

New Roads and Street Works – Supervisor Course Overview



DURATION

The duration of this course is 5 days

AIM

To impart the necessary knowledge and skills to enable operatives to comply with New Roads and Street Works Act

OBJECTIVES

Supervisors will be able to pass the awarding body assessments for Units LA, S1, S2, S3, S4, S5 and S7 of the New Roads and Street Works Act

PRE-REQUISITES

Delegates would be experienced in this field of work

METHOD

During the course you will attend lectures, presentations, assessment and participate in practical exercises

BREAKDOWN OF UNITS

UNIT LA - Location and Avoidance of Underground Apparatus

This unit covers the requirements that you must meet when locating and avoiding underground utilities' apparatus. You must ensure that you act in accordance with all current specifications and procedures and that you follow safe working practices at all times when carrying out the activities covered in this unit. The Code of Practice specified in this unit is *Specification for the Reinstatement of Openings in Highway*. The unit contains the following four elements, which you must cover:

a) Interpret plans showing location of underground apparatus

In this element the delegate will carry out a survey of the work site to establish that the plans correspond with the site details. They will need to check that the symbols on the plans have been interpreted accurately, and that the information recorded on plans can be identified easily. They will need to ensure that the site has been marked clearly to avoid possible misinterpretation of the plans, and that the information provided on the plans is applied correctly to the current site.

b) Identify types of underground apparatus encountered during excavation

In this element the delegates will need to ensure that the possible types of underground apparatus are identified and that the appropriate safety procedures are observed at all times during their identification

c) Identify risks of, and implications of, damage to underground apparatus

In this element delegates will need to carry out a risk assessment exercise to identify the risks and implications of damage to the different types of underground apparatus

d) Use pipe and cable location equipment

In this element delegates will need to select appropriate pipe and cable location equipment. They must check the equipment selected and prepare it correctly for use. They will need to complete the necessary search procedures, following the safety standards stated in the current specifications, and they must review and interpret the results of their search correctly.

UNIT S01 -Monitor Signing, Lighting and Guarding

This unit covers the requirements that you must meet when monitoring the signing, lighting and guarding of a work site. **You must ensure that you act in accordance with all current specifications and procedures and that you identify and follow safe working practices at all times when carrying out the activities covered in the unit.**

The Code of Practice specified in this unit is *Safety at Street Works and Road Works – A Code of Practice, 2014 edition [the 'Red Book']*. The unit contains the following four elements, which you must cover:

a) Monitor a work site survey

In this element delegates will monitor a work site survey, to ensure that appropriate provision is made for signing, lighting and guarding activities. They will ensure that the planned provision of footways, traffic lanes and safety zones meets the requirements of the site location and people with special needs, that disruption to traffic is minimised and provision is made for the safe passage of pedestrians. They will also need to check that adequate coverage and safety for persons and vehicles is planned within the confines of the working area. They will need to demonstrate that they know what action must be taken to rectify any deficiencies in planned provision arising from the work site survey, and they must carry out an on-site risk assessment.

b) Monitor site safety

In this element delegates will monitor the safety of the site, ensuring that health and safety requirements are met in relation to site operations and site conditions. They will need to ensure that the appropriate equipment is available on site and in sound working condition, and that the personal protective equipment being used is suitable to the requirements of the site and the operation. They must check that an on-site risk assessment has been carried out. They will need to show that they know what action must be taken to remedy any risks to site safety.

c) Monitor action taken to protect pedestrians, vehicular traffic and site personnel

In this element delegates will need to ensure that the action taken to protect pedestrians, vehicular traffic and site personnel is appropriate to the requirements of the prescribed operation, the site location and those with special needs. They will need to ensure that the provision of footways, traffic lanes and safety zones minimises disruption to pedestrians and vehicular traffic and provides for their safety, that adequate safety provision is made and that delay and inconvenience are minimised for pedestrians, vehicles and plant within the confines of the working area. They will need to ensure that personal protective equipment used is suitable to the prescribed operation, and that equipment is inspected prior to use and positioned and removed in the specified sequence. They will need to demonstrate that they know what action must be taken to remedy problems identified with the provision made to protect pedestrians, vehicles and site personnel.

d) Monitor provision of portable traffic signals

In this element delegates will need to ensure that they monitor the provision of portable traffic signals, including both proprietary electrical or engine powered portable traffic signals and Stop/Go boards. They will need to monitor the inspection and testing of signals prior to use, and ensure that the requirements of the site location and the prevailing traffic conditions are taken into account. They will need to demonstrate that they know what action must be taken to remedy any problems identified with the provision of portable traffic signals.

