



Review of Street Works Act Organisation Codes

GeoPlace Lane Rental Industry Publication

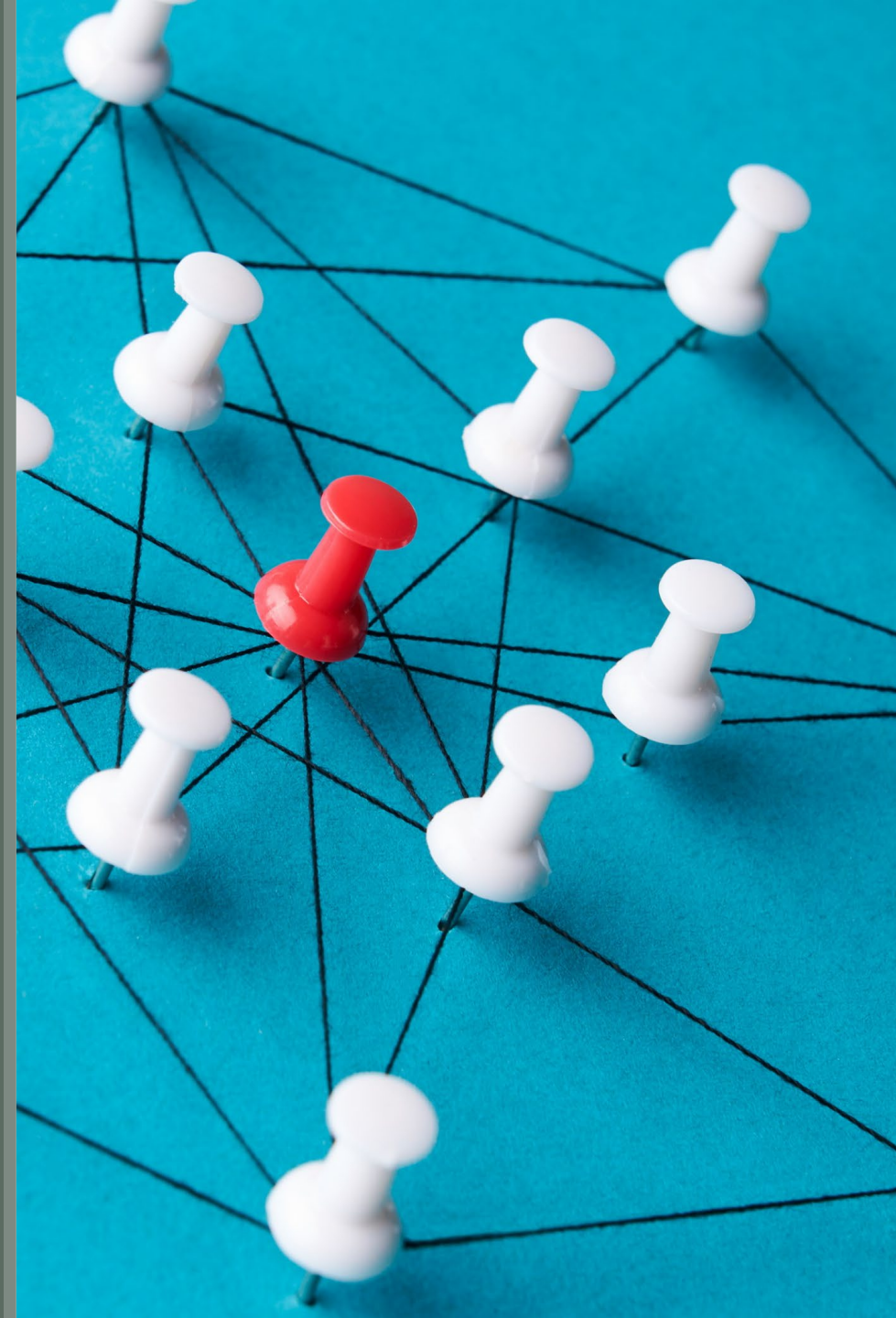
Introduction

The Street Works Act (SWA) Code, along with the Unique Street Reference Number (USRN), are fundamental to the management and coordination of street and road works either via noticing or permitting. Also known as the Department for Transport (DfT) data capture code, the SWA code list was created to provide the official list of organisations that have rights and technical ability to undertake street works and road works.

Each organisation is allocated a four-digit code (with an additional character alphanumeric prefix code) allowing them to be easily identified in all communications between promoters with the local authority. This is technically simpler than using full organisation names but also gives automatic reassurance that the bodies have legal powers and are appropriately licensed to carry out works. Any organisation with statutory powers to undertake works on the highway, can apply for a code. Most typically, though not exclusively, these powers fall under the Highway Act 1980, the New Road and Street Works Act (NRSWA) 1991 or Traffic Management Act (TMA) 2004.

This means organisations with a code fall into three broad areas:

- Local authorities
- Statutory undertakers
- Other government or statutory bodies





Replacement of EToN with Street Manager

Under the Electronic Transfer of Notices (EToN), organisations with a code were able to send notices and permits of intent to undertake works on the street, however with the replacement of EToN with the DfT Street Manager system this code will enable access. Without it, they will be unable to access the [National Street Gazetteer](#) (NSG) to plan works or to raise intent (unless contracted to do so by an organisation with a code).

Since 2012 GeoPlace has managed the allocation of new SWA codes. However, provision of a code is not simple, as it ensures promoters working on the highway are trained or insured. On any new request for a SWA code (the service can be found [here](#)), GeoPlace undertakes various checks to ensure that the organisation meets the core requirements:

- ♦ Companies House status
- ♦ Statutory undertaker rather than contractor
- ♦ Regulated by a government regulator (Ofgem, Ofwat or Ofcom)

If these requirements are met, the final stage is formal sign off by the Highway Authorities and Utilities Committee (HAUC(UK)).

