence Holder to consult with the Local Authority roads office in advance of any works to ensure that the proposed reinstatement is appropriate to the condition of the footway.



Transverse Openings

Footways with defects. Bay Length less than 3.0m

Detail CPR001

**NOTES:**

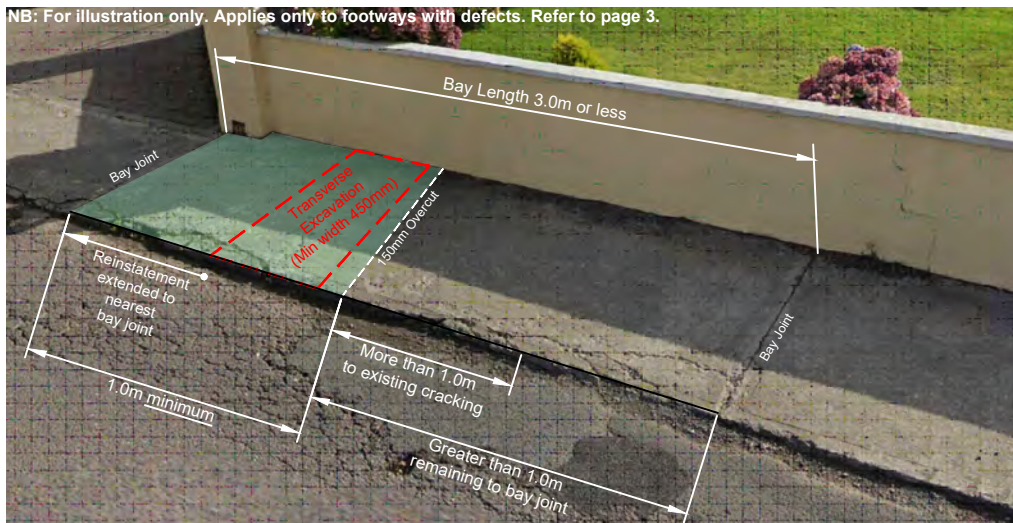
1. The trench reinstatement width and details must be a minimum of that set out in SD12 of the Guidelines.
2. Concrete shall have a minimum reinstated width of 1 metre wide and shall extend across the entire footway.
3. The reinstated area must extend as far as one (nearest) existing concrete bay joint.
4. Where the distance to the remaining bay joint is less than 1m the reinstatement shall extend to that joint (i.e. full bay reinstatement).
5. Otherwise a maximum of ONE straight saw cut will be permitted which must be a minimum of 1 metre from existing joints, cracks or ironmongery in the footway. This may require the width of the reinstated area to be extended beyond any existing crack or previous road opening reinstatement.

Transverse Openings

Sample Scenarios relating to CPR001

CPR001-Scenarios 1.1 & 1.2

NB: For illustration only. Applies only to footways with defects. Refer to page 3.

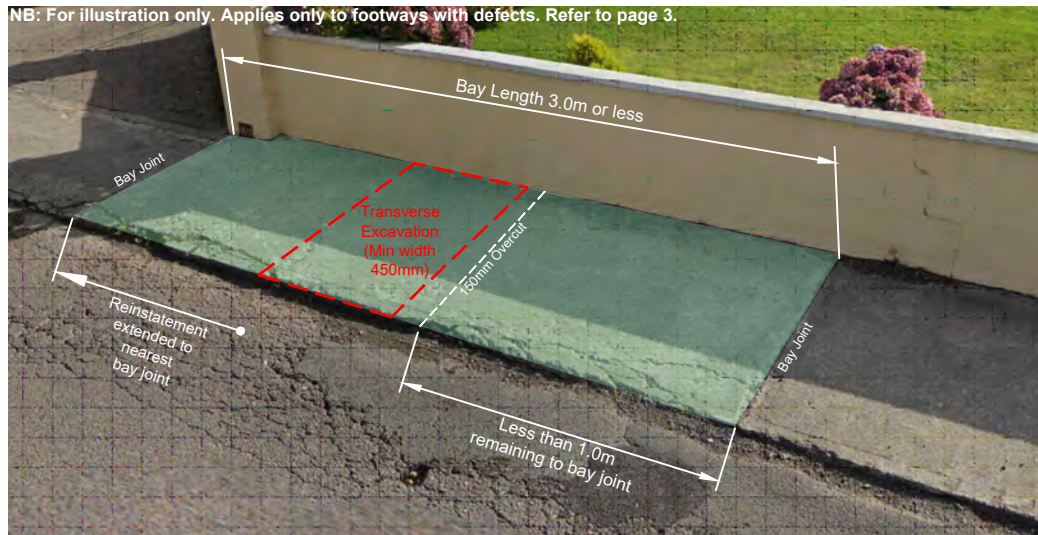


Minumum Reinstatement Area

Scenario 1.1:

1. Excavation near one end of bay.
2. Reinstatement extended to nearest bay joint, with minimum width of 1.0m across full width of footway.
3. Greater than 1.0m remaining to opposite bay joint =>> no additional reinstatement required.

NB: For illustration only. Applies only to footways with defects. Refer to page 3.



Minumum Reinstatement Area

Scenario 1.2:

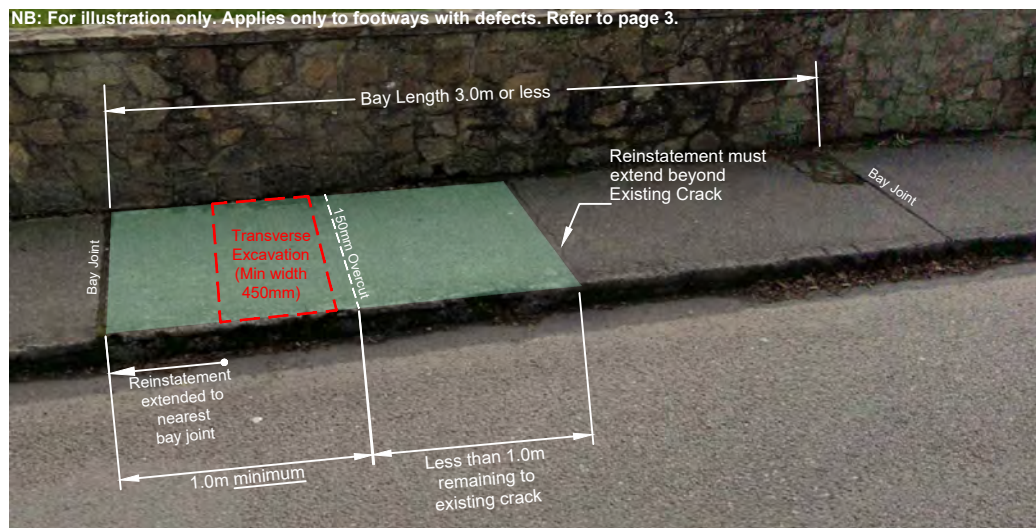
1. Excavation near centre of bay, or wider than minimum excavation width.
2. Reinstatement extended to nearest bay joint, with minimum width of 1.0m across full width of footway.
3. Less than 1.0m remaining to opposite bay joint =>> reinstatement must extend to second joint, i.e. full bay reinstatement..

Transverse Openings

Sample Scenarios relating to CPR001

CPR001-Scenarios 1.3 & 1.4

NB: For illustration only. Applies only to footways with defects. Refer to page 3.

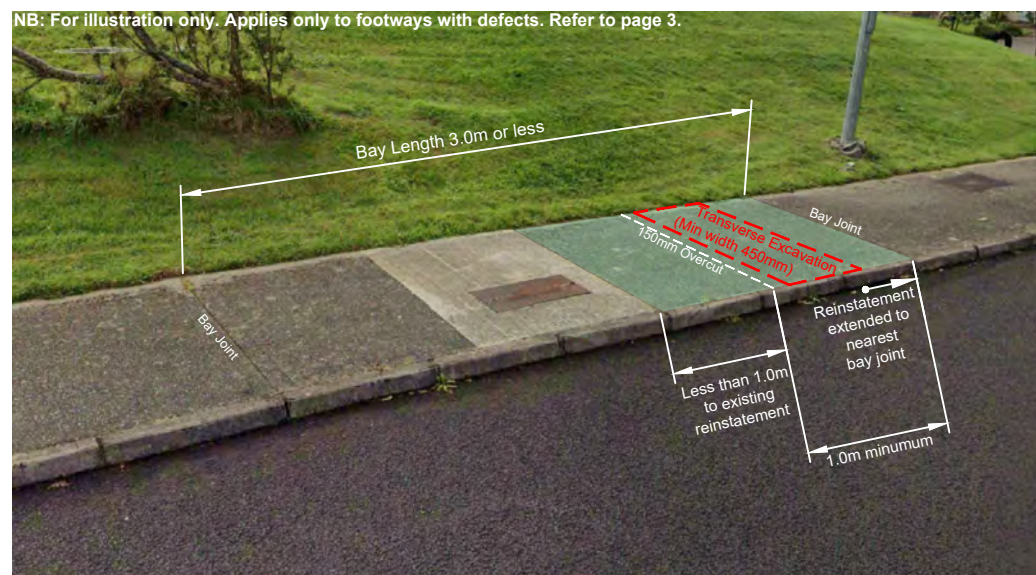


Minumum
Reinstatement
Area

Scenario 1.3:

1. Excavation near one end of bay.
2. Reinstatement extended to nearest bay joint, with minimum width of 1.0m across full width of footway.
3. Existing crack within 1.0m of saw cut =>> reinstatement must extend beyond the crack.