UNIT S02 -Monitor Excavation in the Highway

This unit covers the requirements that operatives must meet when carrying out excavation activities in the highway. **You must ensure that you act in accordance with all current specifications and procedures and that you identify and follow safe working practices at all times when monitor operatives carrying out the activities covered in the unit. The Code of Practice specified in this unit is *Specification for the Reinstatement of Openings in Highways*.** The unit contains the following four elements, which you must cover:

a) Monitor operatives Identify different types of footway and carriageway

In this element delegates will need to identify the main types of footway and carriageway correctly. You will also need to identify the construction layers within the main types of footway and carriageway

b) Monitor Excavate in the highway

In this element delegates will need to select suitable equipment to carry out excavation activities. They must ensure that materials are excavated according to specifications and that areas of high risk are excavated with caution. The working methods that you select must minimise subsequent reinstatement. They must ensure that trenches are excavated to the correct dimensions.

c) Monitoring Supporting underground apparatus during excavation

In this element delegates will need to take appropriate action to report any damaged utilities' apparatus that they identify. They must also ensure that they support exposed utilities' apparatus safely and that they have sufficient quantities of materials available to provide adequate trench support.

d) Monitor operatives Identify, select and store excavated materials for re-use as backfill

In this element delegates will need to identify and select different types of materials that are suitable for re-use as backfill. They must ensure that re-usable materials are safely stored and protected from contamination and excessive drying or wetting, and that they store materials that are unsuitable for re-use safely on the site and ensure that procedures are in place for their safe disposal.

UNIT S03 Monitor Reinstatement and Compaction of Backfill Material

This unit covers the requirements that you must meet when monitoring excavations/ opening in highways. **You must ensure that you act in accordance with all current specifications and procedures and that you identify and follow safe working practices at all times when carrying out the activities covered in the unit. The Code of Practice specified in this unit is *Specification for the Reinstatement of Openings in Highways*.** The unit contains the following four elements, which you must cover:

a) Monitor operatives Identify different types of footway and carriageway

In this element delegates will need to identify the main types of footway and carriageway correctly. They will also need to identify the construction layers within the main types of footway and carriageway

b) Monitor Operatives Select materials for backfill

In this element delegates will need to identify and select excavated materials for re-use as backfill and ensure that they are appropriately and safely stored on site. They must identify, unload and store imported materials that are suitable for use as backfill safely and correctly. They will need to store all materials on site without obstructing or damaging facilities and street furniture, and they will need to identify the correct backfill materials to use as surround to utilities' apparatus and in sensitive areas.

c) Monitor operatives Backfill excavation

In this element delegates must monitor backfill of the excavation, selecting the appropriate equipment to use for the specific operation. They will need to reinstate the backfill layer to the correct level and complete the operation without damaging underground utilities' apparatus. They must also compact the backfill materials to provide a firm base for advancement

d) Monitor Disposal of surplus material

In this element delegates will dispose of surplus material. They will need to identify materials that are unsuitable for re-use or are surplus to requirements, and ensure that safe temporary storage is provided for them on site. They must load all materials for disposal safely for transportation, using the appropriate equipment, and they must leave the site in a clean and safe condition.

UNIT S04 –Monitor Reinstatement of Sub-base and Base in Non Bituminous Materials

This unit covers the requirements that you must meet when monitoring the reinstatement of sub-base and base [Roadbase] in non-bituminous materials. **You must ensure that you act in accordance with all current specifications and procedures and that you identify and follow safe working practices at all times when carrying out the activities covered in the unit. The Code of Practice specified in this unit is *Specification for the Reinstatement of Openings in Highways*.** The unit contains the following four elements, which you must cover:

a) Monitor selection of non-bituminous materials for use in carriageway and footway reinstatement

In this element delegates will monitor the selection and storage of non-bituminous materials for use in reinstatement. They must ensure that appropriate materials are selected for use and that the on-site storage arrangements for materials are appropriate and safe. They will also need to check that sufficient quantities of materials are obtained for the prescribed operation, and to demonstrate that they know the remedial action to take where they identify any deficiencies in the selection and storage of the materials.

b) Monitor selection of plant used for the compaction of sub-base and base [Road-base] material

In this element delegates will need to monitor the selection of the compaction plant for the sub-base and base [Road-base] materials, ensuring that the appropriate considerations are taken into account, including its efficiency, its suitability to the location, materials and site dimensions and access provisions and that it is the

most suitable plant to use when compared with other permitted options. They must also ensure that the necessary safety checks have been carried out to ensure that the equipment is fit for purpose. Where they identify any problems with the selection of the plant, they must show that they know the appropriate remedial action to take.

