

# Policy on access to the Scottish Road Works Register

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Version 1

The Scottish Road Works Commissioner wants to make it clear which users/organisations can be given access to the Scottish Road Works Register. The following four principals set out what is allowable. They are designed to allow organisations to set up multi-organisation users (e.g. a contractor working on behalf of multiple undertakers) without allowing access to the register to an organisation which should not have, or access on behalf of an existing authority/undertaker that was not authorised. The principals are:

- Notices can only be created by, or created on behalf of, an organisation which the Commissioner recognises as a road works authority or an undertaker (as defined in the New Roads and Street Works Act).
- Only a recognised road works authority or undertaker can add users to the SRWR. This can be delegated by a recognised road works authority/undertaker to another organisation, but such authorisation must be clearly documented.
- Only a recognised road works authority or undertaker can determine which users have access to carry out actions on the SRWR in their name. This can

be delegated by a recognised road works authority/undertaker to another organisation, but such authorisation must be clearly documented.

- Only a recognised road works authority or undertaker can determine the access rights granted to users accessing the SRWR on their behalf. This can be delegated by a recognised road works authority/undertaker to another organisation, but such authorisation must be clearly documented.

Note:

Some user administration tasks may be further delegated to the SRWR Service provider for the Support Desk staff to perform on behalf of a road works authority/undertaker. Again any such authorisation must be clearly documented.

Delegated authority can be revoked at any time by the relevant road works authority/undertaker.