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| **Minute of RAUC(S) Gazetteer Group****Meeting held on Thursday 4th August 2022 by MS Teams** |
| **Present**: | Roger Garbett (chair), Improvement Service (RG)Darren Grindell, Symology (DG)Gordon Henderson, Falkirk Council (GH)Jane Dunlop, Transport Scotland (JD)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)Iain Geddis, Improvement Service (IG)Kevin Hamilton, Scottish Road Works Commissioner (KH) |
| **Apologies**: | Martin Large, Symology (ML)Brian Headlington, City Fibre (BH) |

|  | **Action** |
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| Welcome & Introductions |  |
|  RG welcomed all to the meeting. Everyone gave brief introductions and an overview of their positions and roles. |  |
| Apologies |  |
|  As above |  |
| Minute of Previous Meeting – 3rd February 2021 - Amendment to date of minute. This should have read “28th April 2022”Amendment to date of minute. Thursday 28th March 2022”, should have read “28th April 2022”Amendment to Item 6 – typo noting North West (NWOC), should have read North East (NEOC). The minute was amended to show WDM instead of WDN and then confirmed as accurate. |  |
| Actions carried over from previous meeting: * Contacting Network Rail –RG attempted to contact Network Rail but to date no response. IR and Graham Milne (oSRWC) both noting similar position. Still chasing.
* Low Emission Zones – IR noting he has had a high level chat with Kat Quane (Transport Scotland Policy), who did not seem concerned with the proposal we are putting together. Iain hoping to share RG’s document with Kat, after discussion and agreement from this Group.
* IR noted the Specification for the Reinstatement of Roads (SROR) is being reviewed and could lead to a change in the reinstatement categories and how they are described. It has a lot more in it about recording special designations, for example using Caithness slabs, there should be something in Gazetteer recording that so it is known in advance for undertakers exactly what materials are used and where. RG noting he had been forwarded an email from South West, West and South East Group and would like to chat about this later with IR.
* Data Loading – South West Operating Company (SWOC) are now submitting data and are actively working on it now. RG noting he had met with SWOC about a half dozen times.
* RG Reviewed Trunk Roads for Glasgow and agree that it is now complete. A lot of good work has been done here.
* RAUC(S) Gazetteer Regional Groups – North of Scotland, Tayforth, the whole of the South and West all met on 3rd August. South East were invited as they no longer have a Gazetteer Group. Meeting went well and was well attended with some good discussion. Chair of SW Graham Robin will email SE Group to see if they want to form their own group or happy to be part of the larger?
* Visualisations – RG noting this will show the group later in the meeting.
* RG has sent out further requests to custodian to prioritise ASD geometry that are straight lines with only 2 points (as per RAUC(S) request). Data improvements have been made across the board since the previous meeting.
* RG still investigating geometric test.
* RG spoke to Custodians re straight line and ML has been sending monthly updates for data. Should see progress and will discuss later in the meeting.
 | **RG****IR****RG/IR** |
| Matters arising not covered elsewhere on Agenda? |  |
| None to note. |  |
| Functionality and Reported Faults |  |
| Progress on known functionality issues |  |
| IR noting ASD Geometry issue. Sharing ML’s spreadsheet with the Group with the analysis. RG noting the first column to note “I” (MR records over 1000m) there has been some progress this year. Still 73 in there. Moving to column “Q” (RC records over 1000m) for reinstatement categories have been progressed.Column “Y” (SD records over 1000m) special designations, RG asking custodians in regional groups to concentrate on these. RG will send out further communication to each of them to highlight the email of January asking that they review anything over 100m as a straight line and remove the obvious. Commissioner has taken a strong view this should be right. Noting some issues with downgrading. RG will send out communications by the weekend to say what is preventing the upgrade to Version 4. Noting ASD needs to be in a manageable state.BW to send ESU & AsD example straight line records to RG. | **RG****BW** |
| SRWR Change Requests |  |
| Nothing to note except LEZ and SROR above.RG sharing screen regarding private streets. Raised by LA’s how private streets are displayed in Road Works Register. Operation issue number of local roads engineers use the SRWR to see if the streets are public or private. Maintaining Authority says “South Ayrshire Council Private Street” under Custodian it has Council name. Street says private Road but still council are being sent out to do works in them. IR noting people should be reading further down where it reads private road. IR noting that lighting gritting etc is done by councils in some private streets. It was agreed it would be beneficial if a change request was made to put the road status as first record seen to make more obvious it is a private street. Important to describe the problem and not the end result. RG/AM/BW to set up consultation with custodians to get this underway. | **IR****RG/AM/BW** |
| New functionality issues  |  |
| No functionality issues. |  |
| Issues from Gazetteer Users Groups |  |
| SE RAUC Gazetteer Group – North Ayrshire having difficulty excluding records.  |  |
| SW RAUC Gazetteer Group – Nothing to report  |  |
| TayForth RAUC Gazetteer Group – Perth and Kinross Custodian regarding software used as aligned assets and ASD geometry. They have a meeting set up for October to resolve issues. RG made representations with Aligned Assets teams to sort out. Time consuming work around are the only option at the moment to amend the geometry. Hoping software will be upgraded soon. |  |
| NoSRAUC Gazetteer Group – Nothing to report. |  |
| Data Loading |  |
| IR sharing screen with Gazetteer Submissions.East Dunbartonshire – recent uploads in June and July from them. RG will speak with their custodian.East Renfrewshire – now submitting data.South West – now submitted data and TS now in a strong position.North East – Changing to Amey. RG spoken with network manager, no one in place as custodian. Current custodian still doing updates until contract ends. 16th August all changes. RG hoping to get contact names to offer training to and open communications after 16th.  | **RG** |
| One Scotland Gazetteer |  |
| * RG showed visualisations showing updated map. Showing where LA’s say trunk roads lie. Noting there were gaps last time but data was wrong. Using live data from One Scotland Gazetteer.
