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**Meeting of the Open Data Governance Board (ODGB)**

**The Thekla Beere Meeting Room B2 2.00pm- 5.00pm, Tuesday 7th February, 2023**

**Minutes**

Present: Aoife Sexton, Marianne Cassidy, Barry Lowry, Neil O’Hare, Helena Campbell, Caoimhe Judge, Sheena Tuite, Richard Timmons, Beverly Sherwood, Martin Quigley, Declan Smyth

Chair: Aoife Sexton

Secretariat: Helena Campbell (DPER)
via Webex: Cianan Clancy

Apologies: Andrew O’Sullivan, Bahareh Heravi, Joan O’Connor, Fatemeh Ahmadi Zeleti, Dr Adegboyega Ojo

Attendees each presented with ‘**Ireland’s Open Data Strategy 2023-2027’**

1. Welcome. Minutes of the 16th September meeting and matters arising

The chair welcomed everyone to the meeting and the minutes of the previous meeting were agreed. It was noted that the 2022 meetings were not published on the portal and that the minutes received from the last meeting were a red line copy. It was agreed to publish the missing minutes and to circulate an updated copy of the last meetings minutes.

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| **Action 1 (Secretariat):** Publish minutes of 2022 meetings on the portal and replace red line copy of the minutes of the last meeting |

1. Progress update from ODU

The Open Data Unit provided an update of progress and activities since the last meeting. A progress report had been circulated in advance of the meeting and will be posted on [data.gov.ie](https://data.gov.ie/) following the meeting.

Note: In 2022, several factors, including the restructuring of the Department and understaffing, saw The Open Data Strategy 2023-2027 being delayed. Colleagues from within the Transformation Division were temporarily assigned to the Open Data Unit to assist with a high workload. It is hoped that, in 2023, a second AO will be assigned to the ODU and that some of the communications and evaluation work of the ODU will be reassigned within the Division.

* Some of the progress highlighted include:
* The Open Data Unit put forward the idea of a conference in Q2 or Q3 at which to launch Ireland’s Open Data Strategy 2023-2027. It was suggested to soft launch the strategy before the conference.
* The Open Data Unit have announced the winners of the 2022/23 Engagement Fund. The winners have received their prize money and progress report templates have been sent out.
* The Open Data Unit participated in the Lithuanian Open Data Institute online event - Ireland-Lithuania discussion “Best practice of open data governance in Ireland” - in December.
* The Open Data Unit attended the NDI Champions Group meeting in December, remotely.The Open Data Unit attended the launch of the Regional Development Monitor on Tuesday 29th November at the National Gallery of Ireland.
* The Open Data Training programme is underway and significant numbers of public servants have registered to attend.
* The Hale & Hearty Action is complete and being assessed by HaDEA. There are no further updates on this.
* The Open Data Unit propose to host a stand in Maynooth during Love Data week 2023, which will take place from the 13th - 17th of February. The theme for 2023 is Data: Agent of Change..
* The Open Data Unit attended a user experience workshop with Derilinx to update and improve the Open Data Portal. This stimulated further Board discussion on how to improve the portal. Suggestions such as feedback loops and monitoring who is using the datasets were made.
* A beta version of the CEIST website has been launched as an addition to the Open Data Portal which will act as a communications board for Open Data Liaison Officers and data publishers.
* The Open Data Tracker has proved vital for ensuring the public's questions about datasets available on the open data portal are answered. In 2022, 1300 tickets portal tickets were submitted. Work is ongoing to further develop the tracker to produce real-time reports and dashboards on the type of queries received.

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| **Action 2 (Secretariat):** Publish the February Progress Report on the portal. |

1. Research Project Update

A copy of the research project “Benefits and Impacts of Open Data- based Innovation in Ireland” was circulated prior to the meeting. It was agreed that the Board wish to hold a separate virtual meeting with Dr Fatemeh Ahmadi Zeleti to discuss the research project as she could not attend to present on her work due to a diary clash . The board agreed to send Fatemeh any questions they had on the paper in advance of this meeting. The Open Data Unit need to circulate the scoping document of the project to the Board beforehand and confirm with Science Foundation Ireland what the potential next steps would be following such a meeting. A date for the meeting was suggested for late May. At this future meeting the Board expressed that they hope to come to a conclusion regarding the outcome and potential use of the paper.

