

# *Directions for the Management and Control of Roadworks in Cork City*



*Comhairle Cathrach Chorcaí*  
*Cork City Council*

***Roads Protection and Asset Management Division***  
***Roads & Transportation Directorate***



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### **1.1 Requirement for a Specific Direction in Relation to Proposed Works**

No roadworks, **irrespective of duration**, may be carried out on **any road(s)** without a specific individual Licence from the Roads Protection and Roads Protection and Asset Management Division of Cork City Council, indicating the period during which and the times at which the roadworks shall be carried out and any other particular requirements/ conditions in respect of the said roadworks.

### **1.2 Definition of Roadworks**

Roadworks means repairs, maintenance, alterations, improvements or installations or any other works to, above or under a public road. (The terms ‘public road’ and ‘road’ in these Directions have the meaning assigned to them in the Roads Act, 1993.) Roadworks includes any works on the carriageway and/or footpath, where the public road and/or footpath space is temporarily unavailable for public use.

### **1.3 Application of these Directions**

These Directions apply to ***all*** persons, agencies, utility companies including telecom companies, without exception, who intend carrying out roadworks (as defined in Section 1.2 above) on public roads in the Cork City Area.

These Directions also apply to Cork City Council in relation to all roadworks it undertakes.

The General Directions set out in this document relate to the carrying out of work only within areas in the charge of Cork City Council. Onus remains with the applicant to verify the extent of the works area in the charge of Cork City Council.

**Edition 3.1 of these Directions come into operation on the 1<sup>st</sup> of March 2010.**

### **1.4 Legal Background**

**In accordance with Section 101D Road Traffic Act, 1961 (Subsection 2) as inserted by Section 9 of the Dublin Transportation Authority (Dissolution) Act 1987 and as prescribed in the Road Traffic (Co-ordination of Roadworks) Regulations, 1992, Cork City Council can issue Directions to persons carrying out roadworks in its functional area.**

**A Direction may specify:-**

- a) The periods during which and the times at which roadworks shall/shall not be carried out.
- b) The period within which roadworks shall be completed.
- c) The manner in which roadworks shall or shall not be carried out.
- d) Requirements and standards in relation to the temporary or permanent reinstatement of a public road following the carrying out of roadworks.
- e) Requirements in relation to the giving of security for satisfactory reinstatement of a public road following the carrying out of roadworks.
- f) Requirements in relation to the control of traffic in the vicinity of roadworks.

**When giving a direction under this section, Cork City Council shall have regard to:**

- (g) The need to co-ordinate, in such manner as to minimise any disruption of traffic by the roadworks concerned, the periods during which and the times at which the roadworks concerned and other roadworks (whether or not they are in the functional area of Cork City Council) are carried out;
- (h) The necessity to minimise the disruption to traffic caused by the roadworks concerned and other roadworks;
- (i) The urgency of the need to carry out the roadworks; and
- (j) Any cost likely to be incurred as a result of the direction

**In addition Section 13 of the Roads Act, 1993 imposes a responsibility on the road authority for the maintenance and construction of public roads. Subsection 7 provides as follows:-**

*“ A Road Authority may do all such things as arise out of or are consequential on or are necessary or expedient for the performance of its functions under this act or otherwise in relation to public roads or ancillary thereto ”.*

The above provisions empower a road authority to take whatever action it considers necessary to maintain and manage the roads within its functional area.

**Part 5 of the Communications Regulation Act, 2002** deals with the regulation by road authorities of roadworks carried out by network operators or their agents for the purpose of establishing, extending or maintaining etc. underground electronic communications infrastructure and associated physical infrastructure.

A 'network operator' is defined in the Act as 'any person who provides or operates an electronic communications network'. This includes telecoms operators and other utilities (incl. Bord Gais, the ESB, and Cork City Council) in cases where they install communications infrastructure either on its own or alongside other services.

The provisions of Part 5 of the Communications Regulation Act, 2002 are without prejudice to the Section 101 D of the Road Traffic Act, 1961 (subsection 2) as inserted by Section 9 of the Dublin Transportation Authority (Dissolution) Act, 1987.

**Section 53 (5) of the Act, provides as follows:**

'A road authority may, subject to any regulations under section 56 (2), impose charges on network operators –

- (a) for the grant of consents to cover the administrative costs, including costs involved in monitoring compliance with consents, incurred by the road authority under this section, and*
- (b) for reasonable costs it may incur in making good long term damage to a road as a result of road openings carried out by the network operator.'*

**Under Section 53 (6) of the Communications Regulation Act, 2002** a road authority, when considering an application for a consent is required to have regard to the following:

- *the existing and potential use and availability of spaces under the surface of the road concerned,*
- *traffic control,*
- *the protection of the environment and of amenities including residential amenities,*
- *the manner and timing of the reinstatement of the road and*
- *any Scheme adopted under subsection (7) of the Act.*

**Section 53 (4) of the Act** requires that any conditions contained in a consent –

- *shall not discriminate unfairly between network operators and*
- *shall be consistent with the need of the road authority to carry out its functions under the Roads Acts, 1993 to 2001 and the Road Traffic Acts, 1961 to 2002.*

In considering an application for a consent Cork City Council will, in addition to the factors set out above, have regard to the past performance of the utility/operator and/or any person engaged by the utility/operator in complying with conditions attached by the City Council to previous Licences issued to the utility/operator.

## **1.5 Directions issued in the form of a Licence**

Directions will be issued in the form of a Licence with Associated Conditions.

## **1.6 Necessary On-Site Documentation**

The following documentation must be retained on site for inspection by a member of An Garda Siochana or an employee of Cork City Council:

- Copy of the individual Licence issued for the works and Associated Conditions.
- Copy of the Site Specific Safe System of Work Plan (See 4.11)
- Copy of the approved Traffic Management Plan, where required. (See 4.13)
- Copy of the approved Works Method Statement, where required. (See 4.14)
- Copy of the written consent from the Roads Traffic Division of Cork City Council for the use of temporary traffic lights, where applicable.

## **1.7 Application of these Directions**

These Directions are administered by the Roads Protection and Asset Management Division of Cork City Council. The Roads Protection and Asset Management Division shall be taken to include all staff assigned to the Division and any other person authorised in writing by the Director of Service, Roads and Transportation.

## **1.8 Failure to Comply with Directions**

In accordance with Section 13 of the Roads Act 1993, failure to comply with the conditions of a Licence constitutes an offence which is subject on summary conviction to a fine not exceeding €1270.00 or at the discretion of the Court, to imprisonment for a term not exceeding six months, or to both such fine and imprisonment.

## **SECTION 2 GUIDELINES on the RESTRICTIONS on ROADWORKS**

### **2.1 Guidelines on the Restrictions on Timing of Roadworks**

Each road in Cork City has been graded according to its importance as a strategic traffic route by assigning it a traffic impact number. (see Road Inventory via O.L.R.W.C. or contact the Roads Protection and Asset Management Division of Cork City Council ).

Having regard to the need to minimise the disruption to traffic caused by roadworks, the City Council has decided that the following **Guidelines** for General Restrictions will apply in relation to times at which non emergency roadworks may not be carried :

<b>Traffic Impact Number</b>	<b>Times during which Roadworks <u>may</u> be Carried Out (Note : Additional Restrictions may be Imposed in Particular Cases)</b>
1	Mon - Fri: 08.00 - 23.00 hrs Sat & Sun & Public Holidays: 09.00 - 23.00 hrs
2	Mon - Fri: 09.30 - 12.30 hrs and 16.30 - 23.00 hrs Sat & Sun & Public Holidays: 09.00 - 23.00 hrs
3	Mon – Thur: 10.00 - 16.00 hrs and 19.00 - 23.00 hrs Friday: 10.00 - 16.00 hrs and 21.00 - 23.00 hrs Sat & Sun & Public Holidays: 09.00 - 23.00 hrs.
4	Mon – Thurs: 18.30 - 23.00 hrs Friday: 21.00 - 23.00 hrs Saturday: 18.30 - 23.00 hrs Sun & Public Holiday: 09.00 - 13.00 hrs and 18.30 - 23.00 hrs.

In the case of roads, where a utility/company is carrying out works, they must finish all noisy works (e.g. breaking out, saw cutting, operation of pneumatic drills, running plant etc.) by 21.00hrs. **All residents on the road and on any other road, which may be disturbed by noise after 19.30hrs or at all times during weekends or public holidays, are to be informed by the utility/company in writing of the proposed works at least 2 days before the event.** Noisy works must not commence before 08.00hrs on a residential road on weekdays or before 09.00hrs on Saturdays, Sundays or on Public Holidays.

In addition, on all roads with **clearway** and/or **bus lane/green route** restrictions, non-emergency roadworks may not be carried out during the operating hours of these restrictions unless the prior written consent of the Roads Protection and Asset Management Division has been obtained.



The general restrictions set out in the table above are based on the assumption that the proposed roadworks will interfere with or restrict traffic flow on only one lane of the carriageway. **Where the proposed roadworks will interfere with traffic flow on more than one lane, the periods, during which roadworks may be carried out, may be further restricted by the Roads Protection and Asset Management Division.** In certain cases there may be a requirement that the roadworks be carried out at the weekend or on a Sunday only. Where it is proposed to carry out roadworks adjacent to schools, colleges, libraries, hospitals, hotels or other public buildings additional timing restrictions may be applied by the Roads Protection and Asset Management Division.

## **2.2 Restrictions on Roadworks on Recently Renewed Roads and Footpaths**

Having regard for the need to minimise the disruption caused by roadworks, to protect residual amenity and to safeguard “green routes”, recently renewed road pavements and footpaths, Cork City Council will impose moratoria, of a given duration, on road openings on specified roads. For streets currently subject to moratoria see Road Inventory via O.L.R.W.C. or contact the Roads Protection and Asset Management Division of Cork City Council .

Where permission is granted by the Roads Protection and Asset Management Division to excavate a **reconstructed or resurfaced road pavement** within **5 years** of the date of being overlaid/improved, the applicant shall replace a FULL LANE WIDTH of pavement for the total length excavated. In the event of a transverse excavation, the applicant shall replace the full width of roadway for a distance of 5 metres on both sides of the excavation. Only competent surfacing contractors shall be employed, all reinstatement work must be machine laid where materials used and depth of reconstruction shall match the existing specification. Permanent reinstatement to be undertaken immediately or no later than 3 months from the date of initial excavation. However the overriding consideration is public safety and temporary reinstatement must be properly maintained at all times.

Where permission is granted by the Roads Protection and Asset Management Division to excavate a **reconstructed or overlaid footpath** within **5 years** of the date of being overlaid/improved, the applicant shall restore FULL BAY REINSTATEMENTS. The materials used and the depth of reconstruction shall match the existing specification. Permanent reinstatement to be undertaken immediately.

In the case where works affect City Centre Streets with **Enhanced Surfacing**, specific conditions relating to temporary and permanent reinstatement will apply together with an enhanced deposit requirement. (see Appendix VIII for a map outlining the location of streets with Enhanced Surfacing.)

## **2.3 Requirement to Cease Work in the Event of an Emergency**

In the event of any unanticipated traffic disruption arising in the vicinity of approved roadworks, such as a traffic accident, emergency works, unacceptable traffic delays etc., the approved roadworks can only continue where reasonable pedestrian and vehicular

traffic flow is still possible. Where reasonable traffic flow cannot be maintained, the utility/company must cease the works concerned and reopen the road to traffic.

## **2.4 Direction to Cease Works**

On the instruction of a member of An Garda Siochana or an authorised employee of Cork City Council, works must be immediately suspended and safe provision made (including secured plating) for pedestrian and vehicular traffic flow. The reasons for ordering a cessation of works will be given.

## **2.5 Relaxation of Restrictions**

In very exceptional cases where, because of the nature of the roadworks being carried out it is, in the judgement of the Roads Protection and Asset Management Division, not feasible to comply with the General Restrictions set out above or compliance would result in the imposition of excessive costs on the utility/company concerned, and where alternative traffic management measures (e.g. road closure) would be inappropriate, consideration may be given to relaxing these general restrictions. The prior written consent of the Roads Protection and Asset Management Division must be obtained for the relaxation of any of these general restrictions in any exceptional case.

Where a relaxation of the restricted hours for non-emergency works is granted by the Roads Protection and Asset Management Division the Utility/Company shall comply with the notification requirements set out in section 2.6.

## **2.6 Notification to Residents**

All non-emergency works that have permission to operate before 08.00 hrs and after 19.30 hrs, Monday to Friday and at all times during weekends, including public holidays, shall comply with the following notification requirements :

All business premises and residential properties likely to be affected by the works shall receive a written notice of the intended works and their likely duration from the applicant at least two days in advance of the commencement of the roadworks. The notice shall contain the applicant's contact telephone number and the contact telephone number of the contractor's representative who can be contacted if residents have any queries in relation to the works or if problems arise. (See Appendix I )

## **2.7 Freeflow**

In order to facilitate additional pedestrian and traffic movement in the period up to and immediately after Christmas, no roadworks , other than emergencies, will be permitted in the city centre island and on all streets with Impact Numbers 4 and 3 for the period from the 1<sup>st</sup> of December to the 7<sup>th</sup> of January each year. New works in the period prior to this date must be planned so that all permanent reinstatement is complete on commencement of Freeflow.

## **SECTION 3    GENERAL DIRECTIONS – TRENCH SHARING**

### **3.1 General Directions, Telecom Related Roadworks**

It is Cork City Council's policy to actively encourage trench sharing between utilities/companies engaged in laying new networks and renewing existing networks.

The Council will seek to achieve a situation where the various utilities/companies interested in laying new networks or renewing/replacing existing networks on a particular route will agree that one utility/company should undertake the work on behalf of all operators. In the absence of agreement the Council may require the installation of the required ducting, which will be made available to other operators. The Council will advise all interested parties of the availability of this ducting.

The Council will indicate the duration of the moratorium that it intends to apply in respect of laying of any additional networks or the renewal of existing networks along that route once the work agreed by the various utilities/companies or undertaken by the Council is complete.

The agreed or selected utility/company will be obliged to enter into a trench sharing arrangement and facilitate the laying of ducts etc. by other utilities/companies where it is requested to do so by Cork City Council as part of the same roadworks, or where it is requested to do so by any other operator.

The terms and conditions that will apply to any trench sharing arrangement will be as agreed between the parties directly involved.

### **3.2 Requirement to Install Additional Ducts**

Having regard to the need to minimise the disruption to traffic caused by related roadworks the Council may require any operator engaged in laying of new underground networks or renewing existing networks to provide additional ducting which will be the property of Cork City Council. Provision of additional ducting will be subject to terms and conditions to be agreed in advance between the operator and Cork City Council.

In the event of failure to agree terms the matter will be referred to an independent arbitrator.

### **3.3 Permanent Reinstatement of Adjacent Excavations**

Where a number of temporarily reinstated adjacent excavations exist, in an effort to minimise costs and the disruption to traffic, one utility/company should undertake the permanent reinstatement work on behalf of all. The terms and conditions that will apply shall be on a pro-rata basis agreed between all parties directly involved. In the event of failure to agree terms, Cork City Council will act as an independent arbitrator.

## **SECTION 4 NOTIFICATION and DEPOSIT REQUIREMENTS**

### **4.1 Notification:**

Notification must be submitted to the Roads Protection and Asset Management Division of Cork City Council in relation to all proposed roadworks on public roads within the jurisdiction of Cork City Council. The particular requirements in relation to notification are set out in the following Sections. Work may not commence until the appropriate licence has been issued by Cork City Council. All notifications must be submitted by the relevant utility/company and **not** by their agents or contractors.

### **4.2 Indemnification of Cork City Council**

The Applicant shall be solely liable for and shall indemnify Cork City Council from and against all claims in respect of injury or damage to persons or property that may be occasioned in connection with or arising out of the roadworks the subject of each roadworks licence and/or the activities associated with or arising thereout and against road-opening or all actions or proceedings that may at any time be brought against Cork City Council in consequence of such injury or damage and against all costs expenses and liability connected therewith.

#### **4.2.1 Minimum Insurance Cover**

The Applicant must provide evidence of Employer's and Public Liability Insurance cover for limits of not less than €13 million and €6.5 million<sup>1</sup> respectively in respect of legal liability for bodily injury or third party property damage claims arising in connection with the roadworks/activities, the subject of the application, until completion of the maintenance period, where appropriate, to the satisfaction of Cork City Council. These policies must be extended to indemnify Cork City Council.

The Applicant should note that provision of the aforementioned insurances shall in no way diminish the liability of the applicant under and by virtue of Clause 4.2 above.

Applications made via O.L.R.W.C. require a single advanced annual submission on insurance details and endorsements.

### **4.3 Deposit:**

Cork City Council reserves the right to require all applicants to enter into a deposit agreement prior to applying for a Roadworks Licence.

The amount of deposit to be paid per T1 Notification will be based on the estimated cost of permanent reinstatement (see Appendix V) subject to a minimum deposit (see Appendix IV). Following submission of a T5 Application and satisfactory inspection of the works, 50% of the deposit amount will be released less the cost of Long Term Damage and all miscellaneous charges relating to the application. The remaining balance of 50% will be returned on successful completion of the maintenance period.

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<sup>1</sup> Cork City Council reserves the right to review this limit of indemnity for adequacy depending on the circumstances of the roadworks location and its proximity to third party property etc.

For T3 applications, a standard deposit, to reflect the estimated cost of permanent reinstatement, shall be paid and retained until successful completion of the maintenance period. Where T3 applications affect recently renewed roads or footpaths a higher deposit shall apply, a portion of which will be released on submission of a T5 Reinstatement Closure Notification and subsequent initial satisfactory inspection of the permanent reinstatement (see Appendix IV).

Specific deposit requirements will apply to all works involving City Centre Streets with Enhanced Surfacing (see 2.2).

#### **4.4 O.L.R.W.C.**

O.L.R.W.C (On line roadworks control) is an on-line extranet roadworks control package, operated by the Roads Protection and Asset Management Division of Cork City Council for volume applications. The system records and manages the process by which applications, as listed below, are made to Cork City Council, with on-line issue of Licences and Associated Conditions to successful applicants.

All applications and information submitted or received via O.L.R.W.C. will be taken as confirmation of acceptance, by or on behalf of the applicant, of the provisions outlined in these Directions.

#### **4.5 “As Constructed” Drawings**

A separate “as constructed” drawing must be returned for each T5, Reinstatement Closure Notification. This drawing shall outline both in plan and in cross-section the extent of all installed services and connections, together with sizes, depths and distances from existing fixed features. The location of all repair work carried out to original services must also be clearly highlighted.

#### **4.6 Application Procedure**

The application procedure consists of the following forms:

- Roadworks Notification (Form T1)
- 7 Day Advance Notification (Form T2)
- Reinstatement of Recently Resurfaced Roads, Resurfacing Details (Form T2A)
- Minimum Impact Works Notification ( Form T3)
- Reinstatement of Recently Resurfaced Roads, Resurfacing Details (Form T3A)
- Emergency Roadworks Notification (Form T4)
- Reinstatement Closure Notification (Form T5)

##### **4.6.1 Roadworks Notification (Form T1)**

A Roadworks Notification (Form T1) must be submitted in respect of the following categories of work:

- All single continuous excavations and reinstatements greater than 5 square metres in area.
- Works involving a number of roads.
- All works affecting bridges or sites of engineering difficulty

Cork City Council will endeavour to process a valid Roadworks Notification (Form T1) within 28 days having examined the application, Cork City Council, may refuse permission to proceed or issue a Roadworks Notification to the applicant, advising of the general conditions under which work can be undertaken. A Roadworks Notification does not entitle the applicant to commence work until an application under 4.3.2. (T2) has been approved with specific conditions imposed. The project must commence within 3 months of the date of issue of the Roadworks Notification and must proceed on a continuous basis until completion.

#### **4.6.2.1 7 Day Advance Notification (Form T2)**

A 7 day advance application (Form T2) must be submitted in respect of the following categories of work:

- All works requiring a T1 application.
- Cable pulling and testing within existing ducts and chambers.

*For all approved T2 applications a Licence with Associated Conditions will be issued by Cork City Council for a period not exceeding 14 days or for a specific period and time during which the works shall be carried out together with any specific applicable conditions. No works may be carried out in any public area without a current Licence . A copy of this Licence and Associated Conditions is to be retained on site and be available for inspection by a member of An Garda Siochana or an employee of Cork City Council. A separate T2 applications is required for each street/ roadway affected, where works are completed in a number of separate phases or where the work duration exceeds 14 days. On commencement, work must proceed on a continuous basis until completion.*

#### **4.6.2.2 Reinstatement of Recently Resurfaced Roadways(Form T2A)**

Where a proposed application effects, or is likely to effect, a recently resurfaced roadway Form T2A must be completed and returned in conjunction with Form T2. Cork City Council will endeavour to advise applicants of possible conflicts with recently resurfaced roadways on issue of a Roadworks Notification. Alternatively information on the extent and location of recently resurfaced roadway can be obtained from the Roads Protection and Asset Management Division of Cork City Council. Details on Form T2A relating to resurfacing must only be completed by competent resurfacing contractors.

#### **4.6.3.1 Minimum Impact Works Notification (Form T3)**

A Licence Application/Minimum Impact Works Notification (Form T3) must be submitted in advance of the proposed roadworks in respect of the following categories of work.

- All single excavations less than 5m<sup>2</sup> in area with minimum impact on traffic or pedestrian flow.

- All works involving the erection/renewal/replacement/upgrading of licensed cabinets boxes, insitu street furniture, poles, manhole covers etc.

Cork City Council will endeavour to process a Minimum Works Notification (Form T3) within 7 working days.

*For all approved T3 applications a Licence with Associated Conditions will be issued in respect of the works, a copy of which is to be retained on site and be available for inspection by members of An Garda Síochána or employees of Cork City Council. No works may be carried out in any public area without a current Licence. This Licence will specify the work to be undertaken, the date and times when works can proceed together with any applicable conditions. On commencement, work must proceed on a continuous basis and be permanently reinstated within 3 working days.*

#### **4.6.3.2 Reinstatement of Recently Resurfaced Roadways(Form T3A)**

Where a proposed application effects, or is likely to effect, a recently resurfaced roadway Form T3A must be completed and returned in conjunction with Form T3. Information on the extent and location of recently resurfaced roadway can be obtained from the Roads Protection and Asset Management Division of Cork City Council. Details on Form T3A relating to resurfacing must only be completed by competent resurfacing contractors.

#### **4.6.4. Emergency Roadworks Notification (Form T4)**

Notification (Form T4) of all alleged emergency roadworks on all roads must be submitted in advance by Fax to An Garda Síochána and by fax or via O.L.R.W.C. to the Roads Protection and Asset Management Division of Cork City Council. Emergency works are defined as works which must be expedited immediately in order to prevent or reduce injury or damage to persons or buildings. On receipt of such notification Cork City Council or An Garda Síochána may rule the works inadmissible as emergency works. The applicant is then required to make application under the normal format.

#### **4.6.5 Reinstatement Closure Notification (Form T5)**

Notification (Form T5) of all permanent reinstatements in respect of each T1, T3 and T4 application, together with “as constructed” drawing(s) (see 4.5), must be submitted to the Roads Protection and Asset Management Division immediately on completion of the works. Only one T5 Reinstatement Closure Notification will be accepted for each T1 application, irrespective of the number of intervening T2 Licences issued. The individual work number for the job should be quoted for all such notifications.