NB: For illustration only. Applies only to footways with defects. Refer to page 3.



Minumum
Reinstatement
Area

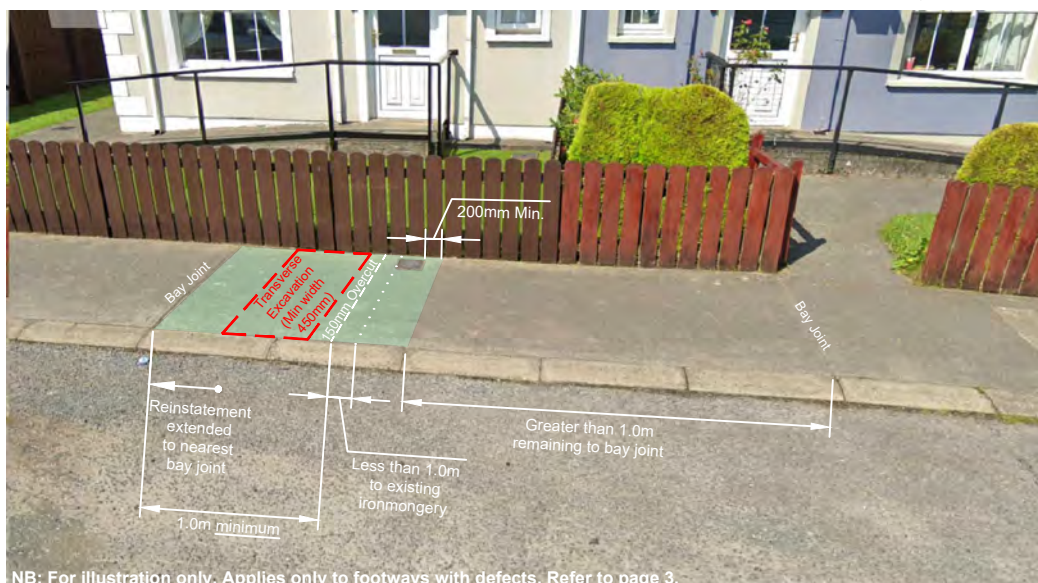
Scenario 1.4:

1. Excavation near one end of bay.
2. Reinstatement extended to nearest bay joint, with minimum width of 1.0m across full width of footway.
3. Existing reinstatement within 1.0m of saw cut =>> reinstatement must extend beyond the existing reinstatement joint.

Transverse Openings

Sample Scenarios relating to CPR001

CPR001-Scenario 1.5



NB: For illustration only. Applies only to footways with defects. Refer to page 3.

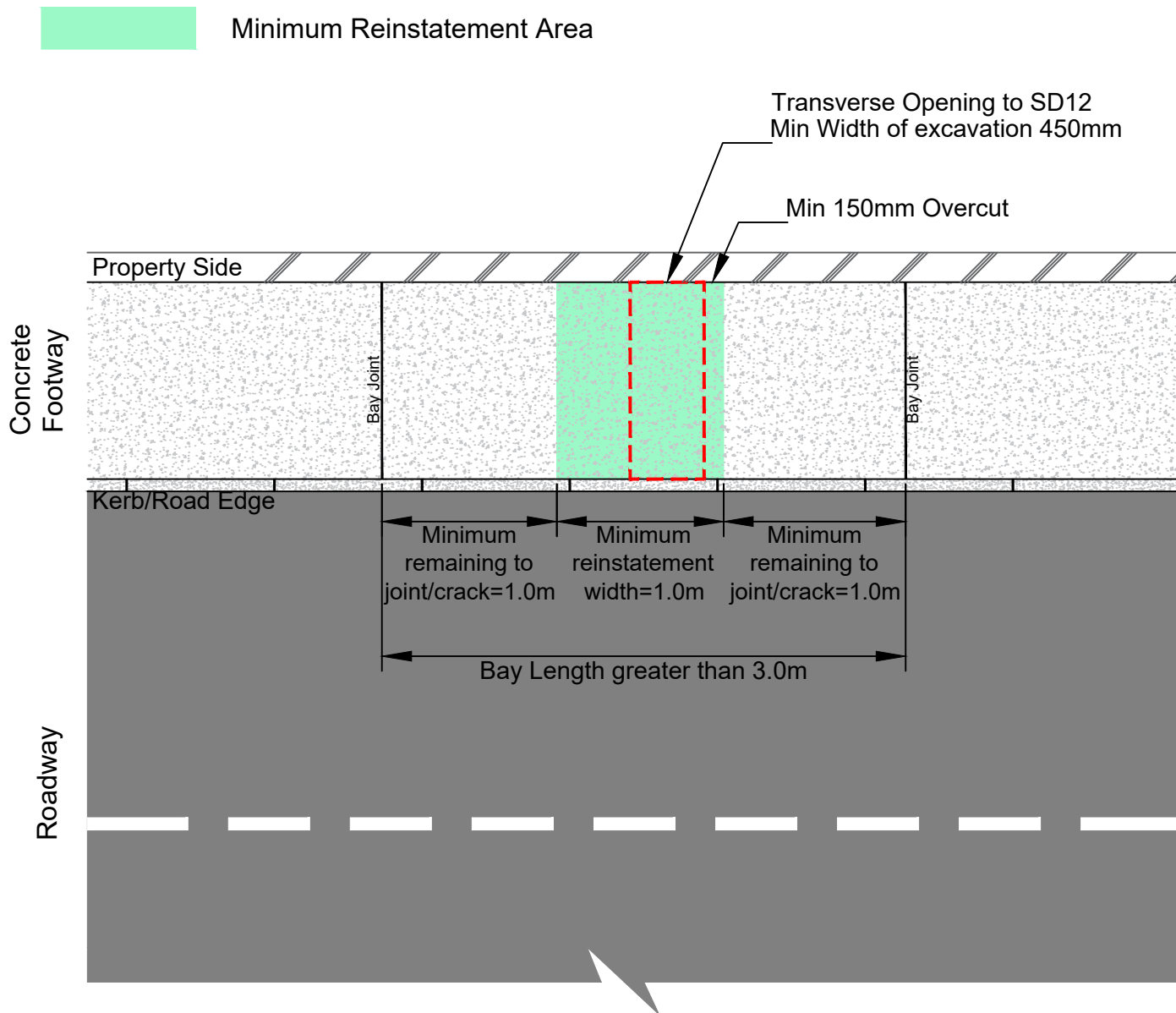
Scenario 1.5:

1. Excavation near one end of bay.
2. Reinstatement extended to nearest bay joint, with minimum width of 1.0m across full width of footway.
3. Existing ironwork within 1.0m of saw cut =>> full width reinstatement must extend at least 200mm past the ironwork.

Transverse Openings

Footways with defects. Bay Length $\geq 3.0\text{m}$

Detail CPR002

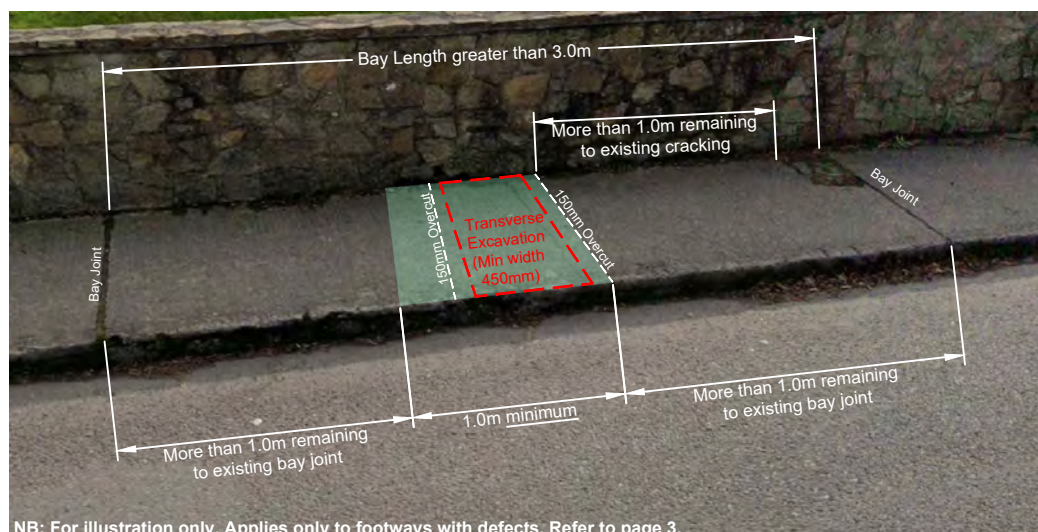
NOTES:

1. The trench reinstatement width and details must be a minimum of that set out in SD12 of the Guidelines.
2. Concrete shall have a minimum reinstated width of 1 metre wide and shall extend across the entire footway.
3. Where the distance to any bay joint is less than 1m the reinstatement shall extend to the bay joint.
4. Otherwise two straight saw cuts will be permitted provided they are a minimum of 1 metre from existing joints, cracks or ironmongery in the footway. This may require the width of the reinstated area to be extended beyond any existing crack or previous road opening reinstatement.

