Course Title: Certificate in Road Programme Management (7233)	
Duration: 5 Days	Certification: SETU Carlow
Expiry Period: N/A	Award: Level 7, 10 credit, Special Purpose Award Certificate in Road Programme Management

Aim of Programme:
The aim of the programme is to give learners an understanding of the following topics:
- Policy Overview
- Legislation
- Finance
- Project Management and Delivery
- Administrative Functions

Target Learner:
The primary target learner is those working in the roads section.

Learning Outcomes:
The programme will include input from guest speakers and will cover five topic areas.

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).

 This programme will be delivered using a hybrid approach which is a learner-centred process involving digital, printed, live and recorded class activities and facilitated by IT Carlow's virtual learning environment Blackboard collaborate. The structured manner will facilitate students in their learning process to reach programme and module learning objectives. Learners will also be required to complete project work in order to achieve certification.

Attendance at each of the topic days and completion of all assessments is mandatory to achieve certification.

Assessment:
There are currently two assessments to be completed, an essay (2,500-word count) worth 50% and a project (3,500-word count) worth 50%.

Entry requirements:
- Applicants must be able to demonstrate a level of knowledge, skill and competence associated with Level 4 of the NFQ.
- Learners must have access to a computer as this course is a blend of online (Topic 4) / onsite (Topics 1, 2, 3, 5) delivery.

Enquiries and Booking:
Please contact your local Regional Training Centre:

- Ballincollig: brtc@corkcoco.ie
- Ballycoolin: ballycoolintraining@fingal.ie
- Castlebar: crtc@mayococo.ie
- Roscrea: roscreartc@tipperarycoco.ie
- Stranorlar: stranorlarrtc@donegalcoco.ie

See www.lasntg.ie for further details

Programme Timetable for the academic year 2023/2024	
Day 1: Topic 1	• Policy Overview
Day 2: Topic 2	• Legislation
Day 3: Topic 3	• Finance
Day 4: Topic 4	• Project Management and Delivery
Day 5: Topic 5	• Administrative Functions