The Highway Safety Inspectors Training and Certification Scheme
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IHE administers the UK Highway Inspectors training and certification scheme.

The UK Roads Board approved the scheme on 26 October 2010 and the Highways Inspectors Board was set up in November 2011.

The training standards are already incorporated into the 2009 updates to Well Maintained Highways Appendix C on Risk and Liability Claims.

The scheme is also recommended in the DfT Pothole Review – Prevention and a Better Cure, April 2012.*

*“Inspection and Training Recommendation 11
Local highway authorities should utilise inspection manuals to support implementation of their inspection policies. They should also ensure that highway inspectors are trained, qualified and competent in the identification and assessment of defects, including potholes, through a scheme accredited by the Highway Inspectors Board”

Any candidate who successfully completes the courses run by approved centres is eligible for inclusion on the National Register of Highway Inspectors.

For Registrants

1. No fee will be charged for registration and registration will remain in place for a period of five years from the date of the award
2. Any candidates who have successfully completed courses run by approved centres in the last five years will be eligible for inclusion on the National Register
3. The IHE offers affiliate membership for anyone registering with the National Register
4. Requests for registration can be made either through approved centres or via an online application on its website

Current course providers

The following companies have been approved as offering highway inspector training to the recognised standards:

Skills Training Centre
TMS Consultancy
South West Highways
Park Hearne

The Highway Inspectors Board

The purpose of the Board is to operate and manage a UK Highway Inspector training and certification scheme. It is not a provider.

The Board terms of reference are:

1. To set and monitor national standards for Highway Inspector training and assessment
2. To approve centres providing training and certification
3. To maintain an IHE register of certified Highway Inspectors who have been training and assessed by approved centres

The Highway Inspectors Board membership is:

- 4 IHE members

*These documents are shortly to be revised and you should check for updates on the IHE website www.theihe.org
• 4 nominees from ADEPT, SCOTS, Highways Agency and NI*
• A Chairman

(*Other organisations are encouraged to nominate members to a Moderator Panel both to receive Board meeting papers and to assist in approving centres)

Scope

1. Highway Inspector Role

The Highway Inspector role is defined as follows:
“Highway Inspectors carry out inspections to identify all defects likely to create danger or serious inconvenience to users of the network or wider community. Identified defects are reported and prioritised according to local policy guidance” (WMH Section 9.2.2)

2. Highway Inspector Training (extracts from WMH)

The proposed scheme follows WMH: A Practical Guide to Appendix C: Section 9.2.2

“If the council is to provide evidence which is to be used in court, it is important to be able to demonstrate that the individuals who operate the inspection and recording system are adequately trained.

Training should cover the supervisor on the ground through to senior officer level. Each individual must be aware how their input to the claims process is important. It will be necessary to demonstrate that the training has taken place and suitable records should be kept”

<table>
<thead>
<tr>
<th>Training should include</th>
<th>Highway Inspectors</th>
<th>Claims Investigators</th>
<th>Claims Processors</th>
<th>Senior Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Well Maintained Roads – Code of Practice for Highway Maintenance</td>
<td>O</td>
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<td>Local inspection policy procedures and guidelines</td>
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<td>Safety at Street and Road Works: A code of practice</td>
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<td>O</td>
<td>A</td>
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<td>Defect recognition</td>
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<td>Highway Law and Administration</td>
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<td>Measurement and Materials recognition</td>
<td>O</td>
<td>O</td>
<td>A</td>
<td>A</td>
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<td>Claims Investigation</td>
<td>A</td>
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<td>A</td>
<td>A</td>
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<tr>
<td>Court proceedings</td>
<td>O</td>
<td>O</td>
<td>A</td>
<td>O</td>
</tr>
<tr>
<td>Tree condition awareness</td>
<td>O*</td>
<td>(*if qualified arboriculturist)</td>
<td>A</td>
<td>A</td>
</tr>
</tbody>
</table>

O = Operational competence – fit to practice
A = Awareness
3. Highway Inspector Register

Certificates are issued by IHE.

Certified Highway Inspectors are entered on a National Register, renewable after five years subject to a refresher course and test from an approved centre. The Register is publicly available.

4. Career Progression

Technicians with a National Certificate, relevant NVQ3 or an equivalent level 3 qualification can take the standard Professional Review to gain Engineering Technician.

Regardless of their academic attainment and based solely on their knowledge and performance gained by experience, other Senior Highway Inspectors will be able to use the Individual Route to Eng. Tech registration once they have gained the required responsibility level. The Individual Route includes a local interview to test that Engineering Council competence levels are attained and is offered by most relevant institutions including ICE and IHE.

IHE will match the Highway Inspector competence definitions against the Engineering Council Statements of Competence and Commitments to aid progression under the Individual Route.

