

— THE OFFICE OF THE —

SCOTTISH ROAD WORKS COMMISSIONER

PUBLIC SERVICES REFORM (SCOTLAND) ACT 2010

SUSTAINABILITY, EFFICIENCY, EFFECTIVENESS AND ECONOMY STATEMENT

The Scottish Road Works Commissioner (SRWC) has a duty to report on how, through the exercise of the Commissioner's functions, steps have been taken to promote and increase sustainable growth and to improve efficiency, effectiveness and economy.

This is the SRWC's statement for the financial year **1 April 2015- 31 March 2016**.

FUNCTIONS OF THE COMMISSIONER

As set out in the Transport (Scotland) Act 2005, there are three statutory functions that the Commissioner is required to undertake –

- (a) Monitoring the carrying out of works in roads in Scotland;
- (b) Promoting compliance with the New Roads and Street Works Act 1991 Act and the obligations imposed under it; and
- (c) Promoting the pursuit of good practice.

EFFICIENCY, EFFECTIVENESS AND ECONOMY

The Office of the Scottish Road Works Commissioner (OSRWC) is a small organisation, with 6 members of staff and the Commissioner. Notwithstanding this, every effort has been made to improve efficiency, effectiveness and economy in terms of managing the OSRWC.

EFFICIENCY AND EFFECTIVENESS

The majority of the OSRWC resources are dedicated to meeting the statutory obligations set out by the Transport (Scotland) Act 2005 and to achieve this, the majority of the OSRWC financial resource is spent on staffing. The previously noted (2014/15) high turnover of staff in the Commissioner's office has since settled. The current Commissioner, after conducting a role appraisal, decided not to fill the post of Head of Operations, when the previous post holder left in December 2015. The office now has a staffing level of 5 FTE staff and the Commissioner.

The skilled and professional staff working for the Commissioner are the main asset for the organisation. To ensure a level of retention and development, the Commissioner has continued to identify ways to support and develop staff. During 2015/16, a full review of OSRWC human resources policies and procedures was undertaken and conditions were aligned to that of the Scottish Government. In addition a structured performance and develop management system was prepared for implementation in 2016/17 in order that the Corporate Aims of the OSRWC are achieved.

During 2015/16, the OSRWC reviewed its risk management process and implemented an enhanced version of the SPFM risk register. Mitigation measures have been put in place to reduce to take the risks to an acceptable level. It is intended that further policy review will be undertaken in 2016-17 in order to further improve efficiency and effectiveness.

ECONOMY

The Office of the Scottish Road Works Commissioner is located in Saughton House which is part of the Scottish Government estate. The annual cost is estimated to be approximately 25% of the cost of leasing commercial premises as other similar organisations do. In addition to the financial benefit afforded by this accommodation, the OSRWC utilise the following shared services, benefiting from economies of scale:

- IT, payroll and pension services provided by the Scottish Government.
- Scottish Government banking services, including the cost benefits from the competitive rates.
- Scottish Government SEAS payment system.

Procurement of major services such as the supply of the Scottish Road Works Register has been by means of competitive tender. The re-tender for the Scottish Road Works Register (2016) is currently on going and the Commissioner has an agreement with the Scottish Government for support and resources to reduce the procurement costs and risks

SUSTAINABILITY

The Commissioner's primary functions are those laid out in the Transport (Scotland) 2005 and as detailed at the start of this report. The OSWRC is a small organisation with a specific remit and therefore it is challenging to make a significant contribution to sustainable growth. OSRWC uses all reasonable endeavours in pursuance of sustainability through management of staff and resources.

CARBON MANAGEMENT

As noted the OSRWC is accommodated within the Scottish Government estate and as such utilises opportunities and facilities provided by the Scottish government for Carbon Management. In pursuance of sustainability the staff of the OSRWC are encouraged to:

- Reduce the need to travel.
- To take public transport if travel is necessary.
- Choose more sustainable transport for commuting, if possible.
- Use recycling facilities where available in Saughton House.
- Use recycled office materials where possible.

In order to reduce travel by personal vehicle, in 2015/16 the Commissioner provided a pool vehicle for use by staff on official business.

PURSUANCE OF COMMISSIONERS FUNCTIONS

In undertaking the functions outlined above, the Commissioner contributes towards more effective planning, co-ordination and quality of road works in Scotland. This, in turn, leads to a reduction in the disruption caused by such works and therefore contributes towards sustainable growth within Scotland. Less disruption means less delay and reduced delays on the roads can have a reducing effect on carbon emissions.

The Commissioner also promotes good practice; this can include the use of recycled materials for use in road works.

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