

Minutes of Meeting (Draft)

Page 1 of 5



Project: USF MANAGEMENT GROUP MEETING **Ref:**
Subject: USFMG Minutes
Location: Transport for London, Eccleston Place, London
Date & Time of Meeting: 27th January 2005 at 10.30am
Date of Issue: 28th January 2005
Copies to: Attendees
 Apologies: Mark Pleydell Microsense Systems
 Francis Groark Thales

Name of Attendees:	Representing:	Ref:
Richard Gibson	IDT (Chair)	RG
Mark Bodger	Siemens	MB
Will Sharp	Babtie	WS
Peter Hutchinson	AGD Systems (Secretary)	PMH
Gary Umpleby	Mott Macdonald	GU
Derek O'Garr	Golden River	DO
John Massey	TENET	JM
Mandi Patel	UM3P	MP
Paul Welsh	Owen Williams	PW
Robin Hewitt	Halcrow	RH
Jeremy Cowling	Peek	JC
John Raffel	VMS Ltd	JR
Rob Taylor	Tyco	RT
Mark Percival	TENET	MP
Derek Renaud	TfL	DR

Item		Action
1	Apologies: were received from the above members.	
2	Secretary Peter Hutchinson was appointed Secretary for the meeting.	
3	UTMC Compliance Purchasers have proposed requirement for only products \geq V2 to be labelled as UTMC compliant with associated badging . This is in conflict with existing systems installed and compliant to V1.8 and were current before consensus on V2 reached. Strong feeling after discussion that current proposal was not acceptable to majority of members, especially given the level of investment made on the original systems. Concern was expressed about the scalability of system given the likelihood of future developments to revise the object set. Upgrade from V1.8 to V2.0 is considerably more than just updating objects and tables. An element of synchronisation is required from various suppliers to perform an upgrade on current successfully operational system.	
	DR participated 12.30 UTMC Compliance was revisited.	



	<p>DR expressed a preference for only permitting UTMC logo use under agreed conditions.</p> <p>Purchasers would like to resist a movement to a potential V3 specification, therefore would prefer to only see V2 specifications and products with all products being compliant and interoperable.</p> <p>Any further revisions of V2 eg. V2.1 and V2.2 etc are backwardly compatible with V2.</p> <p>Given that V1.8 systems exist DR proposed an upgrade route to V2 via a partnership approach. Las to use LTP guidance to produce funding requests to upgrade from V1 to V2. USF to offer upgrade available at reasonable cost.</p> <p>An adoption of UTMC compliant statement to only be strongly associated with V2.</p> <p>After discussion DR proposed.</p> <ul style="list-style-type: none"> - Companies can use UTMC logo in marketing material. - Companies can claim UTMC compliance for products and use logo. - Companies can use UTMC logo only on V1 compatible product. - When using 'compliant logo' can only use on V2 compatible product. NB. Note difference between addition of word 'compliant' to logo on V2 compatible products. - V2 products can only be called compliant if they have been tested. <p>Discussion then further went on to discuss the issues around barriers to entry for those suppliers who do not currently have compliance because they cannot get equipment into site to demonstrate compliance.</p> <p>* USF to produce statement on desired use of UTMC logo and context with reference to compliance.</p> <p><u>Traffex 05</u></p> <p>UDG would like 4 page flyer for Traffex for circulation.</p> <p>USF to have input on Drafts.</p> <p>Proposal of UTMC sign-post on DfT stand with names/directions/ Stand numbers of members of UTMC community exhibiting at Traffex.</p> <p>USF to provide list to DR.</p> <p><u>UDG Strategy Document</u></p> <p>Point 25 Guidance on UTMC Documentation.</p>	<p>JM</p> <p>RG</p>
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	<p>To provide guidance documentation on UTMC that fits between UDG general top level description and the lower detail of the DOR, catalogue and specifications.</p> <p>Some inclusion of LTP guidance and notes etc.</p> <p>USF committed to provide help in development of document if a clear lead (person) was identified from UDG.</p> <p><u>Formalisation</u></p> <p>RG briefed DR on preference for scenario B with clarification required on engagement of USF within the model.</p> <p>DR aired that product levy preference has been expressed as a result of circulation of document. Detail on how this may be implemented is not yet developed.</p> <p><u>Product Catalogue</u></p> <p>GU briefed DR on preference for product catalogue format with a very simplified structure centred around Product Type and available suppliers with an associated link.</p> <p>Proposal to be drawn up and forwarded to UDG.</p> <p>DR left 14:00</p>	<p>GU</p>
<p>4</p>	<p>Election of USF Chair</p> <p>Proposed RG by RH. Seconded MP. Carried unanimously.</p>	
<p>5</p>	<p>UTMC Conference Feedback</p> <p>Surplus of approx £7K from activity by UDG. Held at ITS (UK).</p> <ul style="list-style-type: none"> - Good attendance. - Lack of new content in presentation. - Lack of value from workshops – possibly too big, insufficiently prepared. - More clarity required on workshop targets, more focus to be beneficial. - Large attendance suggests more sessions. - Possible merger of RTIG & UTMC conference owing to common and convergent issues. - Preference to have graded workshops from 'intro to' up to 'advance tech' etc. Felt workshops 1st (cw York) works better. <p>Thanks were conveyed to MB for his efforts in organising the associated exhibition.</p>	



