



Registration of reinstatements in Street Manager

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Legislation background

Notice of registration - Section 70(1) NRSWA 1991 imposes a general duty on the promoter to reinstate the street.

The promoter must, within ten working days from the date on which the reinstatement is completed, give notice containing the prescribed information, to the authority of that completion.

The Street Works (Registers, Notices, Directions and Designations) (England) Regulations 2007 (as amended) prescribe the information that must be included on the registration.

18. – (1) Any notice given by an undertaker to the street authority in accordance with –

(a) section 70(3) that a reinstatement has been completed; or

(b) section 70(4A) that a permanent reinstatement has been completed.

shall give the information about the reinstatement set out in paragraph (2).

(2) The information referred to in paragraph (1) is –

(a) a reference point for –

(i) the centre of any reinstatement that does not exceed 10 metres in length; and

(ii) each end of any reinstatement that exceeds 10 metres in length;

(b) the dimensions of the reinstatement;

(c) the date on which the reinstatement was completed; and

(d) the method of reinstatement

(3) In paragraph (2) “reference point” means an Ordnance Survey National Grid reference point to a resolution of one metre.

When can sites be recorded?

Excavation sites can be recorded in Street Manager when the most recent permit on the works record is ‘excavation is required’ and is in progress or closed status.

If the most recent permit is still planned or is non-excavation this will prevent the creation of sites. As such submitting site data as soon as possible after works have been conducted is recommended to avoid potential issues.

Please note there is a general requirement for sites to be registered within 10 working days of completion and failure to do so may have financial consequences.

Registering reinstatement sites.

Sites can be added from the Reinstatement sites part of the works record by selecting the link to Register reinstatement or Register reinstatement via map.

Reinstatement sites						Register reinstatement
						Register reinstatement via map
Site reference	Site description	Dimensions/units	Reinstatement date	Expiry/end date	Permit reference	State

Register Reinstatement

First you must select the permit the site being registered relates to from a list of eligible permits. Please ensure the relevant permit is selected as this can adversely affect a permit if it is selected in error.

Register reinstatement

Which permit are you registering a reinstatement for?

Works reference: [MU003JWAM20250718](#) (opens in new tab)

Works location: SIMNEL CLOSE, SWINDON, GRANGE PARK ([View on map in new tab](#))

Select a permit

- MU003JWAM20250718-02 ([open in a new tab](#))
- MU003JWAM20250718-01 ([open in a new tab](#))

Continue

Next the reinstatement type must be selected. Reinstatement type “Excavation” can only be selected when an excavation permit has been selected.

Register reinstatement

What is the reinstatement type?

Works reference: [MU0031JWAM20250806](#) (opens in new tab)

Works location: SIMNEL CLOSE, SWINDON, GRANGE PARK ([View on map in new tab](#))

Reinstatement type

- Excavation
- Bar holes
- Core holes
- Pole testing

Continue

On the reinstatement details screen the general details of the site must be recorded. Please note the “Site location description” and “Site location area” populate automatically with the details on the permit so will need to be manually updated if those details are no longer accurate or do not relate to the site being submitted.

Register reinstatement

What are the reinstatement details?

Works reference: [MU0031JWAM20250806 \(opens in new tab\)](#)

Works location: SIMNEL CLOSE, SWINDON, GRANGE PARK ([View on map in new tab](#))

Site location description

1



You have 499 characters remaining

Site location area

- Footway
- Carriageway
- Verge
- Cycleway
- Footpath

Other mandatory data includes one set of site coordinates (a second set of coordinates can be added and must be added for sites with dimensions over 10 metres), “Reinstatement measurements”, “Reinstatement date”, “Reinstatement state” (interim/permanent), “Do you want to add photo evidence?” and “Are you registering the final site?”.

