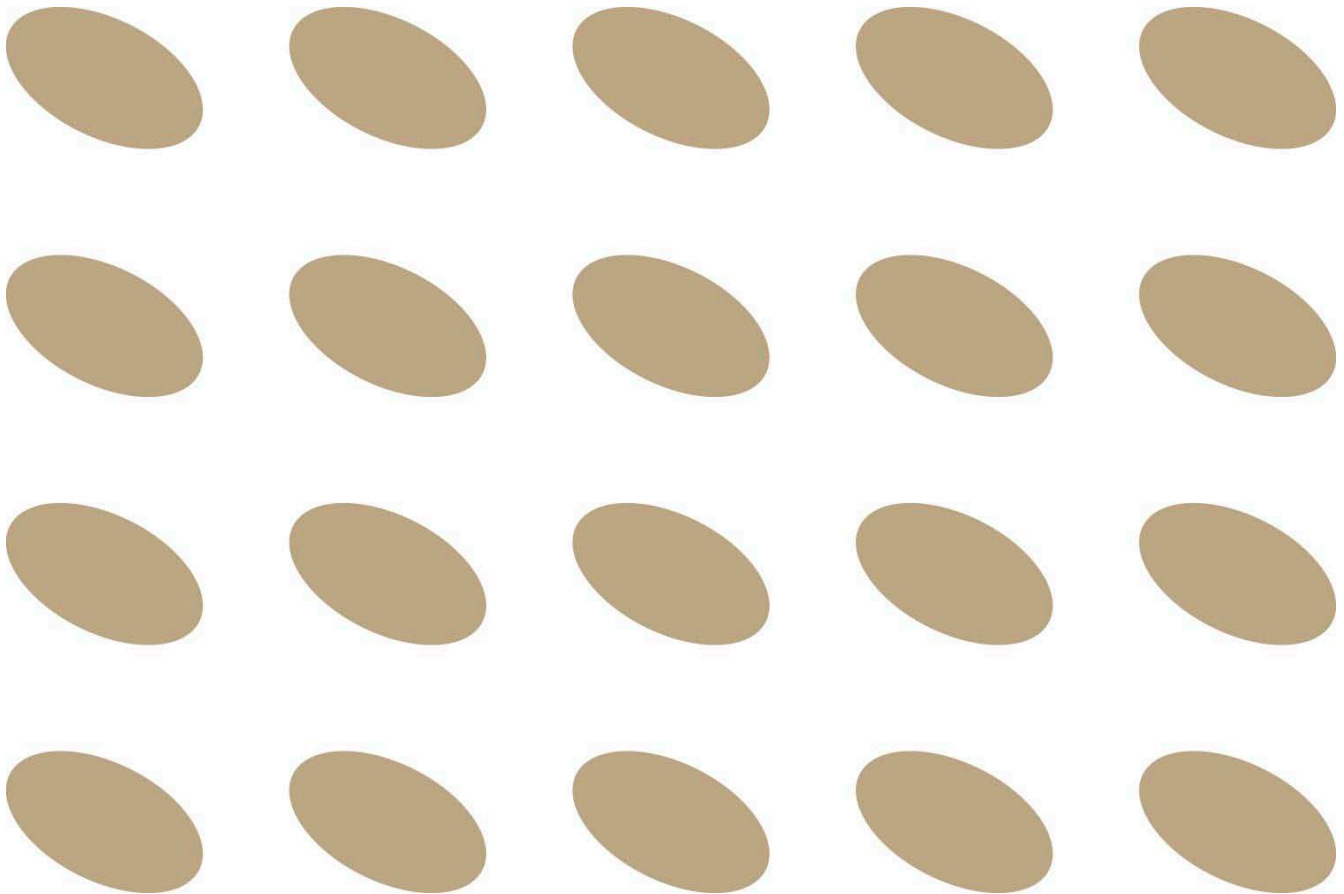


# **What you need to know about Highways legislation - a Master Class for new inspectors and superintendents**

26 March 2012 Leeds, Walker Morris offices



# Highways legislation Master Class

## Introduction

APSE, in conjunction with Walker Morris Solicitors, is pleased to offer a Master Class for new highways inspectors and superintendents on the regulations relevant to Highways.

This event will cover the essential legislation and knowledge required by local authority highways officers relevant to providing the highways services.

It will also consider the practical application of applying the law in their day to day duties e.g. planning forthcoming road works, road closures and traffic management, pothole repairs, and health and safety issues.

The sessions will cover:

- Legal framework including
  - The Highways Act 1980
  - New Roads and Street Works Act 1991
  - Skips /Scaffoldings/Hoardings on the highway
  - Statutory Utility companies.
  - Advertising Boards /Sandwich Boards
  - Tree /Hedge enforcement
- The particular relevance for local authorities
  - CNEA changes
- Application of the law
  - Preventative
  - Responsive

## Who will benefit?

- Inspectors and superintendents new to highways services
- Managers who wish to update and refresh their legal knowledge of highways related services

## Trainers

The sessions will be delivered by Richard Auton from Walker Morris, and Jan Kennedy from APSE.

