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| **Minute of RAUC(S) Gazetteer Group**  **Meeting held on Thursday 3rd February 2022 by MS Teams** | |
| **Present**: | Roger Garbett (chair), Improvement Service (RG)  Alex Ramage (AR)  Brian Wilson, Scottish Borders Council (BW)  Craig Pollock (CP)  David Spence, Shetland Council (DS)  Eileen McIntyre, City of Edinburgh Council (EM)  Gerry Percy (GP)  Gordon Henderson, Falkirk Council (GH)  Iain Ross, Scottish Road Works Commissioner (IR)  Kevin Hamilton Scottish Road Works Commissioner (KH)  Martin Large, Symology (ML)  Oliver Penman, Glasgow City Council (OP)  Ron Wilkinson, Improvement Service (RW) |
| **Apologies**: | Alison MacLeod, Highland Council (AM) |

|  | **Action** |
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| Welcome & Introductions |  |
| RG welcomed all to the meeting. |  |
| Apologies |  |
| Apologies noted from Alison MacLeod, Highland Council |  |
| Minute of Previous Meeting – 4th November 2021 |  |
| The minute was updated to include apologies from Alex Ramage.  Updated minute approved  Actions carried over from previous meeting:   * IR to circulate connection and authentication details to Improvement Service.   **03/02/22 update** - Complete now able to access via Shetland Council   * Updates are required to information on RAUC(S) website. DS to provide IR with the detail for him to chase   **03/02/22 update** - IR advised due to a problem with the website George is unable to maintain the area gazetteer group minutes. George has been advised to contact IR with any changes.   * RG has had no correspondence back from Network Rail. RG to include IR in his next email.   **03/02/22 update** – RG has contacted Network Rail numerous times regarding update of their gazetteer. No response as yet. IR seeking a new contact. KH advised a meeting has been set up with Network Rail on 18th February specifically to address this issue. AR advised he received an email from Rob James of Network Rail requesting a chat. Rob James is one of the people that KH is meeting in February. AR to set up his meeting prior to 18th February one. AR added Rob James email to MS Teams.   * No feedback has been received on the OSG Data Compliance Guide. RG to re-write and re-publish to include additional data compliance tasks.   **03/02/22 update –** Data Compliance Guide and SDTF Guide has now been rewritten and is ready to be published. RG passed to review group. Guide will be published within the next week along with updated conventions   * If there are training needs within local authorities, please get in touch with RW as the Improvement Service can fund and host collective training.   **03/02/22 update –** No responses yet.   * IR will share the new RAUC(S) areas.   **03/02/22 update –** Action complete. IR will share with group.   * IR highlighted that this group does have a seat on RAUC(S). IR to ensure RG receives the meeting details.   **03/02/22 update –** RG received an invite and did attend | **KH/AR** |
| Matters Arising |  |
| * No update |  |
| Functionality and Reported Faults |  |
| Progress on known functionality issues |  |
| AsD Geometry to be discussed later in agenda |  |
| SRWR Change Requests |  |
| No change requests. |  |
| New functionality issues |  |
| No functionality issues. |  |
| Issues from Gazetteer Users Groups |  |
| SE RAUC Gazetteer Group  – nothing to report |  |
| SW RAUC Gazetteer Group   * Renfrew have issues with missing sections of ESU’s in Aurora. GH mentioned when they migrated from thinkWhere to WDM systems they had issues. * Ayrshire Roads Alliance questions about Island changes in the convention. |  |
| TayForth RAUC Gazetteer Group –   1. Dundee City - new ESU’s that they are creating are showing as straight lines. Stirling were going to assist. 2. Perth and Kinross – they use aligned assets and have underlying software issues relating to AsD. Improvement Service have offered assistance. |  |
| NoSRAUC Gazetteer Group   * Nothing to report. |  |
| Transport Scotland   * Nothing to report |  |
| Data Loading |  |
