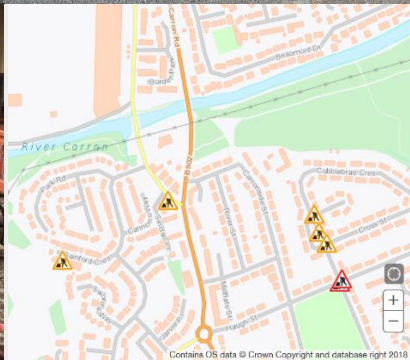


— OFFICE OF —

THE SCOTTISH ROAD WORKS COMMISSIONER



BUSINESS PLAN 2019-20

INTRODUCTION

This Business Plan is the second business plan under the Scottish Road Works Commissioner's Corporate Plan 2018-2020. 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.

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 sets out the Commissioner's objectives, in pursuance of his Corporate Aims (2018-20) for the year 2018-19.

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 fourth formal Business Plan as SRWC.

FUNCTIONAL CONTEXT AND FOCUS FOR 2019-20

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

As detailed the 2018-19 Business Plan, a consultation on “Raising Standards and improving the Quality of Road Works in Scotland” was run by Scottish Government in 2017.

The consultation report, its recommendations and the response by government have informed part of the ‘road works’ section of the current Transport Bill. The bill has provisions for new functions and powers available to the SRWC, including settling the juristic status of the post and creating an inspectorate.

The Transport Bill is currently at Stage 2 in the Scottish Parliament and the Scottish Road Works Commissioner will continue to support the Scottish government in the progress of this work.

The Scottish Road Works Register was retendered in 2017 and a new contract commenced in April 2018. As part of this contract, new software, called Aurora, shall be implemented in April 2020. 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, though 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 2018-2020, to achieve the overarching vision for his office and to maintain the standards set from previous years. This is the second year of the current SRWC Corporate Plan for 2018 – 2020, which covers Angus Carmichael’s term as SRWC.

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

Corporate Priority	To promote good practice and to ensure compliance with road works legislation and the obligations imposed under it.
Leader	Policy Manager
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 Transport Bill is currently partially way though the parliamentary process and the SRWC is focused on assisting Transport Scotland with this. It is likely that the new bill will introduce significant changes to the road works legislative landscape in Scotland. This requires to be monitored and reviewed to ensure Codes of Practice align.
Programmes	Review of the Specification of Reinstatement of Openings in Roads. Supporting Transport Scotland during the Transport Bill process. 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 and statistical information data contained in the Scottish Road Works Register, allowing analysis of trends and provide evidence of non-compliance for escalation.
Programmes	Issue of Annual Performance Reviews. Monitoring of community compliance and producing the community indicator reports. 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. Reviewing the capability of the SRWR in line with potential changes which may be required as a result of the new Transport Bill.

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 possibility of an Inspectorate. Technical input into the HAUC (UK) Training and Accreditation (TAG) group and Road Works Scrutiny.

BUSINESS AND GOVERNANCE

Corporate Priority	Effective operation of the Commissioner's office.
Leader	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 2019-20 is £375,000. This business plan identifies activities to be completed and spending expected within the 2018-20 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 Prescribed Fees Regulations 2018 and Prescribed Amounts Regulations 2008. The amount collected for 2018/19 was £750,000.

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



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ACCESSIBILITY AND INCLUSION

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