Transverse Openings

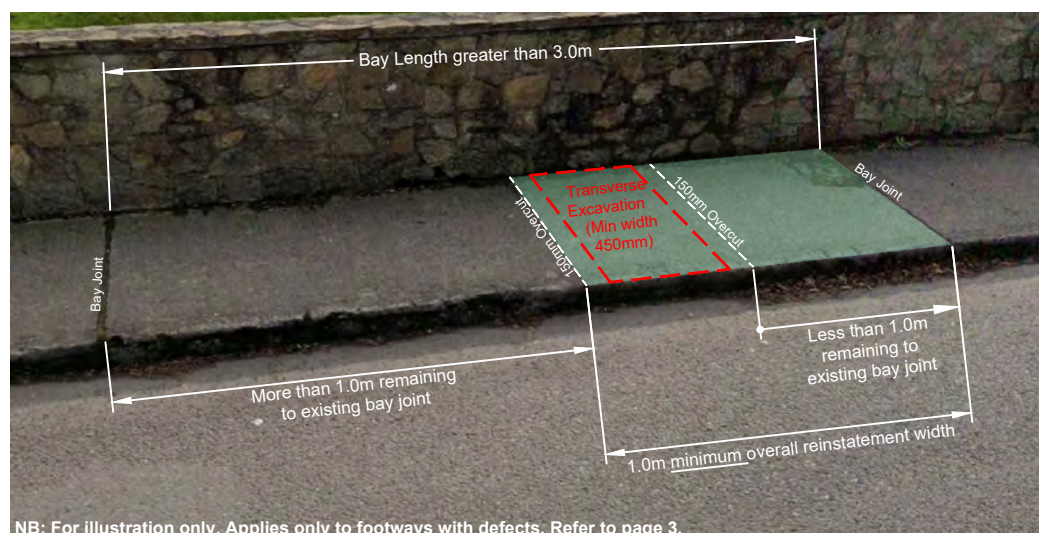
Sample Scenarios relating to CPR002

CPR002-Scenarios 2.1 & 2.2



Scenario 2.1:

1. Excavation located centrally on the bay.
2. Reinstatement minimum width of 1.0m across full width of footway.
3. Greater than 1.0m remaining to existing bay joints =>> no additional reinstatement required.



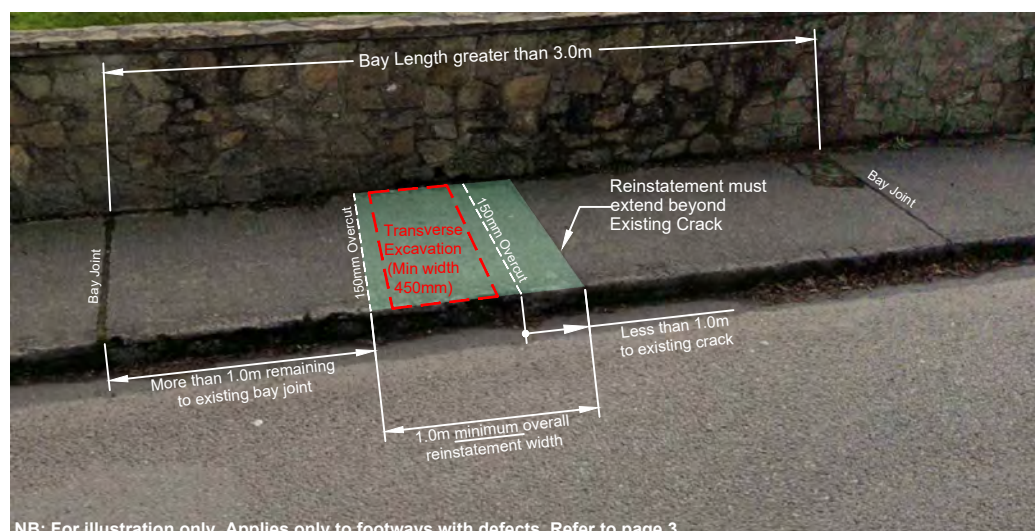
Scenario 2.2:

1. Excavation near end of bay.
2. Less than 1.0m remaining from overcut to one of the bay joints =>> reinstatement must extend to the bay joint.
3. Minimum overall width of reinstatement must be 1.0m.

Transverse Openings

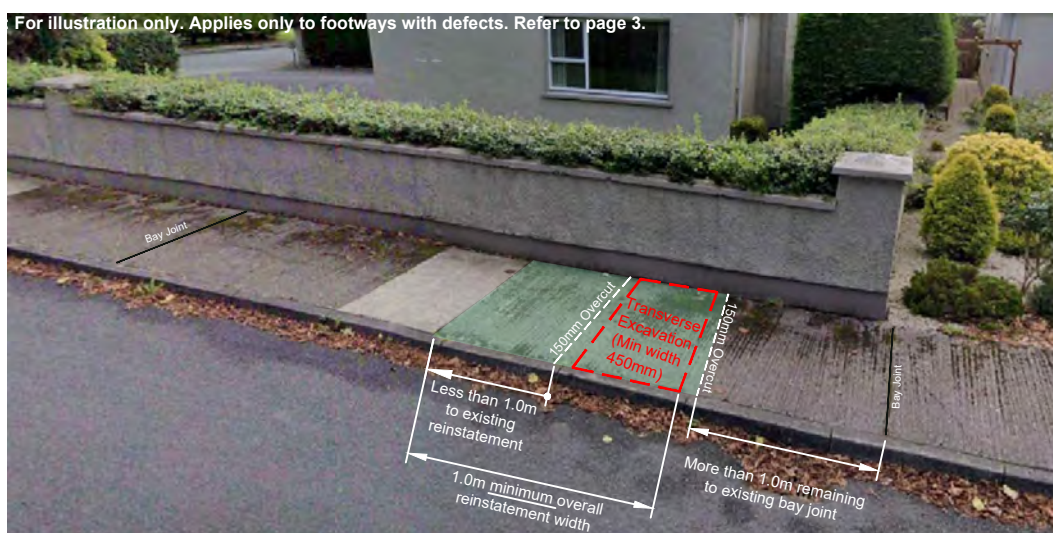
Sample Scenarios relating to CPR002

CPR002-Scenarios 2.3 & 2.4



Scenario 2.3:

1. Excavation located centrally on the bay.
2. Greater than 1.0m to existing bay joints.
3. Existing crack within 1.0m of saw cut =>> reinstatement must extend beyond the crack.



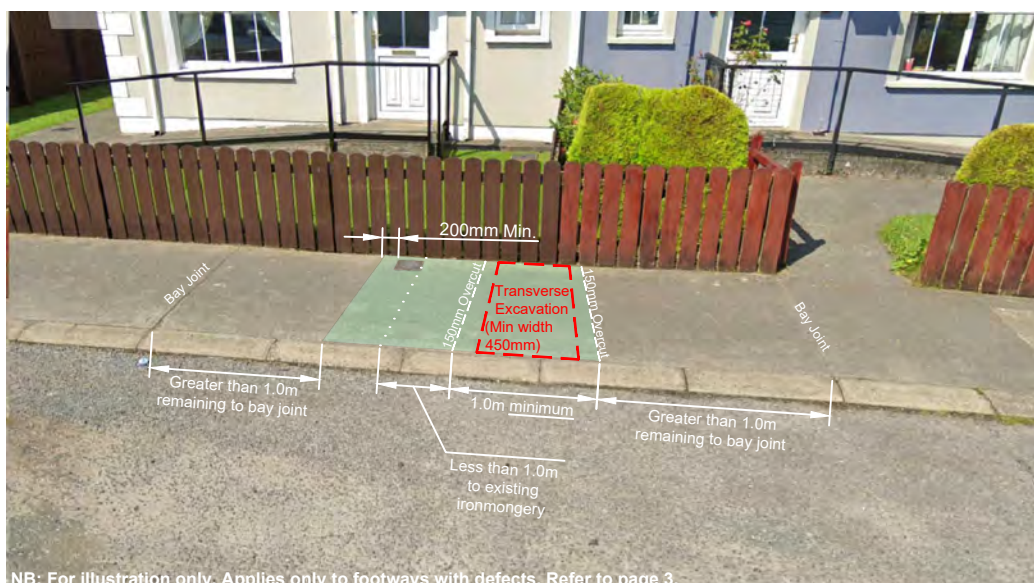
Scenario 2.4:

1. Excavation between existing reinstatement and end of bay.
2. Greater than 1.0m from overcut to nearest bay joint.
3. Existing reinstatement within 1.0m of other saw cut =>> reinstatement must extend beyond the existing reinstatement joint.