5. Highway Safety Inspectors’ Assessed Competence

Provisional learning outcomes of approved courses to be tested by Centres:

At the end of the course candidates will be able to:

1. Recognise the risks when working on the highway and identify and employ the measures required to maximise both personal safety and that of other highway users
2. Defined, prepare and write a dynamic Risk Assessment
3. Name, explain and employ the national code of practice that governs safe working on the highway
4. Identify and apply those sections of the Code of Practice for Highways Maintenance Management that relate to Highway Safety Inspection
5. Identify and apply any variations between the Code of Practice for Highways Maintenance Management and local policies, practices and procedures
6. Recognise and demonstrate knowledge of the relevant sections of any act or legislation that relate to Highway Safety Inspection
7. Recognise and demonstrate knowledge of the local documentation and records that related to Highway Safety Inspection and employ relevant systems
8. Define the types of highway defects that can cause accidents to highway users and potential claims against the highway authority
9. List any other parties who can be responsible for defects in the highway
10. Recognise and explain the importance of and reasons for accurate record keeping
11. Name the national indicators used to monitor local authority performance
12. Name and identify the construction types that can be found during a Safety Inspection
13. Recognise the elements of the highway that can be found during inspection and explain their function
14. Identify and assess defects which are likely to create danger or serious inconvenience to users of the highway network
15. Identify and determine the party liable for repair of the defects found during a Safety Inspection
16. Analyse and assess the significance of defects found during a Safety Inspection
17. Identify the correct measurement equipment required for Safety Inspection
18. Measure the safety defect(s) identified to them

It is recommended that Highway Inspectors keep a learning log.

**Provisional outcomes tested by a practical test**

Candidates should be able to correctly:

1. Select the correct measurement equipment required
2. Measure the safety defect(s) identified to them
3. Correctly identify defects
4. Report the defects correctly using local systems
Skills Training Centre

Skills Training Centre (STC) have been delivering Highway Inspector training for nearly 20 years and were involved in developing the IHE Inspector Training Standards. STC offer a range of specialised training and unique assessment packages, specifically designed to assist organisations in successfully defending Highway Liability claims and meeting local and national standards.

In addition to being recognised by the IHE, the Highway Inspection training offered by STC is approved by LANTRA Awards and those passing the assessment element of the programme can also gain a nationally recognised City & Guilds Vocational Qualification for Safety Inspection of the Highway.

STC have successfully delivered the IHE Approved Training and City & Guilds 6033 qualification scheme to nearly 100 Highway Authorities and Highway Contractors.

C&G 6033 Unit 301: Health and Safety
C&G 6033 Unit 311: Safety Inspection of the Highway

These units have been developed to meet the needs of clients who wish to achieve best practice based both on national and local standards.

Unit 301 is a mandatory core unit that assesses an inspector’s ability to operate safely in a highway environment and within the scope of Health & Safety legislation and regulations. The assessment includes producing a Risk Assessment and passing a written test.

Unit 311 assesses an inspector’s ability to undertake highway safety inspections based on the national code of practice and locally determined standards/practices. The assessment involves a theory test and practical walked inspection. Safety inspections are primary evidence of the Highway Authority’s compliance with their duty to maintain and provide essential evidence when faced with claims for compensation.

Other Highway Inspection Programmes

STC also offer a range of other Highway Inspection related programmes including Highway Inspection Technical and Legal courses and has recently developed a new City & Guilds qualification for New Roads & Street Works Act and Permit Compliance Inspections (Unit 321). The new qualification is designed to assess an inspector’s ability to undertake NRSWA and Permit Compliance Inspections based on the Code of Practice for Inspections 2002; Draft HAUC Code of Practice for Inspections (for new developments since the 2002 CoP); and the Specification for the Reinstatement of Openings in Highways. The training and assessments also cover a number of other National Codes of Practice; TMA 2004; national guidance notes; local policies and procedures and can also have the local HAUC and local permit scheme requirements built in as part of a bespoke training package.

Providing training throughout the UK, STC also offer scheduled courses at their own dedicated Training Centre in North London. STC can guide you through the range of options available to find the most appropriate solution for your organisation and your staff.

Other Courses

STC offer a wide range of other courses designed for front line staff including: Winter Service; Playground Inspection; Civil Engineering; Confined Spaces; Sector Scheme 12D; Grounds Maintenance; Building Maintenance; New Roads and Street Works; Plant; Driver CPC etc. STC are accredited with Exor (Silver Accreditation) and BIP’s Select Accredit, meeting all of their standard pre-qualification requirements.

For more information please contact STC
Tel: 020 8619 0939
Email: info@skillstrainingcentre.co.uk
Web: www.skillstrainingcentre.co.uk
HIGHWAYS SAFETY INSPECTION TRAINING - IHE ACCREDITED COURSE

The Devon Highways ‘Safety Inspection’ 1 week course is designed to offer;
- A good understanding of all related sections of the Well Maintained Highways COP;
- An in depth learning of specific authority policies / manuals and practices when undertaking safety inspections;
- Thorough understanding of risk assessment processes, both planned and dynamic.

The course is directed towards practitioners and those undertaking and/or auditing highway safety inspections regimes.

The course provides an excellent base for a general understanding of the purpose, necessity and processes involved in operating a highways safety inspection regime supporting specific training in relation to an Authorities policy.

Pre-course computer based assessments for candidates are utilised to confirm suitability for entry onto a full course. These include E Learning Modules, Mathematics & English Language testing to Key Stage 2 level. Classroom based learning is then followed up with both written and practical competency testing through live audit practices.

This is an excellent opportunity to provide consistent training to staff and achieve accreditation to IHE’s national accreditation register.

To enquire further, please contact Simon Bourne at South West Highways Training on 01404 821500.

Park Hearne is a company that specialises in Highways Training, Environmental Training and Enforcement Training for front line staff working for local authorities and their service providers. We specialise in both standard courses and bespoke training. We have successfully delivered many courses for Government bodies and Local Government and their partners.

For details of our services please email us at info@parkhearn.com

Or write to

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HA4 7SB