

UDG Specifications and Standards Group Notes of a Meeting

Meeting particulars

Meeting held: 13:00 am on 20 October 2006 at 25 Ecclestone Place, London SW1W 9PN

The following were present:

- Derek Renaud, TfL *Chairman*
- Mark Cartwright, Centaur Consulting *Secretary*
- Gary Umpleby, Mott Macdonald

The following tendered their apologies:

- Martin Porter, Lancashire CC
- Laurie Egan, Norfolk CC
- Hamilton Purdie, Glasgow CC

- | 1 | Welcome and introductions | Action |
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| 1.1 | DR introduced Stevan Akrip, a TfL colleague whom it was hoped to use in S&SG support in future. | |
| 1.2 | The agenda was confirmed. | |
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| 2 | Minutes of last meeting and matters arising | |
| 2.1 | Because of the time since the last meeting, these were taken as read. | |
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| 3 | Terms of reference and membership | |
| 3.1 | It was agreed that the group should have some formal ToRs. At present it operates informally on the basis of the Objectives in the Business Plan. MC to draft. | MC |
| 3.2 | It was felt that the group was too small, and that we should seek additional members: up to four additional LA reps and two additional supplier reps. MC to draft an open letter; once ratified by the UDG Chair this would be circulated widely by all parties. | MC/All |
| 3.3 | DR will made contact with Peter Bull. | DR |

- 4 Compliance**
- 4.1 Definition of process and procedure**
- 4.1.1 Current documentation and practice was reviewed. Some of the documentation was felt to be unclear, or inconsistent with others. MC to draft a revised policy on compliance, based on current practice. This would include the logo use policy. **MC**
- 4.2 Trafficmaster application**
- 4.2.1 Trafficmaster's application for use of the compliance logo was considered. It was agreed that MC would revert to Trafficmaster to request clarification of (i) what the "product" is; (ii) where the product has been proven/used; and (iii) the use or otherwise of relevant data objects which have not been cited. **MC**
- 5 Product catalogue**
- 5.1 There are currently two incompatible product catalogues. This was nonsensical and it was agreed that they should be rationalised.
- 5.2 GU suggested that a web-based tool, with a suitable approval function, could be developed relatively quickly. MC/DR will draft a brief for this, which will then be used as the basis for a small commercial project. **MC/DR**
- 5.3 GU will advise USF members and ensure that a suitable costed proposal can be provided shortly. **GU**
- 6 Technical Specification update**
- 6.1 Serco have asked to be granted a range of TypeIDs within the Common Subsystem Support Object. This was accepted. **MC**
- 6.2 Siemens has put forward a paper with a list of proposed minor changes and updates, and a supporting revision to the Data Objects spreadsheet. It was noted that there had been a statement of objection from Tenet, and there was a feeling that Mott Macdonald also had reservations. In order to be fair, these two organisations would be given the opportunity to make specific their concerns before the Siemens submission was accepted. **MC**
- 6.3 A submission had been received from Interglossa on behalf of Reading BC, defining some public transport objects. These appeared to be very lightweight. While in principle there were no objections, it was felt appropriate to consult on this through USF, UDG local authorities, and – because of its nature – RTIG. MC to arrange. **MC**

- 6.4 It was pointed out that there was conflicting advice available on the procedure that was being used to manage updates to the Technical Specification. In particular, the website has out of date advice. MC will draft a revised procedure paper and ensure it is published (once ratified by the S&SG). *MC*

7 Technical work to be done

7.1 Short term

- 7.1.1 The note reviewing possible technical work was reviewed. Most of this was underway.
- 7.1.2 It is still unclear whether the UG405 harmonised controller MIB is ready for incorporation into the Tech Spec. DR will chase. *DR*
- 7.1.3 GU relayed an offer from Ian Cornwell at Motts to develop a UML implementation of the Object Registry. It was agreed that the S&SG would be happy to receive a costed proposal. This should be very clear on what the benefits would be. A specific concern was that the output should be readable by technically capable LA staff and consultants, unlike the current HA ITS Registry which is only accessible to developers. *GU*

7.2 Proposed for the Business Plan for 2007-08

- 7.2.1 This was deferred to the next meeting.

8 Discussion – potential approaches for funding

- 8.1 There was an open discussion on how UDG might exploit its role and assets to gain funding other than through the channels already identified (Government grant, membership subscription, conference/workshop charges). A number were identified (product levy, licence fee, etc) but all were either unpractical or highly risky or both.

9 Any other business

- 9.1 None.

10 Next meetings

- 10.1 The following dates were proposed, all to be held at noon at Ecclestone Place by default:
- Monday 11 December 2006;
 - Monday 12 February 2007;
 - Monday 9 April 2007.
- 10.2 MC to advise other S&SG members. *MC*