Transverse Openings

Sample Scenarios relating to CPR002

CPR002-Scenario 2.5



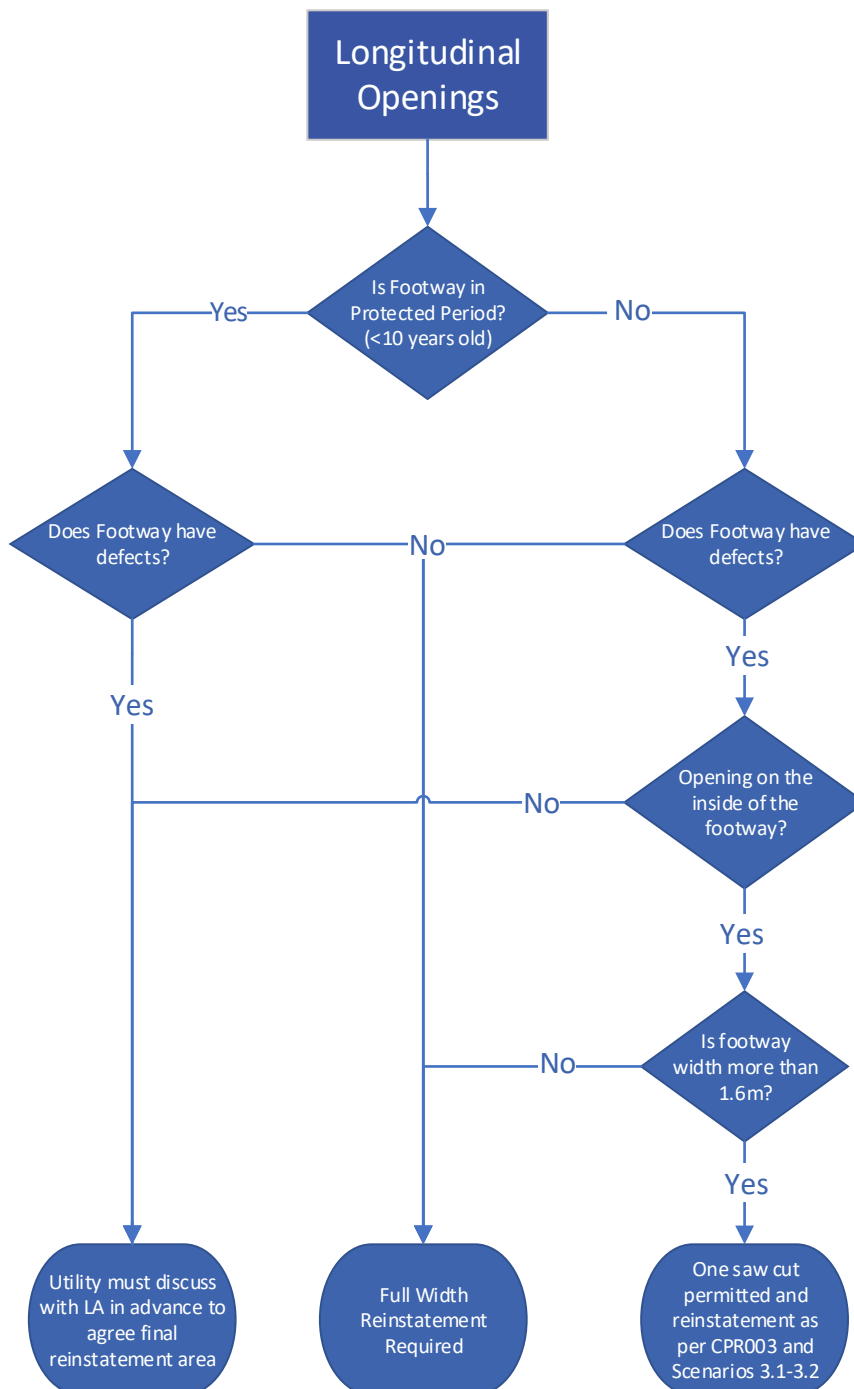
Scenario 2.5:

1. Excavation located centrally on the bay.
2. Greater than 1.0m to existing bay joints.
3. Existing ironwork within 1.0m of saw cut =>> full width reinstatement must extend at least 200mm past the ironwork.

3. Longitudinal Openings.

Longitudinal Openings Process.

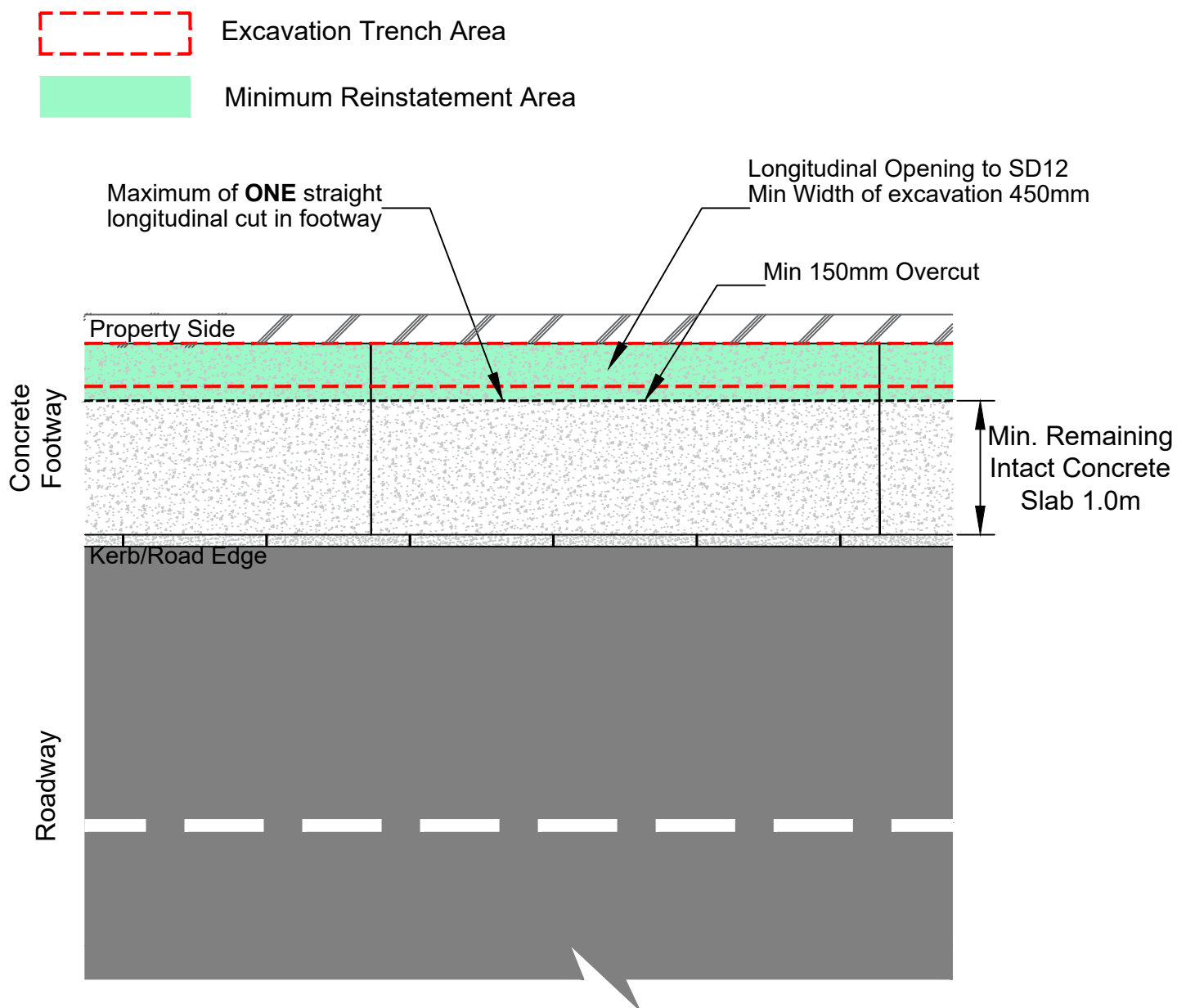
Please refer to the process map below to determine the relevant guidance which applies to your excavation. In the event of any doubt or uncertainty the onus is on the Licence Holder to consult with the Local Authority roads office in advance of any works to ensure that the proposed reinstatement is appropriate to the condition of the footway.