(Note a T4 application where immediate permanent reinstatement is undertaken requires a T5 – Reinstatement Closure Notification.)

#### **4.6.6 Flowcharts of Application Process**

### **T1 ROADWORKS NOTIFICATION**

#### **FORM T1 ROADWORKS NOTIFICATION**

Application Fee



Single continuous excavations and reinstatements greater than 5 square metres in area.



Processed within 28 days



**APPLICANT NOTIFIED OF CONDITIONS AND DEPOSIT REQUIREMENTS (IF APPLICABLE) PERTAINING TO THE NOTIFICATION**



Conditions valid for a maximum period of 3 months from date of issue of Roadworks Notification.

**Receipt of a T1 Notification does not include permission to undertake the works.**

**The applicant may decide not to pursue the application further or proceed and apply for a T2 Licence via the T2 application process, a minimum of 7 days before commencement.**

**Works can only proceed for the designated section(s) of the overall project when in receipt of a valid T2 Licence.**



## **T2 7 DAY ADVANCE NOTIFICATION**

All works with a valid T1 Roadworks Notification.  
A separate T2 Application is required for each street affected



Deposit Requirements Put in Place ( if applicable).



Pre Construction Photographs Submitted (T1 Condition)



No Application Fee



### **FORM T2 7 DAY ADVANCE NOTIFICATION**



Form T2A to be completed by a Competent Resurfacing Contractor and returned at time of applicant where works are in conflict with a Recently Resurfaced Roadway



Application before weekly Traffic Committee Meeting (Roads Protection and Asset Management and Traffic Cork Division of City Council in consultation with An Garda Siochana).



Licence issued to successful applicant with/without conditions.

Valid for a maximum duration of 14 days or for a specific time period, as indicated.



*Copy of Licence and Associated Conditions to be retained on site.  
For inspection by An Garda Siochana or an employee of Cork City Council.*

**Cork City Council notified immediately via the T5 process on completion of the permanent reinstatement in accordance with the standards as defined in this document.**

### **T3 MINIMUM IMPACT WORKS NOTIFICATION**

- Single excavation less than 5 square metres in area with minimum impact on traffic or pedestrian flow.
- All works involving the erection/replacement/upgrading of licensed cabinets, boxes etc.

Application Fee  
Long Term Damage  
Deposit (Where Applicable)

Non-refundable  
Non-refundable  
Refundable on successful  
completion of the maintenance period

Exact location of works endorsed by applicant on a map and submitted at time of application

#### **Form T3 MINIMUM IMPACT WORKS NOTIFICATION**

Form T3A to be completed by a Competent Resurfacing Contractor and returned at time of applicant where works are in conflict with a Recently Resurfaced Roadway

Application before weekly Traffic Committee Meeting (Roads Protection and Asset Management and Traffic Division of Cork City Council in consultation with An Garda Siochana).

Licence issued to successful applicant with/without conditions.

Valid for a maximum duration of 14days or for a specific time period, as indicated.

*Copy of Licence and Associated Conditions to be retained on site, for inspection by An Garda Siochana or an employee of Cork City Council.*

**Cork City Council notified immediately via the T5 process on completion of the permanent reinstatement in accordance with the standards as defined in this document.**

## **T4 EMERGENCY WORKS NOTIFICATION**

### **FORM T4 EMERGENCY ROADWORKS NOTIFICATION**



Completed application form sent in advance by **FAX** to An Garda Siochana, and by **FAX** or via **O.L.R.W.C.** to the Roads Protection and Asset Management Division of Cork City Council.



Works must be carried out continuously until the emergency is contained.



Temporary Reinstatement



Immediate Permanent Reinstatement



**T1 Application or T3 Application**



**T5 Notification**

Required to complete Permanent Reinstatement  
and  
any/all outstanding elements of remaining work.

**T5 REINSTATEMENT CLOSURE NOTIFICATION**  
**(Required for all T1/T2, T3 and T4 Applications)**

On completion of permanent reinstatement in accordance with the standards as defined in this document.



**FORM T5 REINSTATEMENT CLOSURE NOTIFICATION**



Maintenance Period extends from commencement of works to a date 24 months from receipt of a valid T5 Notification



Cork City Council will endeavour to undertake all site inspections within 2 months of receipt of T5 Notification



**Satisfactory Site Inspection.**



Unsatisfactory Site Inspection.  
Defects Notification Issued

(Maintenance Period extended until defect is corrected)  
Applicant required to notify Roads Protection and Asset Management Division in writing when defect is rectified



**Satisfactory Site Inspection.**



Within 1 Month following Satisfactory Site Inspection

**Invoice Generated (T3 or T4)**

Traffic Charges e.g. removal of parking/road lining  
All Miscellaneous Charges e.g. inspection charges

or

**Refund Instigated (T1/T2)**

50% of Deposit returned  
Less Long Term Damage Fee  
Less Traffic Charges  
Less Miscellaneous Charges



Applicant has a period of 3 Months from date of Issue of Invoice to return full payment  
(Maintenance Period is extended following expiry of this date, until full payment is received)



Interim Inspections undertaken By Cork City Council  
Unsatisfactory Site Inspection will result in the issue of a Defects Notification  
(Maintenance Period is extended until defect is corrected)



Remaining Deposit (Where Applicable) returned on satisfactory completion of maintenance period. Public areas affected by the works returned to the charge of Cork City Council.

#### **4.7 Defects Notification**

In order to ensure compliance with a Licence, Cork City Council will inspect roadwork sites on an ongoing basis. Where roadworks do not comply with the Licence or Associated Conditions, a Defects Notification will issue.

The maintenance period shall be extended for a period up to 24 months from the date of a defects notification or the date of remedial works, whichever being the later.

Failure to undertake remedial works to the satisfaction of Cork City Council will result in forfeiture of deposit or/and an imposed charge on the utility/company, equivalent to the total cost of all remedial works and fees (see Appendix V).

**The Roads Protection and Asset Management Division will take into consideration the number of non-compliant Defects Notifications when processing future applications.**

#### **4.8 Maintenance Period**

A maintenance period will apply to all T2, T3 and T4 applications from commencement of works to a date 24 months from receipt of a valid T5 Notification. The maintenance period shall be extended:

- (a) For a period up to 24 months from the date of satisfactory completion of all remedial works following receipt of a Defects Notification and/or
- (b) From the date of an unsatisfactory site inspection, on submission of a T5 Notification, until remedial works have been completed to the satisfaction of Cork City Council and/or
- (c) From the last date of payment of an issued invoice until receipt of full payment.

In all cases any remedial work required during the maintenance period shall be carried out by the applicant to the specification of Cork City Council

#### **4.9 Long Term Damage Charges**

The current Long Term Damage charges applicable to carriageways, longitudinal excavations in footpaths and open spaces are set out in Appendix III.

On receipt of a valid T5 Notification, Cork City Council will endeavour to undertake an inspection of the works within 2 months.

Following satisfactory on site inspection Cork City Council will again endeavour to issue an invoice for Long Term Damage and all miscellaneous charges associated with the works within 1 month.

The Applicant has a period of 3 months from date of issue of invoice to return full payment.

Note: A standard Long Term Damage fee, payable in advance, applies to each T3 Application. See Appendix III, 3.4

#### **4.10 Extension of Time**

If an extension of time to a Licence previously issued is required, the applicant shall notify the Roads Protection and Asset Management Division a minimum of 7 working days before expiry of the original application. At the discretion of Cork City Council one extension of time may be granted for a defined working period.

#### **4.11 Site Specific, Safe System of Work Plan**

A Site Specific, Safe System of Work Plan must be prepared and retained on site for inspection, in connection with all T2 and T3 Applications. This Plan shall be based on a risk assessment carried out in relation to all activities being undertaken at the place of work. A safe system of work must then be prepared and implemented to protect all employees, agents, licensees or contractors at the place of work as well as the general public, with a particular emphasis on people with disabilities. It is a further requirement that each T2 and T3 Application must provide details of an Applicant Designated Contact Person/Co-ordinator of Safety and Health on site at each works location and for all phases of the works.

#### **4.12 Pedestrian Safety at Roadworks**

Roadworks not properly safeguarded pose a hazard for many disabled people, particularly blind or partially sighted pedestrians. Roadworks should be guarded for their full extent by a continuous barrier, minimum 1000mm high, maximum 1200mm with a tapping rail (depth 150mm to 200mm, with its lower edge on the ground or up to a maximum height of 200mm above the ground). The barriers must be placed so that they cannot be knocked over and should be reasonably rigid. The requirement for clear level space around roadworks, including temporary footpaths should following the minimum as outlined in the following illustration. All roadworks must be illuminated at night with suitable audible beepers to give advance warning to persons with impaired vision. Colour and tonal contrasting of the protective barriers is essential to help partially sighted persons avoid obstacles that they might walk into or trip over.

Where works interfere with a public footpath and/or where pedestrians are required to use the carriageway a temporary footpath with suitable handrails and nonslip kerb ramps shall be provided around the works. In particular a hazard must not be created for blind, partially sighted or wheelchair users.

A minimum of two signs shall be displayed on site indicating the name and local contact telephone number for the contractor.

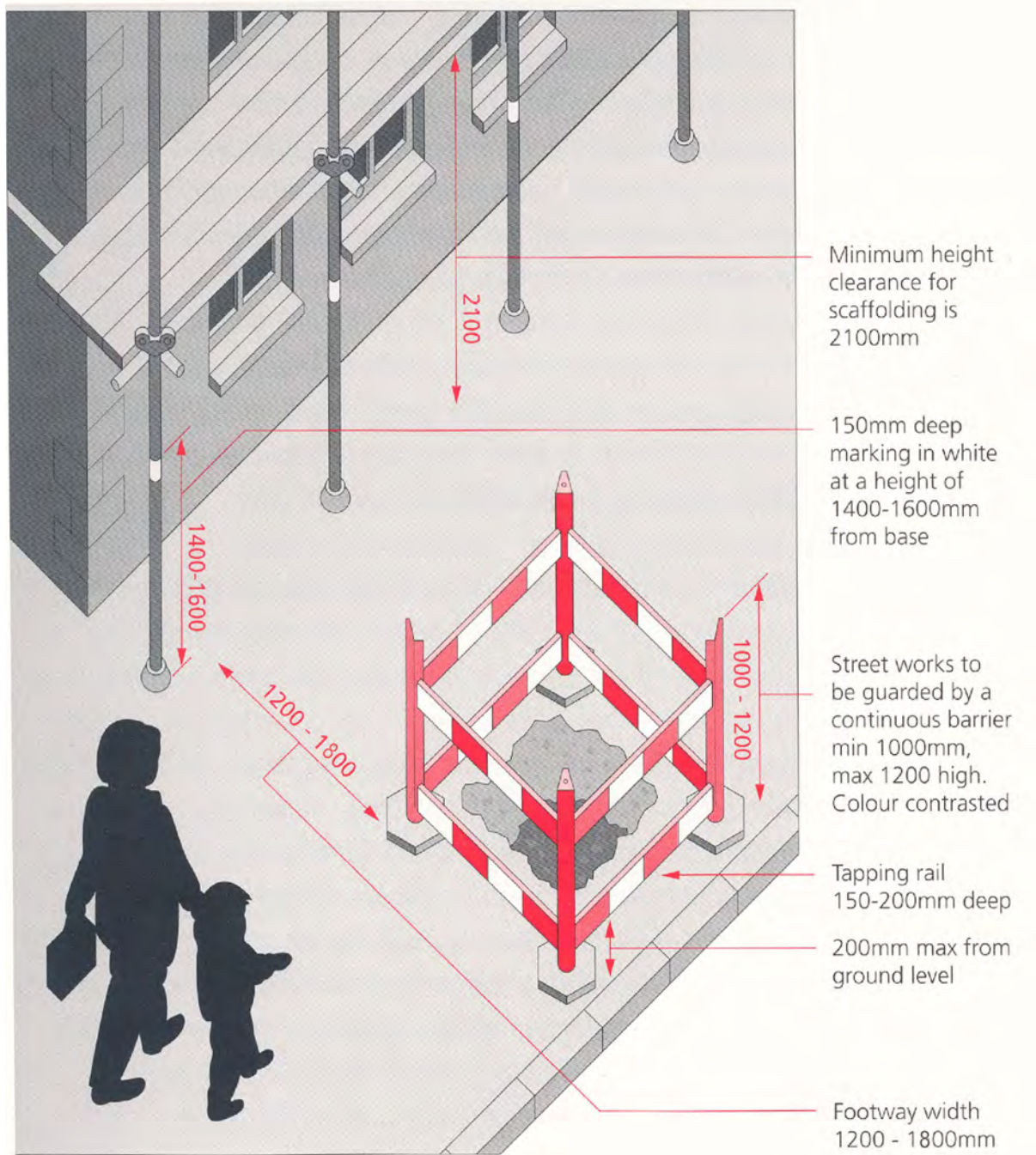


Diagram courtesy of Inclusive Mobility. A guide to best practice on access to Pedestrian and Transport Infrastructure. Published by the Department for Transport, Crown copyright.

#### **4.13 Requirement to Submit a Traffic Management Plan**

A Traffic Management Plan must be prepared and retained on site for inspection, in connection with all proposed works. The Roads Protection and Asset Management Division may request the submission of a Traffic Management Plan for agreement prior to the issue of a Licence.

A Traffic Management Plan shall contain information on the following issues where relevant:

- The type and locations of all temporary signage to be erected,
- The type and locations of all temporary road markings to be installed,
- Details of any temporary changes to existing road markings and signage that will be required to facilitate the road closure,
- The proposed operation of any contra flow traffic lanes,
- The location of proposed temporary traffic signals (see Section 4.12 on use of temporary traffic signals)
- Details of any changes to other street infrastructure (e.g. taxi ranks, bus stops, etc.) that will be required to facilitate the roadworks,
- Arrangements for local access and pedestrian access,
- Provision for pedestrian movements including any special provision required to facilitate the mobility impaired and disabled,
- Proposed changes to on-street parking arrangements,
- Any proposals to erect barriers,
- Proposed lighting arrangements,
- Proposals for the use of flag men and
- The arrangements that will be made to advise local property owners/residents of the traffic management arrangements that will apply during the roadworks.

#### **4.14 Requirement to Submit a Works Method Statement**

Depending on the nature of the roadworks to be undertaken and their likely impact The Roads Protection and Asset Management Division may require an applicant to submit a “Works Method Statement” in respect of any proposed roadworks, a copy of which must be retained on site for inspection.

The “Works Method Statement” should provide information on the following:

- The name and contact phone number of the individual responsible for the works,
- The nature and proposed duration of the roadworks,
- The proposed dispositions on site of all works, plant, materials and
- The proposed activities sequence etc.

#### **4.15 Temporary Traffic Lights**

In the event of temporary traffic lights being used, specific written consent must be obtained from the Traffic Division of Cork City Council see Appendix VI, to ensure non interference with existing permanent traffic signals.



#### **4.16 Pre-Construction Photographs**

Prior to commencement of any works, a set of colour photographs (minimum 5x7 will be required every 20 metres along the line of the proposed excavation and submitted as part of the T2 Application. In the event of a T3 Application, adequate photographs to define the pre-construction layout of the works locus should be submitted. Such set of photographs shall be taken utilising a 35mm camera and prints shall be provided in albums which are catalogued and cross referenced, or alternatively in digital format as an attachment via O.L.R.W.C.. Failure to provide such prior photographic evidence will confirm to Cork City Council that all areas in its charge, affected by or adjacent to the works, are in pristine condition prior to commencement.

#### **4.17 Suspension of Parking and Replacement of Road Markings**

Suspension of disc parking spaces must only be carried out with the prior written consent of the Traffic Department of Cork City Council. The onus is on the applicant to ensure that the parking spaces are secured for the times during which their use is required. Current charges for the suspension of parking and replacement of road marking are set out in Appendix II.

#### **4.18 Works Adjacent to CCMAN Broadband Network**

Where an application is likely to traverse or come in contact with the CCMAN Broadband Network, the applicant shall contact E/Net at (061) 274088 or (061) 274000 in advance of excavation to confirm and locate the exact position of broadband services and connections.

## **SECTION 5 CONSTRUCTION REQUIREMENTS**

### **5.1 Permanent Reinstatement**

The applicant is responsible for the immediate permanent reinstatement or temporary reinstatement closely followed by permanent reinstatement of carriageways, footpaths and open spaces. Reinstatement must be in accordance with the specifications outlined in Section 6 (Drawing numbers, 1 to 15 inclusive).

Permanent reinstatement is defined as the second stage of a two-stage reinstatement procedure where the temporary reinstatement is removed and the permanent pavement reinstatement is completed.

Immediate permanent reinstatement is defined as a one-stage reinstatement procedure where, in general, a cement bound material rather than a granular material is used as a sub-base or backfill material to make up the level to the base of the road pavement and the reinstatement is completed.

For permanent reinstatement of recently renewed road pavements, footpaths and Enhanced Surface Areas, see also 2.2

For carriageways in excess of 5 years old, where the trench edge is within 500mm of the kerb line, road edge, other reinstatement or ironwork, permanent reinstatement must be undertaken to that interface. For all trench openings greater than 20 metres in length, the permanent wearing course reinstatement must be machine laid. Permanent reinstatement to be undertaken immediately or no later than 1 month from the date of initial excavation. However the overriding consideration is public safety and temporary reinstatement must be properly maintained at all times.

Surface joints shall be sealed with hot bitumen and topped with fine sand /grit to get a minimum 55 skid resistance value as determined by the Portable skid Resistance Pendulum used in accordance with Road Note 27 and shall not exceed 3mm thickness and 25mm in width.

Where coloured surfaces or anti-skid surfaces are damaged they must be reinstated by the applicant as part of the permanent reinstatement. Full width reinstatement must be carried out to the specification of Cork City Council.

For footpaths in excess of 5 years old, where transverse excavations occur, permanent reinstatement shall extend for the full width of the footway, be properly squared off and taken to the nearest original transverse joint. Where longitudinal cuttings occur, only one joint will be permitted, i.e. reinstatement shall be from the sawn edge to the kerb line or alternatively to the inside edge of footpath line. In all circumstances permanent reinstatement to be undertaken immediately and the reinstated surface finish must match original.

Where necessary the Roads Protection and Asset Management Division of Cork City Council will undertake coring of reinstatements. If the cores indicate a reinstatement to be outside the specification limit, the full cost of coring and all associated fees shall be borne by the applicant.

In certain circumstances the Roads Protection and Asset Management Division may specify that works shall only to be carried out by directional drilling or other similar methods.

Failure to either satisfactorily complete the permanent reinstatement or failure to complete the permanent reinstatement within the defined time periods will result in forfeiture of full deposit and/or an imposed charge in accordance with Appendix V.

## **5.2 General Construction Requirements**

- **In carriageways no excavation shall occur within 400 mm of a kerbline or road edge.**
- The precise line of the pipeline shall be agreed between the Applicant and Cork City Council prior to commencement of construction.
- Applicant will cause to make good, damage to other services caused by the execution of the works at the Applicants own expense to the satisfaction of Cork City Council, Statutory Undertaker or Individual Owner.
- Where necessary for protection purposes, existing services in roads shall be wrapped in 12mm neoprene rubber, or similar, before backfilling.
- Streets and public roadways shall be cleaned and swept both during and after the installation work.
- Any silting of downstream drainage facilities, whether ditches or pipe or catch pits/sumps which results from the works shall be cleaned out as part of the site clean up.
- Any damage to storm drainage facilities and roadside features and furniture which may be disturbed or blocked due to the works undertaken by the Licencee/Utility shall be replaced with new materials by the Licencee/Utility.
- Street surfaces shall be cleaned at the end of each days work with a power brush or other approved means.
- Any pipes or other materials stored along the public roadway must be placed at a safe distance from the carriageway and hard shoulder and in such a manner as to avoid falling/rolling on to the roadway.
- No excess material shall be disposed of along the public roadway.
- All crushed rock backfill material shall be compacted to 95% of maximum density (Modified Proctor).
- Longitudinal installation and trenches should be laid out parallel to the centre line of the road in so far as practicable.

## **5.3 Steel Plates**

- Steel plates must be available on site in sufficient quantity to cove the entire excavation. Where steel plates are used they must comply with the following:
- The plates must be set in flush with the road surface

- They must have an anti-skid surface.
- The plates shall be fixed to the road surface (to prevent dislodgement) by means of countersunk holding down bolts. A groove is required to be made around each excavation into which the plate shall sit and be fixed.
- Consideration should be given to accidental wheel loading, where appropriate.
- The utility/company and its contractor will be responsible for the structural adequacy and safety of any such plates.
- **The maximum period during which a steel plate can remain in place is 4 days.**

#### **5.4 Manhole Chambers and Frames**

All manhole chambers and other ironwork shall remain the responsibility of the utility together with a 300mm wide surrounding strip of carriageway/footway. In the event of manhole/chamber covers and frames or other ironwork having to be altered by Cork City Council or any future roadworks, the full cost of such alterations shall be borne by the utility/operator. The operator will be responsible for maintenance of the structure/chamber and for any claims arising. In the event of the carriageway/footpath being resurfaced/overlaid the utility/operator will be responsible for raising all their chambers to match the new road/footpath surface.

All chambers must be kept a minimum of 300mm from the kerb line and shall not be placed over traffic loops.

All manhole covers and frames shall be Class D400 to IS/EN 124, 150mm deep frame for roads and 100mm deep frame for footways and green areas. They shall be of non-rock design, have closed keyways, be manufactured from spheroidal cast iron (ductile iron) or similar approved material and have a 600mm x 600mm (or 600mm diameter) clear opening. The cover and frame to be coated in bitumen or similar approved material. The frame to be designed to prevent the cover falling into the manhole. Frames shall be bedded on Inter-Ax mortar or similar approved material, to manufacturers instructions. A combination of 3mm or 5mm steel shims shall be used under the four corners of the frame to keep it flush with the finished road surface while the mortar is curing and post opening to traffic loading.

#### **5.5 Water Services**

- No cabinets, poles or junction boxes to be positioned over watermains or fittings.
- Care to be taken while laying ducts so as not to damage any watermains or fittings.
- A minimum horizontal or vertical clearance of 300mm must be maintained between the proposed duct and all watermain fittings.
- Where proposed ducts cross over watermains, a vertical gap of 100mm should be maintained and be at least 300mm from any pipe joints.
- The applicant must bear responsibility for: -
  - (a.) The proper repair of all services damaged during the laying of the duct.

(b.) Any leaks in house services which arise within a period of three years after duct has been laid and which lies within 500mm at either side of the duct.

- Ducts or pipelines shall not be laid lengthways above a public watermain.

## **5.6 Drainage Services**

- Cables should not be laid through City Council manholes or sewers.
- Under no circumstances should any manhole or inspection chambers be constructed directly over or close to any existing sewer.
- No proposed piping, ducting or cable laying should interfere in any way with sewer services.
- Ducts or pipelines shall not be laid lengthways above a public sewer.

