

Open Data Governance Board Meeting
Tuesday, 1st May, 2019 – Note of Meeting

Attendance: Dennis Jennings, Denis Parfenov, Barry Lowry, Cianán Clancy, Cronan McNamara, Eoin McCuirc (CSO)

Apologies: Daithí Mac Síthigh, Adegboyega Ojo, Ashling Cunningham, Martin Quigley, Bahareh Heravi, Andrew O’Sullivan, Seamus Quinn

Secretariat: Angela Denning, Rhoda Kerins, Marian Beakey

1. Minutes and Matters Arising

The Minutes of the meeting of the last meeting (8 January) were approved. These will be published on the open data portal. The Chair noted that all actions arising had been carried out. Any outstanding bios from Board members to be forwarded to the Secretariat for inclusion on the portal.

<p>Action 1 (Board): Board members who have not sent a short bio to the Secretariat for inclusion on the D/PER website to do so as soon as possible</p>
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A number of documents had been issued to the Board in advance of the meeting as follows:

- Quarterly progress report for Q1 2019
- A note on the Engagement Fund
- Code of Conduct for Board members

The items on the agenda were discussed as set out below:

2. Open Data Update/Progress Report

Angela Denning gave a short overview on progress made in Q1 2019. The Progress Report will be published on the portal.

Of particular note was the success of the Open Data Impact Seminar on ‘How Open Data can help the Environment’ that took place on the 29 April. There was a very good attendance and some very engaging panel discussions. Some feedback received on how the portal could be improved included;

- the inclusion of a section on the portal to allow feedback on specific datasets,
- a feature where data reusers could upload new datasets (where they have mixed data on the portal and produced new data),
- as well as a repository of open source codes for sharing new datasets.

These will be considered by the Open Data Team in the context of their budget for the year.

It was noted that a 3D Hackathon, organised by Dublin City Council and partly supported by the Engagement Fund will take place over the weekend of 10-12 May. Cork IT are also organising a hackathon, again partly funded by the Engagement Fund on Saturday 18 May. It was noted that the first edition of the Open Data Newsletter issued the previous week. New functionality to the portal includes a ‘Developer Corner’ to assist in data reuse.

The Chair has asked that KPIs will be put in place to measure progress, for example, identify the number of public service organisations in place and develop a maturity index for each organisations depending on the number of datasets they are publishing and the number of these that are one star,

two star etc. The Open Data Team are to consider what metrics might be suitable and then to apply these to progress over the last number of quarters. The Board's preference is for progress to be presented via KPIs and stats rather than a written report.

Action 2 (Secretariat): Publish Q1 2019 Progress Report on the portal

Action 3 (Secretariat): Consider what metrics/KPI can be used to monitor progress and use these in the context of the next progress report

3. Follow up actions arising from the Design Thinking Workshop

The Board discussed the three main actions that arose from the Design Thinking Workshop facilitated by Accenture that took place on 28 January. The 3 projects that the Board opted to consider for future development are an Open Data Incubator, an Open Data Healthy Town app. and the development of an accredited courses in data literacy/open data. These were discussed as follows:

Open Data Incubator

Cianan Clancy gave a presentation outlining details of a proposal for an Open Data Incubator - a partnership between industry, media, academia and funding bodies to deliver transparency and economic prosperity through the reuse of open data. In the context of the forthcoming new Re-Use of Public Service Information Directive, which requires the mandatory publication of high value datasets, the establishment of an Irish Incubator could offers an opportunity for Ireland to gain a first mover advantage by identifying key areas where Ireland can create high potential start-ups that use high value data, not just from Ireland, but from every European country, turning these into high potential start-ups before anyone else, for example mapping data.

The Presentation included details of the models used in the UK and Singapore. A number of different possible funding models were discussed in the context of what would work best for Ireland.

It was noted that a Gov Tech Summit is due to take place in June and that this ties in well with the idea of an Open Data Incubator. Cianan is to follow up on 'next steps' ahead of the next meeting.