Longitudinal Openings

Footways with defects. Opening within 1m of property side.

Detail CPR003



NOTES:

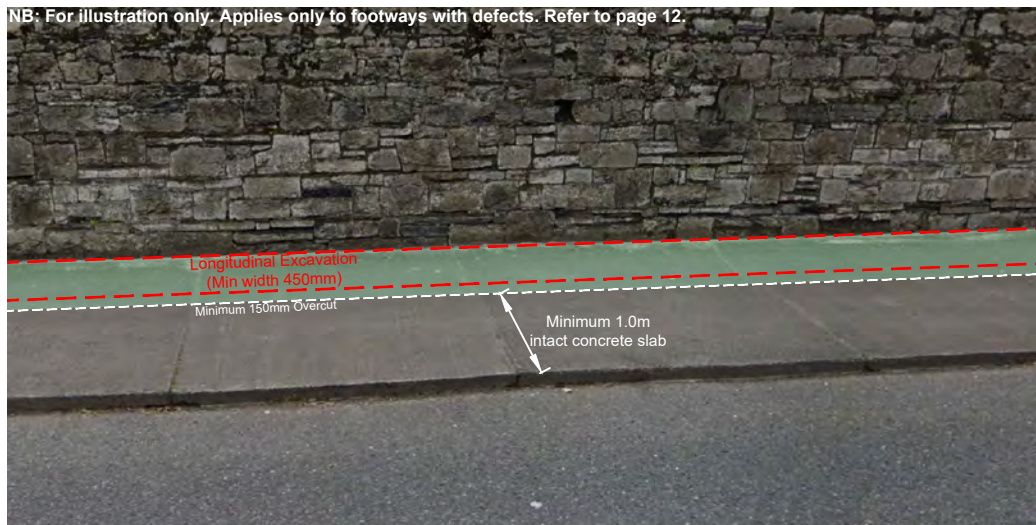
1. The trench reinstatement width and details must be a minimum of that set out in SD12 of the Guidelines.
2. There must be a maximum of one straight longitudinal cut joint in the footway. Unless otherwise agreed in advance with the Local Authority the saw cut must be parallel to the kerblines.
3. There must be a minimum of 1.0m of existing intact concrete slab between the saw cut and the back of kerb or road edge.
4. Full bay reinstatement is required where the reinstated area is less than 1 metre from the road edge or back of kerb.
5. The saw cut joint must be a minimum of 1 metre from existing joints, cracks, or ironmongery in the footway. This may require the width of the reinstated area to be extended beyond any existing crack, construction joint or existing road opening reinstatement.

Longitudinal Openings

Sample Scenarios relating to CPR003

CPR004-Scenarios 3.1 & 3.2

NB: For illustration only. Applies only to footways with defects. Refer to page 12.

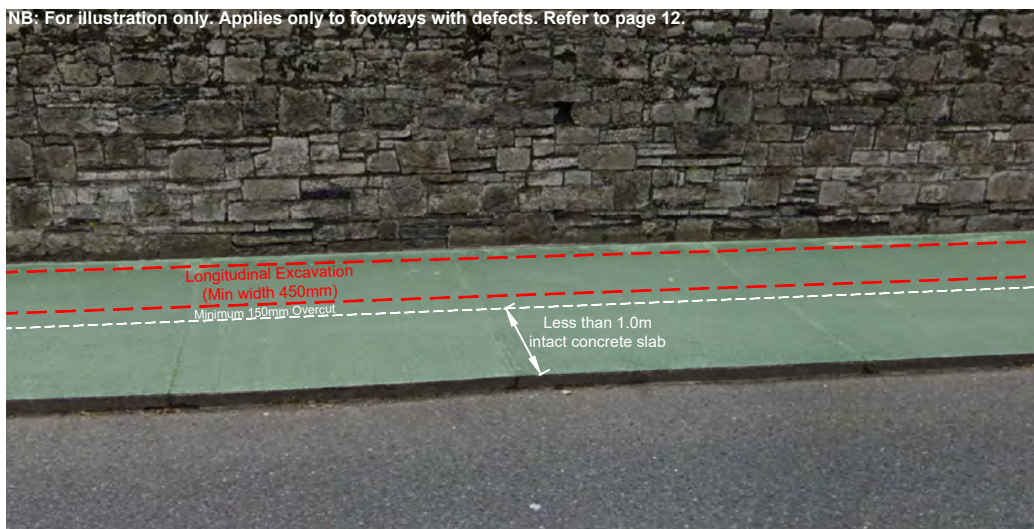


Minumum
Reinstatement
Area

Scenario 3.1:

1. Excavation within 1.0m of property side of footway.
2. If greater than 1.0m intact concrete slab remaining to rear of footway =>> no additional reinstatement required.

NB: For illustration only. Applies only to footways with defects. Refer to page 12.



Minumum
Reinstatement
Area

Scenario 3.2:

1. Excavation within 1.0m of property side of footway.
2. If less than 1.0m intact concrete slab remaining to back of kerb / road edge =>> reinstatement must extend to back of kerb / road edge (i.e full width).

4. One-Off Small Openings

The provisions of this section will apply to once off small openings in concrete footways, including those within the protected period, and regardless of existing condition, subject to **all** the criteria below being met.

1. The maximum reinstated area shall be 650mm x 650mm.
2. The reinstated area should be at the inside edge of the footway, normally adjacent to the curtilage of private property.
3. Where the opening is associated with a new or existing cover or frame there shall be a minimum dimension of 200mm from the frame to the reinstated edge.
4. The frame shall be placed centrally in the reinstatement, parallel to the reinstated edges.
5. There must be a minimum of 1 metre from the (max 650mm x 650mm) reinstated edge to the outside edge (road side) of the footway.
6. There must be a minimum of 1 metre from the (max 650mm x 650mm) reinstated edge to any construction joint or bay joint.

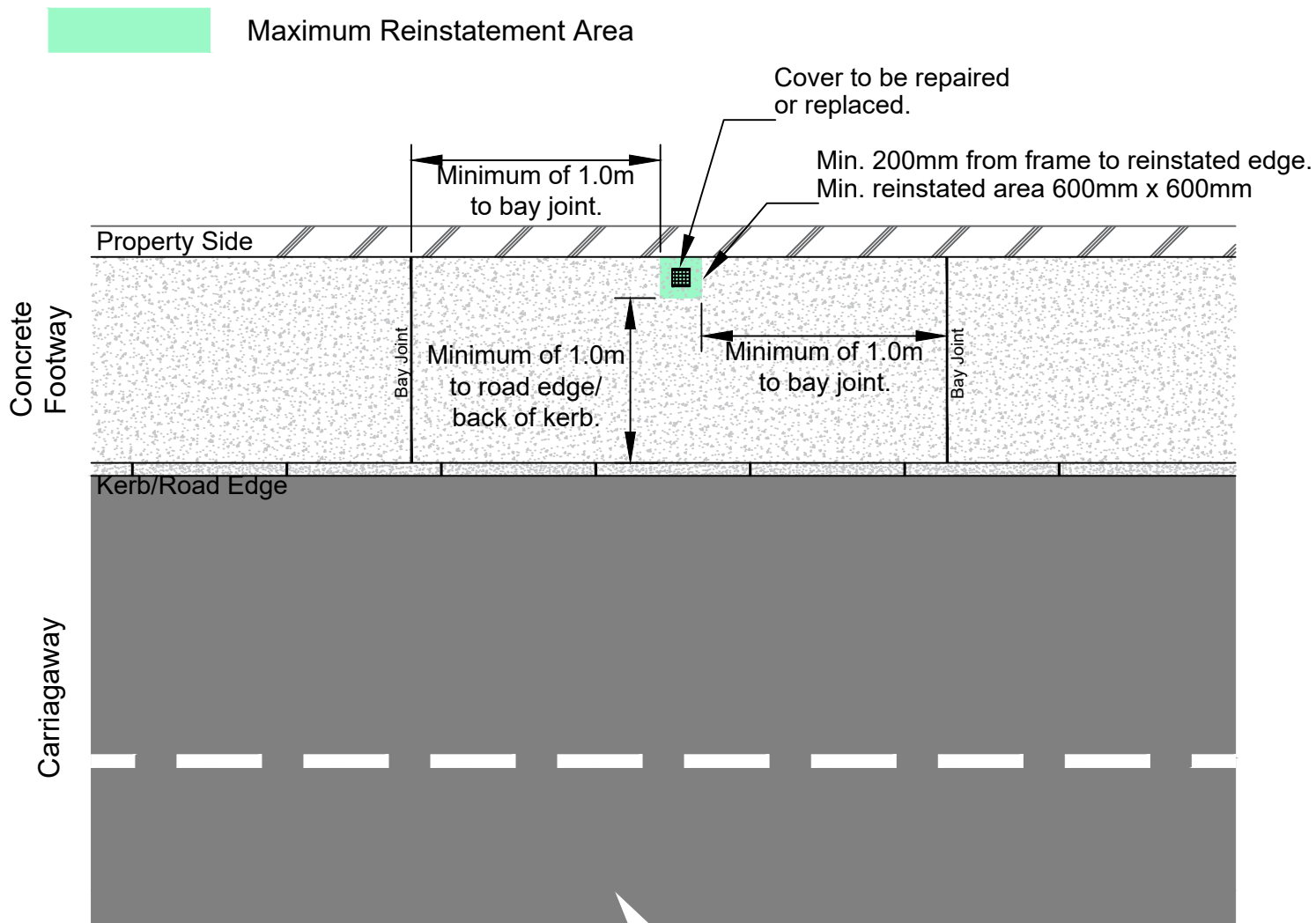
These provisions are intended to facilitate utilities in addressing one-off situations arising and do not apply to projects or schemes which require multiple replacements or installations. Such instances will require consideration on a case-by-case basis.