Site location coordinates

Easting

Northing

Secondary site location coordinates (optional)

Mandatory if any dimension of the excavation exceeds 10 metres

Easting

Northing

Reinstatement measurements

Site measurements in metres

Length

x

Width

x

Depth

Reinstatement date

Day Month Year

**Reinstatement state** Permanent Interim**Do you want to add photo evidence?** Yes No**Are you registering the final site?** Yes No[Continue](#)

Selecting the Continue button will take you to a summary screen to review your entries and allow updates if required.

Sites with a depth of up to 1.5 metres are considered standard and will have a 2-year guarantee period whereas sites over 1.5 metres in depth will be considered deep and will have a 3-year guarantee period. Depth refers to the depth of the reinstatement itself rather than that of the apparatus.

Please note that all sites should be submitted in Street Manager, with accurate information, within 10 working days of completion to avoid the possibility of Fixed Penalty Notices for late/inaccurate registration data.

Once all the site details are confirmed the “Register reinstatement” button can be selected to submit the site.

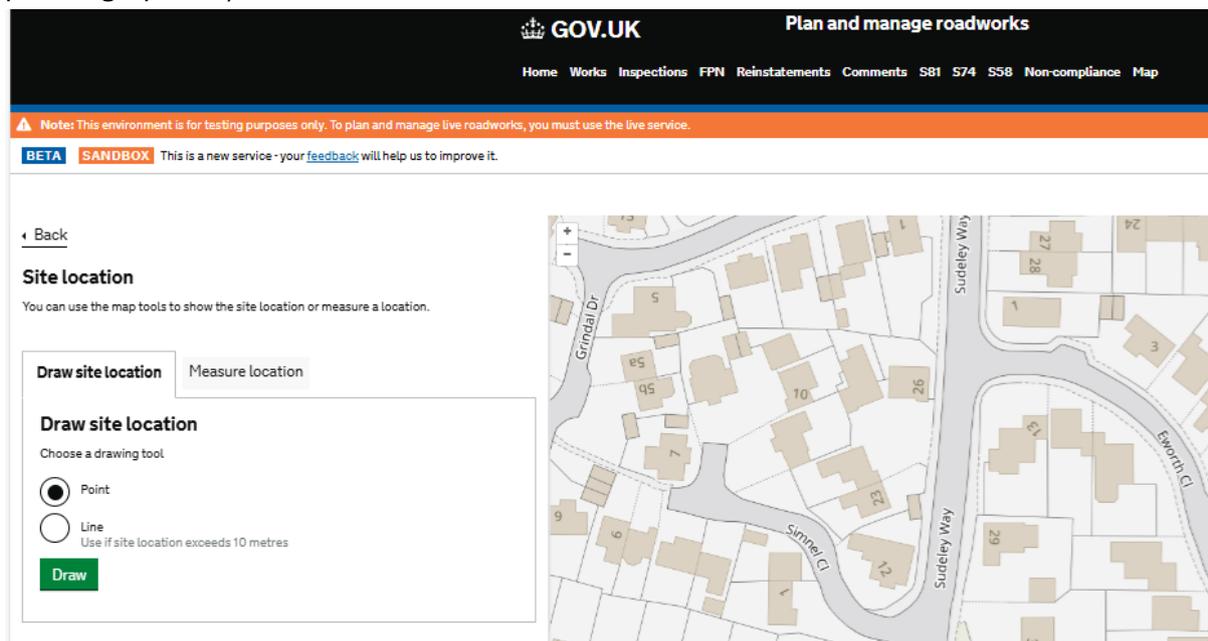
All sections are now complete. You can now register this reinstatement

By registering this reinstatement, you are confirming that, to the best of your knowledge, the details you are providing are correct.

[Register reinstatement](#)

Register reinstatement via Map

Selecting Register reinstatement via Map will take you to a map screen where you can select the coordinates for the reinstatement either by drawing a point or a line (in the same way as when planning a permit).



Once selected the other screens in the process will appear as per the regular Register reinstatement process but the Register reinstatement screen will also be populated with the coordinates selected on the map screen.

