

APPENDIX 2

OFFICE OF THE
SCOTTISH ROAD WORKS COMMISSIONER

IMPROVEMENT PLAN

This is a dynamic proforma that requires monitoring. The proforma should be completed before your organisation initially meets with the SRWC. The document is not intended to be printed and requires to be signed off by SRWC.

Organisation: **Aberdeen City Council**
Responsible Manager: **Doug Ritchie**
Contact Telephone Number: **01224 523325**

Issue	Noticing Failures	Contact Details	Late Starts	Overrunning works	Category A Inspections YTD	
Source	R2a	R24	R10	R6	Quarterly Inspections	
Expectation of Performance	<4%	0	<1%	0	100%	
Current Organisation Performance (SRWC PR 17/18)	26%	389	7%	37	77%	
Identified cause(s) of failure	incorrect information entered onto Symology.	A message appeared when an early start request was issued - the was no issue with the information as contained within the mandatory fields and we are unsure as to why this has appeared ?	No late starts have been recorded for Q1 although a number of early starts have been required. This is due to the requirement to get the annual works programming up and running, which was delayed due to later than usual confirmation from the relevant Committee.	Greater emphasis has been placed on ensuring that better coordination is carried out at all stages of the works.	Previously, a shortage of inspectors, along with their requirements to undertake other duties, resulted in a number of Cat 'A' inspections being missed.	
Proposed Action	The 9 identified failures all have the prefix code of S0030 and are all linked to jobs previously halted due to the lockdown. Clarification is requested as to what this refers to, in order to avoid similar issues at a later date. Also, all are listed as potential failures, rather than actual and clarification is required to the status of this.	on track	5 jobs required Late starts and these were due to both the ongoing Spaces for People project and the extreme flooding which took place in August.	No jobs closed late this quarter.	on track	
Expected Delivery Date	Limited resources, and the continued short-notice redeployment onto 'Spaces for People' project is impacting on delivery and communication across the relevant parties internally. This should settle down soon.	ongoing	Limited resources, and the continued short-notice redeployment onto 'Spaces for People' project is impacting on delivery and communication across the relevant parties internally. This should settle down soon.	now on track	ongoing	
Summary	Position at End Q3 2018/19	4%	12	8%	25	116%
	Position at End Q4 2018/19	4%	0	2%	22	229%
	Position at End Q1 2019/20	2%	1	0%	1	211%
	Position at End Q2 2019/20	1%	1	1%	2	124%
	Position at end Q3 19/20	1%	4	1%	2	166%
	Position at end Q4 19/20	6%	0	11%	4	100%
	Position at end Q1 20/21	8%	1	15%	0	144%
	Position at end Q2 20/21	20%	0	11%	0	90%
Position at end of Q3 20/21						
Date Achieved						
Reason for variance						