



Institute of Highway Engineers

Highway Inspectors Board meeting held at De Morgan House, Russell Square, London
on Friday 4 November 2011

Present:

Steve Spender – IHE President
and Hampshire CC (SSp)
Richard Hayes – IHE Senior Vice President
and Northumberland CC (RH)
Graham Milne – IHE Council Member
and South Lanarkshire CC (GM)
Peter Dipper – IHE Appointed Member (PD)
Stuart Smith – West Sussex CC (SS)

Apologies:

SCOTS
Highways Agency (yet to appoint someone)

Welcome and Introductions

RH introduced the meeting and outlined the Terms of Reference for the Board which are detailed in “Well Maintained Highways”.

In addition to the response referred to above from the Highways Agency, no representatives have been nominated by DRDNI and ADEPT.

Appointment of Chair

It was agreed that Stuart Smith would be appointed Chair of the Board on an interim basis.

Secretariat to the Board

IHE would provide full secretariat support to the administration of the Board

Approval of Centres for purpose of Training and Certificates

Applications for approval of the above have been received from the following organisations:

- i. Skills Training Centre (City & Guilds)

- ii. Leicestershire County Council (Lantra Awards)
- iii. TMS Consultancy (Lantra Awards)

The Board approved the applications with immediate effect for a period of five years subject to the following:

- i. A fee be received for £200 for registration.
- ii. Each Centre confirms continued certification of their training scheme from their Awarding Body.
- iii. An annual statement confirming certificate by the Awarding body be submitted to the Board.

Appointment of Moderator Panel

It was agreed to seek members of the Moderator Panel from IHE

Frequency of Meetings

It was agreed to hold a meeting initially at 3 monthly intervals and when necessary reduce to 6 monthly.

Award of Highway Inspector Certification

It was agreed that any candidate who successfully completes the courses run by the approved centres would be eligible for inclusion on the National Register of Highway Inspectors. A fee of £20 would be charged. Registration would remain in place for a period of five years.

The Board agreed that any candidates who successfully completed the courses run by the approved centre within the last five years would be eligible for inclusion on the National Register at a fee of £20.

The IHE have agreed to waive fees for the registration for existing IHE members.

The Board have agreed to seek all requests for registration through the approved Centres.

Review of Accreditation

The Board agreed to request from any approved Centre details of Refresher training after 5 years duration of the initial award and that there proposals be considered at future meeting of the Board.

Publicity and Marketing of Scheme

The Board agreed that the IHE website would include complete details of the Board's activities, registered members, and news and relevant information relating to Highway Inspectors.

Date and Time of next meeting

The next meeting will be held on Tuesday 21 February 2012 commencing at 3pm at County Hall, Winchester.