This project sought to review SWA codes to ensure they were current, check the core requirements were still being met and removing/amending codes as necessary, as changes in the industry are frequent, with organisations changing names, merging or ceasing to exist. Undertaking a review was also crucial to mitigate any licensing implications for Street Manager, as well as, enabling the correct access to be provided.



The Project

The project was split into 3 phases: review allocation of 4-digit codes and prefixes, research and review of organisations and deliver findings to the industry.

Both the SWA codes and the prefixes remain integral to street works coordination and have now been hard coded into the work streams of the street manager system. However, with an increased number of statutory undertakers applying for codes, the code generation structure was no longer fit for purpose.

The review found that issued 4-digit codes are still an appropriate structure and type of code but that an extension is needed to available SWA_ORG_PREFIX codes as there are insufficient codes for growth. A new alpha-numeric convention will apply to any new SWA code being created. All new SWA_ORG_PREFIX allocations will now take the format of a single character prefix and then a numeric value between 1 – 9.

This process will ensure the generation of codes is future proofed, without risk of duplication.

Review of Issued Codes

Issued codes can generally be split into the following types: local highway authorities, statutory undertakers, Scottish organisations, fire & rescue, software & solutions providers and government. The decision was made to keep these organisations separated initially to simplify the reviewing process. The data collected for local highway authorities was up to date as it is required for submission of the data to the [NSG](#). The four remaining types were the focus of the review, 436 in total.

Working with key stakeholders, the project team identified the required information to ensure data on the organisations was useful. This included current and previous company contact details, regulation information and inactive organisation information. The next key step was to test the information for accuracy. It was clear that some organisations had more than one entry in Companies House, particularly where merges had taken place. However, there was no definitive confirmation and therefore communication was specifically sent out to organisations with their current and proposed information. This proved useful leading to an increase in plant enquiry details.

Companies House provides a service where organisations can be followed, with alerts. To ensure information remained up to date, alerts were set up to follow each reviewed organisation. Regulators were also contacted to receive a feed of organisations joining and leaving. Through increased visibility of SWA codes, it is anticipated organisations will be encouraged to contact GeoPlace when any changes are made.





Delivery of Findings

A key aspect of this project was to increase visibility of. Previously the focus was distribution of a basic dataset to identify organisations on the code list and create a downloadable file for software suppliers to use.

While the delivery of files that can be interpreted continued, the decision to redesign the reports was made, making the much more user friendly and the ability to filter based on specific user needs. However, with increased functionality for interpretation, it remained vital that the output was protected from being edited. An improved landing page was also created, which can be viewed [here](#), with the aim of providing clear information on why the list and codes exist.

When redesigning the reports and creating a new homepage, initial discussions and eventual sign off was sought from both the DfT and HAUC(UK).

The review identified the following breakdown (inclusive highway authorities):

Active organisations	446
Inactive organisations	194
Organisations registered for Street Manager	118

In total, over 6,500 pieces of information were reviewed and recorded where possible, including:

Organisation names updated	266
Licences recorded	194
Plant enquiry identified	7
Websites recorded	173
Previous and/or other organisation names collected	543

Outcomes

- Increased reliability and clarity of data to enable the DfT to determine who can access Street Manager and ensuring they are correctly regulated.
- Comprehensive and reliable view of organisations that can undertake works on the street, and those that have been able to in the past. Although still retained in GeoPlace's Customer Relationship Management (CRM) System, some organisations have been removed from the code list, where criteria were not met.
- Historic visibility of a SWA code. Additional information has been collected relating to previous organisation names, parent companies and whether the organisation has been merged. This information now gives visibility of the history of a code and where liabilities for reinstatement and apparatus may exist.
- Both the SWA code and the prefix remain fundamental to recording information when carrying out street and road works. This review has ensured that there will be continuous provision of codes in the future, with the prefixes becoming alphanumeric. Furthermore, linking the SWA code list more closely with the information at Companies House ensures that GeoPlace is now alerted when changes to an organisation occur. This means that information is maintained on both new organisations as well as those that already exist on the list.
- Improved presentation of information. Previously the list was provided in machine readable comma separated value (CSV) format, mainly aimed at software providers. The new report is now easier to interpret with the ability to filter, providing a much better and simpler user experience. The original format file will still be published alongside a new file with only active organisations (as per Companies House).
- The inclusion of additional information on what an organisation is regulated to undertake. This ensures greater visibility for both DfT and local authorities when coordinating street works.

Benefits



Lessons Learnt

One of the key difficulties was the extent to which the list had become outdated. Processes have been put in place to trigger checks but it is the responsibility of all parties involved to ensure moving forward, the list is maintained. The project also highlighted the value of consistent and regular discussions with organisations/bodies that use or refer to the list.

Conclusion

The DfT Street Works Act (SWA) Code Review is considered a successful project, with the predominant outcome being that there is a list of organisations that the industry can rely on.

Overall, the review has been a very effective project, with a comprehensive list of organisations that have the powers and/or are regulated to work in the street.

Additionally, it has engaged organisations on the SWA code list and subsequently made it much more visible, with the advantage of extra information that the industry can use moving forward, receiving positive feedback from HAUC and the DfT, it is now highly regarded.

The key to the sustained success is the continued maintenance to ensure it remains up to date. Measures have been put in place to ensure this will occur though it still requires support from the industry. As the industry progresses, more information and a more comprehensive review may be required.



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TfL Lane Rental Scheme

Optimising customer journeys through the delivery of safer, innovative and sustainable roadworks