## **5.7 Traffic Services**

- Protection of the works/Public Safety to comply with Chapter 8, Department of the Environment, Traffic Signs Manual.
- Works must be carried out to ensure that obstructions to traffic are kept to a minimum and in particular:
  - (a) Construction plant and delivery vehicles must operate in the same lane as the work or excavation.
  - (b) Plant which can only operate from the adjacent traffic lane may not be used on streets on designated strategic traffic routes in the city centre
  - (c) Trucks or plant not actively engaged in the work may not be kept on site.
- Measure must be taken to ensure that avoidable traffic congestion does not arise in particular:
  - Garda assistance must be requested if necessary.
  - Points men must be on duty where necessary.
  - Cones and continuous barriers should be used where necessary to prevent parking on the side of the works and / or on the opposite side of the road.
  - Contraflow lanes must only be introduced where necessary for morning and evening rush hours and subject to the prior written agreement of An Garda Síochána and the Traffic Division of Cork City Council.
  - Excavations must be adequately lit at night.
  - Temporary traffic control or direction signs and / or road markings required for the roadwork's must be in place at all times during the work and must be removed following completion of the work.
  - Roadworks must be carried out so as not to cause a hazard to either pedestrians or vehicular traffic.

- Flagmen must be used where necessary, particularly where traffic must cross into opposing traffic lanes.
- Where works interfere with a public footpath, a temporary footpath with suitable handrails and nonslip ramps shall be provided around the works. In particular a hazard must not be created for the disabled or partially disabled users of the public road/footpath.
- Where, as a result of roadworks, existing road markings and traffic control measures no longer apply, they must be removed, relocated or amended at the commencement of the works. Any such alternations can only be carried out in consultation with Cork City Council and all alterations must be reinstated immediately after completion of the works.
- Working near junctions: work should commence at the junction and proceed away from the junction where at all possible. Roadworks should be carried out so as to minimise the effect on the capacity (traffic flow through) of the junction.
- In the event of any additional traffic disruption arising in the vicinity of roadworks such as accidents or emergency works, works can only continue where traffic flow is still possible and with the agreement of the Traffic Division of Cork City Council.
- Works adjacent to or affecting traffic loops shall be subject to the prior written approval of the Traffic Division of Cork City Council.
- Damage or interference to public lighting standards, ducting or cabling must be immediately reported to the Traffic Division of Cork City Council, see Appendix VI.
- In the event of temporary traffic lights being used, specific permission must be obtained from the Traffic Division of Cork City Council see Appendix VI, to ensure non interference with existing permanent traffic signals.

### **5.8 Rubber Tyred Excavators/Tracked Excavators**

The use of rubber tyred excavators is obligatory for trenches in public roads. The road surface shall be protected from the jacks of such machines by means of suitable rubber or timber pads or by other such approved means.

Where in exceptional circumstances, with the prior written consent of the Road Control Division of Cork City Council for reasons of depth or difficult digging, it is necessary to utilise tracked machinery, the deposit shall be extended to include for the permanent reinstatement of areas outside of the reinstatement width of the trench itself which may be damaged due to the movement of the tracks on the road surface and by machine slewing actions, etc.

### **5.9 Cutting the Road Surface**

In bituminous and concrete road surfaces and footways, the trench lines shall initially be cut utilising a concrete saw or equivalent mechanical means to the full depth of the bituminous or concrete material prior to any excavation work. This helps to reduce the

overbreak at the excavation stage and to keep the upper road pavement layers adjacent to the trench intact.

It is important to reduce the factors which contribute to adjacent road damage to a minimum. Where a trench is opened in a public road, the continuum of the unbound material in compression which provides strength to adjacent areas is removed and its sides are subjected to stresses from various sources, such as:

- Wedge shaped break from surface.
- Earth slip circle.
- Traffic wheel load too close to the edge of the trench.
- Construction traffic wheel/track loads.

The duration for which the trench is open is an important factor in the subsequent behaviour of the trench. For this reason, the time should be kept to a minimum in order to reduce the risk of failure and consequent damage both within the trench and on the adjacent road surface.

The use of trench boxes also helps to reduce subsequent damage. The use of bulk-head wheel stops for safety reasons will also prevent damage by construction traffic.

### **5.10 Backfilling**

Following the excavation of a new road trench, and laying or repair of utility apparatus, trench reinstatements commence with a backfilling operation. The ultimate performance of the restored trench will be greatly influenced by the manner in which this backfilling operation is carried out. It is vital therefore that the correct backfill materials are utilized and that the compaction methods employed are in accordance with the best engineering practices.

Supports must be progressively withdrawn as backfilling and compaction progresses and any voids carefully filled.

### **5.11 Standards**

- Standards applicable within the jurisdiction of Cork City Council are contained in “Directions for the Management and Control of Roadworks in Cork City Council” (current edition).
- The above standards are derived from “Guidelines for the Opening, Backfilling and Reinstatement of Trenches in Public Roads” (current edition).
- References and terms used in the above documentation are defined in the “N.R.A. Specification for Road Works” (current edition).

In the event of conflict of specification, the matter will be referred to an independent arbitrator.

## **SECTION 6 REINSTATEMENT DRAWING SCHEDULE**

Drg. No.	
	<b>FOOTWAYS</b>
1	<i>Temporary Reinstatement</i> - Footways
2	Permanent & <b>Immediate Permanent</b> Reinstatement- Concrete Footways
3	Permanent & <b>Immediate Permanent</b> Reinstatement- Bituminous Macadam Footways.
4	Permanent & <b>Immediate Permanent</b> Reinstatement- Precast Concrete Flag Footways.
5	Permanent & <b>Immediate Permanent</b> Reinstatement- Precast Concrete Paving Block Footways.
	<b>VERGES</b>
6	Permanent Reinstatement- Grass Verges, Medians, Fields and Lawns.
	<b>ROADWAYS</b>
7	<i>Temporary Reinstatement</i> - Longitudinal Openings in Roadways
8	<i>Temporary Reinstatement</i> (Pavement)- Transverse Openings in Roadways or immediately prior to a Resurfacing Contract.
10	Permanent & <b>Immediate Permanent</b> Reinstatement- Concrete Roadways.
11	Permanent & <b>Immediate Permanent</b> Reinstatement- Roadways with Bituminous Wearing Courses on Leanmix or DBM Roadbases.
12	Permanent & <b>Immediate Permanent</b> Reinstatement- At Heavy Duty locations in Roadways as required by Cork City Council.
13	Permanent & <b>Immediate Permanent</b> Reinstatement- Roadways with Precast Concrete Paving Blocks.
15	Reinstatement of Transverse Openings in Roadways.

### **Reinstatement General Notes.**

1. All works shall be accordance with the N.R.A *Specification for Road Works* and any conditions specified in Road Opening Licence.
2. Control and signposting of roadworks shall be accordance with the *Traffic Signs Manual* ( Department of the Environment ) and any specific conditions contained in the Road Opening Licence.
3. Excavations shall be sufficiently protected to avoid harmful effects of adjacent wheel loading from both traffic and construction vehicles and to prevent undermining of the adjacent pavement.



4. If undermining of the adjacent pavement occurs, it must be cut back 75mm beyond the edge of the collapse along the whole of that section of excavation to maintain a straight edge parallel to the original excavation.
5. The specification for buried services shall be appropriate to sustain the relevant traffic loading at the depth of cover of the installed service.
6. A minimum 50mm clearance is required vertically and horizontally between individual ducts or services installed in a group.
7. Material in which services are to be laid shall be sufficiently compacted to prevent the occurrence of residual consolidation.
8. **Temporary Reinstatement** is defined as the first stage of a two- stage reinstatement procedure where a D.B.M. temporary wearing course is laid over a sub-base of a granular rather than cement bound material. The wearing course shall be designed to last for a minimum consolidation period of six months and must seal and maintain the area of backfill and provide a safe and usable surface for vehicles and other road users.
9. **Permanent Reinstatement** is defined as the second stage of a two-stage reinstatement procedure where the temporary reinstatement is removed and the permanent reinstatement is completed.
10. **Immediate permanent reinstatement** is defined as a one – stage reinstatement procedure where a cement bound material rather than a granular material is used as a sub-based to make up the level to the base of the road pavement and the reinstatement is completed. Immediate permanent reinstatement must be completed within two weeks of completion of the sub base.
11. Granular material shall be to C1.804 (which is Granular Material Type B ) or to C1.806 wet mix macadam and shall be compacted in layers not exceeding 150mm and in accordance with C1.802. Granular material may not be used where a Cork City Council specifies Immediate Permanent reinstatement.
12. Cement bound material shall be to C1.1938 cement bound granular material, C1.1039 lean mix or C1.1043 foamed concrete. In general, foamed concrete is preferred cement bound material.
13. Longitudinal installations and trench excavations shall be straight, of reasonable length and laid out parallel to the centre of the road/footway in so far as practicable. In the case of transverse road or footway crossings, where practicable the alignment shall be at right angles to the kerb or property line. Where it is necessary to have a crossing at a skew angle the area of reinstatement shall be extended.
14. All edges of excavated areas on concrete or bituminous footways and roadways shall be saw cut to form trimmed edges. For permanent reinstatements, a trimmed edge shall be a minimum of 100mm from the firm edge of the excavation.
15. Excavation on a road shall not be closer than 300mm to the kerblines in order to prevent undermining of the adjacent footway.

16. Service boxes or chambers shall be located away from road junctions as far as practically possible. The final locations and sizes of service boxes or chambers shall be subject to prior written approval from the Cork City Council.

17. Careful consideration should be given to the route of service openings where expensive reinstatements may be required.(e.g. traffic loops, special surfaces, etc.).

18. Temporary direction signs and/or road markings required for the road works must be in place at all times during the work and must be removed immediately following completion of the work.

19.(a). Where road markings are removed or damaged a record of the layout and locations shall be taken by the utility/company in order to facilitate their reinstatement upon completion of the works.

All road markings shall be reinstated by the appropriate utility/company immediately after permanent reinstatement is completed. The road marking shall be carried out by a reputable lining contractor to the satisfaction of Cork City Council.

(b). Where coloured surfaces or anti-skid surfaces are damaged they must be reinstated by the utility/company as part of the permanent reinstatement. Full width reinstatement must be carried out to the Cork City Council's specifications.

20. The Roads Protection and Asset Management Division may specify minimum cover of 750mm to services on Non-Estate Roads.

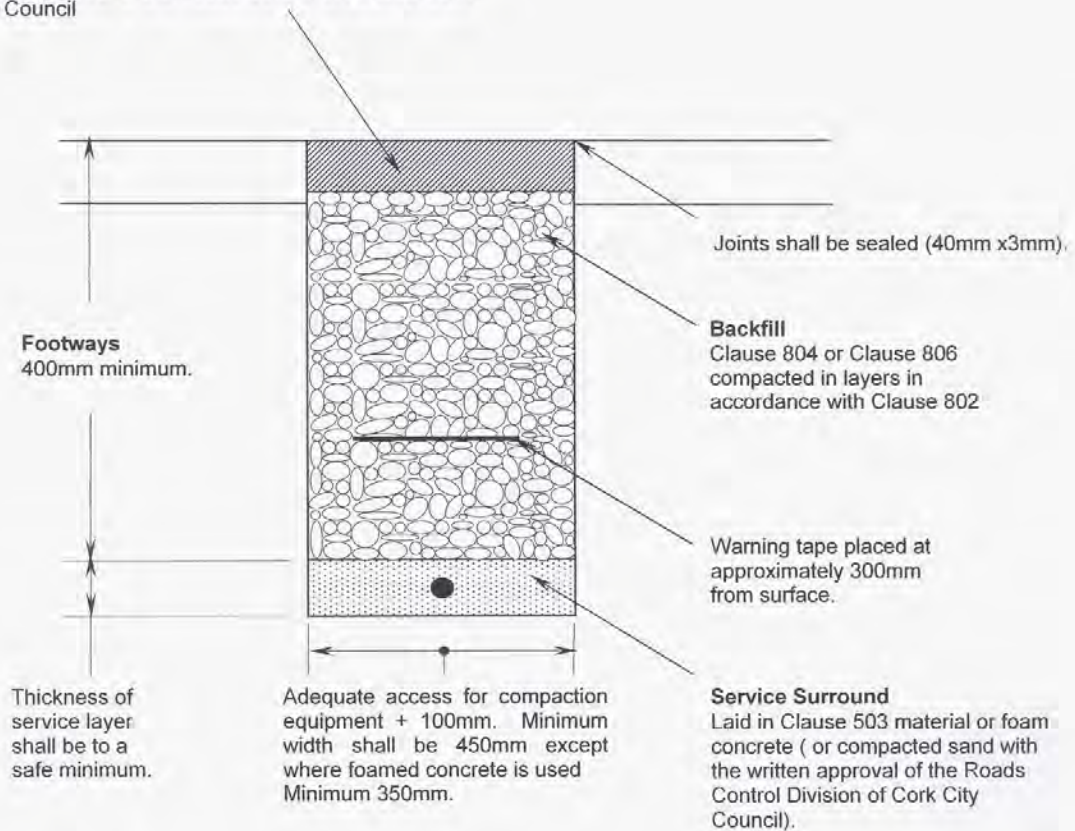
21. The use of compacted sand (in lieu of Clause 503 material or foam concrete) to surround service pipes shall be subject to the prior written approval of the Roads Protection and Asset Management Division of Cork City Council.

**Footways - Temporary Reinstatement**

50mm compacted depth of 20mm (nominal size) D.B.M. to clause 906


or

50mm compacted thickness of 10mm (nominal size) cold laid bitmac to B.S. 4987 (delayed set) – only with the written approval of the Roads Control Division of Cork City Council



**Notes:** (to be read in conjunction with Reinstatement General Notes)

1. For paving blocks, at least 2 rows shall be removed beyond the area to be excavated during temporary reinstatement.
2. Paving slabs, paving blocks and flags shall be removed and stored with care if required for re-use.
3. All edges of excavated area are to be saw cut.
4. Clause 503 material shall be compacted so that no residual consolidation will occur.

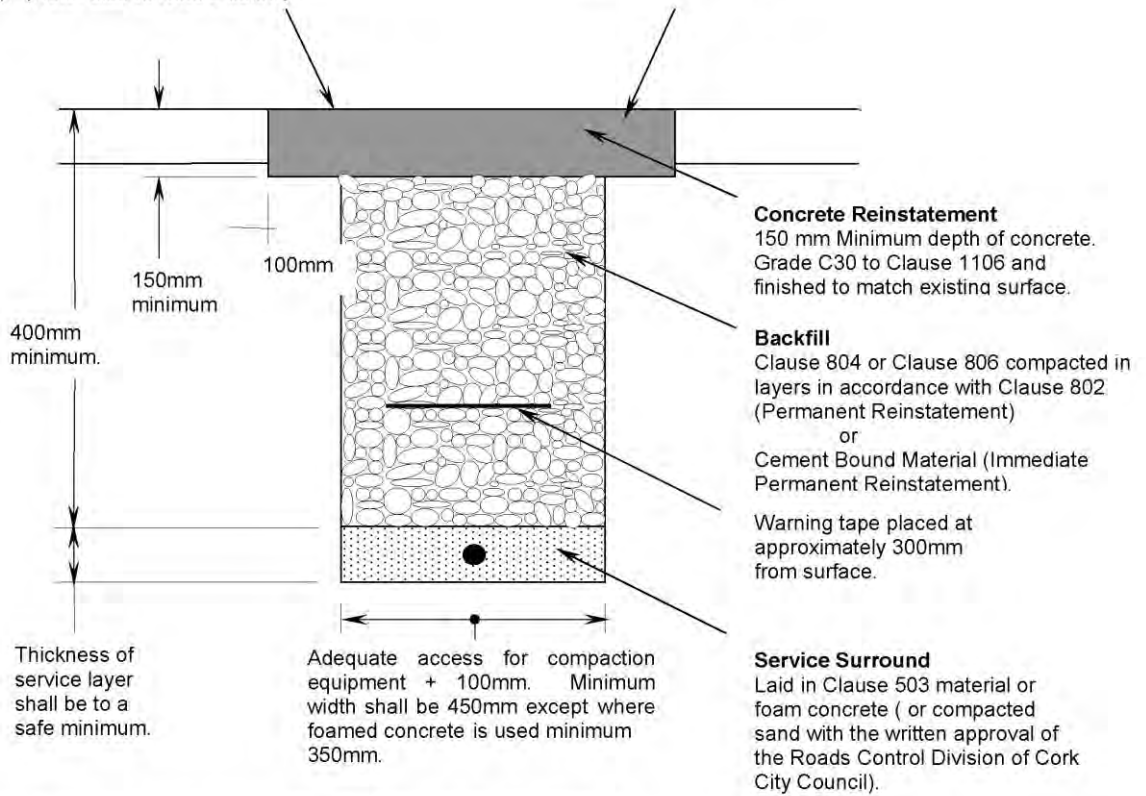
 <p>Comhairle Cathrach Chorcaí <b>Cork City Council</b> Roads Control Division, City Hall</p>	<b>TEMPORARY REINSTATEMENT – FOOTWAYS</b>		
	Scale: NTS	Issue 1 - Date: 8 <sup>th</sup> April '02	Drg.No. 1

**Transverse Reinstatement**

The footway shall be reinstated to a minimum of 100mm beyond the firm edge of the trench and to a minimum width of 1m across the full width of the footway. (Refer also to Note 2 below).


**Longitudinal Reinstatement**

The footway shall be reinstated to a minimum of 100mm beyond the firm edge of the trench. (Refer also to Note 2 below).



**Notes:** (to be read in conjunction with **Reinstatement General Notes**)

1. Any damaged area adjacent to and resulting from the excavation shall be included in the area to be reinstated.
2. Where the trimmed edge of an excavation is within 400mm of a joint / edge, ironwork or other reinstatement, this trimmed edge shall be extended to include same and the area of reinstatement shall be extended accordingly.
3. Reinforcing mesh (A142 or similar approved) shall be used at the discretion of the Roads Control Division.
4. For commercial access areas or where the footway may be subject to heavy wheel loads, the apron shall be 200mm thick.
5. The surface finish of reinstated areas shall be similar to the adjoining areas.
6. Expansion joints in Flexcell or other approved material to be neatly formed in straight lines at 3000mm (max.) centres.
7. A complete bay shall be reinstated where specified by the Roads Control Division.

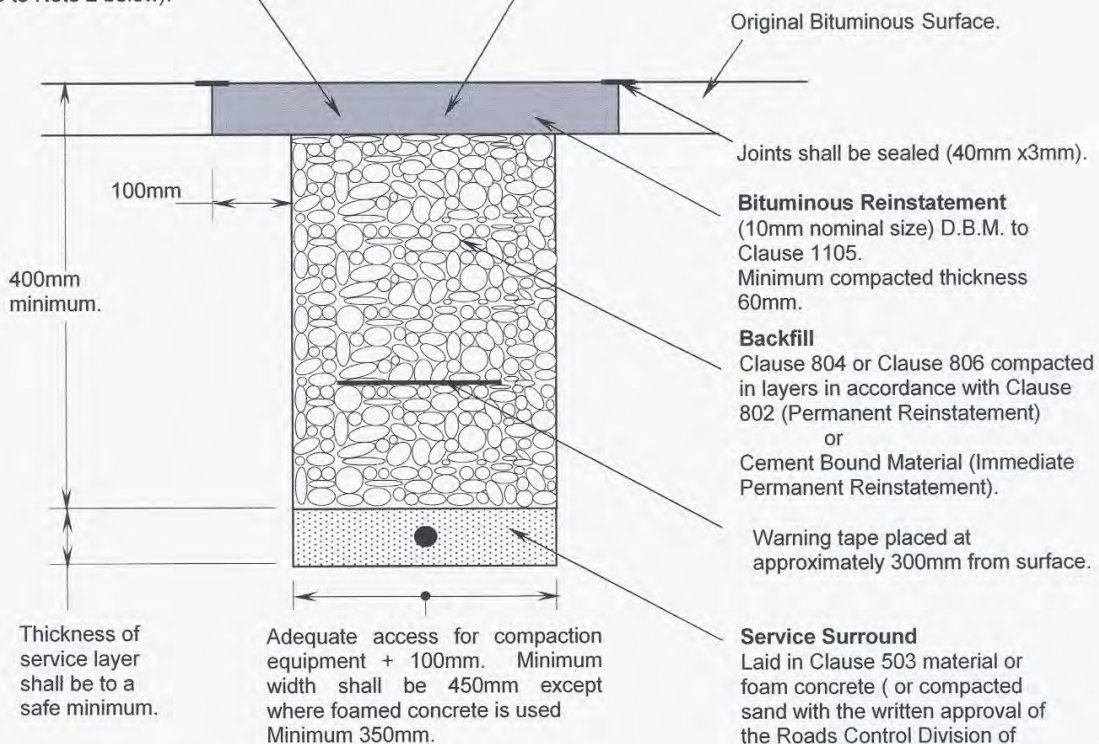
 <p>Comhairle Cathrach Chorcaí <b>Cork City Council</b> Roads Control Division, City Hall</p>	<p><b>PERMANENT &amp; IMMEDIATE PERMANENT REINSTATEMENT CONCRETE FOOTWAYS</b></p>		
	Scale: NTS	Issue 2 Date: 1 <sup>st</sup> March '10	Drg.No.2

**Transverse Reinstatement**

Footway shall be reinstated to a minimum of 100mm beyond the firm edge of the trench and to a minimum width of 1m across the full width of the footway. (Refer also to Note 2 below).


**Longitudinal Reinstatement**

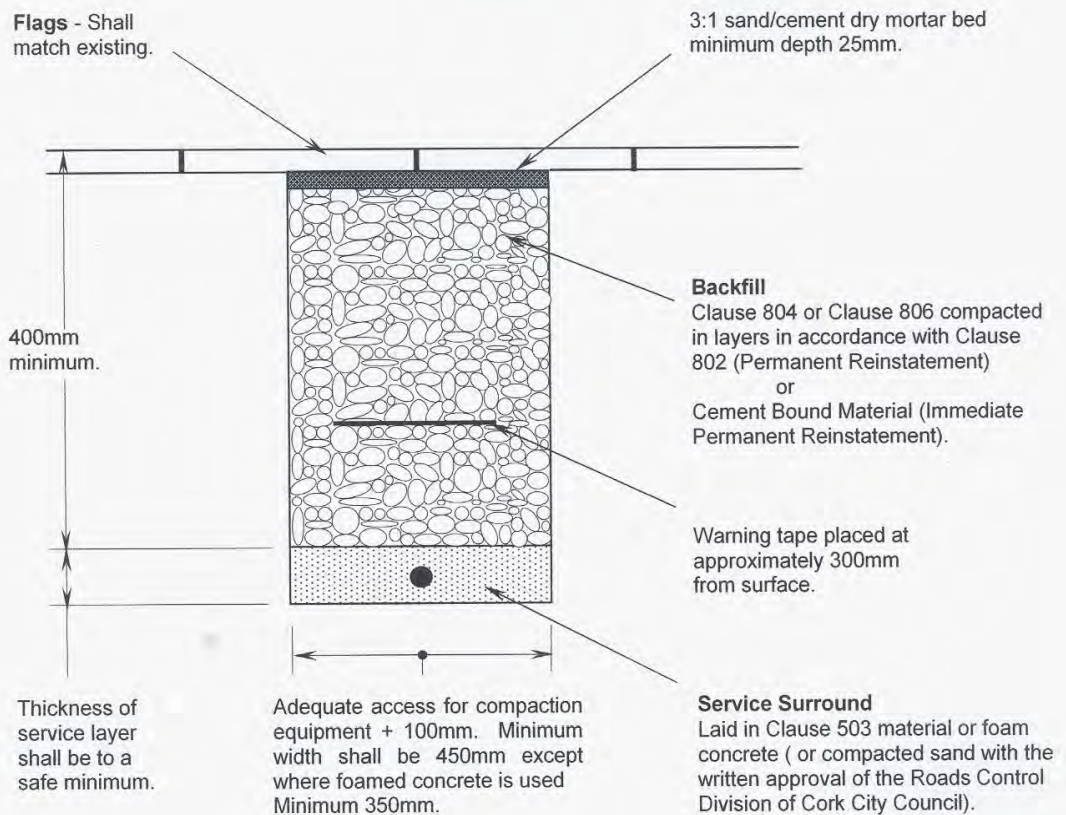
The full width of the footway shall be reinstated.



