EBSR Help Sheet

Archiving NaPTAN Records

1. Introduction

The NaPTAN database holds about 400,000 stop records. More than 26,000 of these are for stops that are no longer in use and which are marked as DELeted (DEL). A NaPTAN stop is deleted when the local authority owning that stop decides it is no longer required for services.

There are many reasons why stops get deleted. In most cases the stops are simply no longer required because services don't use them anymore, but in some cases there are more significant underlying reasons for their DEL status (e.g. because of stop re-numbering, major road changes, major re-routings, new developments etc.). In extreme cases there are some authorities that have almost as many DEL stops as they do ACTive stops.

Where there are a large number of DEL stops, they become cumbersome to manage, clutter systems and can hide other records on maps in systems such as the NaPTAN Viewer. They are also potential sources of confusion to operators who will need to use NaPTAN records for EBSR.

Authorities with lots of DEL records would love to be able to just remove them from their systems, but the rules for managing NaPTAN stops don't allow this to happen because:-

- they may be used by other services, causing potential data integrity problems if they are no longer available;
- they may be needed for data audit and traceability purposes;
- they could have uses outside of journey planning; and
- They may be referenced within an Electronic Bus Service Registration (EBSR) and therefore form part of an important legal record which must be retained permanently.

However help is at hand in the form of the new facility to ARChive (ARC) NaPTAN records, allowing them to be removed from the main stops databases in a controlled and auditable way.

2. What Does Archiving Mean?

ARChiving is a one-way process that allows a NaPTAN that is no longer required to be removed from both local systems and from the NaPTAN database. Once they have been ARChived, the stop records will continue to be available for download e.g. for auditing or tracing purposes, but it will **NOT** be possible to reinstate these records in the national database.

This is a key part of the new system. Whilst the old record will be archived and therefore retained so that it will be possible to refer to it at some future date, if for some reason that particular stop comes back into use at any time a **NEW** NaPTAN record will need to be created for it.

3. How Do I Archive Old NaPTAN Records?

Normally DEL records can be ARChived once they have been marked as DEL for more than 3 years. In exceptional cases, a DEL stop that is less than 3 years old can also be ARChived, but this will need specific approval from Transport Direct. The logic behind this is that if the stop has been DEL for that long, then it very unlikely that it will ever be used again.

There are two ways in which a stop can be archived. Where the local database system supports both ARChiving and NaPTAN V2.2, the stop can be marked as ARC and submitted to Thales in the normal way. It will be removed from the list of current NaPTANs in the local system and moved into the archived system at Thales.

Not all local database systems currently support ARC, but it is still possible to submit a separate list of stops that you want ARChived. In such cases the list should be sent to Transport Direct for approval (email to TDPortal.Feedback@dft.gsi.gov.uk). If the request is approved, they will be sent to Thales for processing.

Once these stops have been ARChived, they can be removed from the local system. However, **DO NOT** remove from the local system until advised that it is safe to do so, otherwise lots of confusing PENding records will appear; Thales will advise you when this can be done.

Once records have been ARChived, you can simply forget about them. The records will still be in the Thales NaPTAN system if they ever need to be referred to, but they will no longer clutter local and national systems.

4. Downloading ARChived Stops data

Although the ARC stops data will be archived in the Thales system, and won't generally be used, information on the number of ARChived stops will be displayed for on the Thales web-site, alongside the normal counts for ACT, PEN and DEL stops. If you ever need them, the ARC stop records will still be available for downloading alongside the normal download of data from Thales. Users will be able to download a separate file of ARChived records for any AdminArea but this will only be available in NaPTAN V2.2 format (because ARC is not supported in earlier versions of NaPTAN).

However, ARChived stops will not be visible on the Transport Direct portal, nor will they be visible through the NaPTAN Viewer, ITO World or Google Maps.

5. Where Can I Get More Information or Help?

More information about managing archived records can be found at
http://tinyurl.com/d5bjhb.

You can also seek help from Thales (JourneyWeb.Help@thalesgroup.com) or from Transport Direct (ebsr@dft.gsi.gov.uk) in the normal way and they will do their best to help.