

**Meeting of the Open Data Governance Board (ODGB) on Open Data
Via Webinar - 11:00 am, Wednesday, 15 September, 2020**

Draft Minutes

Present: Andrew O'Sullivan, An Garda Síochána, Dr. Adegboyega Ojo, Maynooth University, Cianán Clancy, Independent News and Media, Denis Parfenov, Open Knowledge Ireland, Bahareh Heravi, UCD, Daithí MacSíthigh, Queen's University, Belfast, Martin Quigley, Pobal, Barry Lowry, OGCIO, Seamus Murphy, HSBC

Apologies: Neil O'Hare, UCD, Paul Morrin, CSO, Rhoda Kerins (DPER), Declan O'Sullivan, ADAPT Centre, TCD

Chair: Dennis Jennings

Secretariat: Dave Hanley, Marian Beakey, Helena Campbell, Paul Fitzpatrick (DPER)

Welcome & Apologies

The Chair welcomed Dave Hanley, DPER who has taken over responsibility on a temporary basis from Laura Mahony for the Open Data Unit.

1. Minutes of June meeting and matters arising

No amendments were received to the minutes of the June meeting circulated. These were agreed and will be published on the open data portal. Matters arising were covered in the other Agenda items for the meeting.

Action (Secretariat): Publish minutes of June meeting on the portal
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2. Progress update from D/PER to include update on Open Data Directive 2019 and Implementing Act on High Value Datasets

The Open Data Unit gave an overview of progress made in implementing the Open Data Initiative for the 3 month period to end February. The progress report had been circulated in advance and will be published on the open data portal. It was suggested that further consideration should be given to measuring the usage and impact of data published on the open data portal and to correlate the value of our portal visitors.

A short presentation was given on the transposition of the Open Data Directive and the accompanying Implementing Act on High Value Datasets. The Open Data Unit are currently working on a first draft of the transposing Regulations in conjunction with the Department's legal advisor and hope to have first draft finalised in the coming weeks. The Office of the Attorney General will then assign a drafter to work with the Unit to complete the transposition by the July 2021 deadline. It is expected that the transposition of the Directive will be the priority work item for the Unit for the coming months and into 2021.

A key component of the Directive is the publication of High Value Datasets which must be made available for re-use free of charge, in machine readable formats, via APIs and bulk download where relevant. The relevant lists of HVDs will be set out in an Implementing Act which is due to be published by the Commission in early 2021. Deloitte were procured by the Commission to carry out

an Impact Study on HVDs and a number of Irish public service organisations were interviewed as part of the study. Deloitte presented their initial findings to the Open Data Committee in June. Following this Deloitte held two workshops (July and September) during which they set out details of the datasets examined, a costs and benefits analysis in respect of each of the six thematic areas and their draft recommended policy options. These were widely circulated by the Open Data Unit and observations received were returned to Deloitte. The main concern raised by public bodies was in respect of Deloitte's recommendation on using Inspire standards for publication of geospatial data.

Following a brief discussion the Board agreed that the Unit should consider how best to engage with the Commission to ensure that concerns raised are addressed. Suggestions put forward included seeking the views of other member states and to collate views of both data reusers and data publishers (a suggestion was to put a survey on the portal) and then decide the best way forward. The Board are supportive of what course of action the Unit decide and asked that the Board is kept informed on progress.

Action (Secretariat):

- Publish September Progress Report on the portal
- Consider ways to measure impact or usage of data on the portal
- Consider how best to work with the Commission with regard to concerns raised in relation to High Value Datasets and keep the Board informed on progress in this regard

3. Update on Strategic objectives

Hale & Hearty project

The Open Data Unit gave a short presentation on progress made to date on the Hale & Hearty project which is a multi-agency open data project for which EU funding has been received. The Board noted that the project seems well organised. The governance structure is currently being finalised and it was noted that weekly meetings to progress the project are currently taking place.

Open Data Reuse Incubator

Cianan Clancy gave an overview of the position with regard to funding options for the proposed incubator and next steps. The intention is to turn open data into a commercial opportunity at EU level. Three potential commercial opportunities are currently being considered, one of which will be selected as a pilot for the incubator. It is intended that a funding application will be made under the Disruptive Technologies Innovation Fund (DTIF) once the call for funding is launched in late September. Cianan anticipated that the project will involve a lot of work and will require both an industry and an academic partner. Cianan undertook to keep the Board apprised on progress and to circulate the specification developed to the Board in due course.

