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| **Minute of RAUC(S) Gazetteer Group**  **Meeting held on Thursday 28th March 2022 by MS Teams** | |
| **Present**: | Roger Garbett (chair), Improvement Service (RG)  Martin Large, Symology (ML)  Alison MacLeod, Highland Council (AM)  Eileen McIntyre, City of Edinburgh Council (EM)  Iain Ross, Scottish Road Works Commissioner (IR)  David Spence, Shetland Council (DS)  Ron Wilkinson, Improvement Service (RW)  Brian Wilson, Scottish Borders Council (BW)  Gerry Percy, Glasgow City (GP)  Kevin Hamilton, Scottish Road Works Commissioner (KH)  Alex Ramage, Transport Scotland (AR) |
| **Apologies**: | Gordon Henderson, Falkirk Council (GH)  Tony Black, Transport Scotland (TS) (Awaiting a replacement) |

|  | **Action** |
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| Welcome & Introductions |  |
| RG welcomed all to the meeting. |  |
| Apologies |  |
| As above |  |
| Minute of Previous Meeting – 3rd February 2021 |  |
| The minute was amended to show WDM instead of WDN and then confirmed as accurate.  Actions carried over from previous meeting:   * Contacting Network Rail – AR met with Network Rail and IR also met with Network Rail – further developments regarding a possible submission using their current software solution. RG to follow up with an email to check progress. * RG stated that the Conventions, Data Compliance guide and SDTF documentation has now been published and is available in the library on the OSG website. * LEZs – AR has spoken to Kat Quane and could be added in as part of legislation (introduced in a Statutory Instrument (SSI)) or as Special Engineering Difficulty (SED). These should be captured but not as a SED.   Potentially could be added as an additional Special Designation or recorded in Vault, however should be classed as an additional code set up and conventions amended as part of it.  IR to review the code of practice and feedback to AR and Kat Quane for reviewing the SSI | **RG**  **IR / AR** |
| Matters Arising |  |
| n/a |  |
| Functionality and Reported Faults |  |
| Progress on known functionality issues |  |
| No functionality issues. |  |
| SRWR Change Requests |  |
| SRWR Reinstatement Categories are being reviewed and potential to amend the descriptions to the Reinstatement Categories.  IR to review and come back at next meeting | **IR** |
| New functionality issues |  |
| No functionality issues. |  |
| Issues from Gazetteer Users Groups |  |
| SE RAUC Gazetteer Group – Nothing to report |  |
| SW RAUC Gazetteer Group – Nothing to report |  |
| TayForth RAUC Gazetteer Group – Nothing to report |  |
| NoSRAUC Gazetteer Group – Nothing to report. |  |
| Data Loading |  |
| SRWR – 2 concerns – Network Rail and SWOC  AR updated that Amey for the SWOC will recruit agency staff to update this and has warned them to continue updating. A remedial notification has been identified as a prompt to get them to firstly get a pass and then data improvement ongoing.  RG is aware of slow progress but nothing recently. The data is uploaded automatically from the software on a weekly basis and will send an update to AR each week.  KH is aware that the SWOC is the last authority to submit data in v4 and has suggested a deadline of 3 – 6 months before issuing a formal notice to TS.  KH will let AR know of the actual timescale once known.  Next submission dates to the SRWR are 27th May and 26th August.  RG stated that the IS’s Introduction to the Street Gazetteer was attended by Amey and that any competent custodian could remove the errors in the SWOC’s gazetteer and get it passed within a couple of weeks although the longer amount of work will be to then find the missing data and maintain it from there.    AR stated that Amey will take over the contract for the NWOC from August 2022, no other changes will take place this year.  RW stated that a couple of a LA custodian’s still need to undertake work on Motorways and Trunk Roads (namely South Lanarkshire – upgrading their software in July and Glasgow who have updated the majority). RG to analyse Glasgow’s data and will pass to GP | **RG**  **AR KH**  **RG**  **GP** |
| One Scotland Gazetteer |  |
| WDM have now got an automated update process and will go live soon, RG stated that additional coding is required in the OSG prior to being totally signed off.  IDOX still are required to amend the SDTF files to report NULL for whole road AsD geometry  East Ayrshire have now moved software suppliers from GGP to WDM  Therefore there are only 3 software suppliers in Scotland now, although Aligned Assets have been purchased by IDOX and soon there will only be 2. AR believes that AA software will be integrated into the current IDOX set up, RG agreed but unaware of timescales.  RG reported clashing files has caused a few uploading issues in the OSG and is being investigated by the software suppliers.  RW stated that the IS Street Gazetteer Training was attended by East Dunbartonshire, East Renfrewshire, Renfrewshire, Amey, Scottish Fire & Rescue, North & South Lanarkshire & Inverclyde.  IS have been holding Regional events (5 in total)  RG stated that invites are being sent to the OC areas for each of the Gazetteer meetings and they have been extended to the regional meetings. |  |
