

— OFFICE OF —
THE SCOTTISH
ROAD WORKS
COMMISSIONER



BUSINESS PLAN 2020-21

INTRODUCTION

The Scottish Road Works Commissioner (SRWC) is an independent public official, appointed by and accountable to the Scottish Ministers. The SRWC acts as a regulator for the Roads Authorities and Utility Companies undertaking works in Scotland's roads.

As well as the Commissioner's duties as an independent regulator, the SRWC oversees improvements to the planning, co-ordination and quality of road works in Scotland. The Commissioner is responsible for promoting good practice across the sector and can impose financial penalties to drive compliance when necessary.

This Business Plan is the first business plan under the Scottish Road Works Commissioner's Corporate Plan 2020-2023. The plan has been developed to work towards the Vision of the Scottish Road Works Commissioner (SRWC) which is set out in the Corporate Plan.

“to minimise disruption to the travelling public by improving the planning, co-ordination and quality of road works in Scotland.”

As an independent public official the SRWC's overall strategy for the office aligns with updated National Performance Framework (NPF). The SRWC's vision aims to contribute to the 11 revised Scottish National Outcomes set out by the Scottish Government as part of the NPF. These were reflected in the SRWC business objectives for the 2018-19 period and are further addressed in this plan.

This Business Plan sets out the Commissioner's objectives, in pursuance of his Corporate Aims (2020-23) for the year 2020-21.

ACCOUNTABILITY

The Scottish Road Works Commissioner is appointed by the Scottish Ministers. The post is sponsored by Transport Scotland, an agency of the Scottish Government. As part of this accountability, the SRWC produces a Corporate Plan detailing the strategic outlook for the office of the Scottish Road Works Commissioner. The Commissioner must also lay an annual report and financial account before the Scottish Parliament.

Angus Carmichael was appointed as Scottish Road Works Commissioner in September 2015 for an initial period of 2 years. This period was later extended up to 5 years (ending 2020) to provide continuity during the strategic ministerial review of the status and functions of the post. This is Angus Carmichael's fifth formal Business Plan as SRWC.

FUNCTIONAL CONTEXT AND FOCUS FOR 2020-21

The Scottish Road Works Commissioner is empowered by the Transport Scotland Act to regulate road works in Scotland.

As detailed the 2019-20 Business Plan, 2019 was a busy year and the Transport (Scotland) Act 2019 received royal assent. The new Act makes provision for a number of new functions and powers available to the SRWC.

The Scottish Government has advised that they are developing commencement orders and regulations over the next 2 years to implement the provisions set out in the Act.

The SRWC and his office will be focused on readying the office to regulate road authorities and utility companies in respect of these new provisions, building on work already carried out.

The Scottish Road Works Register was retendered in 2017 and a new contract commenced in April 2018. As part of this contract a significant upgrade to the SRWR was planned for April 2020, due to the national Covid-19 crisis the update has been postponed, however it is still expected within the life of this business plan. The Commissioner's office will work with the contractor to ensure timeous delivery with minimum disruption.

The SRWC will also continue to provide assistance in developing best practice and driving improvement across the sector, through performance monitoring, technical review and internal governance.

SCOTTISH ROAD WORKS COMMISSIONER'S CORPORATE AIMS

The Scottish Road Works Commissioner has 4 overarching corporate aims, as set out in the Corporate Plan 2020-2023, to achieve the overarching vision for his office and to maintain the standards set from previous years. This is the first year of the current SRWC Corporate Plan (2020-2023), which covers the remainder of Angus Carmichael's term as SRWC and provides clear direction going forward.

The aims are as follows:

- 1. To monitor the carrying out of works in roads in Scotland;***
- 2. To ensure compliance with road works legislation and the obligations imposed under it;***
- 3. To promote good practice; and***
- 4. To ensure the effective operation of the Commissioner's office.***

SRWC BUSINESS AREAS

The SRWC has a small office and a defined remit. To promote collaborative and effective working the Commissioner has structured the business areas around the corporate priorities set out in his Corporate Plan. Each business area is further broken down further in individual staff work plans.