Final site registered

Final site registered alerts the HA that all sites have now been recorded against the works.

If an error was made when selecting whether “Final site registered” on site entry this can also be changed from the Onsite details section of the Work Record Screen. However, any changes

must be done prior to submitting further permits on the works record.

Onsite details

Works started	03/02/2025 - 08:00	
Works stopped	03/02/2025 - 16:00	Revert works stop
Was an excavation carried out?	Yes	
Final site registered	No	Change

No excavation carried out under an excavation permit.

If an excavation permit is completed but no excavation was in fact undertaken this can be updated from the Onsite details section of the Works record screen by changing “Was an excavation carried out?” from Yes to No. This should be done as soon as possible after the submission of the works stop to avoid confusion and prior to the submission of later permits as this will apply against the most recent permit.

If sites have been recorded against the most recent permit there will be no option to change this.

Updating sites

Sites can be selected from the Registered reinstatements tile or from the Reinstatement sites part of the Works record screen. Please note that a maximum of 50 sites can be displayed on the works record screen so if there are more than 50 sites the relevant site may need to be located via the Registered reinstatements tile.

[Register reinstatement](#)
[Reinstatement via map](#)

Site reference	Site description	Dimensions/units	Reinstatement date	Expiry/end date	Permit reference	State
MU026/WA/M20250828-S4	3	L3.1m x W3.1m x D1m	15/01/2024	14/01/2026	MU026/WA/M20250828-03	Permanent
MU026/WA/M20250828-S3	2	L2.1m x W2.1m x D1m	15/01/2024	01/01/2026	MU026/WA/M20250828-03	Permanent
MU026/WA/M20250828-S2	1	L1.2m x W1.2m x D1m	15/01/2024	01/01/2026	MU026/WA/M20250828-03	Permanent
MU026/WA/M20250828-S1	1	L1m x W1m x D1m	02/01/2024	01/01/2026	MU026/WA/M20250828-01	Permanent

Once a site has been selected it can be updated or subsumed.

Site record

MU003JWAM20250718-S6 - Excavation

State: Permanent

Works reference: [MU003JWAM20250718](#)

Works location: SIMNEL CLOSE, SWINDON, GRANGE PARK ([View on map](#))

[Update reinstatement](#)

[Subsume site](#)

Latest reinstatement details - 02/01/2025

Reinstatement type	Excavation
Site location description	12
Site location area	Carriageway
Site location coordinates	410891.85 - 184146.79
Site measurements	L12.00m x W12.00m x D1.00m
Reinstatement state	Permanent
Are you updating in response to remedial works?	Not provided
Has the base courses been affected?	Not provided
Guarantee expiry date	01/01/2027
Date registered	18/07/2025

If “Update reinstatement” is selected you will receive the regular screens from the original site creation but you will also be asked “Are you updating in response to remedial works?”.

Register reinstatement

Are you updating in response to remedial works?

Yes

No

[Continue](#)

Selecting “No” will take you directly through to the reinstatement details screen.

Site record

MU026JWAM20250828-S2 - Excavation

State: Permanent

Works reference: [MU026JWAM20250828](#)

Works location: SIMNEL CLOSE, SWINDON, GRANGE PARK ([View on map](#))

[Update reinstatement](#)

[Subsume site](#)

Latest reinstatement details - 15/01/2024

Reinstatement type	Excavation
Site location description	1
Site location area	Carriageway
Site location coordinates	410893.00 - 184134.00
Site measurements	L1.20m x W1.20m x D1.00m
Reinstatement state	Permanent
Are you updating in response to remedial works?	No
Has the base courses been affected?	No
Guarantee expiry date	01/01/2026
Date registered	28/08/2025

