



SUPERVISOR MEETING

Project Name:	Geospatial Analysis for Branch Location Optimization		
Date of Meeting: (DD/MM/YYYY)	21-02-2018	Time:	18:00-19:20
Minutes Prepared By:	Vani	Location:	MR 4.7
1. Meeting Objective			
Discuss the raw and processed data and exploratory analysis.			
2. Attendance at Meeting			
Name	Role	Status	Remarks
Kam Tin Siong	Supervisor	Present	
Meenakshi Gopalakrishnan	Supervisor	Present	
Shraddha Ramesh	Participant	Present	
Vani Sound	Minute Taker	Present	
3. Meeting Agenda			
<ul style="list-style-type: none"> Discuss data received from client and the workings of their 'model'. Discuss how to proceed to exploratory analysis. 			
4. Detailed Discussion/ Notes/ Decision			
Agenda / Issues	Discussion	Decision	
<ul style="list-style-type: none"> Discuss data received from client and the workings of their 'model'. 	<p>Don't remove terminated outlets from analysis, it will be wise to see which ones can be reopened.</p> <p>Consider whether to join the financial data of outlets in Excel or to leave them in different excel sheets to enjoy the flexibility of joining.</p> <p>Cannot assume all the POIs are the same; add weightage to the different POIs so we can analyze which ones are more useful. Instead of having one column of all POIs, have separate columns of different POI subtypes.</p>	<p>Revive terminated outlets.</p> <p>Remove financial info from outlet file and let the separated file remain.</p> <p>Analyze POIs by category.</p>	

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<ul style="list-style-type: none"> Discuss how to proceed to exploratory analysis. 	<p>Need to convert all QGIS layers from WGS84 to SVY21 to ensure that they all have the same properties, enabling accessibility and gap analysis.</p> <p>The hex distance doesn't appear to be 500m; it is around 150m from centroid to centroid.</p> <p>Explore the flower hexagons as the map visualizations that have fewer than 7 adjacent hexagons.</p> <p>Research on Huff model, gap and accessibility analysis. Focus exploration to derive useful statistics that condone these models or give us further info about how to implement them.</p> <p>Find a minimum population that dictates viability of opening new branches.</p>	<p>Standardize QGIS layers. Explore cases of branches that have interesting statistical trends.</p> <p>Get the measurement of each hexagon from QGIS.</p> <p>Add census population data per subzone to our explorations.</p>			
5. Action Items					
Action	Assigned To		Due Date		
Start on exploratory analysis and midterm report based on recommendations	Vani and Shraddha		23/02/2018		
Schedule client meeting for further clarifications on formulae used and grid size.	Vani		22/02/2018		
6. Next Meeting (if applicable)					
Date: (DD/MM/YYYY)	22/02/2018	Time:	19:00-23:00	Location:	TBC
Objective:	Start exploratory analysis and report.				