| Progress Reports |  |
| Areas |  |
| NoS – No update  SW – No update  SE – No update.  TayForth – No update  RG stated that as RAUC(S) has changed the regions to 4 operating areas then each Gazetteer regional groups were asked how they wanted to continue (as they are self-governing). Each of the 3 current regions (North, TayForth, West & SW) were happy to continue as is then the SE will be left without representation. RG to contact the CAG and LSG custodians for West, East & Mid Lothians, City of Edinburgh and Scottish Borders to see how they want to proceed as they can created their own region or request to join the already convened groups. | **RG** |
| Transport Scotland |  |
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| Scottish Road Works Commissioner |  |
| IR stated that performance reviews will be sent out to custodians over the next few months concentrating on gazetteer submissions | **IR** |
| Gazetteer Standards and Conventions |  |
| General data improvements have increased across the board. RG is now looking at correct attribution and shared a visualisation for motorways and trunk roads.  RG will send out trunk road (Maintenance responsibility & Reinstatement Categories) visualisation to each custodian with a request to update their particular responsibilities.  AR also wishes copies of the finished visualisations to share with colleagues at Transport Scotland.  RW suggested that these visualisations are added as a regular agenda item. RG to add  RG shared progress on straight line AsD geometry from initial spreadsheets sent out in January. These indicate some progress made although a crude measure of 2 points and more than 100m long without having regard for the actual geometry of the road. RG to investigate creating a geometric test which takes actual geometry and straight line AsD into account.  ML shared progress from symology test on straight line AsD geometry which indicates some progress in the early part of the year. ML to continue analysis on data received and present at next meeting.  Further Analysis on each LA showed slow progress from East Lothian (who are without a custodian and are struggling to recruit), Aberdeenshire, Dundee City,  Concentration on data over 1000m & 500m need to be highlighted and RG will send out additional correspondence.  IR added that the SRWC Office will offer further support to speak to each custodian where further progress is required.  RG has added a new test on further geometry tests for geometry which falls or ends outwith the bounds of Scotland.  AR stated that the DfT is looking at the digitalisation of Traffic Regulation Orders (TRO) and that Scottish Government and the Improvement Service are being consulted on in respect of progress. A few LAs in England have been given some money for testing but no money is available for Scotland. AR suggested that we look at how the TRO data can be linked to the Gazetteer. Also that Ordnance Survey is looking at speed data, average speeds and speed limit signs, AR suggests that this can be kept in mind. RW agrees that the data should be linked to ESU or USRN.  RW stated that the DfT did ask if any Scottish LA wants to get involved and to digitise a TRO then to come forward so that the initial consultation response can have input from Scotland too.  AR explained that a single TRO could be made banning all on street parking in a LA area and then individual TROs can be made to allow parking in designated areas. A particular street may have multiple TROs but only the most recent TRO applies.  KH shared previous experience of TRO administration of digitising TROs where potential 30 – 50 TROs may override an earlier one. Staring again is not an option as would require full consultation and the possibility of objections and drawing out the process. This transposed to speed limit orders too and also illustrates the issues regarding the 30mph anomaly that any road (not A or B class) that has street lighting within 200ft of each other is 30mph by default and doesn’t require an order.  RG shared that IS, SEPA & Transport Scotland air quality and traffic count data exercise is looking at using a link to the Street Gazetteer (ESU or USRN) and holding the data on the Improvement Service’s Spatial Hub so that there is a central repository of data, although no data processing is envisaged as yet. | **RG**  **RG**  **RG**  **ML**  **RG** |
| Date and venue of next meeting |  |
| Next meeting Thursday 4th August 2022 to be held using MS Teams. |  |
| AoB None |  |