Where all the above conditions are met, a relaxation on full bay reinstatement for such openings will apply as set out in **Detail CPR006** and **Scenarios 6.1 to 6.3**. Where all the above conditions are not met, refer to Section 2.0 and 3.0 of these Guidelines, Circular RW16 of 2023, and to the Guidelines for Managing Openings in Public Roads.

Small One Off Openings

All Footways.

Detail CPR004

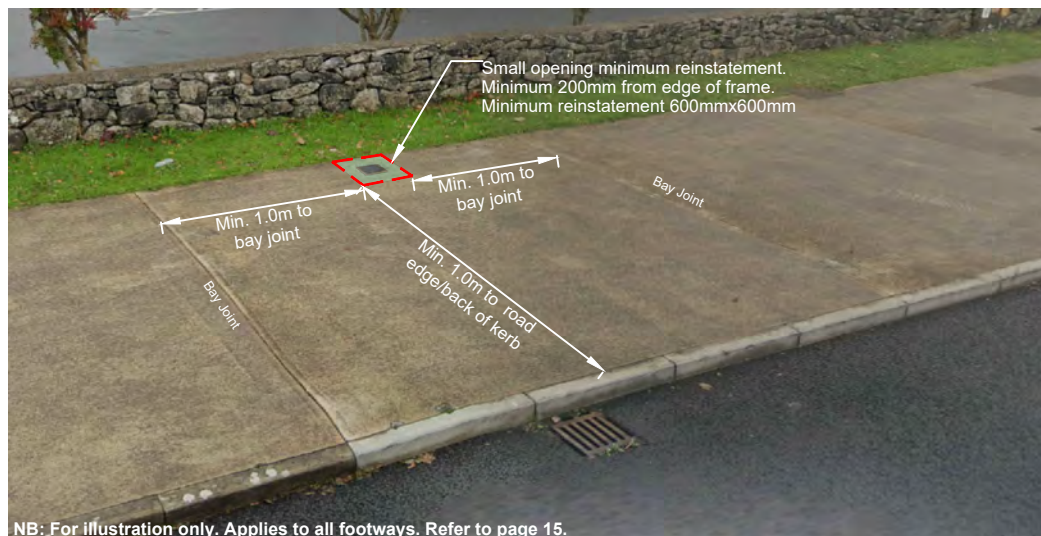
NOTES:

1. The maximum reinstated area shall be 650mm x 650mm.
2. The reinstated area should be at the inside edge of the footway, normally adjacent to the curtilage of private property.
3. Where the opening is associated with a new or existing cover or frame there shall be a minimum dimension of 200mm from the frame to the reinstated edge.
4. The frame shall be placed centrally in the reinstatement, parallel to the reinstated edges.
5. There must be a minimum of 1 metre from the (max 650mm x 650mm) reinstated edge to the outside edge (road side) of the footway.
6. There must be a minimum of 1 metre from the (max 650mm x 650mm) reinstated edge to any construction joint or bay joint.
7. Backfill material must be compacted using a hand tamper/ rammer and licence holders should normally use cement bound backfill to prevent future settlement.
8. Where reinstatement extends the full width of the footway Transverse Opening guidance shall apply including minimum 1.0m reinstatement across full footway width. Refer to Section 2.0 of this Guidance Document.

One Off Small Openings

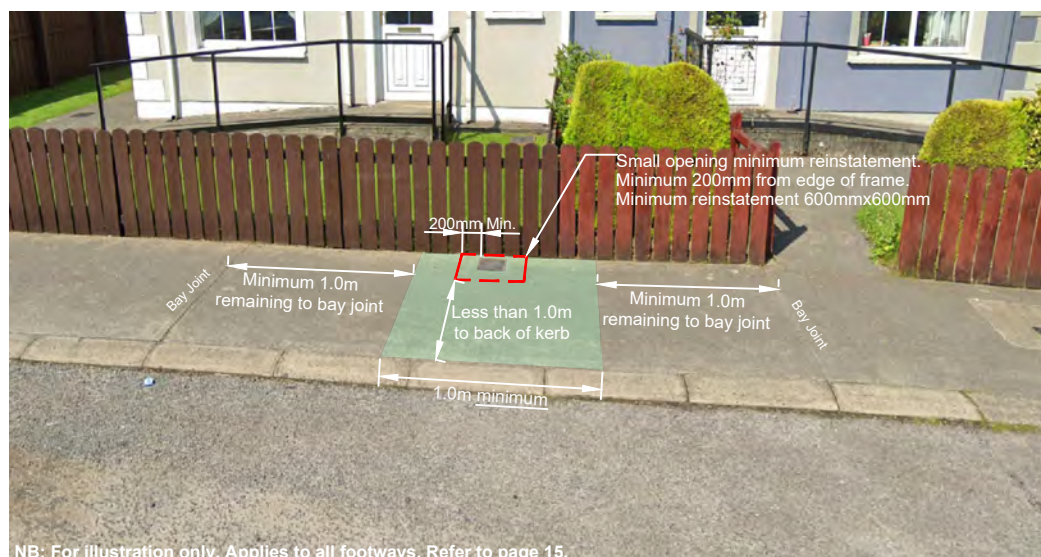
Sample Scenarios relating to CPR004

CPR004-Scenarios 4.1 & 4.2



Scenario 4.1:

1. Cover to be installed/replaced located centrally at property side of footway.
2. Maximum reinstatement area 650mmx650mm with minimum dimension of 200mm between the frame and the reinstated edge.
3. Greater than 1.0m intact concrete slab remaining to bay joints and road edge / back of kerb =>>no additional reinstatement is required.



Minimum Reinstatement Area

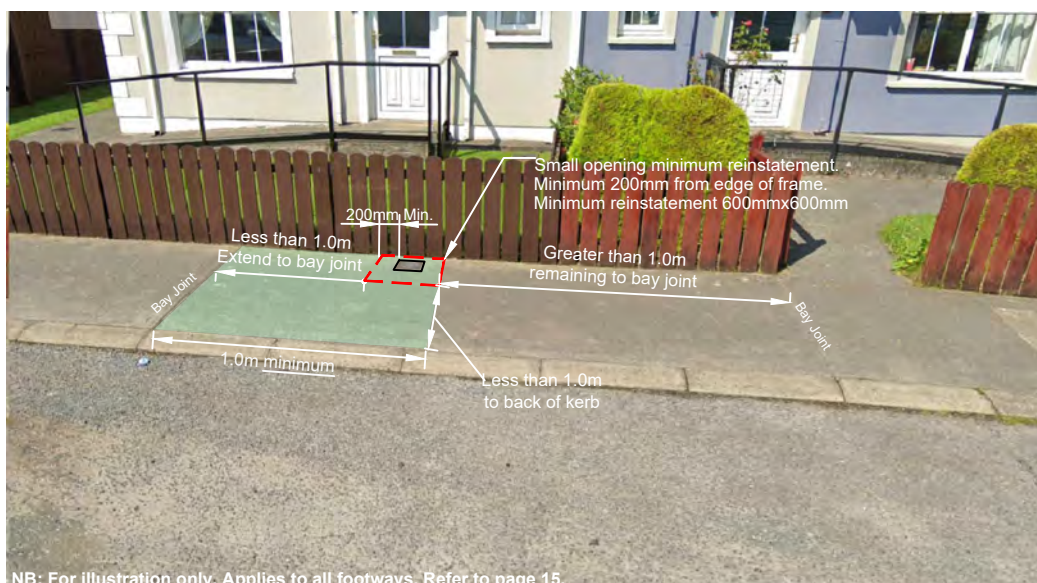
Scenario 4.2:

1. Cover to be installed/replaced located centrally at property side of footway.
2. Maximum reinstatement area 650mmx650mm with minimum dimension of 200mm between the frame and the reinstated edge.
3. Less than 1.0m intact concrete slab remaining to back of kerb =>> reinstatement extends to back of kerb with minimum reinstated width of 1.0m.
4. Greater than 1.0m to bay joints=>>no further reinstatement required.