Previous reinstatement details - 02/01/2024

Reinstatement type	Excavation
Site location description	1
Site location area	Carriageway
Site location coordinates	410893.00 - 184134.00
Site measurements	L1.10m x W1.10m x D1.00m
Reinstatement state	Permanent
Are you updating in response to remedial works?	Not provided
Has the base courses been affected?	Not provided
Guarantee expiry date	01/01/2026
Date registered	28/08/2025

Site record

MU026JWAM20250828-S3 - Excavation

State: Permanent

Works reference: [MU026JWAM20250828](#)

Works location: SIMNEL CLOSE, SWINDON, GRANGE PARK ([View on map](#))

[Update reinstatement](#)
[Subsume site](#)

Latest reinstatement details - 15/01/2024

Reinstatement type	Excavation
Site location description	2
Site location area	Carriageway
Site location coordinates	410891.00 - 184134.00
Site measurements	L2.10m x W2.10m x D1.00m
Reinstatement state	Permanent
Are you updating in response to remedial works?	Yes
Has the base courses been affected?	No
Guarantee expiry date	01/01/2026
Date registered	28/08/2025

Previous reinstatement details - 02/01/2024

Reinstatement type	Excavation
Site location description	2
Site location area	Carriageway
Site location coordinates	410891.00 - 184134.00
Site measurements	L2.00m x W2.00m x D1.00m
Reinstatement state	Permanent
Are you updating in response to remedial works?	Not provided
Has the base courses been affected?	Not provided
Guarantee expiry date	01/01/2026
Date registered	28/08/2025

Selecting “**Yes**” in response to remedial work will provide a screen asking “Has the base course been affected?” and if you then select “**Yes**” to confirm the base course has been affected this **will** reset the guarantee period.

Register reinstatement

Has the base courses been affected?

Yes

 This will reset the works guarantee period

No

▶ [View diagram of layers](#)

Continue

Site record

MU026JWAM20250828-S4 - Excavation

State: Permanent

Works reference: [MU026JWAM20250828](#)

Works location: SIMNEL CLOSE, SWINDON, GRANGE PARK ([View on map](#))

[Update reinstatement](#)

[Subsume site](#)

Latest reinstatement details - 15/01/2024

Reinstatement type	Excavation
Site location description	3
Site location area	Carriageway
Site location coordinates	410890.00 - 184134.00
Site measurements	L3.10m x W3.10m x D1.00m
Reinstatement state	Permanent
Are you updating in response to remedial works?	Yes
Has the base courses been affected?	Yes
Guarantee expiry date	14/01/2026
Date registered	28/08/2025

Previous reinstatement details - 02/01/2024

Reinstatement type	Excavation
Site location description	3
Site location area	Carriageway
Site location coordinates	410890.00 - 184134.00
Site measurements	L3.00m x W3.00m x D1.00m
Reinstatement state	Permanent
Are you updating in response to remedial works?	Not provided
Has the base courses been affected?	Not provided
Guarantee expiry date	01/01/2026
Date registered	28/08/2025

Increasing size of a site

Increasing the dimensions of a site resets the guarantee period.

If the increase is done by remedial works that affect the basecourse the site can be updated as above (selecting “Yes” in response to remedial work and then selecting “Yes” in response to the base course being affected).

However, if the increase in dimensions was not the result of remedial works or did not affect the basecourse, the existing site must be subsumed and a new site added to replace it to reflect the relevant guarantee period in Street Manager (see below for details on subsuming sites).

Subsuming sites

Sites are subsumed when they effectively no longer exist. This can be the result of one or more sites being combined into a single larger site or from other works taking in the site in question.

Possibly try another variant for subsume site explanation.

Sites can be selected from the Registered reinstatements tile or from the Reinstatement sites part of the Works record screen.

Add text explaining subsume site.