**Notes:** (to be read in conjunction with **Reinstatement General Notes**)


1. Any damaged area adjacent to and resulting from the excavation shall be included in the area to be reinstated.
2. Where the trimmed edge of an excavation is within 400mm of a joint / edge, ironwork or other reinstatement, this trimmed edge shall be extended to include same and the area of reinstatement shall be extended accordingly.
3. For domestic driveways, the apron shall be 75mm thick. For commercial access areas or where the footway may be subject to heavy wheel loads, the apron shall be 100mm thick.
4. The surface finish of reinstated areas shall be similar to the adjoining areas.
5. Prior to permanent reinstatement, a saw cut 100mm deep shall be formed at a minimum of 100mm from the sides of an excavation.
6. The surface of lean mix shall be sprayed according to Cl.920 prior to application of bituminous macadam.
7. 100<sup>0</sup> C hot bitumen binder 50 pen or cold thixotropic bitumen 50-70 pen shall be applied to all vertical cuts in accordance with B.S.594 prior to the application of bituminous materials.
8. Joints sealed with bitumen binder shall be topped with fine sand/grit to achieve a minimum 55 skid resistance value as determined by the Portable Skid Resistance Pendulum used in accordance with Road Note 27. The sealed joint (overband) shall not exceed 40mm width and 3mm thickness.

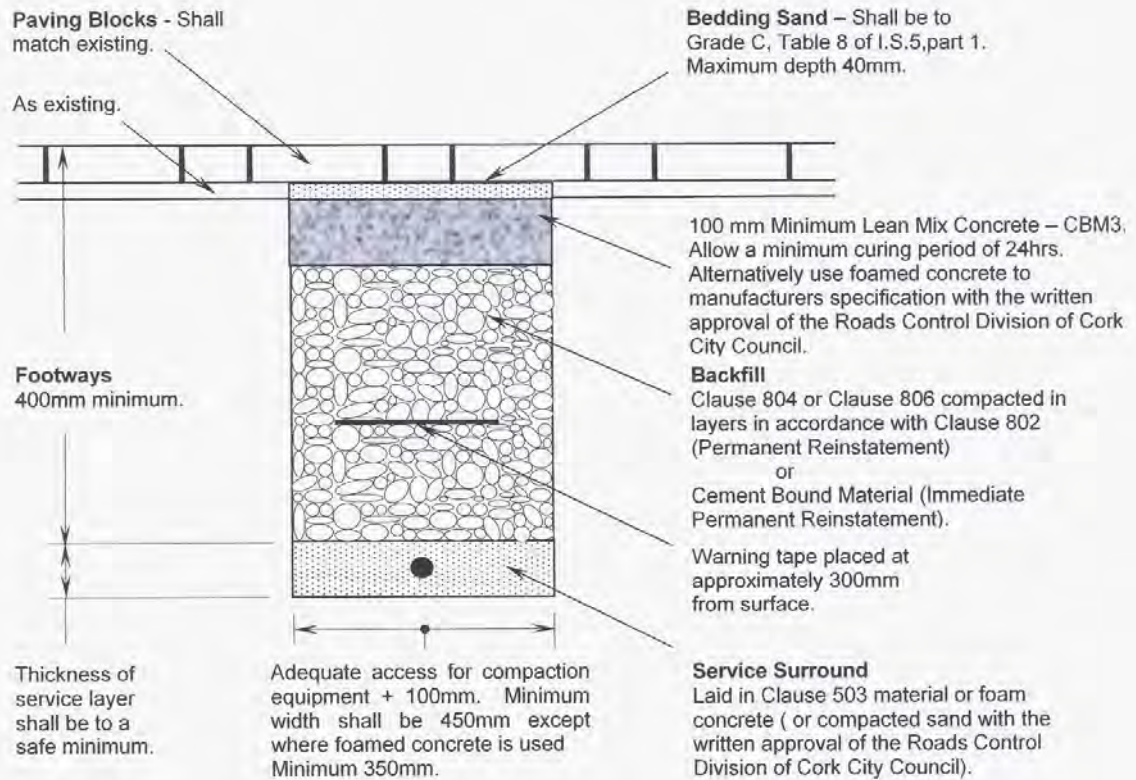
	<p>Comhairle Cathrach Chorcaí</p> <p><b>Cork City Council</b></p> <p>Roads Control Division, City Hall</p>	<p><b>PERMANENT &amp; IMMEDIATE PERMANENT REINSTATEMENT BITUMINOUS MACADAM FOOTWAYS</b></p>	
		Scale: NTS	Issue 1 - Date: 8 <sup>th</sup> April '02
		Drg.No. 3	



**Notes:** (to be read in conjunction with - Reinstatement General Notes)

1. Any flag in whole or part, which is within the zone of influence of the excavation, shall be removed and reset. The edge of the zone of influence is defined as 100mm outside the firm edge of the excavation.
2. Flags required for re-use shall be removed and stored with care.
3. If undermining occurs, flags must be removed beyond the edge of the collapse.
4. Joints between adjacent flags shall not exceed 3mm. These joints shall be grouted and finished flush with 3:1 sand/cement dry mortar bed (proportions by volume). Sand shall be to Grade F of I.S. 5 Part 1.
5. The difference in level between two adjacent flags shall not exceed 3mm.
6. Only full flags shall be used for permanent works, the use of off-cuts is not permitted.

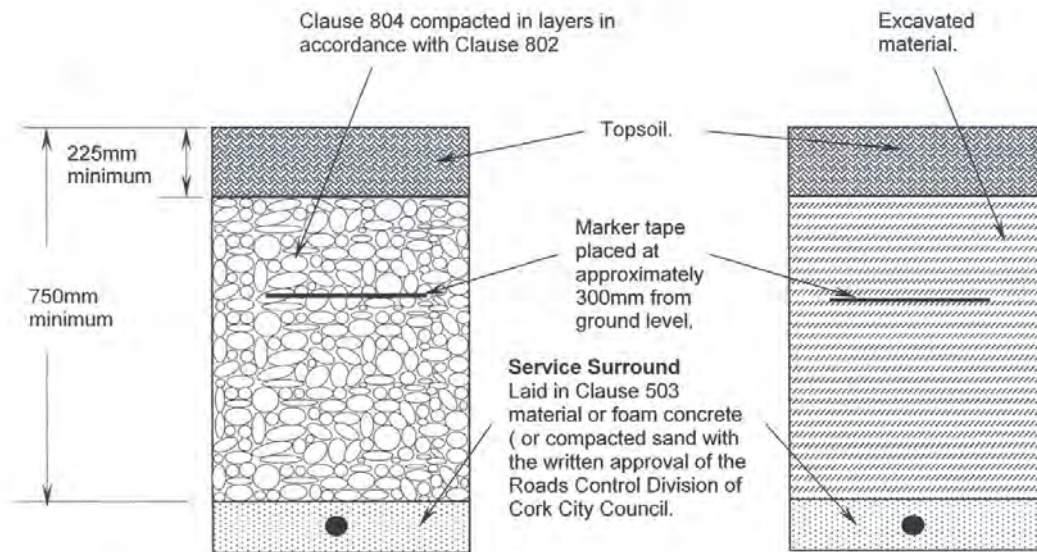
 <p>Comhairle Cathrach Chorcaí <b>Cork City Council</b> Roads Control Division, City Hall</p>	<b>PERMANENT &amp; IMMEDIATE PERMANENT REINSTATEMENT - PRECAST CONCRETE FLAG FOOTWAYS</b>		
	Scale: NTS	Issue 1 - Date: 8 <sup>th</sup> April '02	Drg.No. 4



**Notes:** (to be read in conjunction with Reinstatement General Notes)

1. Prior to final reinstatement, any paving block, which is within the zone of influence of the excavation, shall be removed and reset. The edge of the zone of influence is defined as 500mm outside the firm edge of the excavation.
2. Paving blocks required for re-use shall be removed and stored with care.
3. Where permanent reinstatement is to be carried out by the Road Authority, a charge shall be levied to cover the cost of replacing paving blocks damaged by removal.
4. If undermining occurs, paving blocks shall be removed beyond the edge of the collapse.
5. Paving blocks shall be re-laid as tightly as possible.
6. Joints between adjacent paving blocks shall not exceed 3mm. These joints shall be filled with sand to Grade F of I.S.5 Part 1.
7. The difference in level between adjacent paving blocks shall not exceed 3mm.

 <p>Comhairle Cathrach Chorcaí <b>Cork City Council</b> Roads Control Division, City Hall</p>	<b>PERMANENT &amp; IMMEDIATE PERMANENT REINSTATEMENT - PRECAST CONCRETE &amp; CLAY PAVING BLOCK FOOTWAYS AND ROADS</b>		
	Scale: NTS	Issue 1 - Date: 8 <sup>th</sup> April '02	Drg.No.5



#### Trench Details for Case A


Where nearest point of trench is within 1m of paved edge of national or regional road or in the median of Dual Carriageway or Motorway or within 0.5 m of the paved edge of a local road. In addition, the compacted Clause 804 material shall extend to the road edge

#### Trench Details for Case B

Where nearest point of trench is over 1m from paved road edge of a national or regional road or over 0.5m from the paved edge of a local road.

#### Notes (to be read in conjunction with Reinstatement General Notes)

- All excavations in open space areas shall be organised in such a manner that will cause the least damage to the existing grass surface. Plant, machinery and imported backfill material shall be sited at one location and not scattered throughout the site.
- Prior to excavation, all grass areas shall be cut into turves which shall be carefully stacked. For re-use of turves this shall be within one week of cutting during the period 1 April to 31 August or within two weeks of cutting during the remainder of the year. Turves not used within these periods shall be regarded as topsoil.
- The remaining top 300mm of material (topsoil) shall be excavated first and put to one side of the excavation. The remaining material shall then be excavated and placed on the other side. The reason for this separation is to ensure that the topsoil is not mixed with subsoil or other poor quality material if present.
- In Trench Details Case B above, backfilling shall commence by returning the subsoil and other material to the bottom of the excavation, the top 300mm of the excavation shall be backfilled using the stored topsoil.
- The areas to be grassed shall be covered in topsoil to a minimum depth of 225mm which shall be reduced to a fine tilth, free from stones and debris with any dimension greater than 35mm. The topsoil shall be graded and lightly compacted to 225mm thickness or to the existing thickness - whichever is greater. Any exposed upstanding debris or stones exceeding 25mm dimension shall be removed off site to a licensed dump.
- Prior to seeding or turving, an approved fertiliser shall be evenly distributed on the topsoil at a rate of not less than 100g/m<sup>2</sup>.
- Before sowing grass seed, due regard shall be paid to the season and weather condition. Immediately prior to sowing the grass seed, the topsoil shall be reduced to a fine tilth. Sowing the grass seed shall be carried out by an even distribution, using a blend (per hectare) 170kg Manhattan Rye Grass and 13kg Dwarf Clover or other mix which must have the written approval by the Parks Department in advance. For slopes in excess of ten degrees, this quantity shall be increased by 50%. The seed shall be covered by lightly raking into the surface of the topsoil.
- All drainage channels shall be marked on the carriageway, mapped and shall be fully restored in conjunction with verge reinstatement to ensure that surface water run-off is discharged from the road surface.
- During the works, all excavations and other areas occupied by the utility service (or nominated contractor) shall be protected by security/protective barriers and appropriate signs in order to deter and prevent the public from gaining access to these areas.
- Temporary restoration shall be carried out immediately after backfilling the trench. After all settlement has taken place or after a period of three months, whichever is greater, the trench shall be topped up with topsoil to its original level and permanently reinstated.
- The Parks Department shall be advised when the works are completed. Approval of the works shall be subject to a

 <p>Comhairle Cathrach Chorcaí <b>Cork City Council</b> Roads Control Division, City Hall</p>	<b>PERMANENT REINSTATEMENT – GRASS VERGES, MEDIANS, FIELDS &amp; LAWNS</b>		
	Scale: NTS	Issue 2 - Date: Dec. '05	Drg.No. 6

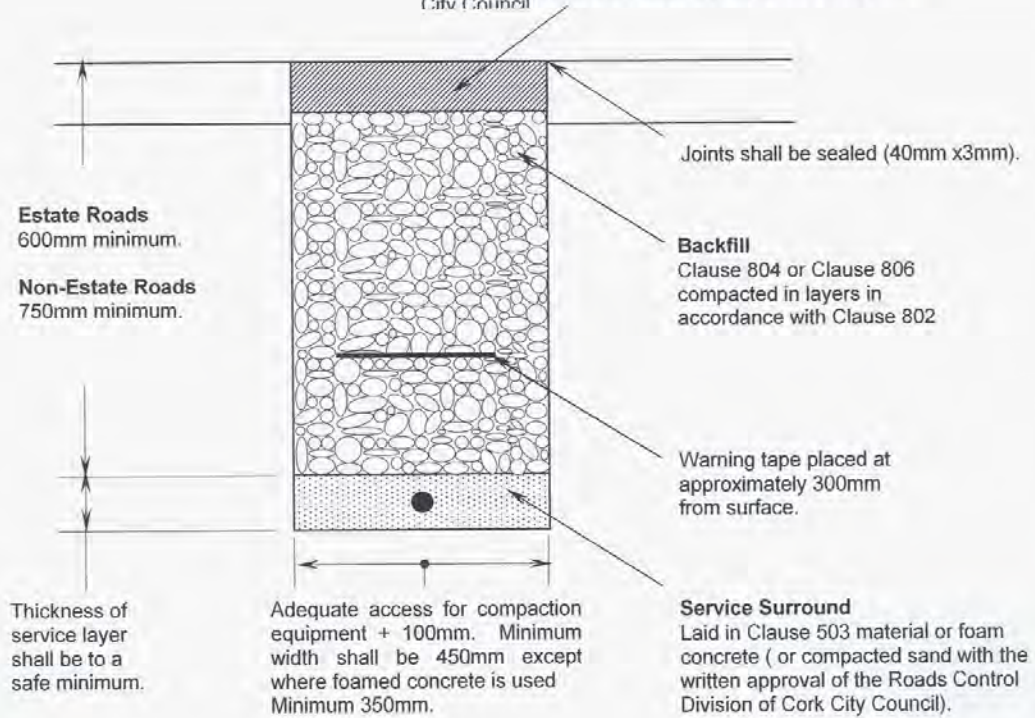


**Roadways - Temporary Reinstatement**

75mm compacted depth of 20mm (nominal size) D.B.M. to Clause 906


or

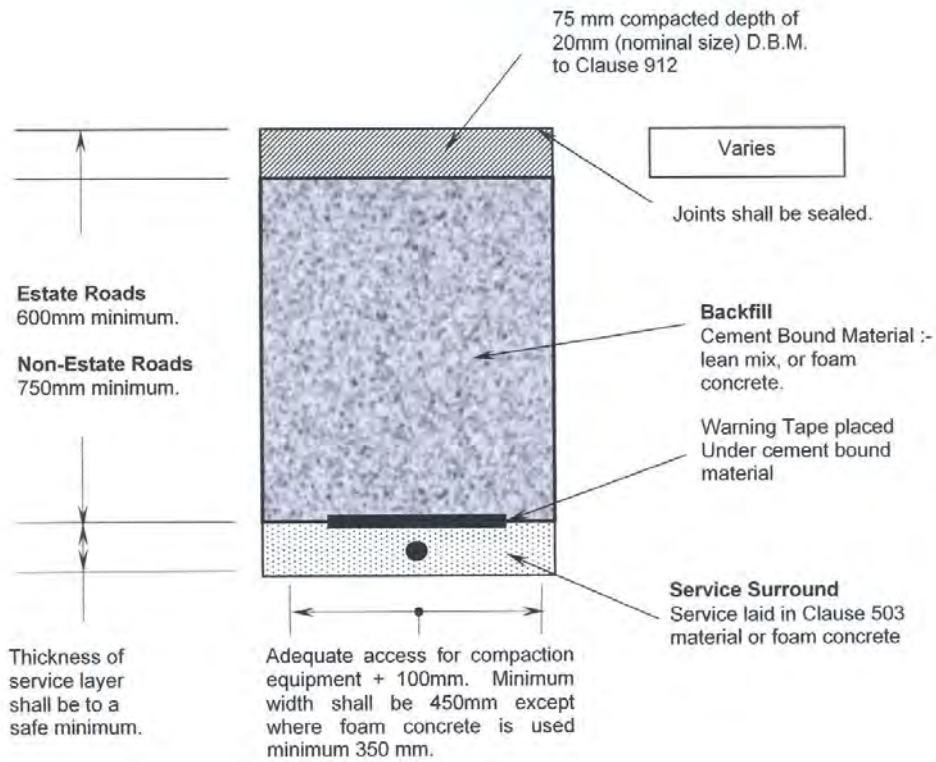
75mm compacted thickness of 14mm (nominal size) cold laid bitmac to B.S. 4987 (delayed set) – only with the written approval of the Roads Control Division of Cork City Council



**Notes:** (to be read in conjunction with Reinstatement General Notes)


1. All edges of excavated area to be saw cut prior to excavation except for emergency work.
2. Minimum compacted depth of 75mm to apply to all National and Regional Roads. This depth to be reduced to 50mm for lightly trafficked Local roads, at the discretion of Cork City Council

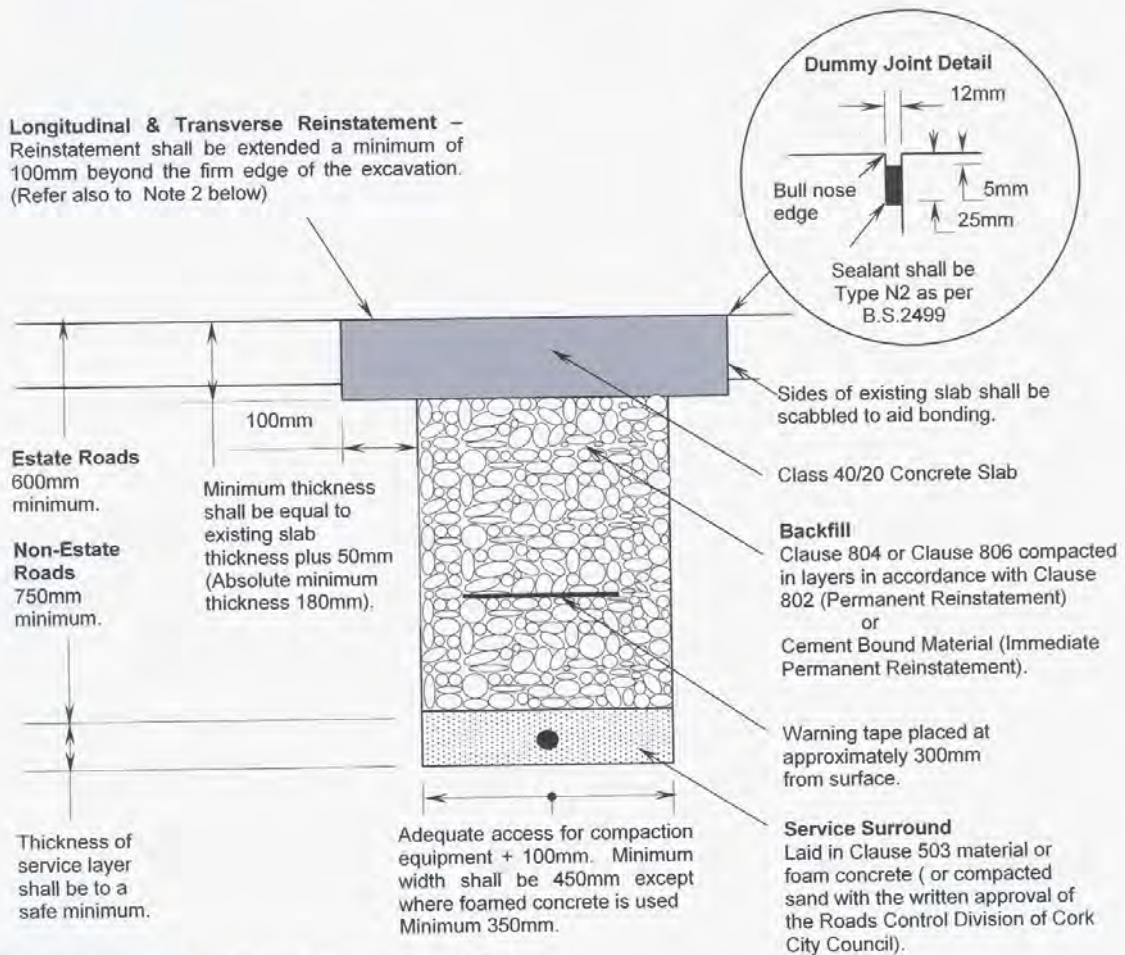
 <p>Comhairle Cathrach Chorcaí <b>Cork City Council</b> Roads Control Division, City Hall</p>	<p><b>TEMPORARY REINSTATEMENT – LONGITUDINAL OPENINGS IN ROADWAYS</b></p>		
	Scale: NTS	Issue 2 - Date: Dec. '05	Drg.No. 7



**Notes** ( to be read in conjunction with Reinstatement General Notes )


1. All edges of excavated area to be saw cut prior to excavation

 <p>Comhairle Cathrach Chorcaí <b>Cork City Council</b> Road Control Division, City Hall</p>	<p><b>TEMPORARY REINSTATEMENT</b> Transverse openings in Roadways OR immediately prior to a Resurfacing Contract</p>		
	Scale: NTS	Issue 2 –Date: 25 <sup>th</sup> Oct.'02	Drg.No. 8



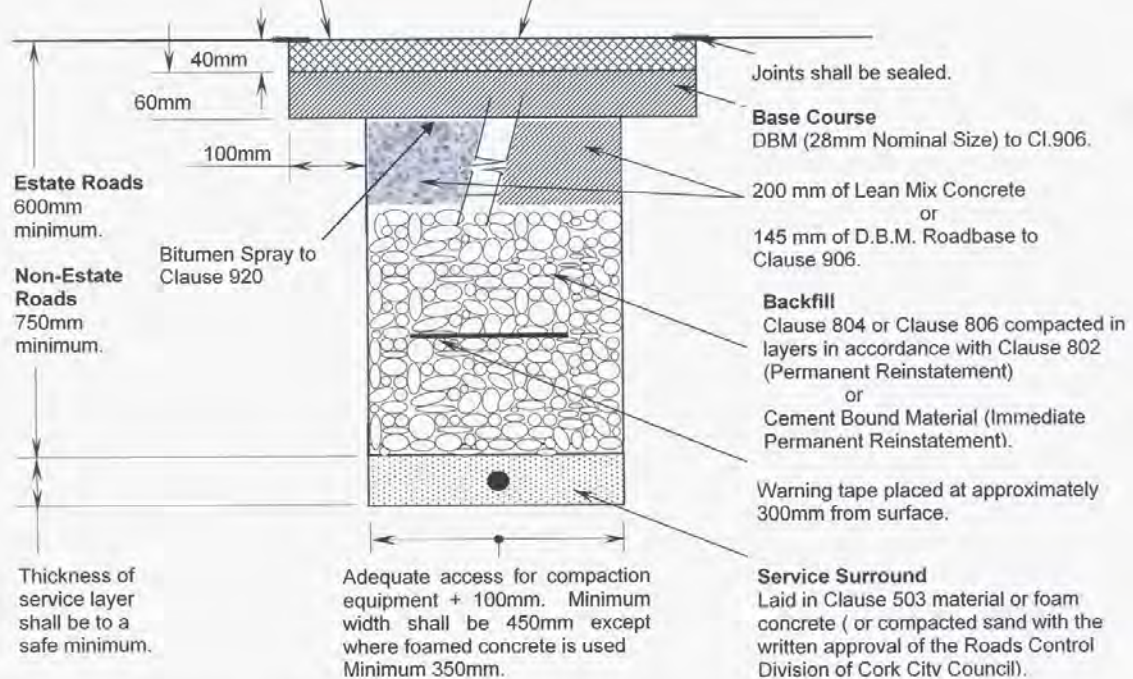
**Notes** (to be read in conjunction with – Reinstatement General Notes)

1. All edges shall be saw cut to a minimum depth of 50mm in reinforced concrete roads and 100mm in unreinforced concrete roads.
2. Reinforcing mesh (A252 or similar) shall be used at the discretion of Cork City Council.
3. Surface finish to be similar to adjoining areas.
4. Prior to permanent reinstatement, a saw cut 100mm deep shall be formed at a minimum of 100mm from the sides of the excavation. Where any trim lines are within 400mm of the road edge, joint, other reinstatement, or ironwork, the trim line should be extended to the interface of such situations.
5. Expansion joints shall be constructed as 12mm expansion joints consisting of Flexcell material sealed with N2 type sealant as per B.S. 2499.
6. Any cracked area adjacent to the opening resulting from the excavation operation or where the trimmed edge of an excavation is within 1m of a joint / edge, ironwork or other reinstatement, this trimmed edge shall be extended to include same and the area of reinstatement shall be extended accordingly.
7. All joints that are removed or otherwise damaged shall be replaced or reconstructed to a similar design and using equivalent materials to the existing joints.
8. All joints between new and existing surfaces shall be dummy joints and shall be filled with bitumen sealant.
9. Cl.803 material in which services are to be laid shall be sufficiently compacted to prevent the occurrence of residual consolidation.