One Off Small Openings

Sample Scenarios relating to CPR004

CPR004-Scenario 4.3



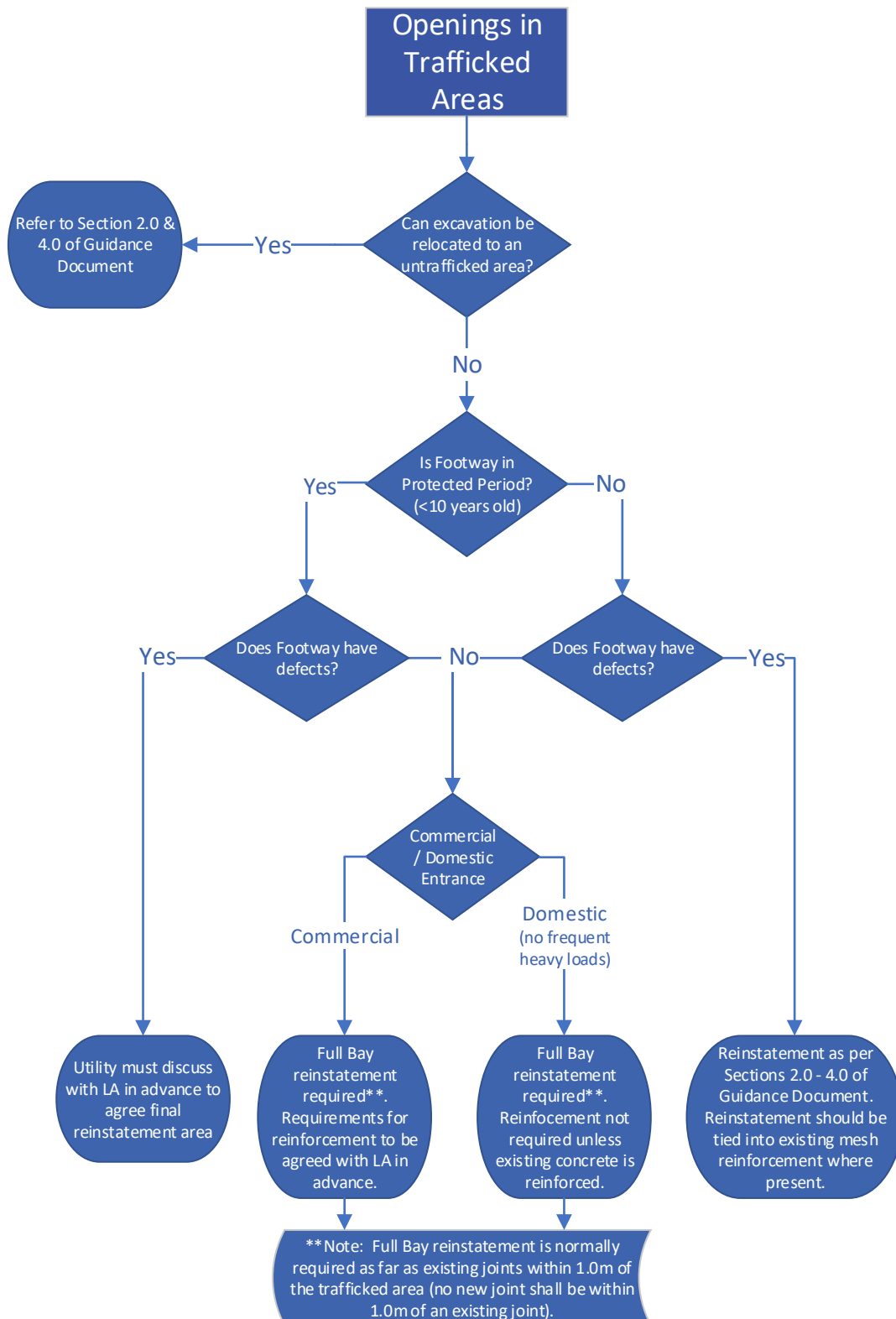
Scenario 4.3:

1. Cover to be installed/replaced located near one end of bay on property side of footway.
2. Maximum reinstatement area 650mmx650mm with minimum dimension of 200mm between the frame and the reinstated edge.
3. Less than 1.0m intact concrete slab remaining to back of kerb and nearest bay joint =>> reinstatement extends to back of kerb and bay joint with minimum reinstated width of 1.0m.
4. Greater than 1.0m to opposite bay joints=>>>no further reinstatement required.

5. Trafficked Areas

Trafficked Areas Process.

Please refer to the process map below to determine the relevant guidance which applies to your excavation. In the event of any doubt or uncertainty the onus is on the Licence Holder to consult with the Local Authority roads office in advance of any works to ensure that the proposed reinstatement is appropriate to the condition of the footway.



**APPENDIX A: Circular RW 16 of 2023 - Road Opening Licence
Requirements for Concrete Footway Reinstatement**



6 September 2023

Circular RW 16 of 2023

Road Opening Licence Requirements for Concrete Footway Reinstatement

Dear Director of Services

Following engagement by the Utilities and the Local Authorities at the Joint Utility and Local Authority (JULA) Forum the Department has agreed to issue a circular in relation to the Road Opening Licence requirements for Concrete Footway Reinstatements as clarification of what is set out in The Guidelines for Managing Openings in Public Roads (Second Edition, Rev 1, April 2017).

1. Purpose:

The Guidelines for Managing Openings in Public Roads (Second Edition, Rev 1, April 2017), 'The Purple Book' or 'The Guidelines', provides detailed reinstatement requirements for various location and surface type scenarios.

The purpose of this document is to build upon the guidance in the Purple Book by setting out a consistent approach for the reinstatement of concrete footways to support and ensure clarity for licence holders and authorities using the Guidelines.

2. Minimising Damage to footways:

Damage to footways can be minimised by:

- Use of trained staff, correct materials and equipment, quality and testing methods including those set out in the Guidelines.
- Ensuring the following in reinstatement of concrete footways:
 - Saw cutting of existing surfaces
 - Ensuring that the existing and reinstated footway is fully supported by correct location of saw cuts
 - Use of correct reinforcement where required
 - Jointing detail between existing and new concrete
 - Expansion / contraction joint details
 - Use of the correct concrete mix



- Suitable weather conditions
- Correct concrete finishing detail to match existing, including surface texture.
- Protection of the fresh concrete
- Locating road openings where they have minimum impact
- Using non-excavation methods where suitable and agreed with the Local Authority.

3. **Clarifications**

The following clarification is made in relation to the Guidelines:

In relation to note 18 of SD12,

- footways will generally not require reinforcement
- Commercial Entrances and locations where heavy wheel loads are evident will require reinforcement.
- Domestic entrances which are not subject to frequent heavy wheel loads will not require reinforcement except where the existing concrete is reinforced.

4. **Minimum Requirements**

The minimum requirements for reinstatement of concrete footways are set out below. Licence holders should consult with the Local Authority roads office in advance of the works to ensure that the proposed reinstatement is appropriate to the condition of the footway and whether or not it is in a protected period.

Utilities should note that licences granted through the MRL system do not normally have site specific conditions and therefore compliance with the Purple Book guidelines and this document is imperative.

The onus is on the licence holder to record details of the pre-works existing footway condition and to ensure that such records are uploaded on MRL prior to commencement of road opening works to ensure that the LA inspector and the approved certifier have the information available to them when they are on site during or post works.