POLICY AND STRATEGY

Corporate Priority	To promote good practice and to ensure compliance with road works legislation and the obligations imposed under it.
Leader	Head of Policy and Strategy
Purpose	Road Works in Scotland are currently governed by the New Roads and Street Works Act 1991 and the Transport (Scotland) Act 2005. A new piece of legislation, the Transport (Scotland) Act 2019 received royal ascent in November 2019 and as previously noted contains provisions to increase the powers of the SRWC as well as providing further parity across the sector. It is likely that there will be significant changes to the way the SRWC office operates as well changes for the wider road works community. The SRWC is focused on assisting Transport Scotland with the development of additional guidance and regulations over the next year. It is likely that the new Act will introduce significant changes to the road works legislative landscape in Scotland. This requires to be monitored and reviewed to ensure existing Codes of Practice align.
Programmes	Review of the Specification for the Reinstatement of Openings in Roads. Supporting Transport Scotland during the development of commencement orders and regulations associated with the Transport (Scotland) Act 2019. Monitoring compliance and internal governance.



PERFORMANCE

Corporate Priority	To monitor the carrying out of works in roads in Scotland.
Leader	Performance Manager
Purpose	Management of indicators, statistical information and data contained in the Scottish Road Works Register, allowing analysis of trends and providing evidence of good practice or non-compliance for escalation.
Programmes	Issue of annual Performance Reviews (PRs). monitoring of community compliance and producing the community indicator reports. Development of new indicators in line with new powers. Escalation of matters concerning non-compliance.

SCOTTISH ROAD WORKS REGISTER

Corporate Priority	Delivery and Management of the Scottish Road Works Register (Compliance)
Leader	SRWR Manager
Purpose	The New Roads and Street Works Act 1991 requires that all those carrying out road works in Scotland provide information to the Scottish Road Works Register, the contract for this is managed by the SRWC as the “Keeper of the Register”. The Register must be available for organisations to carry out their statutory duties.
Programmes	Collection of fees. Review of enhancements. Organisation of training. Contract review and monitoring. Contractual management of the programmed major upgrade to the SRWR. Reviewing the capability of the SRWR in line with potential changes which may be required as a result of the Transport (Scotland) Act 2019.



TECHNICAL STANDARDS

Corporate Priority	Promotion of good practice and quality review.
Leader	Technical Standards Manager
Purpose	The technical standards function is required to drive improvement across the road works community, review and provide expertise for technical documents and specifications as well as increased scrutiny of road works sites across Scotland.
Programmes	Preparation for the creation of an Inspectorate. Technical input into the HAUC (UK) Training and Accreditation (TAG) group and Road Works Scrutiny. General safety and technical enquiries.

BUSINESS AND GOVERNANCE

Corporate Priority	Effective operation of the Commissioner's office.
Leader	Head of Policy and Strategy/Business Manager
Purpose	Effective operation of organisation within budget.
Programmes	Publication of the annual report and accounts. Financial management and day to day accounts. Review of internal governance in line with the FReM and Scottish Government standards.



MONITORING AND REPORTING

The SRWC will monitor and review the progress against this plan on a quarterly basis. This will allow any necessary action to be taken should this be required.

RESOURCES

The Grant in Aid allocated by the Scottish Government for the SRWC 2020-21 is £375,000. This business plan identifies activities to be completed and spending expected within the 2020-23 financial year in pursuance of the Commissioner's purpose, reflecting best value, in line with the Public Services Reform Act 2010, whilst also being open honest and accountable.

The Commissioner is the legislative Keeper of the SRWR. This is funded through The Scottish Road Works Register (Prescribed Fees) Regulations 2019 and The Scottish Road Works Register (Prescribed Fees and Amounts) Regulations 2008. The amount collected for 2019/20 was £855,000.

FEEDBACK / CONTACT US

The Scottish Road Works Commissioner is committed to providing a quality service for the road works community and the people of Scotland. To assist and improve this process, the Commissioner would be pleased to receive feedback and your views on the planning of the service. Alternatively, if you have any comments or complaints about our service please let us know. All feedback received will be used to inform future plans



You can phone us on **0131 244 9936**



You can email us at **enquiries@roadworks.scot**



You can contact us by post at

Scottish Road Works Commissioner

E Spur , Saughton House

Broomhouse Drive

Edinburgh

EH11 3XD

ACCESSIBILITY AND INCLUSION

This document may be available in other formats, please contact us if you wish to discuss this matter.