	<p>Various conflicts existed between interested parties and was strongly recommended that a single body was responsible. ITS (UK) were the desired organisation to do this but MB would be happy to co-ordinate if responsibilities were more clearly defined.</p>	
<p>6</p>	<p>Feedback from meetings with UDG Purchasers' Main and S&SSG Groups</p> <ul style="list-style-type: none"> - Various funding issues are partly resolved. Funds available for tech working group activities (approx £500/day). - A 'club' is being considered to ease migration. - Simon Beasley has been handed specific technical remit to liaise and resolve technical matters. - DfT have stand at Traffex and will be promoting UTMC. <p>TS-003 and TS-004 out for comment deadline for comments 22/2/05. Next UDG meeting 10/2/05 – MB and GU to attend owing to current stage of MIB and DO work. Offer to UDG for member to attend USF meeting (part). Scenarios A, B and C of UDG Business Plan were discussed. Purchasers specifying a preference for scenario B. Comparisons were drawn from other bodies that adoption of scenario B was agreed to be adaptable with the proviso that adequate provision for supplier engagement was adopted. A migration to a style of scenario C could be possible with a rework of the UDG format but the current format as proposed for C was not acceptable.</p>	
<p>7</p>	<p>Report on MIB workshops</p> <p>First workshop held on (Monday) 10 participants. Car Park and VMS MIB reviews well underway. It was agreed to adopt a LINUX style numbering system MIBs even number for adoption and odd number for draft. Next scheduled meeting for 22/2/05 for Traffic Counter and Air Quality MIBs review. Details of attendees to be circulated. Issue has been raised over VMS MIB to address graphical output as well as text but is not to be addressed at this time. For each approved MIB there will be associated implementation notes produced to support technical description. Work estimated to be completed by end of March 05. Ongoing work at UG405 to resolve a requirement for a common UTC</p>	<p>MB</p>

Minutes of Meeting (Draft)

Page 5 of 5



	<p>MIB. Next phase scheduled for 8/2/05 to harmonise UTC MIB.</p> <p>GU reported that no feedback had been received as a result of consultation on TS-004.</p> <p>Reminder to be issued prior to deadline to ensure final checking is complete.</p> <p>It was noted that several of the MIBs on the UTMC website were obsolete even though more recent MIBs had been submitted. UDG to be asked to update asap and ensure ongoing maintenance.</p>	<p>GU</p> <p>RG</p>
8	<p>UTMC Products catalogue</p> <p>Current products catalogue on UTMC website is thought to be difficult to use from a supplier perspective.</p> <p>A more simple structure was proposed which adopted a navigation by application/product to guide purchasers to potentially compliant products.</p> <p>As the work to create the Data Objects Registry and Product Catalogue was undertaken by the suppliers we would ask that the use of the Centaur and MouchelParkman logos on the front cover is inappropriate. UDG to be asked for their removal</p>	<p>See 3</p> <p>RG</p>
9	<p>ITS World Congress 2006</p> <p>Alan Carter has aired potential requirement to provide working UTMC facilities to demonstrate interoperability.</p> <p>No ITS (UK) stand available.</p> <p>Greater clarification required on tabled proposal preferably from UDG as to requirement and funding opportunities.</p>	<p>RG</p>
10	<p>AOB</p> <p>RH raised awareness of Lancashire Traffic Management Best Practice Conference on 11/2/05.</p>	
11	<p>Date of Next Meeting</p> <p>Date to be circulated, scheduled for after Traffex 05.</p>	

Meeting closed at 2.40pm.