| * IR spoke to November report. IR to circulate. RG to give IR an updated list of dates   All areas showing green except Network Rail and 2 Transport Scotland DBFO’s and OC’s which are still red   * RG discussed the data loading and it has been agreed with Aligned Assets that an automatic upload is received from the Transport AST providers on a weekly basis. This will allow them to upload the most up to date data on the last Friday of each quarter.   The automated process is working well. The custodians are receiving the emails and able to action what is required. 7 out of 9 are submitting successful updates.   * RW highlighted to WDM users that they have commissioned WDM to provide data similar to the way IDOX and Aligned Assets do. This should be available by the end of March and should mean WDN users will not have to carry out the manual uploads to OSG but this can continue if they prefer. * AsD Geometry update- RG has contacted each custodian individually with a list of perceived straight-line codes. If there were less than 4 nodes this was considered a straight line and custodians were asked to review their records. Custodians were asked to contact if they required any help. An FME workbench was created to identify potential straight line AsD and there were potential areas that may not get picked up. Work is ongoing with custodians to see how they view the areas. The majority of custodians wish to go through the data and manually update. There is a timescale of 3-6 months for this update. The Aligned Assets clients – Inverclyde, West Lothian and Perth & Kinross had an issue with their software which prevents them from amending the geometry for part road records. However, the Transport Scotland software (also provided by Aligned Assets) has a helpful geometry editor that can be used. RG and RW met with Aligned Assets to discuss this and they are now looking at adding this tool for their other clients. RG asked the group if they could share any coding that could be used to assist LA’s with problems that may occur. ML shared SDTF4 analysis and discussed problematic areas where the AsD is made up of 2 points only and is greater than 50 metres. IR asked if the Improvement Service could check this data as it comes and carry out a validation check. RG advised they are planning to introduce this next month and that this will highlight to custodians which areas require an amendment. | **IR/RG** |
| One Scotland Gazetteer |  |
| RW updated   * Census will be issued next month. A lot of work ongoing with address custodians around preparing data and proving classifications of properties.   Working with NHS around new CHI (Community Health Index) replacement system. Looking to ensure the new system is underpinned by the gazetteer UPRN/USRN to ensure the identifiers are correct.  The Improvement Service are hosting some regional sessions for both address and street Custodians in March. Dates to be confirmed. |  |
| Progress Reports |  |
| Areas |  |
| NoS – No update  SW – No update  SE – No update  TayForth – No update |  |
| Transport Scotland |  |
| * AR highlighted that their internal system shows when updates happen and this should ensure better data |  |
| Scottish Road Works Commissioner |  |
| * IR highlighted Transport Scotland OC’s have noticed as they fix the AsD this has changed some of the traffic sensitivity protected streets elements noticing requirements. |  |
| Gazetteer Standards and Conventions |  |
| * RG highlighted change to whole road geometry in the conventions. Now split into 2 elements (15.1.9)  1. the whole road geometry will not be written out in the SDTF file and will be inferred from ESU geometry only 2. part road record remains the same   This update was issued to software companies. Currently WDM, Aligned Assets and GGP have all succeeded with this. IDOX have to review and reissue their patch.  The Data Compliance Guide and STDF Guide have been updated and will be published next week in OSG library. RG to advise group when available.   * Core Paths – RG highlighted if these should be in the gazetteer and not in the list of public roads. RG advised the Gazetteer Review Group will review this. | **RG** |
| Date and venue of next meeting |  |
| * Next meeting Thursday 28th April 2022   Apologies submitted from GH for this meeting. |  |
| AoB  * OP advised that this will be his last meeting and Gerry Percy, Glasgow Custodian will attend in future. RG thanked OP on behalf of the group for all his input. * Low Emission Zones – RG highlighted that some city centres have created these and asked should these be an addition to the gazetteer as a special designation? AR offered to discuss this with Transport Scotland legal team and bring back findings to the group. KH advised that the way these have been implemented in Scotland is different to south of the border as in there will not be a charge to enter a low emission zone. The vehicles will either be compliant or not. Vehicles not compliant will be fined. IR suggested that it would be a useful data set to have in the register | **AR** |