4.1 Transverse openings:

Transverse openings are the most common trench type and the following minimum requirement apply to reinstatements:

- Typically, concrete bays are approximately 3.0m in length. Wherever possible new excavations should be located at one end of a concrete bay.
- Any sawcut shall have a minimum cut back (step detail) of 150mm as per Standard Drawing SD12 in the Guidelines.
- Concrete shall have a minimum reinstated width of 1 metre wide and shall extend across the entire footway.
- Where the distance to a bay joint is less than 1m the reinstatement shall extend to the bay joint.
- Where a concrete bay is less than 3.0m the reinstated area must extend as far as an existing concrete construction joint. This results in a maximum of one saw cut in the footway.
- Where a concrete bay is significantly longer than 3.0m and there is no existing joint, two saw cuts will be permitted and the length of footway reinstatement should be agreed with the Local Authority in advance. Details of the agreement should be recorded on MRL by the licence holder / LA to ensure that the LA inspector and Approved Certifier have the required information.
- The saw cut joint must be a minimum of 1 metre from existing joints, cracks, or ironmongery in the footway. This may require the width of the reinstated area to be extended beyond any existing crack, construction joint or existing road opening reinstatement.

4.2 Longitudinal openings:

Longitudinal openings regularly contribute to the failure of footways as they cause the footway to lose its raft effect. The minimum reinstatement requirements for longitudinal openings are:

- The trench reinstatement width and details must be a minimum of that set out in SD12 of the Guidelines.
- If the opening is carried out on the inside of the footway:
 - There must be a maximum of one straight longitudinal cut joint in the footway.



- The minimum cut back (step detail) of 150mm shall apply as per Standard Drawing SD12 in the Guidelines.
- There must be a minimum of 1 metre of existing intact concrete slab between the saw cut and the back of kerb or road edge where there is no kerb.
- Full bay reinstatement is required where the reinstated area is less than 1 metre from the road edge or back of kerb.

4.3 One-Off Small Openings:

This scenario is intended to facilitate utilities in addressing one-off situations arising and does not apply to projects or schemes which require multiple replacements or installations. Such instances will require consideration on a case-by-case basis.

Small openings are those typically required for installing or repairing Boundary Boxes, “Toby” Boxes, valve covers, service leaks or bar-holing for leak detection.

Such openings typically require an area of approximately 250x250mm and result in a reinstated dimension of 600mmx600mm and:

- Backfill material in small openings must be compacted using a hand tamper/rammer and licence holders should normally use cement bound backfill to prevent future settlement.
- The edges of the reinstated area must be parallel with the footway and the following dimensions apply:
 - Where the reinstatement surrounds a new or existing cover or frame there shall be a minimum dimension of 200mm between the frame and the reinstated edge. The maximum reinstated dimensions are therefore 650mm x 650mm.
 - The frame shall be placed centrally in the reinstatement and parallel to the reinstated edges.
 - The edges of the reinstated area should be aligned as follows:
 - The reinstated area should be at the inside edge of the footway which is normally adjacent to the curtilage of the private property.



- A minimum 1 metre from the outside edge of the concrete footway. For kerbed footways, this should be measured from the back of the kerb.
- A minimum of 1 metre from the concrete joint and the road or Footway/kerb interface
- The reinstatement must be carried out in accordance with the Guidelines.
- Appropriate measures should be put in place to ensure that undermining of any footpath, road, wall, or other such item does not take place.

4.4 Road openings in trafficked areas of concrete footways:

Due to the traffic loading on driveways/entrances to private, public and commercial properties the likelihood of failures is higher. Where road openings are unavoidable in these locations the following apply:

- Full Bay reinstatement is normally required as far as existing joints within 1.0m of the trafficked area (no new joint shall be within 1.0m of an existing joint).
- The required reinforcement for Commercial entrances should be agreed with the Local Authority in advance of works.
- Repairs / replacement may be carried out to existing ironmongery in the footway subject to the required areas of reinstatement being as set out in this document for transverse, longitudinal and small openings. Any new reinstatement should be tied into existing mesh reinforcement where present.
- Where the concrete bay is recently constructed (For example, less than 10 years), the full bay must be replaced.
- Where the concrete bay has no defects or requires no improvement action the full bay must be replaced.
- For all other footway conditions, the required areas of reinstatement are as set out in this document for transverse, longitudinal and small openings.
- A relaxation to the requirement for full bay reinstatement may be granted by the Local Authority in instances where a new entrance has been created across an existing unreinforced footway with resulting structural failure. The utility must agree the reinstatement details with the Local Authority in



advance of the reinstatement works and the agreement documented with the licence on MRL.

4.5 Road openings in footways in the protected period with no openings or defects:

(Photographs are provided in Appendix 1 to assist in assessment of footway condition)

- Full bay reinstatement must be carried out for footways that are either less than 10 years old or have no current defects.
- The age of footways or sections of footways must be verified by the licence applicant with the Local Authority in advance of reinstatement and should be determined during the licensing process where possible.
- Where there is existing surface damage, cracking, or settlement to footways in the protected period, the utility must discuss this with the Local Authority to agree on the final reinstatement area in advance of completion of reinstatement.
- The onus is on the licence holder to retain photographic evidence of the existing footway condition and to ensure that photographs are uploaded to MRL as proof of the pre-works condition. These photographs will be required by both the approved certifier and the Local Authority and should be uploaded to MRL prior to reinstatement.
- In the case of one-off openings for the repair or replacement of existing covers, frames or ironmongery in the footway, a relaxation to this requirement may be agreed by the Local Authority and the Utility. Utilities should engage with the Local Authority in advance of the works in such cases.

Any queries in relation to this circular should be addressed to the Roads Management Office (RMO) at contact@rmo.ie.

Yours sincerely

Higher Executive Officer
Compliance and Technical Section
Regional & Local Roads Division

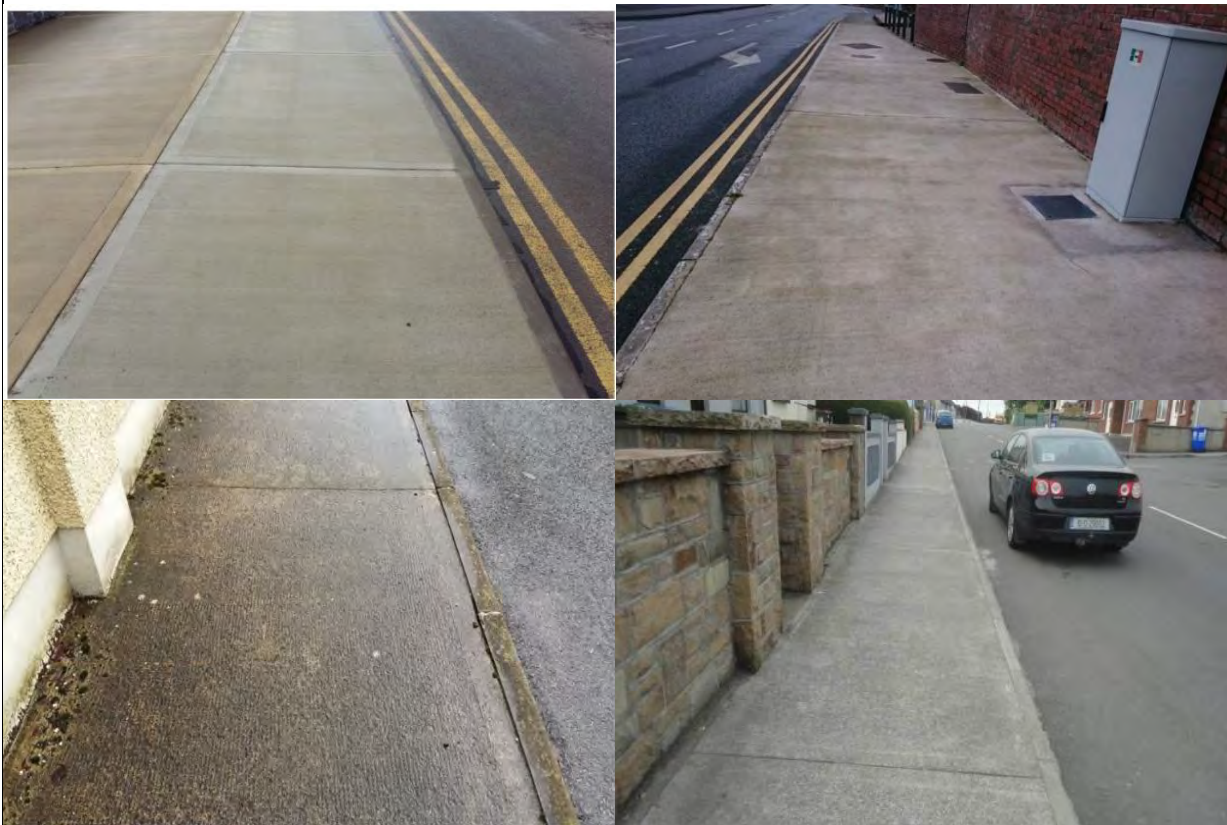


Appendix 1

Sample photographs of footway condition

Examples of concrete footways in the protected period or those that have no current defects and require no Local Authority improvement action.

Road openings in these footways normally require full bay reinstatement.





Examples of concrete footways that have current defects
Road openings in these footways normally do not require full bay reinstatement.