c) Monitor construction of sub-base and base [road-base] materials

In this element delegates will monitor the construction of the sub-base and base [Road-base] materials, checking that the layer is constructed according to the specification, and that appropriate equipment and materials are used for the operation. They must also check that the layers are constructed with the appropriate compaction level, and that they are of the required thickness and degree of compaction. They will need to show that you know the remedial action to take where any problems are identified with the construction of the layers

d) Monitor site safety

In this element delegates will monitor site safety throughout the reinstatement operation, ensuring that health and safety requirements are met in respect of site operations and site conditions. They will need to ensure that the appropriate equipment is available on site, in sound working condition, and that safe working practices are followed throughout the operation. They must show that they know what action must be taken to remedy any risks to site safety.

UNIT S05 -Monitor Reinstatement of Cold-Lay Bituminous Materials

This unit covers the requirements that you must meet when monitoring reinstating cold-lay bituminous materials in highways. **You must ensure that you act in accordance with all current specifications and procedures and that you identify and follow safe working practices at all times when carrying out the activities covered in the unit. The Code of Practice specified in this unit is *Specification for the Reinstatement of Openings in Highways*.**

The unit contains the following three elements, which you must cover:

a) Monitor Operatives Identify different types of footway and carriageway

In this element delegates will prepare the layer of pavement structure to receive cold-lay surfacing materials, by removing all loose matter, making good any defects in the Road base, re-position displaced ironwork, kerbs and edge restraints and checking that the pavement layer construction is correct

b) Monitor Selection of materials for backfill

In this element delegates will construct the cold-lay bituminous surfacing layer, selecting the appropriate equipment to use for the prescribed operation. They will need to ensure that the cold-lay bituminous material is correctly handled and stored, check that it meets the requirements of the specification, compact it correctly using suitable equipment and seal the edges correctly.

c) Monitor Backfill excavation

In this element delegates will dispose of surplus material. They will need to identify materials that are unsuitable for re-use or are surplus to requirements, and ensure that safe temporary storage is provided for them on site. They must load all materials for disposal safely for transportation, using the appropriate equipment, and they must leave the site in a clean and safe condition.

UNIT S07 – Monitoring, Reinstatement of Modular Surfaces in Concrete Footways

This unit covers the requirements that you must meet when monitoring the reinstatement of modular surfaces and concrete footways. **You must ensure that you act in accordance with all current specifications and procedures and that you identify and follow safe working practices at all times when carrying out the activities covered in the unit. The Code of Practice specified in this unit is *Specification for the Reinstatement of Openings in Highways*.** The unit contains the following four elements, which you must cover:

a) Monitor reinstatement of concrete blocks [or similar materials] in either carriageways or footways

In this element delegates will monitor the reinstatement of concrete blocks, ensuring that suitable materials and equipment are selected for the operation and that any defects in the sub-base are identified and made good using the appropriate materials. They will need to monitor the reinstatement operation, and check that bedding materials are laid correctly, that the compaction of the surface layer and any necessary jointing is carried out correctly and that the reinstated surface matches the existing modules. Where you identify any

problems with the reinstatement of concrete blocks, they demonstrate that you know the appropriate remedial action to be taken.

b) Monitor reinstatement of paving slabs in footways

In this element delegates will monitor the reinstatement of paving slabs, ensuring that suitable materials and equipment are selected for the operation and that any defects in the sub-base layer are identified and made good using the appropriate sub-base materials. They will need to monitor the reinstatement operation, and check that bedding materials are laid correctly, that the compaction of the surface layer and any necessary jointing is carried out correctly and that the reinstated surface matches the existing modules. Where you identify any problems with the reinstatement of the paving slabs, they demonstrate that they know the appropriate remedial action to be taken.

c) Monitor reinstatement of concrete footways

In this element delegates will monitor the reinstatement of concrete footways, ensuring that suitable materials and equipment are selected for the operation and that any defects in the sub-base layer are identified and made good using the appropriate sub-base materials. They will need to monitor the reinstatement operation, and ensure that compaction and curing of the concrete is carried out correctly. Where you identify any problems with the reinstatement of the concrete footway, they demonstrate that they know the appropriate remedial action to be taken.

d) Monitor Site Safety

In this element delegates will monitor site safety throughout the reinstatement of modular surfaces and concrete footways, ensuring that health and safety requirements are met in respect of site operations and site conditions. They will need to ensure that the appropriate equipment is available on site, in sound working condition, and that safe working practices are followed throughout the operation. They must show that they know what action must be taken to remedy any risks to site safety.