**Action 3(Secretariat):** Agree on date for a virtual meeting with Fatemeh by sending a doodle poll of potential dates.

**Action 4 (Secretariat):** Circulate the scoping document of the paper.

**Action 5 (Secretariat):** Contact Science Foundation Ireland for further information on the potential future use of the paper.

1. Discussion of Ireland’s Open Data Strategy 2023-2027

A copy of ‘Ireland’s Open Data Strategy 2023-2027’ was circulated to all Board Members. All Board members were asked for the feedback. The Board really appreciated the engaging and accessible content of the strategy. It was agreed that the design and visuals within the document were not up to standard and the Board agreed it needed to be sent back to the designers. It was agreed that the Board would further review the content and language and send their suggestions to the Open Data Unit by Wednesday the 15th February.

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| **Action 6 (Secretariat):** Send an electronic copy of the strategy to Board Members. Send reminders to the Board on Friday the 10th and Monday the 13th of February to send their feedback to the Open Data Unit.**Action 7 (ODGB):** Review draft strategy document and send feedback on suggestions to the Open Data Unit by Wednesday the 15th February.  |

1. Legislation Update

The EU published the 1st Implementing Act of the Open Data Directive regarding high-value datasets and the arrangements for their publication and re-use on the 20th January 2023. It will enter into force on the twentieth day following its publication, on 9 February 2023 and will apply from 16 months after entry into force, i.e. from 9 June 2024. The Open Data Unit are making Public Service Bodies aware of their new obligations under this directive.

1. Risk Register

The Board expressed their concerns that certain items on the Risk Register were perhaps not under their control. It was suggested that the register be updated only to reflect what the ODGB are responsible for and to revisit once this matter is resolved.

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| **Action 8 (Secretariat and Chair):** Meet to discuss and update the Risk Register to reflect ODGB concerns only |

1. Data Governance Act Presentation

Barry Lowry presented on the Data Governance Act. The presentation reflected on topics such as Data Rooms, Virtual Data Space and Standardisations. The presentation was well received and stimulated discussion.

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| **Action 9 (Secretariat and Chair):** Mark the Data Governance Act presentation as completed in the ODGB actions list |

**Appendix 1**

**ODGB Actions List**

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| **Board meeting** | **No.** | **Description** | **Responsible** | **Due By** | **Status** |
| 7th Feb 2023 | A.1 | Publish minutes of 2022 meetings on the portal and replace red line copy of the minutes of the last meeting | **Secretariat** |  | **Done** |
| 7th Feb 2023 | A.2 | Publish the February Progress Report on the portal. | **Secretariat** |  | **Done** |
| 7th Feb 2023 | A.3 | Agree on date for a virtual meeting with Fatemeh by sending a doodle poll of potential dates. | **Secretariat** |  | **Done** |
| 7th Feb 2023 | A.4 | Circulate the scoping document of the paper. | **Secretariat** |  | **Done** |
| 7th Feb 2023 | A.5 | Contact Science Foundation Ireland for further information on the potential future use of the paper. | **Secretariat** |  |  |
| 7th Feb 2023 | A.6 | Send an electronic copy of the strategy to Board Members for feedback, with reminders on Friday the 10th and Monday the 13th of February | **Secretariat** |  | **Done** |
| 7th Feb 2023 | A.7 | Review draft strategy document and send feedback to the ODU by Wednesday the 15th February | **ODGB** |  | **Done** |
| 7th Feb 2023 | A.8 | Meet again to discuss and update the Risk Register to reflect ODGB concerns only | **Secretariat and Chair** |  |  |
| 7th Feb 2023 | A.9 | Mark the Data Governance Act presentation as completed in the ODGB actions list | **Secretariat** |  | **Done** |
| 12th May 2022 | A.1 | Publish minutes of February meeting on the portal | **Secretariat** |  |  |
| 12th May 2022 | A.2 | Publish the February Progress Report on the portal | **Secretariat** |  |  |
| 12th May 2022 | A.3 | Develop promotional pitch for H&H. | **Secretariat** |  |  |
| 12th May 2022 | A.4 | Compile statistics on the uses of Open Data and high level information on queries received. | **Secretariat** |  |  |
| 12th May 2022 | A.5 | Circulate a doodle poll of potential dates. | **Secretariat** |  | **Done** |
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Open Data Unit

Department of Public Expenditure and Reform

16th September, 2022