Site reference	Site description	Dimensions/units	Reinstatement date	Expiry/end date	Permit reference	State
MU026\WAM\20250828-S5	4	L4m x W4m x D1m	15/01/2024	14/01/2026	MU026\WAM\20250828-02	Permanent
MU026\WAM\20250828-S4	3	L3.1m x W3.1m x D1m	15/01/2024	14/01/2026	MU026\WAM\20250828-03	Permanent
MU026\WAM\20250828-S3	2	L2.1m x W2.1m x D1m	15/01/2024	01/01/2026	MU026\WAM\20250828-03	Permanent
MU026\WAM\20250828-S2	1	L1.2m x W1.2m x D1m	15/01/2024	01/01/2026	MU026\WAM\20250828-03	Permanent
MU026\WAM\20250828-S1	1	L1m x W1m x D1m	02/01/2024	01/01/2026	MU026\WAM\20250828-01	Permanent

Once a site has been selected it can be subsumed by selecting Subsume site.

Site record

MU026JWAM20250828-S5 - Excavation

State: Permanent

Works reference: [MU026JWAM20250828](#)

Works location: SIMNEL CLOSE, SWINDON, GRANGE PARK ([View on map](#))

[Update reinstatement](#)

[Subsume site](#)

Latest reinstatement details - 15/01/2024

Reinstatement type	Excavation
Site location description	4
Site location area	Carriageway
Site location coordinates	410890.00 - 184134.00
Site measurements	L4.00m x W4.00m x D1.00m
Reinstatement state	Permanent
Are you updating in response to remedial works?	Not provided
Has the base courses been affected?	Not provided
Guarantee expiry date	14/01/2026
Date registered	28/08/2025

This will open a screen where the reason for subsuming the site must be entered.

Some valid reasons for subsuming include...

Site taken in by resurfacing works.

Site combined with site 1.

Admin error, site entered against incorrect works.

Agreed at JSI was always permed closed as interim in error.

Site visit held with xxxxxx. Location has been subsumed by other works

Subsume site

Why are you subsuming this site?

i This will automatically set inspection units to 0 if there are no additional active sites against work. This action cannot be undone.

Subsume reason

Site taken in by resurfacing works.

You have 465 characters remaining

Subsume site

[Don't subsume and take me back](#)

Subsume site

Why are you subsuming this site?

i This will automatically set inspection units to 0 if there are no additional active sites against work. This action cannot be undone.

Subsume reason

You have 500 characters remaining

Subsume site

[Don't subsume and take me back](#)

Once the "Subsume reason" has been entered and the "Subsume site" button selected the site will be subsumed. Please note once a site has been subsumed this cannot be undone so if a site is subsumed in error it will need to be recreated as a new site.

Reinstatement sites[Register reinstatement](#)
[Register reinstatement via map](#)

Site reference	Site description	Dimensions/units	Reinstatement date	Expiry/end date	Permit reference	State
MU026/WAM/20250828-S5	4	Not applicable	Not applicable	Not applicable	MU026/WAM/20250828-03	Permanent (Subsumed)
MU026/WAM/20250828-S4	3	L3.1m x W3.1m x D1m	15/01/2024	14/01/2026	MU026/WAM/20250828-03	Permanent
MU026/WAM/20250828-S3	2	L2.1m x W2.1m x D1m	15/01/2024	01/01/2026	MU026/WAM/20250828-03	Permanent
MU026/WAM/20250828-S2	1	L1.2m x W1.2m x D1m	15/01/2024	01/01/2026	MU026/WAM/20250828-03	Permanent
MU026/WAM/20250828-S1	1	L1m x W1m x D1m	02/01/2024	01/01/2026	MU026/WAM/20250828-01	Permanent

Updating sites from interim (and subsume workaround)

Sites can be updated from Interim to Permanent as part of the regular update process. However, Street Manager will not allow a site to be updated from Interim to Permanent in the same works phase and so requires a further permit for this update to be made.

In the event that a site was registered as interim but has been legitimately updated to permanent and there is no further works phase the interim site must be updated to subsumed (with a Subsume reason explaining the update) and a new permanent site entered with the relevant details.