## **Richard Auton - Walker Morris Commercial Group Director**

Richard joined Walker Morris in 2001 specialising in Public Sector Law and Projects. Prior to that, Richard had spent over 25 years in local government working for Devon, West Glamorgan, North Yorkshire and Norfolk County Councils. From 1989 to 2001 Richard was Director of Law and Administration/ City Clerk with Norwich City Council. He was the Monitoring Officer and, for a period was also Acting Chief Executive. One of his key specialisms in local government was Highways and Road Traffic Law

Richard advises on a wide range of local government and public law matters. Richard has also advised both public and private sector organisations on a large number of PFI and PPP projects and on a number of major outsourcing projects

## **Jan Kennedy- APSE**

Jan Kennedy is the Principal Trainer for APSE and has responsibility for Lifelong Learning & Development. Jan has a background in training and development, firstly as an executive training officer in central government where she gained her CIPD in Training & Development.

She moved to local government in 1999 where she joined Liverpool City Council as a member of the corporate training team. Jan has experience of managing and delivering a wide range of training and development including Liverpool's One Stop Shop training programme.

Prior to joining APSE Jan managed the Lifelong Learning Employability curriculum in Adult and Community Education. Jan holds a Certificate in Post 16 Education and a CLAIT Advanced in ICT.

Jan is also qualified in level A and level B psychometric testing.

Since joining APSE Jan regularly delivers training on a range of topics including Project Management, Marketing, Supervisory skills and leadership, Managing Change, Time management and Service Level Agreements. Jan also co-delivers on the current Master Classes on Health and Safety.

Jan can be contacted at e-mail address at: [jkennedy@apse.org.uk](mailto:jkennedy@apse.org.uk) or by telephoning her on either 0161-772-1810(Office) or 07764-252-107 (Mobile)

## **What's included?**

Course fees include delegates' documentation and course material including case studies, suggested practices and appropriate toolkits and certificates

## Duration

1 day event: Start time: **9.30 am** Finish time: **4.30 pm**

## Continuing professional development (CPD) points accreditation

Delegates who attend the course will be able to earn 5 CPD Points towards their certification areas.

## Programme

<b>09.15 - 09.30</b>	<b>Registration and refreshments</b>
09.30 – 09.45	Introduction and Course Objectives
09.45 – 10.45	<ul style="list-style-type: none"><li>• Basic Principles of Highway Law</li></ul>
<b>10.45 – 11.00</b>	<b>Morning coffee/tea break</b>
11.00 – 12.30	<ul style="list-style-type: none"><li>• Maintenance Issues and dealing with Statutory Undertakers.</li></ul>
<b>12.30 - 13.30</b>	<b>Lunch</b>
13.30 – 14.00	<ul style="list-style-type: none"><li>• Obstructions and Nuisance</li></ul>
14.00 – 14.45	<ul style="list-style-type: none"><li>• Advertising Boards /Sandwich Boards</li><li>• Tree /Hedge enforcement</li></ul>
<b>14.45 - 15.00</b>	<b>Tea/Coffee</b>
15.00 – 16.15	<ul style="list-style-type: none"><li>• Skips /Scaffoldings/Hoardings on the highway</li></ul>
<b>16.15 – 16.30</b>	<b>Delegate Evaluation and Close</b>

*(Please note this programme is under development and may be subject to change)*

# Highways legislation - booking form

Contact name: \_\_\_\_\_ Employer: \_\_\_\_\_

For official use:  
Del No: .....  
Date: .....  
Database: Y / N  
Confirmation: Y / N

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Delegate name	Job title	Email address

Please state if delegates have any special requirements (dietary/access/information in alternate formats):

26 March 2012

**Booking information: APSE will take bookings up to 24 hrs prior to the course, subject to availability. You are however advised to book early to secure your place and avoid disappointment.**

**Please note:** places on the sessions will be strictly limited to a first come first served basis. Provisional reservations for places are not accepted on this form.

**APSE members:** 1 delegate: £219 + VAT per delegate per course  
3 + Delegates £189+ VAT per delegate per course *(Discount only applies to delegates attending same date.)*

**Non members:** £384 + VAT per delegate per course

**Please quote your purchase order number (if appropriate):**

**Booking confirmation:** APSE issues a written confirmation letter to the 'contact name' for all delegate bookings received. We will not send confirmation to each delegate named on the booking form, unless this has been requested in writing. Should the 'contact name' not receive a confirmation letter by post within 10 working days of sending the booking form, then please contact APSE on telephone: 0161 772 1810.  
**Cancellation charges:** Reservation is a contract. Substitution of delegates is acceptable any time in writing by post, email to [jclough@apse.org.uk](mailto:jclough@apse.org.uk) or fax to 0161 772 1811. Cancellations must be made in writing at least 10 working days before the event and will incur a £75 administration fee. No refunds can be given for cancellations received less than 10 working days before the event or for non-attendance. Booking transfers will only be acceptable, if there is availability on another date for the same course, and will incur a £75 administration fee. In the unlikely event of cancellation by the organisers, liability will be restricted to the refund of fees paid. APSE regrets we cannot accept any liability for associated transport or hotel costs in the event of course cancellations made by us.  
The organisers reserve the right to make changes to the programme, speakers or venue should this become necessary.

**Please return completed form to:**

APSE – 2<sup>nd</sup> Floor Washbrook House, Lancastrian Office Centre, Talbot Road, Old Trafford, Manchester, M32 0FP.  
Tel 0161 772 1810 – Fax 0161 772 1811 - Email: [jclough@apse.org.uk](mailto:jclough@apse.org.uk) - Web: [www.apse.org.uk](http://www.apse.org.uk)