 <p>Comhairle Cathrach Chorcaí <b>Cork City Council</b> Roads Control Division, City Hall</p>	<b>PERMANENT &amp; IMMEDIATE PERMANENT REINSTATEMENT - CONCRETE ROADS</b>		
	Scale: NTS	Issue 2 - Date: Dec. '05	Drg.No. 10


**Longitudinal & Transverse Reinstatement –**  
Reinstatement shall be extended a minimum of 100mm beyond the firm edge of the excavation. (Refer also to Note 2 below)

**Wearing Course -** Shall match existing.  
Hot Rolled Asphalt to Clause 911 (30% Coarse Aggregate with 20mm Nominal Size pre-coated chips to Cl.915. 55% Coarse Aggregate without pre-coated chips may be used with the approval of Cork City Council  
or  
Close graded bituminen macadam wearing course to Clause 912 -14mm nominal size.



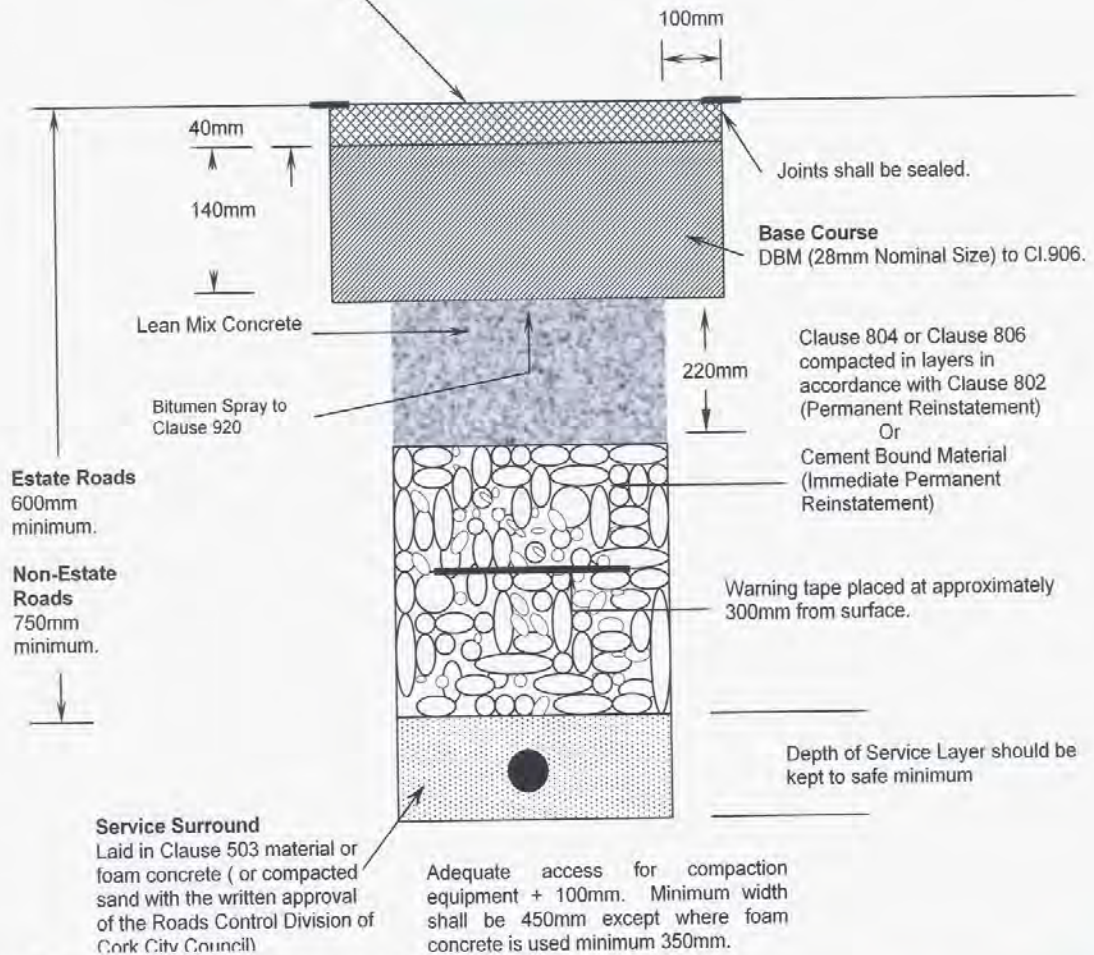
**Notes** (to be read in conjunction – Reinstatement General Notes)

1. Prior to permanent reinstatement, a saw cut 100mm deep shall be formed at a minimum of 100mm from the sides of the excavation. Where any trim lines are within 400mm of the road edge, joint, other reinstatement, or ironwork, the trim line should be extended to the interface of such situations.
2. Lean mix surface to be sprayed as per Clause 920 prior to application of basecourse macadam.
3. **The top layer of reinstatement shall be machine laid if the reinstatement is longitudinal.**
4. 100° C hot bitumen binder 50 pen or cold thixotropic bitumen 50-70 pen shall be applied to all vertical cuts in accordance with B.S. 594 prior to the application of bituminous materials.
5. Joints sealed with bitumen binder shall be topped with fine sand/grit to achieve a minimum 55 skid resistance value as determined by the Portable Skid Resistance Pendulum used in accordance with Road Note 27. The sealed joint (overband) shall not exceed 3mm thickness and 40mm width.
6. The course aggregate in the wearing course macadam shall have a polished stone value of not less than 60
7. Wearing course to match existing surfaces unless otherwise directed by Cork City Council.

 <p>Comhairle Cathrach Chorcaí <b>Cork City Council</b> Roads Control Division, City Hall</p>	<b>PERMANENT &amp; IMMEDIATE PERMANENT REINSTATEMENT – ROADS WITH BITUMINOUS WEARING COURSES ON LEANMIX OR D.B.M. ROADBASES</b>		
	Scale: NTS	Issue 2 - Date: Dec. '05	Drg. No.11


**Wearing Course** - Shall match existing.

Hot Rolled Asphalt to Clause 911 (30% Coarse Aggregate with pre-coated chippings) or 55% Coarse Aggregate without pre-coated chippings (when approved by Road Authority Engineer). Pre-coated chippings to Clause 915. (nominal size 20mm)

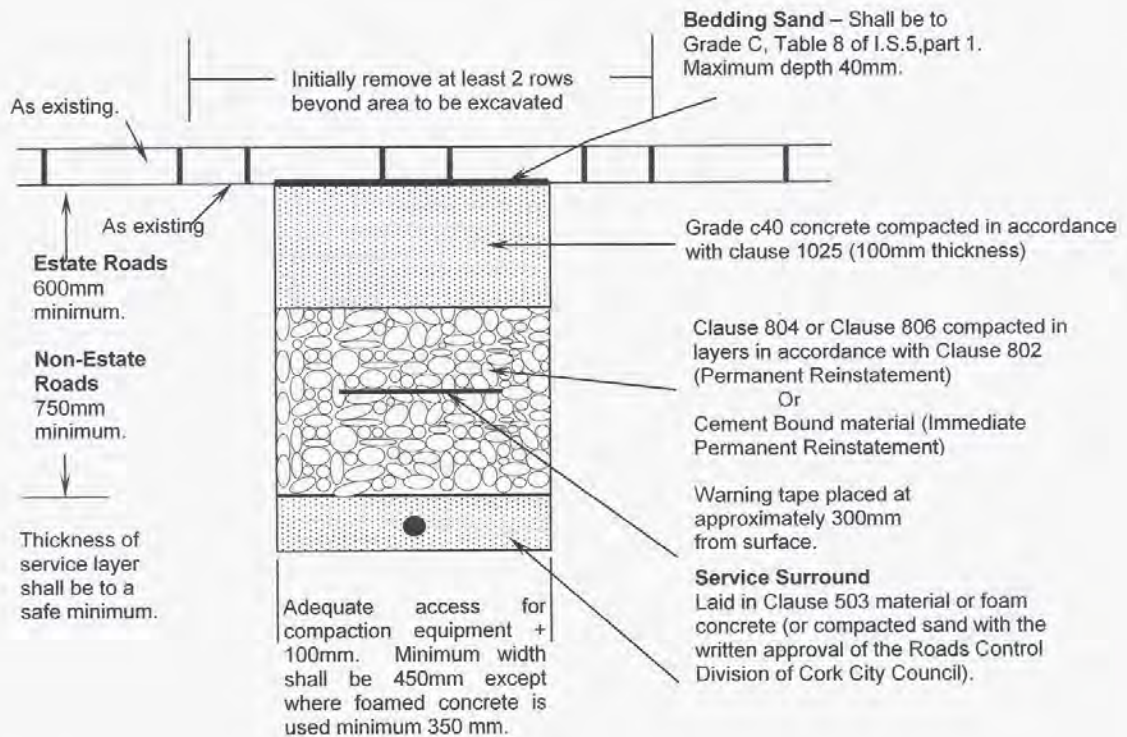


**Notes** (to be read in conjunction – Reinstatement General Notes)

1. The Above wearing course and road base can be replaced by 40mm rolled Asphalt Wearing Course to Clause 911 on 60mm deep D.B.M. base course to Clause 906 on 200mm of D.B.M. road base (40mm nominal size) to Clause 903.
2. Prior to permanent reinstatement, a saw cut 100mm deep shall be formed at a minimum of 100mm from the sides of the excavation. Where any trim lines are within 400mm of the road edge, joint, other reinstatement, or ironwork, the trim line should be extended to the interface of such situations.
3. Lean mix surface to be sprayed as per Clause 920 prior to application of base course macadam.
4. 100° C hot bitumen binder 50 pen or cold thixotropic bitumen 50-70 pen shall be applied to all vertical cuts in accordance with B.S. 594 prior to the application of bituminous materials.
5. Joints sealed with bitumen binder shall be topped with fine sand/grit to achieve a minimum 55 skid resistance value as determined by the Portable Skid Resistance Pendulum used in accordance with Road Note 27 and shall not exceed 3mm thickness and 25mm width.
6. Wearing course to match existing surfaces unless otherwise directed by the Road Control Division


 <p>Comhairle Cathrach Chorcaí <b>Cork City Council</b> Roads Control Division, City Hall</p>	<p><b>PERMANENT &amp; IMMEDIATE PERMANENT REINSTATEMENT – AT HEAVY DUTY LOCATIONS IN ROADWAYS AS REQUIRED BY THE ROAD AUTHORITY</b></p>		
	Scale: NTS	Issue 2 - Date: Dec. '05	DrgNo12

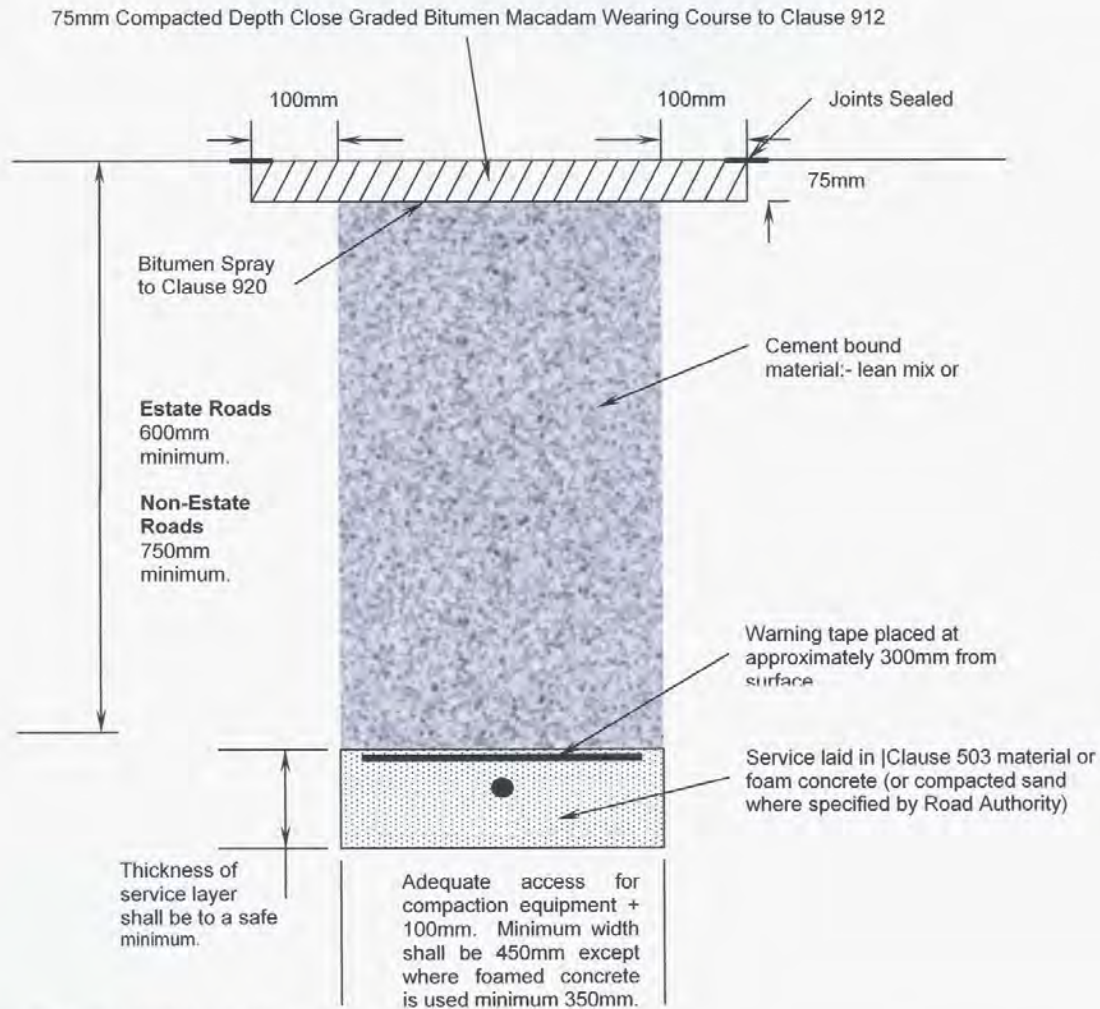
**Remove additional two rows min. on each side at reinstatement stage and remove any contaminated sand**



**Notes:** (to be read in conjunction with Reinstatement General Notes)


1. Add fresh sand and compact with a plate compactor. Additional sand is spread to stand proud of adjacent sand.
2. Use a slightly cambered profile over width of trench to counter any tendency to settle under traffic / load.
3. Relay blocks as tightly as possible.
4. One pass of plate compactor, then sand and compact with two or three passes to ensure full interlock.
5. 2 to 5mm Joints between blocks to be filled with sand to Grade F of I.S.5 Part 1.
6. The difference in level between two adjacent blocks shall not exceed 3mm.

 <p>Comhairle Cathrach Chorcaí <b>Cork City Council</b> Roads Control Division, City Hall</p>	<b>PERMANENT &amp; IMMEDIATE PERMANENT REINSTATEMENT – ROADWAYS WITH PRECAST CONCRETE PAVING BLOCKS</b>		
	Scale: NTS	Issue 1 - Date: 8 <sup>th</sup> April '02	Drg.No.13



**Notes** (to be read in conjunction – Reinstatement General Notes)

1. All edges of excavated to be saw cut prior to excavation.
2. All works to be in accordance with the NRA Specification for Road Works.
3. Control and signposting of roadworks should be in accordance with Traffic Signs Manual as published by the Department of the Environment.
4. 100<sup>0</sup> C hot bitumen binder 50 pen or cold thixotropic bitumen 50-70 pen shall be applied to all vertical cuts in accordance with B.S. 594 prior to the application of bituminous materials.
5. Surface joints shall be sealed with hot bitumen and topped with fine sand /grit to get a minimum 55 skid resistance value as determined by the Portable skid Resistance Pendulum used in accordance with Road Note 27 and shall not exceed 3mm thickness and 25mm in width.
6. The course aggregate in the wearing course macadam shall have a polished stone value of not less than 60
7. Prior to permanent reinstatement, a saw cut 100mm deep shall be formed at a minimum of 100mm from the sides of the excavation. Where any trim lines are within 400mm of the road edge, joint, other reinstatement, or ironwork, the trim line should be extended to the interface of such situations.

 <p>Comhairle Cathrach Chorcaí <b>Cork City Council</b> Roads Control Division, City Hall</p>	<b>REINSTATEMENT OF TRANVERSE OPENINGS IN ROADWAYS</b>		
	Scale: NTS	Issue 2 - Date: Dec. '05	Drg.No.15

## **SECTION 7    COMPACTION**

The material shall be compacted in layers by mechanical means in accordance with the National Roads Authority's Specification for Road Works, using either Vibratory Rollers, with mass per unit width not exceeding 2300kg, or Vibro Tamper or Vibrating Plate compactors. No mechanical compaction is permitted within 400 millimetres vertically of the crown of pipes and this material should be placed and compacted utilising manual means. Material below and adjacent and around the sides of pipe installation however should be mechanically compacted.

Proper compaction of the material is vital. Compaction plant should be selected carefully to give the best results on the material used. Specialised equipment can sometimes be required for narrow trenching or restricted sites but the following plant is likely to be the most commonly used means of compaction for the majority of reinstatement.

HAND RAMMER	<p>used for the compaction of all material where access is severely restricted, e.g. around underground services or street furniture.</p> <p>should not be used as a substitute for mechanical compaction equipment.</p>
VIBRO TAMPER	<p>easily transported and handled and especially suitable for narrow trench-work.</p> <p>delivers between 450 and 650 blows per minute through a small plate to effect compaction.</p> <p>is not recommended for the compaction of base or wearing course materials.</p>
VIBRATING ROLLER	<p>the preferred method of compaction of bituminous materials.</p> <p>may be single or twin drum.</p> <p>not suitable in small and/ or narrow excavations with restricted access.</p>
VIBRATING PLATE	<p>available in a range of weights and sizes of plate.</p> <p>suitable for compaction in trenches.</p> <p>can be used for bituminous materials but will not give a good surface finish.</p>



It is not acceptable to place the backfill material and compact at a later stage when other layers have been placed, or compact excessive depths from the surface of the trench. Such a practice generally gives rise to excessive post-construction settlements and is not permitted.

Compaction of trench backfill materials shall be carried out in accordance with the following clauses of the N.R.A. Specification for Road Works:-

Clause 802 for granular materials, and

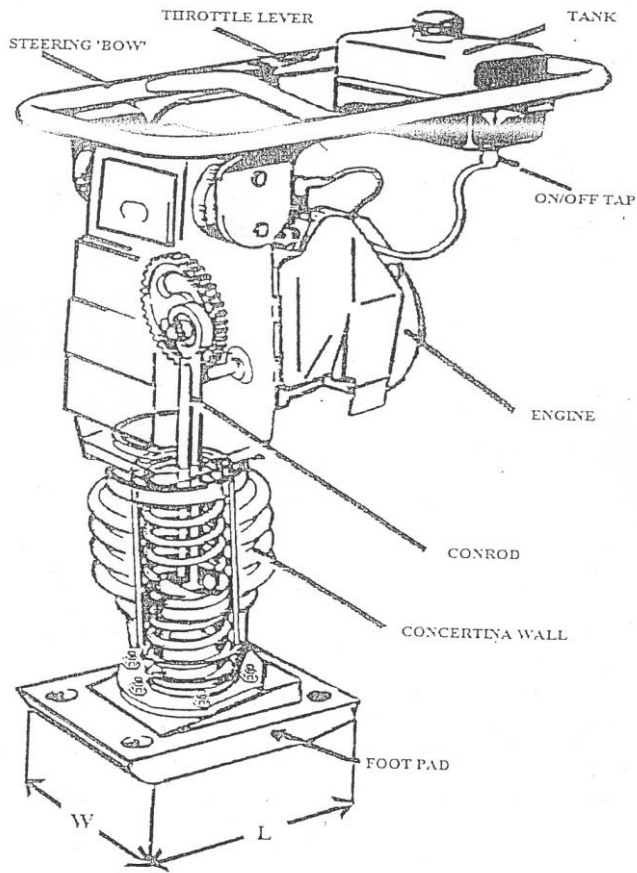
Clause 1035 for cement bound materials, and

Clause 1043 for foamed concrete for backfilling excavations.