Open Data Healthy Town App

Eoin McCuirc from the CSO gave a presentation on a prototype of an app. in the context of a linked open data project currently underway and the Board discussed how this might work in the context of the suggestion for a Health Town app. Some of the challenges faced by the CSO in developing the 'killer app' included the inconsistency in data collection areas, for example, that HSE data was not available at local level. The Board's vision for a health town app. was that it would include personal health data contributed by the public who were using it. Barry Lowry will link up with Eoin to discuss this further ahead of the next meeting.

Open Data/Data Literacy Training

It was noted that data literacy and good data management in public service organisations was of key importance. Public servants require data literacy so as to understand anonymisation and other blockers to open data publication as well as understand statistics etc. A basic certified on-line data literacy course for people not currently working with data could be considered as an option. This will be considered further by Cronan, Rhoda and Barry and discussed again at the next meeting.

Action 4 (Cianan Clancy): To follow up on next steps for the open data incubator proposal.

Action 5 (Barry Lowry/Andrew O'Sullivan/Eoin McCuirc): to further discuss the proposal for a Health Town App. ahead of the next meeting

Action 6 (Rhoda, Cronan and Barry): to flesh out proposals for data literacy training ahead of the next meeting

4. Review of the Mandate/Terms of Reference of the Board

The current Mandate of the Board dates from 2015 when the Board was first established and it had been agreed to revise and update the Terms of Reference. Draft Terms of Reference were circulated at the meeting. These will be circulated electronically to the Board for comment and will be finalised at the next meeting

Action 7 (Secretariat): Circulate revised Terms of Reference to Board members for observations/comments prior to the next meeting

5. Any Other Business

Open Data Engagement Fund

An information note on the Engagement Fund was circulated in advance of the meeting for the benefit of new Board members. The Secretariat hope to launch the call for proposals earlier this year so as to allow applicants a longer lead in time to develop their proposals.

The Board approved the running of the Engagement Fund for 2019/2020. They requested that the application for 2019 be amended to include a number of categories that are more closely aligned with their priorities. This might include the development of app. by schools, projects to collect health data etc. The Open Data Unit are to consider this further and circulate a number of proposals/ideas that might be included as a category in this year's application to for the Board's approval..

Action 8: (Secretariat) to consider other project categories that might be funded via the Engagement Fund and circulate these to the Board for their approval.

6. Next meeting

It was proposed that the next meeting of the Board will take place in the last week of June or first week in July depending on the availability of the majority of Board members.

Action 9: (Secretariat) Circulate draft Terms of Reference to the Board
Action 10: (Secretariat) to confirm date for next meeting.

Appendix 1
ODGB Actions List

Board meeting	Description	Responsible	Due By	Status
1 May, 2019	Board members who have not sent a short bio to the Secretariat for inclusion on the D/PER website to do so as soon as possible	Board Members (Bahareh and Seamus)	24/05/2019	
1 May, 2019	Publish Q1 2019 Progress Report on the portal	Secretariat	31/05/2019	Done
1 May, 2019	Consider what metrics/KPI can be used to monitor progress and use these in the context of the next progress report	Secretariat	Next Meeting	
1 May, 2019	To follow up on next steps for the open data incubator proposal	Cianan Clancy	Next Meeting	
1 May, 2019	To further discuss the proposal for a Health Town App. ahead of the next meeting	Barry Lowry / Andrew O'Sullivan / Eoin McCuirc	Next Meeting	
1 May, 2019	To flesh out proposals for data literacy training ahead of the next meeting	Rhoda, Cronan and Barry	Next Meeting	
1 May, 2019	Circulate revised Terms of Reference to Board members for observations/comments prior to the next meeting	Secretariat	31/05/2019	Done
1 May, 2019	Consider other project categories that might be funded via the Engagement Fund and circulate these to the Board for their approval.	Secretariat	31/05/2019	
1 May, 2019	Circulate final Terms of Reference to the Board	Secretariat	14/06/2019	
1 May, 2019	Confirm date for next meeting.	Secretariat	14/06/2019	

ODGB Decisions List

Ref. No.	Description
01 May, 2019	Approval given by the ODGB to proceed with the Engagement Fund for 2019/2020.

Open Data Unit, Department of Public Expenditure and Reform
 1 May, 2019