

Certificate in Road Programme Management

In conjunction with IT Carlow, LASNTG developed a Certificate in Road Programme Management Course. A LASNTG sub-committee including representatives from the Local Authority sector, the Department of Transport Tourism and Sport and Transport Infrastructure Ireland developed the programme to meet the needs of **administration and engineering staff in the Local Authority Roads Sector** and it ran very successfully in all 5 Regional Training Centres in 2018. We are now recruiting for the 2019/2020 Programme. This course is a five day course consisting of five modules as follows:

1. Policy Overview (Structure and role of local authorities, the configuration of the road network in Ireland, the roads governance system within which local government works, the role of the department of transport and other relevant organisations in the administration of the road network in Ireland, the relevant policy documents and guidance documents governing the administration of roads projects).
2. Legislation (the legislative framework governing roads in Ireland and the procedures for completion of the statutory notices required under each piece of legislation. To include The Roads Act 1993, the Road Traffic Act 1995, the Planning and Development Act, Housing Act 1966, Waste Management Act 1996, Environmental Legislation).
3. Finance (Funding, Grants, Department Returns, Audit Compliance, Budgets, Agresso).
4. Project Management and Delivery (Project Appraisal, Project Management, Planning, Environmental Impact Assessment, Procurement and Tender Management).
5. Administrative Functions (Insurance including Public Liability Claim Management, Road Safety, Health and Safety, Human Resources).

Learners will attend each of the five days in their local regional training centre and will register with IT Carlow. Learners will also be required to complete project work in order to achieve certification.

This course is accredited by IT Carlow as a Level 7, Ten Credit, Special Purpose Award.

Dates for all five modules of this course in each of the five training centres have been scheduled as follows:

Regional Training Centre:	Module 1 Date:	Module 2 Date:	Module 3 Date:	Module 4 Date:	Module 5 Date:
Castlebar, Co. Mayo	11/04/2019	16/05/2019	05/09/2019	10/10/2019	16/01/2020
Roscrea, Co. Tipperary	24/04/2019	21/05/2019	12/09/2019	17/10/2019	23/01/2020
Ballincollig, Co. Cork	26/04/2019	30/05/2019	19/09/2018	24/10/2019	31/01/2020
Ballycoolin, Co. Dublin	02/05/2019	06/06/2019	26/09/2019	31/10/2019	06/02/2020
Stranorlar, Co. Donegal	09/05/2019	13/06/2019	03/10/2019	07/11/2019	13/02/2020

In order to receive the Level 7 Certificate learners must attend each of the five modules and must successfully complete assessments. Assessments will take the form of projects to be completed by the learner and these will be as follows:

Subject area	Policy overview	Legislation	Finance	Project Management and Delivery	Administrative Functions	Final project
Assignment weighting	20% Individual assignment (1,500 words approx)			30% Individual assignment (1,500 words approx)		50% Individual assignment (3,500 words approx)
Submission details	within 3 weeks of completion of third sub-module			within 3 weeks of completion of fifth sub-module		within 2 months of completion of programme

The fee for the course will be €900 per learner, payable to LASNTG. The course will be training grant recoupable for eligible roads staff (administration and engineering staff working in roads sections of local authority offices).

LASNTG has advised each Training Officer how many places are available for their Local Authority on the 2019/2020 Programme.

Before applying applicants must ensure that they have the approval of their line manager and their Training Officers, particularly as quotas are in place for each Local Authority to ensure availability of places for all Authorities.

Applications must be made using the link below **before the deadline of Friday March 1st 2019 at 12:00:**

<http://www.itcarlow.ie/study/lifelong-learning/part-time-courses-dublin/extended-campus-application-form.htm>

Select the “Certificate in Road Programme Management” from the course list drop down menu provided.

In order to progress your application a jpeg photo (head and shoulders only) should also be emailed to extendedcampus@itcarlow.ie.

Any queries on this programme should be emailed to IT Carlow at extendedcampus@itcarlow.ie.