### **Compaction Requirements for Unbound Materials in Road Pavements**

Type of Compaction Plant	Category	Minimum number of passes for layers not exceeding the following compacted thickness		
		110 mm	150 mm	225 mm
Smooth-wheeled roller (or vibratory roller operating without vibration)	Mass per metre width of roll: Over 2700 kg up to 5400 kg	16	Unsuitable	Unsuitable
	Over 5400 kg	8	16	Unsuitable
Pneumatic-tyred roller	Mass per wheel: Over 4000 kg up to 6000 kg	12	Unsuitable	Unsuitable
	Over 6000 kg up to 8000 kg	12	Unsuitable	Unsuitable
	Over 8000 kg up to 12000 kg	10	16	Unsuitable
	Over 12000 kg	8	12	Unsuitable
Vibratory roller	Mass per metre width of vibrating roll: Over 700 kg up to 1300 kg	16	Unsuitable	Unsuitable
	Over 1300 kg up to 1800 kg	6	16	Unsuitable
	Over 1800 kg up to 2300 kg	4	6	10
	Over 2300 kg up to 2900 kg	3	5	9
	Over 2900 kg up to 3600 kg	3	5	8
	Over 3600 kg up to 4300 kg	2	4	7
	Over 4300 kg up to 5000 kg	2	4	6
Vibrating-plate Compactor	Mass per square metre of base plate: Over 1400 kg/m <sup>2</sup> up to 1800 kg/m <sup>2</sup>	8	Unsuitable	Unsuitable
	Over 1800 kg/m <sup>2</sup> up to 2100 kg/m <sup>2</sup>	5	8	Unsuitable
	Over 2100 kg/m <sup>2</sup>	3	6	10
Vibro-tamper	Mass: Over 50 kg up to 65 kg	4	8	Unsuitable
	Over 65 kg up to 75 kg	3	6	10
	Over 75 kg	2	4	8
Power rammer	Mass: 100 kg – 500 kg	5	8	Unsuitable
	Over 500 kg	5	8	12

## A VIBROTAMPER



## REVERSIBLE VIBRATING PLATE



DPU 2440F

## **SECTION 8    STRUTTING/ SAFETY IN EXCAVATIONS**

A crucial stage, which affects the subsequent behaviour of the restored trench, occurs during the period for which the excavated trench is opened. During this time, movement and earth slips of the trench sides can take place due to self-weight of the adjacent material and due to passing traffic. This can have an effect on areas of roadway well removed from the excavation.

For these reasons, it is essential that the duration of openings is kept to a minimum and that strutting should be provided (a) in all cases where there is a danger of collapse, and (b) in all cases where the depth is greater than 1.2m.

Safety statements may also stipulate the need for strutting and these may take precedence over the above.

To ensure the safety of those involved, excavation work has to be properly planned, managed, supervised and executed in order to prevent accidents. Persons involved at all stages should be aware of the hazards involved and the procedures in place to control the risks associated with this type of work. The aim of the guideline below is to assist persons in controlling the risks associated with excavations.



A Guide to Safety in  
Excavations



## **SECTION 9**

## **UNDERGROUND SERVICES**

It is the responsibility of the Applicant to locate the exact position of all existing services, and to safeguard same during construction. The Applicant shall be liable for any damages arising and consequential damage to existing services. Layout plans and all other relevant information shall be obtained prior to the submission of a T2 Application. In addition, suitable cable and pipe location devices should be used to confirm the location of all services in and around the work area.

The following is a non-exhaustive list of service providers:

### **CCMAN/NDP Broadband Network**

Contact: E/Net, LEDP, Roxboro, Limerick. Telephone (061) 274000

Email: [sales@enet.ie](mailto:sales@enet.ie)

### **ESB**

Central Site, ESB Networks, Osprey House, Lower Grand Canal Street, Dublin 2 Fax. (01) 6388169, Email: [centralsiterequests@esb.ie](mailto:centralsiterequests@esb.ie) Tel: (01) 7027257, (01) 7026558, (01) 7027155

**For a Damage or Exposed cable, Tel: 1850372999**

### **BORD GAIS**

Regional Design Office, Gas Works Road, Cork. Telephone (021) 4534109

### **ESAT BT**

No. 5, Alfred Street, Penrose Quay, Cork. Telephone (021) 2303107

### **EIRCOM Ltd.**

Island Cross, Little Island, Co.Cork. Telephone (021) 4355555

### **UPC Communications Ireland Ltd. (Formerly Chorus Communications Ltd.)**

John F. Conolly Road, Churchfield, Cork. Telephone (021) 2392371

### **O.P.W.**

In relation to sites of Archaeological Significance

### **CORK CITY COUNCIL, WATER SERVICES SECTION (WATER)**

Room 307, City Hall, Cork. Telephone (021) 4924290

### **CORK CITY COUNCIL, WATER SERVICES SECTION (DRAINAGE)**

Room 307, City Hall, Cork. Telephone (021) 4924280

### **CORK CITY COUNCIL, ROADS PROTECTION AND ASSET MANAGEMENT DIVISION**

Information on Recently Resurfaced Roadways

Room 330, City Hall, Cork. Telephone (021) 4924168

### **ADJACENT PROPERTY OWNERS LIKELY TO BE AFFECTED BY THE WORKS**

## Marker tapes

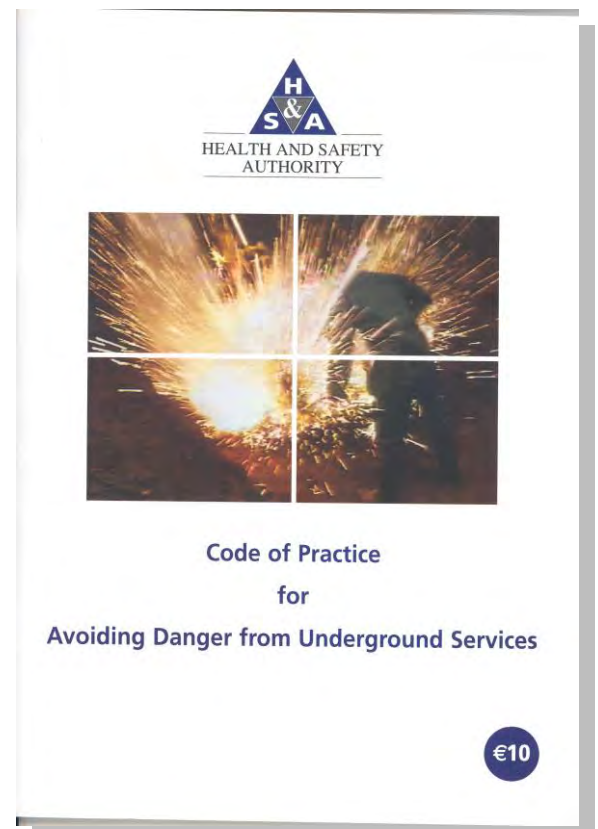
Distinctive marker tapes are to be provided over all underground services.

The following colour codes on marker tapes are to be incorporated in all trenches in public roads at the depths shown in Drawings Numbers 1 - 15.

Service	Duct/Pipe Colour	Marker Tape Colour (For Guidance Only)
Electricity	Red "DANGER ELECTRICITY CABLES"	Red and/or Yellow
Telecommunications	Green or grey	Green
Gas	Yellow	Yellow
Water Supply	Blue / Black	Blue
Sewerage	Brown	Brown
Surface Water	Black	Chevron of White/Blue
Cle T.V.		Chevron of Red/Blue/Green
Other services		Chevron of Black/White

Marker Tapes should be a minimum of 125 mm wide.

The Code of Practice for Avoiding Danger from Underground Services came into practice on the 15<sup>th</sup> of February 2005. It aims to reduce the incidence of damage to underground services and in doing so to minimise risk to personnel who are involved in carrying out work.

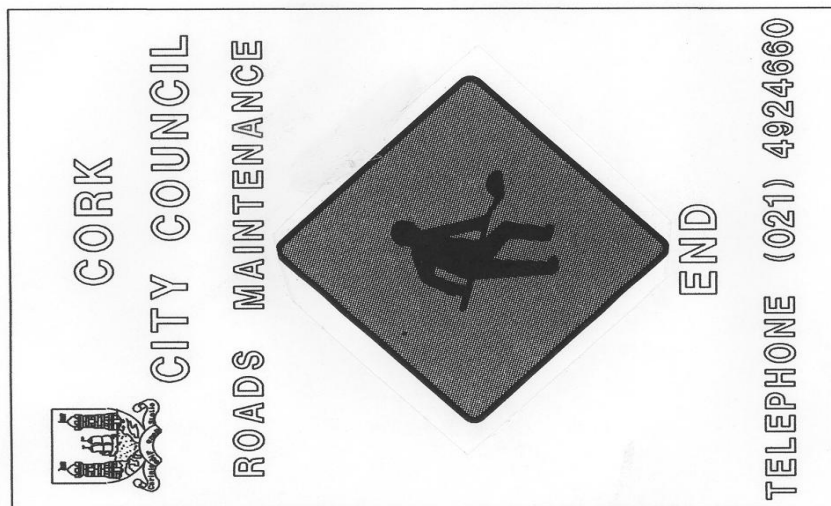


## **SECTION 10 ON-SITE IDENTIFICATION SIGNAGE**

Signage recommended for use at roadworks, must comply with the “Traffic Signs Manual”, issued by the Department of the Environment, Heritage and Local Government.

A minimum of two signs shall be displayed on site indicating the name and local contact telephone number for the contractor.

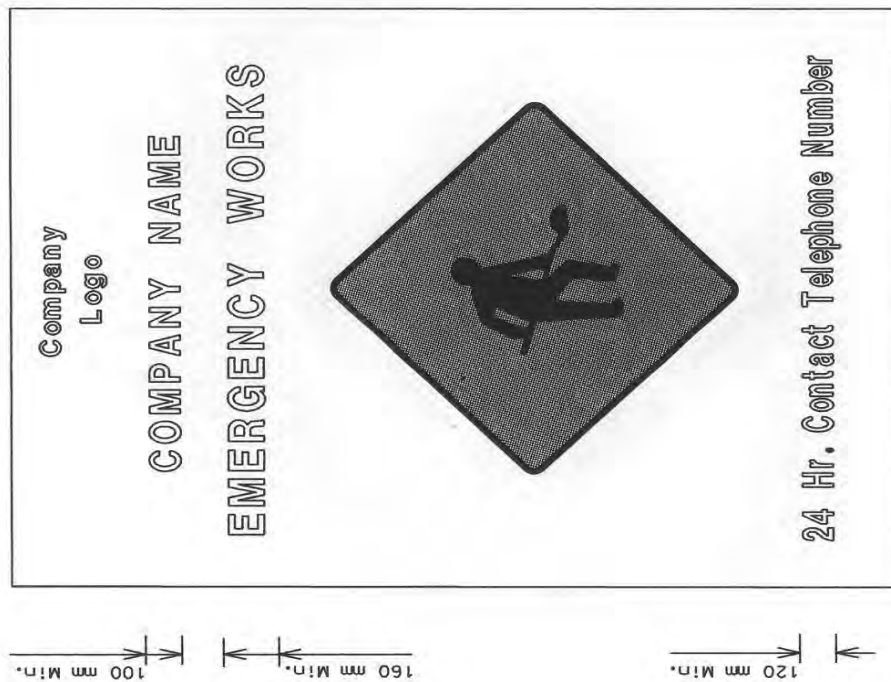
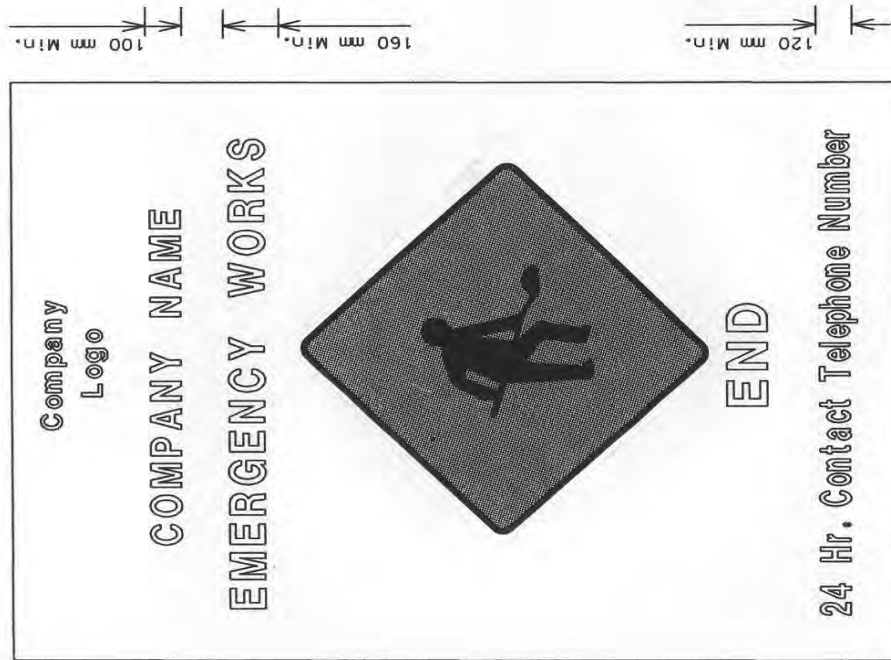
### **10.1 Cork City Council On-Site Identification Signage**



## 10.2 On-Site Identification Signage for Utility Companies and Contractors



### 10.3 Emergency On-Site Identification Signage





<b>SECTION 11</b>	<b>SPECIFICATION FOR SUPPLY OF MAPPING INFORMATION TO THE ROADS PROTECTION AND ASSET MANAGEMENT DIVISION</b>
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### **11.1 Separate Drawing File**

A separate drawing file shall be submitted for each T1/T2 and T3 application. The filename shall be unique and shall consist of up to 8 No. characters. This filename shall also appear on the T1 form as 'Drawing Number'.

### **11.2 Drawing File**

- The drawing file shall be capable of being used directly by, or imported into, Microstation, Autodesk/Autocad i.e. DGN format, Autocad DWG format or DXF format.
- It shall include **linework, polygons and any necessary text only**, no background map shall be supplied.
- The position of all proposed chambers or joints of any type must be included in the drawing.
- The drawing shall specify if the works are on the footpath or on the carriageway (whether inbound or outbound) and indicate the remaining lanes that will be available to traffic.

### **11.4 Irish National Grid Co-Ordinates**

All data shall be to Irish national grid co-ordinate system as defined by Ordnance Survey Ireland.

## **SECTION 12 PARKS DEPARTMENT – GENERAL REQUIREMENTS**

### **SPECIFICATIONS AND CONDITIONS FOR INSTALLING AND MAINTAINING UTILITY SERVICES CLOSE TO TREES AND IN OPEN SPACE AREAS**

The following section outlines recommended procedures to be adopted by utilities/companies when working in close proximity to trees and on open space areas.

Notification procedures, prior to commencement of works are outlined in Section 4. Utilities shall consult with the relevant Parks Superintendent, and advise him of the date of commencement of proposed works. The exact route should be marked out on site and agreed, and any instructions which may arise in this regard are to be followed .

Damage to trees caused by failure to comply with the guidelines will result in a charge being levied on the utility/company or contractors /sub contractors employed by the utility company. This charge will reflect the amount of damage sustained and where life / safety of tree(s) is undermined it will include the cost of total replacement and loss of amenity value. These charges will be drawn up by professional parks staff and each case will be assessed on an individual basis. Also any claims arising in the future as a result of damage to the trees caused by the installation of services will be the responsibility of the utility company involved.

#### **12.1 Reinstatement Costs**

Costs for reinstatement, loss of amenity, supervision and administration that may arise due to work on parks open spaces and grass verges to be agreed with the Parks Department prior to commencement of work .

### **WORKS IN CLOSE PROXIMITY TO TREES**

#### **12.2 Damage to Trees**

Tree roots keep a tree healthy and upright. Most roots are found in the top 600mm of soil. They often grow out further than the trees height. The majority of these roots are very fine; even close to the tree few will be thicker than a pencil. Most street tree roots grow under the pavement and into front gardens, but they can also grow under the carriageway .If roots are damaged, for example by trenching, the tree may fall or lose its vigour and decline.

Likewise tree trunks can easily be damaged so care must be taken when working near them. Practices such as leaning paving slabs against trees, chaining machinery to trees or nailing site notices, fencing etc., to the tree trunks are prohibited . The unplanned removal of branches may adversely affect the balance of the tree and hence its safety.

### **12.3 Protecting Roots**

Establish a protection zone around each tree: (see Fig. 1.) Generally excavations in the Protection Zone will not be permitted, however where there is no alternative, special precautions / safeguards must be followed.

Excavations outside the Protection Zone indicated in Fig. 1. can be undertaken by excavator without fear of serious damage to tree roots. Should roots be damaged in this area, prune with a sharp tool (e.g. secateurs or handsaw) making a clean cut.

### **12.4 Protection Zone**

Should it be necessary to run utilities through the Protection Zone, it is essential that there is prior consultation with the Parks Superintendent or his representative to agree a programme of works that will minimise damage to the roots and the health and safety of the tree.

In general the following conditions will apply for works within the Protection Zone.

Don't excavate with machinery. Use trenchless techniques where possible. Otherwise dig only by hand.

When hand digging, carefully work around roots, retaining as many roots as possible.

Don't cut roots over 25mm in diameter without the prior approval of the Parks Department.

Prune roots which have to be removed using a sharp tool (e.g. secateurs or handsaw). Make a clean cut and leave as small a wound as possible.

Backfill the trench with an inert granular material and topsoil mix. Compact the backfill with care around the retained roots. On non highway sites, backfill only with excavated soil.

Don't repeatedly move / use heavy mechanical plant except on hard standing.

Don't store spoil or building material, including chemicals and fuels.

Frost can damage exposed roots. If trenches are to be left open overnight, cover the roots with dry sacking. Remember to remove the sacking before backfilling.

### **12.5 Trenchless Technology / Mole Trenching**

In the intensely competitive works of utility contracting, the only sure way of minimising root damage to an acceptable degree is by the use of an appropriate trenchless technology and by specifying its use from the outset. Contractors must be required by the utilities companies who employ them to use this technology.

“In order to avoid damage to roots by the mole, it is recommended that the depth of run should be below 600 mm. Techniques involving external lubrication of the mole with materials other than water (e.g. oil, bentonite, etc.) should be avoided, unless precautions are taken to ensure that there is no contamination of the soil within 600 mm of the surface within the Protection Zone”. (National Joint Utilities Group 4.5.2.) April 1995

## **WORKS IN OPEN SPACE AREAS**

All excavations in open space areas should be organised in such a manner that will cause the least damage to the existing grass surface . In particular , plant and machinery and imported backfill material should be sited at on location and not scattered throughout the site .

The excavation and other areas occupied by the utility service or nominated contractor during the works should be protected by security / protective barriers and appropriate signs to deter and prevent the public from gaining access to these areas .

### **12.6 Seedbed Preparation**

The top 300 mm of material ( topsoil ) should be excavated first and put to one side , the remaining material should then be excavated and placed on the other side . The reason for this separation is to ensure that the topsoil is not mixed with subsoil and other poor quality material is present.

Prior to the replacement of topsoil, subsoil should be ripped / scarify to a depth of 150 mm . This would include all areas where compaction may have occurred due to driving of / parking of vehicles on grassed surfaces ( wheel ruts ) . Large stones brought to the surface should be picked off and disposed of off site. Return subsoil and other material to the bottom of the excavation, using the topsoil for the remaining 300 mm.

Replacement of topsoil should not be carried out in wet conditions.

After spreading the topsoil , the seed bed shall be prepared / cultivated by hand raking or harrowing with a spike or chain harrow on large areas and light and uniform rolling to produce a fine tilth . All surface stones and debris from 10 mm – 50 mm in any dimension shall be removed from the surface. Finished levels to have fullness under moderate consolidation , to an average of 25 mm above paths , kerbs and manholes .

### **12.7 Sowing of Grass Seed**

No grass seed shall be sown until the cultivation and preparatory works have been approved by the Parks Department.

Certified quality grass seed ( amenity mixture No. 2 ) shall be used .

Sowing should be carried out during optimum temperature and rainfall conditions ( usually March – October ) and during suitable calm weather conditions , at a rate of 30 g / m<sup>2</sup> .

The operation should be carried out in equal sowings in transverse directions. A specialised seed sowing machine will ensure higher establishment rates and will also ensure accurate and economical seed distribution.

After sowing the ground should be lightly raked and then firmed with a lightweight roller .

### **12.8 Sodding / Turfing**

In situations where sodding or turfing is carried out, the exact same procedure should be adopted up to the seed sowing stage, except that the final level of the seed bed should be 50 mm ( or the depth of the cut sod ) below the finished level .

The sod should be cut with a straight edge, be uniform , approximately 500 mm deep and strong enough to hold during handling .

The seed bed receiving the sod should be cut with a clean edge to the exact same width as the sod, so that the two will marry in together.

Lay the sod in straight lines and do not try to bend them round to form curved edges , ensuring that each sod is as close as possible to the proceeding one .

Where the edges of the sod are not even and full, allow a 500 mm overlap and trim with a half moon ( sharp edge ) to achieve flush joining .

Tamp down gently each row of sod with a tamper made from thick boards and a pole. Check the level with a board and a spirit level if necessary, after tamping down. If there are any bumps or hollows, the sod should not be heavily rolled and beaten down. The sod should be lifted and any irregularities corrected by adding or removing soil, as necessary. Apply a sandy soil top dressing mixture between the crevices using either a broom or the back of a rake. This is essential in that it will help the sod knit together. Grass seed should be sown over the disturbed areas where topsoil has been spread.

## **12.9 Kiosks , Chambers , Junction Boxes and Signs**

Kiosks, chambers , manholes / Junction Box Covers etc., are not permitted to be located on parks, open spaces or grass verges without prior approval (Prior notification as per Section 4).

### **PROTECTING ROOTS:**

The UK utilities joint association, the National Joint Utilities Group (NJUG) has produced guideline for contractors working in the vicinity of trees, developed with representatives of the Arboricultural Association (NJUG, 1995). These recommend the establishment of a "Precautionary Area" around trees, defined as a circle (from the centre of the tree) of radius four times the girth of the tree measured at chest height.

- (1) Establish a protection zone around each tree: the Precautionary Area. See Fig. 1.

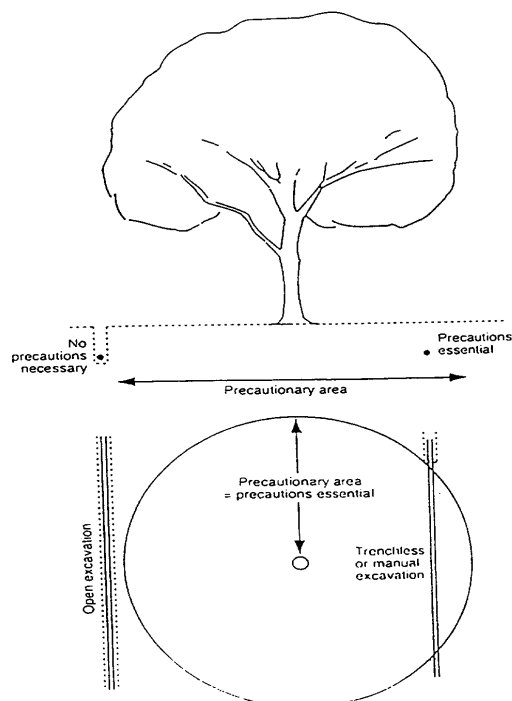


Fig. 1 To determine the Precautionary Area measure the girth of the tree at chest height. Multiply this by 4 and draw a circle of this radius from the centre of the tree.