* Looking for East Lothian to update data.
* Noting some issues in North West Team. Time consuming to add everything in like bridges etc. having difficulty recognising asset numbers etc. RG will ask them to speak with Jane at Transport Scotland.
* RG meeting individually with ASD transport provider companies looking at improvements and data.
* Reinstatement categories for type 0 – special type of carriageway – some elements missing around motorway network. Type 1 – there should be a lot more in particular areas. These will lead onto the SROR later.
* Special designations – blues show individual items – anything other than a protected road or traffic sensitive road. Trying to get over to TS that Motorways should all be protected and have traffic sensitive on there. It will take time for these to be updated. They are aware of what needs added in.
* RG will improve picture for next meeting. 1 region left to visit – SE which is next week. There has been a change in personnel there so first time meet.
* South Lanarkshire is in midst of software upgrades meaning data provision has been pushed back until Autumn.  RG spoke with David Carter asking how they will catch up.  They have an editing tool which cannot be used until software update has been completed.
* Roads in Aberdeen and Glasgow need looked at with regards to straight line issues. Aberdeen and Glasgow aware of what they need to do. Gerry doing a lot of work on this along with Aberdeen’s custodian. Both in touch with each other for issues that may arise.
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| Progress Reports |  |
| Areas |  |
| North – Straight line ASD. South – Straight line ASD. Tayforth – Straight line ASD.  |  |
| Transport Scotland |  |
| Nothing to note |  |
| Office of the Scottish Road Works Commissioner |  |
|  Nothing to note. |  |
| Gazetteer Standards and Conventions* RG replying noting granite outside town hall – asking it to be a special designation and for any contractors to contact the roads prior to any works taking place.
* RG wants as much detail as possible available for roads as is possible including high amenities, colour servicing for asphalts etc. More information better than less.
* It was agreed that this is something most roads authorities should be holding in their management systems.
* Might be an idea to work out a way of being able to extract data from a RAMP system and import into a Gazetteer management system. There could be a working group for this. GH agreed to take forward with RG’s assistance.
* IS/Commissioners Office to ensure every level of roads engineer knows where the Gazetteer is and the importance it holds. This will also be promoted through RAUC(S)
* Draft SROR to be passed on to RG from IR for comment if he does not receive it.
* Each of Custodians to contact Roads RAUC(S) representatives.
* Everyone now at Version 4. RG has been looking at data tables to make sure they don’t fall over with database integrity. Working on historic ESUs within Gazetteer system. ESUs no longer have geometry attached to them. This was a chance for Custodians to review data.
* Paper on Proposed Convention Amendments and Queries being shared by RG, noting fire paths and low emission zones.
* Fire Paths, issue raised on how fire paths will be held. This is an area of carriageway, not useable by most vehicles but used by emergency services to get to places quicker. Example areas being shown. Thought that a Type 2 road would be created with ESU classification of pedestrian or footpath. If classed as anything else it could potentially be seen as a navigation network for vehicles. It was agreed a type 2 street should be used with potentially a type 4 street record as well.
* Low Emission Zones – 4 city centres which will have LEZs. Edinburgh, Glasgow, Dundee and Aberdeen. Coming into effect 2024. Held within environmental designations. RG sharing a document with details of acronyms and organisations. Once the emission zones are in force, if used by a non-compliant vehicle a fine will be applied every time one of these roads are used. Utility companies need to be made aware of this and what vehicles can be used in these areas. IR to liaise with Kat Quane as discussed above.
 | **GH/RG****RG/IR****ALL****IR** |
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| Date and venue of next meeting |  |
| Next meeting 10th November 2022 @ 10am on MS Teams. |  |
| AoBIR noting SROR – additional reinstatement categories and the process to be followed for adding in special designations too. The current conventions recognise this is in place at the moment, but needs wider adoption. Looking for feedback from the Group. IR thanking the group for feedback. |  |