**See Appendix VI, 6.4 - Contact Information for Parks Department Supervisors**

## **SECTION 13 TEMPORARY ROAD CLOSURES**

Where Cork City Council is requested to temporarily close a public road, the procedures set out in Section 75 of the Roads Act 1993 must be complied with. An application must be made a minimum of 28 days in advance of the required closure date. Any extension to an existing temporary road closure must also be notified to the Roads Protection and Asset Management Division a minimum of 28 days prior to the expiration of the existing temporary road closure. Cork City Council, on advertising its intent to temporarily close a public road, shall consider all objections made to it in writing prior to its decision to grant or refuse the application. (See Appendix IV, 4.4.1. for current fee)

Where in the opinion of Cork City Council it is necessary as a matter of urgency to temporarily close a public road, it shall immediately notify the Superintendent of An Garda Siochana within whose district the road is situated. Closures in this instance should normally last no longer than seven days. (See Appendix IV, 4.4.2. for current fee)

The period of a temporary road closure specified in any order under Section 75 the Roads Act 1993 shall be the minimum necessary for the purposes of such closure and shall not exceed one year.

### **GENERAL CONDITIONS of TEMPORARY ROAD CLOSURE**

1. The applicant shall submit in writing a Traffic Management Plan which details the proposed diversion route(s).

The plan shall also give:

- provision for pedestrians and local access
- the location and details of signage
- details of delivery of materials (for development sites), and
- details of any skips (for development sites).

2. Unless otherwise directed, signs at the affected section of road should read "NO THROUGH ROAD" rather than "ROAD CLOSED".

3. As part of the Traffic Management Plan, the applicant must define the size of the works i.e. the length. This is required for fixed works i.e. works at a specific location and for moving works i.e. works which are carried out along a street or road.

4. The applicant shall also provide a sketch of the site showing the compound, location of materials, plant etc.

5. Materials shall be stored within the area defined as the site and not in the rest of the public carriageway.

6. The public road must not be used for the location of site huts without the prior written permission of the Roads Protection and Asset Management Division.

7. No non goods vehicles shall be located within the site. Vehicles or plant not actively engaged in the work may not be kept on site.

8. The applicant shall submit a non-refundable fee of (see Appendix IV) at the time of application to cover advertising and administration costs. Additional charges may be applied after application has been considered. See Appendix II.

9. The applicant shall be liable for and shall indemnify Cork City Council against all claims in respect of injury or damage to persons or property, and from all proceedings, liabilities, losses or expenses of whatever nature, however arising, in connection with or arising out of the temporary road closure. An endorsement must accompany each application confirming that the applicant's Public Liability Policy is extended to provide this required indemnification to Cork City Council. The period of cover shall extend from the commencement of the works/activities, the subject of the application, until completion of the maintenance period, where appropriate, to the satisfaction of Cork City Council for all areas associated with the works/activities, the subject of the application, arising out of the negligence of the applicant and or their employees, agents, licensees or contractors.

For current minimum indemnity, see Appendix IV, 4.3.

10. Where the proposed works results in the removal of statutory signs, the signs shall be removed at the commencement of the proposed works and replaced at the completion of the works by the Traffic Department of Cork City Council, at the applicant's expense.

11. Any other signage associated with the road closure and the maintenance of same shall be at the applicant's expense.

12. In addition, the applicant shall pay, where appropriate, any other expenses incurred by Cork City Council such as the suspension of parking bays and the temporary replacement of road markings. See Appendix II.

13. Any breach of these conditions may result in the withdrawal of the temporary road closure.

**For an Application Form and list of associated fees:**

**Access our website at [www.corkcity.ie](http://www.corkcity.ie)**

**Contact the Traffic Department at (021) 4924452**

**Or The Reception Desk, City Hall, Cork.**

## **SECTION 14 PLACING OF TABLES AND CHAIRS ON THE PUBLIC ROAD/FOOTPATH**

### **14.1 Introduction**

The placement of furniture on the street, especially pedestrianised streets, fronting restaurants and public houses can enhance the ambience and atmosphere of the streetscape of a modern European City like Cork. It can enable businesses to improve services to their customers, and generate additional revenues. However, responsibilities to road users must not be forgotten. Control is necessary to ensure that unnecessary restriction is not caused, that access for emergency services such as the Fire Brigade and Ambulance is not impeded and that hazards are not posed to pedestrians from any type of obstruction, spillage or overturning. To enable necessary controls to be implemented in the interests of securing the safety and convenience of roads users including pedestrians, Cork City Council has now put in place a licensing system for the placement of tables and chairs on city streets.

### **14.2 Before a Licence is applied for:**

Before you apply for a licence, please read the General Licence Conditions for Tables and Chairs on Public Roads/Footpaths enclosed. Roads Control, following consultation with An Garda Síochána and the Fire Department, will decide on the area where tables and chairs may be placed. As a general guide a minimum of 1.80m footpath clearance shall be required in front of the licenced area and in pedestrianised streets a continuous channel of at least 3 metres in width is required. This is to facilitate visually impaired persons, wheelchair users, etc. Please remember if a licence is granted, this licence will only remain in effect for one calendar year from the 1<sup>st</sup> of January to the 31<sup>st</sup> of December of that year.

### **14.3 Licence Application Procedure:**

Licence application forms for tables and chairs on the public Road/Footpath may be obtained from the Reception Desk City Hall or by post from Room 335 City Hall (Telephone 021 4924072) or Cork City Council's website at [www.corkcity.ie](http://www.corkcity.ie). All application forms must be accompanied by an accurate dimensioned drawing of the area to be licensed showing the proposed number of tables and chairs, the types of tables, chairs and removable barrier to be used together with all statutory services in the area and obstructions. The Applicant must provide evidence of Employer's and Public Liability Insurance cover for limits of not less than €13 million and €6.5 million respectively in respect of legal liability for bodily injury or third party property damage claims arising in connection with the activities, the subject of this application, for the duration of the licence period. **These policies must be extended to indemnify Cork City Council.** Cork City Council reserves the right to review this limit of indemnity for adequacy. The insurance policy shall be submitted for inspection before the Licence will be issued. The licensee is required to maintain a valid policy for the duration of the licence period.



Completed Application Forms, Drawing(s), Insurance Declaration and Insurance Policy Details should be returned directly to the Reception Desk, City Hall or posted to Room 335, City Hall, Cork. together with a non-refundable Administration Fee of €110.

Owners or Occupiers of Business premises are not entitled to place tables and/or chairs or other form of seating, on the public footpath or street unless and until a licence is granted.

Successful applicants will be required to pay a Licence Fee of €125 per table and/or per bench/other seating structure not associated with a table. The area must be enclosed by a removable barrier. A fee of €100 for the use of public space also applies per licence. All fees must be paid by the applicant at the time of issue of the Licence.

#### **14.4 Non Compliance with the Licensing Procedure:**

Under Section 71 of the 1993 Roads Act, as amended by Section 11 of the Roads Act 2007 and s81 of the said Act and under s254 of the Planning and Development 2000, any person who without lawful authority or the consent of a Roads Authority and the consent of a Planning Authority erects, places or retains on a public road any structure or thing used for the purpose of advertising, the sale of goods, the provision of services or other similar purpose shall be guilty of an offence. **Such an offence is subject to summary prosecution in the District Court and on conviction, to a fine not exceeding €5000, or at the discretion of the Court to a term of imprisonment not exceeding six months or to both such a fine and imprisonment.**

Cork City Council expects that business premises will comply voluntarily with the licensing procedure as it now exists.

**NON EXHAUSTIVE LIST OF SPECIFIC LICENCE CONDITIONS THAT WILL  
APPEAR ON THE FRONT OF THE LICENCE FOR THE PLACING OF TABLES  
AND CHAIRS ON THE PUBLIC ROAD/FOOTPATH.**

- I. THIS LICENCE MUST BE PROMINENTLY DISPLAYED WITHIN THE PREMISES AND BE AVAILABLE FOR INSPECTION BY CORK CITY COUNCIL OR A MEMBER OF AN GARDA SIOCHANA.**
- II. CONSUMPTION OF INTOXICATING LIQUOR IS EXPRESSLY CONFINED TO SEATED PATRONS WITHIN THE LICENSED AREA.**
- III. ALL PATRONS WITHIN THE LICENCED AREA MUST BE SEATED**
- IV. STORAGE OF TABLES, CHAIRS AND ANCILLARY EQUIPMENT IS EXPRESSLY PROHIBITED IN A PUBLIC AREA OR IN THE VICINITY OF AN EMERGENCY EXIT**
- V. THE USE OF OVERHEAD CANOPIES AND/OR SCREENS FIXED OR HINGED TO THE PREMISES IS NOT AUTHORISED UNDER THIS LICENCE. (Planning Permission must be sought separately)**

## **GENERAL LICENCE CONDITIONS FOR THE PLACING OF TABLES AND CHAIRS ON THE PUBLIC ROAD/FOOTPATH.**

1. The Licensee is responsible for the management and supervision of the designated licenced area.
2. This Licence permits the Licensee to place Tables and Chairs within a designated licenced area (specified on the licence) adjacent to the licensees building. In all other respects the Licensee is required to comply with all national and local legislation including Health & Safety legislation, the Intoxicating Liquor Act 2003 and the Byelaws "Prohibiting the Consumption of Intoxicating Liquor on the Streets of Cork and in Public Places within Cork City" made in 1998.
3. The Licensee must at all times prevent drunkenness and prevent the consumption of intoxicating liquor by persons under 18 years of age within the designated licenced area.
4. The licence is annual and the licensing period will be from the 1<sup>st</sup> January to the 31<sup>st</sup> of December. However within this timeframe a licence will only be granted for the time period during which the Licensee's Public Liability and Employers Insurances are operative. The granting of a licence does not automatically guarantee renewal the following year.
5. The licence is personal to the Licensee and the Licensee shall not assign or sub-let the designated licenced area .
6. This licence shall be prominently displayed within the premises for inspection by authorised employees of Cork City Council or members of An Garda Siochana.
7. Tables and chairs must not be placed or allowed to migrate outside the designated licenced area.
8. Total number of patrons within the designated licenced area and Licenced Premises must not exceed the permitted number as specified in 'Notice of Fire Authority Requirements' where applicable or the numbers specified in the Fire Safety Certificate where applicable or shall not otherwise cause the premises to be overcrowded.
9. Designated licenced area to be enclosed by an approved, free standing, removable barrier, not exceeding 1.2 metres in height, which together with tables, chairs and ancillary equipment must be completely removed each day and stored before the designated expiry time as indicated on the Licence. When removed, the tables, chairs or ancillary equipment must not be stored in a public area or in such a way as to impede any escape route or exit from the premises.
10. All watermain covers, sewer manholes, public lighting & associated equipment and service access points for Cork City Council, ESB, Gas Company and Telecom services shall be accessible at all times and no table, chair or ancillary equipment shall be positioned over a fire hydrant.
11. Direct entry between the public road/footpath and the entrance to the licenced premises shall be maintained at all times.

- 12.** Visibility at junctions, accesses etc. shall not be obstructed by the tables, chairs or ancillary equipment.
- 13.** The Licensee shall put in place, facilities for the disposal of cigarette litter subject to any requirements under the Planning Acts.
- 14.** The placement of advertising boards, the storage of goods, the display of goods on public road/footpath, carriageway, or laneway outside the designated licenced area is not permitted.
- 15.** The use of side awnings or front awnings to cover or enclose the designated licenced area is strictly prohibited, except in the circumstance where planning permission has been granted.
- 16.** The tables and chairs shall be of robust and stable construction to prevent movement by wind, easy dislodgement by users.
- 17.** The placement of umbrellas or sunshades shall be such as not to present a hazard to passing pedestrians.
- 18.** Where Liquified Petroleum Gas is used to power patio heaters the cylinders shall not be stored on the premises otherwise than in accordance with Irish Standard 3213:1987 'Code of Practice for the storage of LPG cylinders and cartridges.
- 19.** The use of public lighting equipment for unauthorized supports or attachments is not permitted.
- 20.** The Licensee shall be responsible to keep clean the area used for tables and chairs together with the area between the designated licenced area and public roadway. Provision shall be made for the gathering of fugitive litter and on commencement and cessation of usage, each day, the area shall be washed and swept by the Licensee
- 21.** No music apparatus shall be used within the licensed area.
- 22.** Noise from the designated licenced area shall not exceed the background levels by more than 5 db(A) during the operating times indicated on the Licence, when measured at any external position at a noise sensitive premises. The noise level shall be measured as Leq, 15 minutes.
- 23.** No claim for compensation shall be entertained in respect of damages or losses suffered as a direct or indirect consequence of the maintenance requirements of Cork City Council or any statutory undertaker.
- 24.** All costs incurred by Cork City Council or a Service Provider, including any repairs to the public road and services necessary arising as a result of the licence, shall be at the expense of the licensee.
- 25.** The applicant shall be liable for and shall indemnify Cork City Council against all claims in respect of injury or damage to persons or property, and from all proceedings, liabilities, losses or expenses of whatever nature, however arising, in connection with or arising out of the application. An endorsement must accompany each application confirming that the applicant's Public Liability Policy is extended to provide this required indemnification to Cork City Council. A minimum indemnity cover for a single accident of €2.5 million shall apply. The insurance policy shall be submitted for inspection before the Licence will be issued. The licensee is required to maintain a valid policy for the duration of the licence period.

26. An appliance or structure shall be removed immediately in exceptional circumstances if requested by an authorised employee of Cork City Council or a member of An Garda Siochana. The reason(s) for this removal will subsequently be confirmed in writing.
27. An appliance or structure shall be removed immediately to facilitate access by emergency services i.e. Fire Brigade or Ambulance Service.
28. The Licensee shall be required to remove all appliances or structures for particular events or dates on written notification from an authorised employee of Cork City Council or a local District Superintendent of An Garda Siochana.
29. Cork City Council reserves the right to cancel, withdraw, suspend or vary the terms of the Licence at any time. No claim for damages or loss of income under any heading shall be taken against Cork City Council for suspending, canceling, withdrawing or varying the terms of the licence.
30. Cork City Council reserves the right to remove any structure or appliance, placed on a public road which does not have a licence in accordance with section 71 of the Roads Act 2003.
31. Failure to comply with the terms and conditions of this Licence constitutes an offence which is subject on summary conviction to a fine not exceeding €1270.00 or at the discretion of the Court, to imprisonment for a term not exceeding six months, or to both such fine and imprisonment.

**Note : Application for a licence must be submitted a minimum of 28 days prior to the proposed commencement date for the placement of Tables and Chairs.**

**For an Application Form and list of associated fees:**

**Access our website at [www.corkcity.ie](http://www.corkcity.ie)**

**Contact the Roads Protection and Asset Management Office at (021) 4924072**

**Or The Reception Desk, City Hall, Cork.**

## **SECTION 15 USE OF PUBLIC SPACES FOR EVENTS/ACTIVITIES**

### **15.1 Introduction:**

Cork City Council may permit the use of defined areas if it considers that the activities/ events proposed enhance the social, culture, artistic or general ambience of the City and that they do not adversely effect the physical fabric of the street, the pedestrian/traffic using the street or the companies carrying out their permitted businesses in the vicinity of the proposed activity/ event.

Cork City Council has a licensing system in place for use of Public Spaces and will licence each user under the Roads Act 1993.

Any person wishing to use public spaces for any activity/ event must first get permission from Cork City Council.

### **15.2 Application Procedure:**

#### **6 weeks notice of the proposed activity/ event must be given.**

Fully completed application forms to be returned to City Hall Reception Desk or the Roads Control Office, Room 335, City Hall together with an application fee of €110. (Note: This application fee will only be payable when the activity/ event being held is mainly for profit or gain)

Application will be evaluated to ensure that the activity/ event outlined is a permitted activity/ event.

Approval may be sought from the Weekly Traffic Meeting - (held every Tuesday from 2pm)

Applicant may be required to attend the Traffic Meeting.

If application is granted, a licence will be issued which will outline the dates, times and any conditions which apply to the said activity.

Cork City Council reserves the right to impose a deposit which will be fully refundable following satisfactory inspection of the public area.

### **15.3 Use of Plaza Areas for Activities/ Events**

Any activity/ event on Plaza Areas will only be considered if it is proposed to organise/ carry out the activity/ event on the distinct areas highlighted on the attached map.

The types of activities/ events that might be permitted on Plaza Areas include:

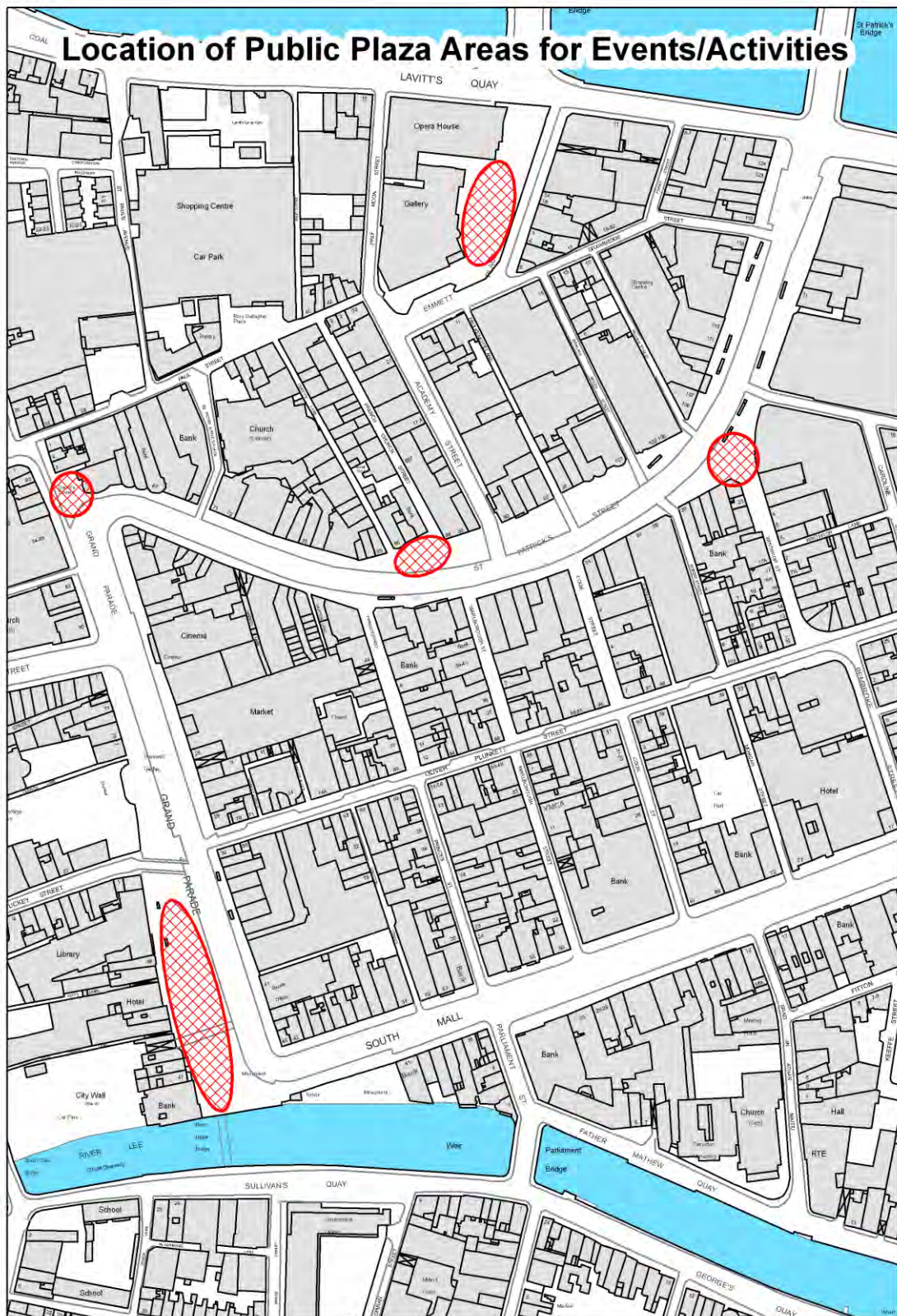
Street Entertainment

- Promotions/ activities organised to enhance festivals
- Street Festivals

- Artistic/ Cultural Events
- Charity/ Community Events

The types of activities/ events that **will not** be permitted on Plaza Areas include:

- Casual Trading
- Use of trucks as information dissemination points/ health screening clinics (these can be accommodated in other locations in the city)
- Fun Fairs



**For an Application Form and list of associated fees and conditions:**

**Access our website at [www.corkcity.ie](http://www.corkcity.ie)**

**Contact the Roads Protection and Asset Management Office at (021) 4924072**

**Or The Reception Desk, City Hall, Cork**

## **SECTION 16 SKIPS**

In accordance with Cork City Council Bye-Laws for the Regulation and Control of Skips 2000, Cork City Council has introduced a licensing system for Skip Operators and for any Skip Placement within the City Centre Island , see Appendix VIII.

Each licence issued shall be subject to the restrictions and conditions relating to the placement of Skips on a Public Road , as stated in the Bye-Laws.

In particular skips may not be placed in the following areas:

- In all areas where parking restrictions apply e.g. clearways, double and single yellow lines, Green Routes/ Bus Lanes/ Cycleways or loading bays.
- Disabled parking bays, taxi rank or bus stop.
- Either wholly or partly on a median strip.
- On a footway or footpath, unless previously authorised in writing by Cork City Council.
- Exit from a fire, ambulance or Garda Station.
- Obstructing any vehicular entrance.
- Where the placement of the skip interferes with traffic flow.

Where it is proposed to locate a skip on a footpath, provision must be made for the safe passage of pedestrians and the complete protection of the pavement surface.

Skips must have permanently attached horizontal reflective markings of a type that is clearly visible to road users and pedestrians.

Skip Licences will only be issued where skips are hired from **licensed skip operators** and the skip operators Licence Number must be quoted for all skip applications. The Licence must be available for inspection on site at all times.

**Note : Application for a licence must be submitted a minimum of 7 days prior to the proposed commencement of works.**

**For an Application Form and list of associated fees and conditions:**

**Access our website at [www.corkcity.ie](http://www.corkcity.ie)**

**Contact the Roads Protection and Asset Management Office at (021) 4924168**

**Or The Reception Desk, City Hall, Cork.**



## **SECTION 17 HOARDING and SCAFFOLDING**

### **Application Procedure**

All application forms must be accompanied by an accurate dimensioned drawing of the area to be licensed showing the location of the proposed scaffolding or hoarding, together with the location of services and layout of all proposed temporary pedestrian footpaths, ramps, signage and guardrails.

Where it is proposed to locate a scaffolding or hoarding on or near a roadway a Work Method Statement/Traffic Management Plan, which includes the following, must be submitted:-

- Arrangements for site deliveries, including time of day restrictions, vehicle queuing arrangements etc.
- Provision for on-street storage of materials, skips, machinery etc.
- Proposed arrangements to ensure minimum impact on traffic flow.

The applicant is also required to indemnify Cork City Council against all responsibility in respect of injury to persons or property arising in conjunction with the licence.

**Note : Application for a licence must be submitted a minimum of 14 days prior to the proposed commencement of works.**

### **For an Application Form and list of associated fees and conditions:**

**Access our website at [www.corkcity.ie](http://www.corkcity.ie)**

**Contact the Roads Protection and Asset Management Office at (021) 4924072**

**Or The Reception Desk, City Hall, Cork.**

## **SECTION 18    MOBILE CRANES AND HOISTS**

### **A Mobile Crane/Hoist Licence will be issued subject to the following General Conditions.**

- 1 The Licence is non-transferrable.
- 2 No work on the placing of a Mobile Crane/ Hoist shall be carried out until a Licence has been issued by Cork City Council.
- 3 The Licence must be available on site for inspection by a member of An Garda Siochana or a Cork City Council official.
- 4 The Mobile Crane/Hoist shall be placed in a manner to ensure it does not present a hazard to the public under all likely working and environmental conditions.
- 5 The Mobile Crane/Hoist must be suitably lit during the hours of darkness, be safe and secured with all precautions taken to prevent unauthorised access.
- 6 Fire hydrants must be left exposed and accessible.
- 7 Public lighting/traffic signals/trees must not be impaired without the permission of Cork City Council.
- 8 No materials shall be deposited or stored on the public road.
- 9 Prior to commencement of any works, a set of colour photographs (minimum 5x7) will be required of the location of the Mobile Crane/ Hoist and submitted as part of the application. Such set of photographs shall be taken utilising a 35mm camera and prints shall be provided in albums which are catalogued and cross referenced. Failure to provide such prior photographic evidence will confirm to Cork City Council that all areas in its charge, affected by or adjacent to the works, are in pristine condition.
- 10 In the execution of the work to which this licence relates, the licensee shall exercise all reasonable care to avoid inconvenience to pedestrians and vehicular traffic. Provision for diverted pedestrians must be made, with particular regard for persons with mobility or visual impairment. The public shall not be excluded from any portion of the footpath until a platform, handrail etc. is provided to the satisfaction of Cork City Council.
- 11 Where a crane is to be placed on a roadway the following measures must be taken:
  - a) if works are to last for less than 24 hours, 2 no. pointsmen must be provided in order to direct pedestrians safely along the path
  - b) if works are to last in excess of 24 hours the area has to be fenced off , with provision for the safe passage of pedestrians
- 12 A minimum of 2 no. Identification Signs are to be displayed at all times. These are to be positioned to be clearly visible to approaching traffic and pedestrians from either direction. These signs may be free standing or mounted on safety barriers and must be kept clean at all times. Each sign must indicate the Utility / Company name, Utility / company telephone number and the contractor name and telephone number if applicable. These signs are to be in accordance with Section 10.
- 13 Permission to place a Mobile Crane/Hoist on Clearways or Bus Lanes/Green Routes during their operational hours will not be granted. At no time will permission be granted to place a Mobile Crane on a footpath. Hoists of gross weight not exceeding 2 tonne will be permitted on specific designated footpaths.
- 14 Where jacks are to be placed on the public road, padded feet/ approved protection devices must be used.

- 15 All businesses and residential properties likely to be affected by the works shall receive a written notice of the intended works and their likely duration from the applicant at least two days in advance of the commencement of the roadworks. The notice shall contain the applicant's contact telephone number and the contact telephone number of the contractor's representative who can be contacted if residents have any queries in relation to the works or if problems arise, as outlined in Appendix I.
- 10 Cork City Council reserves the right to require an applicant to enter into a Deposit agreement prior to the commencement of works. The deposit amount will be based on the estimated cost of permanently reinstating the area enclosed as per Appendix V .
- 11 On completion of the works, the public road shall be restored, and any damage made good to the satisfaction of Cork City Council. On default Cork City Council may execute any necessary works and recover the cost from the Applicant/Deposit.
- 12 The Licence may be withdrawn by Cork City Council for breach of any of the conditions contained herein. Notice of withdrawal shall be sent to the Applicant. In that event the Applicant shall within the time specified in the notice, at his own expense, completely remove the Mobile Crane/Hoist. On default of such complete removal, Cork City Council shall be entitled to remove same at the expense of the Applicant.
- 13 If a Mobile Crane/Hoist licence should be at any time be withdrawn by Cork City Council the applicant shall not be entitled to recover from Cork City Council any fee paid for such a licence, or any costs, damages or compensation whatever.
- 14 On the direction of an officer of An Garda Siochana or Cork City Council, works must be immediately suspended and all plant removed. Safe provision must always be maintained for pedestrian and traffic flow.
- 15 All expenses incidental to the Licence shall be paid by the Applicant.
- 16 Where a proposed Mobile Crane/Hoist substantially impinges on the public road or has a potential to restrict traffic flow, the Applicant may be requested to attend a weekly "Traffic Control Meeting" before the application can progress.
- 17 The applicant shall be liable for and shall indemnify Cork City Council against all claims in respect of injury or damage to persons or property, and from all proceedings, liabilities, losses or expenses of whatever nature, however arising, in connection with or arising out of the application. An endorsement must accompany each application confirming that the applicant's Public Liability Policy is extended to provide this required indemnification to Cork City Council. A minimum indemnity cover for a single accident of €2.5 million shall apply.

**Note : Application for a licence must be submitted a minimum of 14 days prior to the proposed commencement of works.**

**For an Application Form and list of associated fees:**

Access our website at [www.corkcity.ie](http://www.corkcity.ie)

Contact the Roads Protection and Asset Management Office at (021) 4924072

Or The Reception Desk, City Hall, Cork

# *Directions for the Management and Control of Roadworks in Cork City*

## **Supplement/Appendices**



*Comhairle Cathrach Chorcaí*  
*Cork City Council*

***Asset Management and Maintenance Division***  
***Roads & Transportation Directorate***



February 2015

## *Please Note*

This document is issued as a supplement to the “Directions for the Management and Control of Roadworks in Cork City” Edition 3.1, dated February 2010.

The amendments/additions in this document shall read instead of the corresponding text in the 2010 document.

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## **SECTION 19    Application/Notification Process**

### **19.1    General**

The procedures used by Cork City Council for managing the processing, issuing and finalising of road opening licences, is based on the “T” model.

The “T” Model License has been developed and implemented by a number of Road Authorities. It will also be the model used on the forthcoming MapRoad Roadworks Licensing (MRL) system. This is a series of interconnected notifications and licences used to define and manage each element of the roadworks licensing process. The ‘T’ model is structured as follows:-

- **Roadworks Advance Notification (T1)**
- **Major Works (T2)**
- **Minor Works (T3)**
- **Emergency Works Notification (T4)**
- **Reinstatement Notification (T5)**

A licence application (T2/T3) must also be applied for where remedial works are necessary after the original licence has expired.

### **19.2    (T1) Roadworks Advance Notification**

A **T1** is a notification of intent to perform large or complex roadworks. The typical parameters are:-

- Work is required on more than **1 road/street** *or*
- The excavation area exceeds **5 square metres** *or*
- Notification affects a roadway with Traffic Impact No. **3,4 or 5** *or*
- Works are **complex** (i.e. it involves bridges, level crossings, sites of engineering difficulty or they are adjacent to major works).

Notification must be submitted in advance as early as possible but, no later than 6 weeks prior to commencement of works with each approved T1 notification valid for a maximum period of 3 months from date of issue. Approval of a T1 notification is not a licence to proceed with the works. A T2 application must be made and one or more T2 licence(s) issued for each road/street covered by the T1 notification.

### 19.3 (T2) Major Works

A **T2** is a licence application to perform roadworks of **significant** impact. The typical parameters are:-

- All works requiring a (T1) Roadworks Advance Notification.
- The excavation length **does not exceed** 200 linear metres in length.

**and**

- Works are not complex or large scale (**T1**), are not minimum impact (**T3**) or emergency (**T4**) or
- For **each** individual road or street specified on a previously approved T1 which is close to the scheduled start date **or**
- In the case of non-immediate permanent reinstatement of emergency works where the works to reinstate are of significant impact.
- In some instances the minimum number of T2 Licences required will be at the discretion of Cork City Council and notified in advance at T1 approval stage.

Application must be submitted in advance as early as possible but, no later than 14 days prior to commencement of works with each approved T2 licence valid for a maximum period of 14 days from designated commencement date.

### 19.4 (T3) Minor Works

A **T3** is a licence application to perform roadworks of low impact. The typical parameters are:-

- Works comprise of a single small excavation less than 5 square metres in total area

**and**

- Have a minimum impact on traffic and pedestrian flow **and**



- Works are not complex or large scale (T1), are not significant impact (T2) or emergency in nature (T4) **or**
- In the case of non-immediate permanent reinstatement of emergency works where the works to reinstate are of significant impact.

Application must be submitted in advance as early as possible but, no later than 10 days prior to commencement of works with each approved T3 licence valid for a maximum period of 5 consecutive days within a 14 day window from date of issue.

### **19.5 (T4) Emergency Works Notification**

Notification (T4) of all alleged emergency roadworks on all roads must be submitted in advance by Fax to An Garda Síochána and by fax to the Roads Asset Management and Maintenance Division of Cork City Council. Emergency works are defined as works which must be expedited immediately in order to prevent or reduce injury or damage to persons or buildings. On receipt of such notification Cork City Council or An Garda Síochána may rule the works inadmissible as emergency works. The applicant is then required to make application under the normal format.

### **19.6 (T5) Reinstatement Notification**

Reinstatement Notification (T5) of all permanent reinstatements is required in respect of each T1 (or each associated T2/each associated road or street) and each T3 and T4 application. This notification must be submitted to the Roads Asset Management and Maintenance Division within 3 months of completion of the works. On submission, the Licence Holder certifies that the works are complete in accordance with the specified conditions and specification. The individual licence number for the job should be quoted for all such notifications.

(Note a T4 application where immediate permanent reinstatement is undertaken requires a T5 – Reinstatement Notification.)

### **19.7 Safety Health and Welfare at Work**

The process of carrying out an excavation on a public road comes under the remit of the Safety, Health and Welfare at Work Act 2005 and the Safety, Health and Welfare at Work (Construction) Regulations 2013 and also the Road Safety Infrastructure Directive 2008/96/EC (S.I. No. 472 of 2011)

All those undertaking such works must ensure they have a site specific risk assessment developed and a temporary traffic management plan. As the Works come under the remit of the Construction Regulations, the Licence Holder will normally be the Client (or act on behalf of the Client). Cork City council will not be the Client and therefore will not be responsible for co-ordinating the works. However, as the Road Authority it reserves its right to monitor the works.

## 19.8 Necessary On-Site Documentation

The following documentation shall be available on site for inspection at all times:

- A copy of the individual Roadworks Licence where works are subject to a T2/T3/T4 application.
- A copy of the Traffic Management Plan.
- Confirmation of temporary road closure from Cork City Council where applicable.
- A copy of a Works Method Statement where one was requested by Cork City Council.
- A copy of the written consent from Cork City Council for the use of temporary traffic lights where applicable.

## 19.9 Temporary Traffic Management Plans

In the carrying out of excavation and reinstatement works on a public road, it may be necessary to install temporary traffic management measures to facilitate the works. The primary objective in the planning and design of all road work activities is to maximise the safety of the workforce and the travelling public. The secondary objective is to keep traffic flowing as freely as possible and reduce the impact of the road works to a minimum.

A Temporary Traffic Management Plan (TTMP) shall be completed where road works require temporary traffic management. Temporary Traffic Management Plans provide a means of planning and implementing the traffic management arrangements that ensure the safety of road workers and determine the manner in which all likely road users are safely and efficiently conveyed through a road works site.

Temporary Traffic Management Plans form part of the Preliminary Health and Safety plan and shall also form part of the supporting documentation for the Roadworks Licence application. Each Temporary Traffic Management Plan must be developed and implemented by competent and trained personnel, with at least one member of the crew on site holding a valid CSCS card for Signing, Lighting and Guarding at Roadworks.

Further information can be found in the Guidance for the Control and Management of Traffic at Road Works and in the Health and Safety Authority “Guidelines for Working on Roads” document which is available on the Health and Safety Authority website [www.HSA.ie](http://www.HSA.ie)

Note: Although it is not for Cork City Council to approve Temporary Traffic Management Plans it is still necessary to ensure that any Cork City Council requirement is incorporated.



**Note:**

The relevant Application Charge will be doubled for works undertaken without a licence.

An approved (T1) Roadworks Advance Notification, may require one or more T2 Licences depending on extent and scope of programmed works.

See Section 19 for parameters associated with each Application/Notification type.

**20.2 Long Term Damage Charge**

In the normal sequence of events, following temporary and permanent reinstatement, it has been observed that many trenches exhibit further long term settlement in the years following the formation of a trench in a roadway or footway. This phenomenon is known as Long Term Damage (LTD) and is caused by further on-going settlements and collapse of any bridging. The onset of this phenomenon will usually be well outside the period for which the capital funding for the infrastructure project has been exhausted and be well outside the defects liability period. This will be dealt with by the relevant Road Authority imposing an appropriate charge for Long Term Damage on the Licence Holder.

Additional LTD charges will apply to manhole/chamber covers within the area of permanent reinstatement. Such charges will contribute to the ongoing costs associated with the resetting of manhole/chamber covers due to roadworks.

Where excavation or trench works are co-ordinated immediately in advance of a notified roadway/footway renewal or resurfacing programme, the associated long term damage charge will be reduced by 50%.

Similarly where a full lane width or full bay reinstatement is carried out in accordance with section 2.2 long term damage charges will not apply.

**Table 20.2 Long Term Damage Charges****T2 Application**

	<b>Road Impact Number 0, 1 or 2</b>	<b>Road Impact Number 3, 4 or 5</b>
<b>Roadway</b>	<b>€15.00/m<sup>2</sup>or/lin.m</b>	<b>€30.00/ m<sup>2</sup>or/lin.m</b>
<b>Footway</b>	<b>€9.00/ m<sup>2</sup>or/lin.m</b>	<b>€9.00/ m<sup>2</sup>or/lin.m</b>
<b>Parks/Verges and Grassed Areas</b>	<b>€5.00/ m<sup>2</sup>or/lin.m</b>	<b>€5.00/ m<sup>2</sup>or/lin.m</b>

### T3 Application

<b>Roadway/Footway/Parks/Verges and Grassed Areas</b>	<b>€50</b>
---	------------

**Note:**

Road Impact Numbers are currently defined as follows:

National Primary Roadways	Impact 5
National Secondary Roadways	Impact 4
Regional Roadways	Impact 3
All Remaining Roadways	Impact 2,1,0

### **Additional Long Term Damage unit charges for existing or new Chambers/Manholes**

<b>T2 or T3</b>	<b>Chamber/Manhole up to 300mm x 300mm</b>	<b>€25</b>
	<b>Chamber/Manhole in excess of 300mm x 300mm</b>	<b>€50</b>

## 20.3 Additional Charges

### 20.3.1 Additional Charge – On-Site Monitoring

An additional charge will apply for additional monitoring requirements at T2/T3 stage or monitoring of works outside normal working hours.

Inspector per hour on site    **€ 70.00 per hour** (09.00 – 17.00 Monday to Friday)  
**€140.00 per hour** (all other times - €180 minimum charge)

Cork City Council reserves the right to impose additional on-site monitoring requirements if a Defects Notification issues at T2/T3/T5 stage or depending upon the complexity, extent or duration of an application.

### 20.3.2 Additional Charge – Suspension of Parking

Suspension of 1 Disc Parking Space                    **€ 20.00/Day** (1 Hour Parking Zone)  
**€ 10.00/Day** (2 Hour Parking Zone)

### 20.3.3 Additional Charge – Replacement of Traffic Signal Loop/Feeder

Replacement of 1 Traffic Signal Loop                    **€ 1,500 plus V.A.T.**  
Replacement of 1 No. Feeder                                **€ 500 plus V.A.T.**

### 20.3.4 Additional Charge – Temporary Road Closure

Please contact the Road Transportation General Office (021) 4924452 for current charges.

### 20.3.5 Additional Charge – Replacement of Road Lining/Signage

20.3.5.1	Fixed Mobilisation charge per area.	<b>€ 700.00</b>
20.3.5.2	Replacement of 1 Parking Bay Marking	<b>€ 31.25</b>
20.3.5.3	Laying of Single Yellow Line	<b>€ 6.25/per linear metre</b>
20.3.5.4	Laying of Double Yellow Line	<b>€ 12.50/per linear metre</b>
20.3.5.5	Laying of Stop Line/ Yield Line	<b>€ 6.25/per linear metre</b>

20.3.5.6	Laying of Continuous White Line	<b>€ 6.25/per linear metre</b>
20.3.5.7	Laying of Broken White Line	<b>€ 6.25/per linear metre</b>
20.3.5.8	Arrows (Up to 6 metres in length)	<b>€ 73.50 each</b>
20.3.5.9	Letters and Numerals (1.6 metres high)	<b>€ 36.50 each</b>
20.3.5.10	Letters and Numerals (2.8 metres high)	<b>€ 48.00 each</b>

Note: Where parking bays are not defined a parking space shall be a 5 metre linear unit of space on a public road in a Disc Parking area.

20.3.5.11 Installation of pole for the purpose of sign (supplied by others):  
**€1,000**

20.3.5.12 Installation of sign (supplied by others) on existing pole: **€120**

Traffic management for works above for locations in 60km/hr zone or less: **€100/hr.**

## 20.4 Reinstatement Deposit/Bond

In general Cork City Council reserves its right to require all applicants to enter into a deposit/bond agreement prior to applying for a Roadworks Licence. The Reinstatement Deposit/Bond applicable will be the estimated cost of permanent reinstatement based on Cork City Council's Reinstatement Charges, subject to a minimum deposit.

**Table 20.4 Reinstatement Charges**

Rate € /m<sup>2</sup>

<b>TI/T2 Application (Minimum Deposit/Bond €4,500)</b>	<b>Road Impact Number 0, 1 or 2</b>		<b>Road Impact Number 3,4 or 5</b>	
	<b>0-10m<sup>2</sup></b>	<b>&gt;10m<sup>2</sup></b>	<b>0-10m<sup>2</sup></b>	<b>&gt;10m<sup>2</sup></b>
	<b>Carriageway and Parking Areas</b>			
<b>Concrete Surfacing</b>	<b>250</b>	<b>200</b>	<b>270</b>	<b>220</b>
<b>Bituminous Surfacing 100 mm depth</b>	<b>180</b>	<b>120</b>	<b>230</b>	<b>170</b>
<b>Bituminous Surfacing 150 mm depth</b>	<b>200</b>	<b>150</b>	<b>250</b>	<b>200</b>
<b>Bituminous Surfacing 250 mm depth</b>	<b>220</b>	<b>200</b>	<b>270</b>	<b>250</b>
<b>*Enhanced Surfacing (See Appendix XIV)</b>	<b>500</b>	<b>450</b>	<b>500</b>	<b>450</b>

<b>Footways and Pedestrian Areas</b>	<b>Road Impact Number 0, 1 or 2</b>		<b>Road Impact Number 3,4 or 5</b>	
	<b>0-10m<sup>2</sup></b>	<b>&gt;10m<sup>2</sup></b>	<b>0-10m<sup>2</sup></b>	<b>&gt;10m<sup>2</sup></b>
<b>Concrete Footway</b>	<b>230</b>	<b>150</b>	<b>240</b>	<b>160</b>
<b>Precast Concrete Paving Slab</b>	<b>270</b>	<b>250</b>	<b>330</b>	<b>300</b>
<b>Tactile Paving Slab</b>	<b>380</b>	<b>310</b>	<b>390</b>	<b>320</b>
<b>Precast Paving - Block or Brick</b>	<b>270</b>	<b>250</b>	<b>330</b>	<b>300</b>
<b>Cobblestones</b>	<b>450</b>	<b>390</b>	<b>460</b>	<b>400</b>
<b>*Enhanced Surfacing (See Appendix XIV)</b>	<b>500</b>	<b>450</b>	<b>500</b>	<b>450</b>

<b>Miscellaneous</b>	<b>All Locations</b>	
<b>*Anti Skid Surfacing</b>	<b>80/m<sup>2</sup> (Minimum Charge € )</b>	
<b>*Ecoflex Surfacing</b>	<b>14/m<sup>2</sup> (Minimum Charge €70)</b>	
<b>* Concrete Carriageway Entrance</b> (Rate reduced by 50% if works coincide with planned footpath works)	<b>€900 (0-5m<sup>2</sup>)</b>	<b>€1,300 (5.5 to10m<sup>2</sup>) Plus 170/m<sup>2</sup> (&gt;10m<sup>2</sup>)</b>
<b>Precast Kerbs (Rate per lin. m.)</b>	<b>€90 (0-10 m)</b>	<b>€70 (&gt;10 m)</b>
<b>Direct Labour Costs for Dayworks (Gang of 4)</b>		
Rate/Hour on site (Normal Time)	<b>€150/hr</b>	
Rate/Hour on site (Overtime)	<b>€250/hr</b>	
Minimum Charge	<b>€1,010 per event</b>	
Plant and Materials charged at cost plus 10%		

\*Permanent reinstatement only completed by Cork City Council



### T3 Application

<b>Standard Deposit/Bond (0-5 m2)</b>	<b>€500</b>
<b>Standard Deposit/Bond – Newly Resurfaced Road or Enhanced Surface Area (0-5 m2)</b> (€1,000 returned on initial satisfactory inspection of the permanent reinstatement)	<b>€1,500</b>

**Note:**

- Road Impact Numbers are currently defined as follows:

National Primary Roadways	Impact 5
National Secondary Roadways	Impact 4
Regional Roadways	Impact 3
All Remaining Roadways	Impact 2,1,0

- For calculation purposes, trench width/ trench length = actual width/actual length plus 200 mm (to allow for edge ravelling).
- Reinstatement Charges will also be used in the calculation of the permanent reinstatement charge where the applicant has defaulted in satisfactorily completing permanent reinstatement obligations.

Company Logo

**ADVANCE NOTIFICATION OF ROADWORKS**

**Name of Contractor:** \_\_\_\_\_

**Working on Behalf of:** \_\_\_\_\_

**Location:** \_\_\_\_\_

**Description of Work:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**The programmed duration of the roadworks is from \_\_\_\_\_ to \_\_\_\_\_ inclusive. Work will commence at \_\_\_\_\_ each day and may extend to \_\_\_\_\_ each evening.**

**We regret any inconvenience these works may cause and assure you that they will be carried out in a safe manner as speedy as possible.**

**Should you have any queries please do not hesitate to contact:**

\_\_\_\_\_ (Must insert contact name)

at \_\_\_\_\_ (Must insert 24 hour contact number)

**Appendix II****CONTACT INFORMATION****6.1 Reception Desk City Hall**

021 4924697

**6.2 Roads Protection and Asset Management,**

Room 333/334, City Hall

021 4924166

021 4924162

021 4924660

021 4924435

Fax 021 4924024

**6.3 Roads Inspectors, Room 330, City Hall**

Mr. Flor Crowley 021 4924376

Mr. Denis Wallace 021 4924174

Fax 021 4924024

**6.4 Parks Department Supervisors,**

<u>Area</u>	<u>Supervisor</u>	<u>Depot</u>	<u>Mobile Tel No.</u>
South East	L. Burke	021 4294462	086 6038733
South West	G. O'Sullivan	021 4546230	086 2676206
North East	L. Daly	021 4504657	086 6015392
North West	N. O'Doherty	021 4304431	086 2676205
City Centre	M. Horgan	021 4924486	086 2871600
General	M. Goulding	021 4924118	086 2676209

**6.5 Roads Traffic Division,**

021 4924452

021 4924457

021 4924657

021 4924173 Public Lighting

Fax 021 4924782

**Appendix III**

**ENHANCED SURFACE AREAS/  
SKIP PLACEMENT AREAS**