Training Framework

The Open Data Unit has received agreement from the Office of Government Procurement to replace the existing Open Data Training framework which is due to expire in June 2021. It is hoped to broaden the new framework beyond open data training to include other data related courses such as accredited courses in data management, data governance etc. Work will commence on the development of the specification shortly. A subgroup of the Board will be convened to feed into the drafting of the RFT.

Action: (Open Data Unit): Convene a meeting of training sub group to help develop the specification for a data training procurement framework.
Action: Cianan Clancy: Keep Board apprised of progress on open data incubator project

4. Update on NORF Steering Group

It was noted that the various working groups have not as yet met and an update will be given at the next meeting.

5. Any other Business to include date of next meeting

Risk Register. A draft was circulated in advance of the June meeting and comments were invited. Comments received from Dennis Jennings will be incorporated. Any other comments should be returned to the Open Data Unit following which the register will be revised and re-circulated for sign-off. The intention is that this will be a regular agenda item for discussion by the Board at future meetings.

Open Data Engagement Fund

The Open Data Unit reported that the fund was launched in July and the closing date for receipt of applications is 9 October. A selection committee will be established to assess the applications.

Twitter Account This is an action from the June meeting. The Chair of the Board submitted a letter to the Secretary General, DPER requesting that the Open Data Twitter account be reinstated. This was subsequently discussed at a recent meeting of the Department's Governance Committee and is on the Agenda for discussion at the next Management Board meeting where a positive response is expected.

Reconstitution of the Board

It was noted that the Department of Public Expenditure & Reform has asked Denis Jennings to remain on as Chair of the Board for one further year and that he has agreed.

Date of next meeting

The next meeting is scheduled for 8 December, (11am to 12.30)

Action (Open Data Unit): Revise Risk Register, recirculate it and include it on the Agenda for the December meeting
Action (Open Data Unit): Establish a selection committee to assess Open Data Engagement Fund application

Appendix 1

ODGB Actions List

Board meeting	No.	Description	Responsible	Due By	Status
1 July, 2019	A.1	Add questions on number of datasets published via API's and planned number to the Liaison Officers survey.	ODU	30/08/2019	Done
1 July, 2019	A.2	Organise an Open Data Financial Forum with invitees from the banking and financial services sector.	Andrew O'Sullivan / ODU	Next Meeting	
1 July, 2019	A.3	Follow up discussions on Open Data Incubator with CeADAR.	Cianán Clancy	Next Meeting	Done
1 July, 2019	A.4	To develop a 2 page specification for the Health App as an initial proposal for the Open Data incubator.	Cianán Clancy / Barry Lowry / Andrew O'Sullivan	Next Meeting	Done
1 July, 2019	A.5	To approach OneLearning and IPA regarding data literacy training.	Barry Lowry / Angela Denning / Rhoda Kerins	Next Meeting	In progress
1 July, 2019	A.6	To circulate the literacy study referenced.	Secretariat	16/08/2019	Done
1 July, 2019	A.7	Circulate the TOR to the Board.	Secretariat	19/07/2019	Done
1 July, 2019	A.8	Circulate details of the Engagement Fund categories to the Board.	Secretariat	19/07/2019	Done
1 July, 2019	A.9	To confirm date for next meeting.	Secretariat	30/07/2019	Done
9 Oct, 2019	A.1	Publish minutes of the July meeting on the portal	Secretariat		Done
9 Oct, 2019	A.2	Advertise for 2 new Board members via the stateboards.ie website	Secretariat	22/11/2019	Done
9 Oct, 2019	A.3	Assess applications for funding received under the Open Data Engagement Fund	Board	23/12/2019	Done
9 Oct, 2019	A.4	Ask Local Authorities to incorporate open data into the Digital Strategies that they are currently developing.	Secretariat	18/06/2020	Done
9 Oct, 2019	A.5	Seek approval from the Secretary General to proceed with the idea of the health town app as an Irish Government open data initiative.	Secretariat	18/06/2020	Done
9 Oct, 2019	A.6	Continue to develop the specification for the app including costs	Cianan	Next Meeting	In progress
9 Oct, 2019	A.7	Put in a proposal for CEF funding before the deadline of 14th November with Fingal, D/PER as partners. See if funding is available from Enterprise Ireland.	Cianan/Rhoda	14/11/2019	Done
9 Oct, 2019	A.8	Set up another meeting with the D/Health	Barry / Rhoda	Next Meeting	
9 Oct, 2019	A.9	Public Service Digital Academy – speak to the IPA in regards to the possibility of their involvement in this.	Secretariat / Barry	Next Meeting	

9 Oct, 2019	A.10	Follow up with One learning with regards to the development of a data training course (Secretariat). Develop a brief to give to them (Training Sub Group).	Secretariat / Training Sub Group	Next Meeting	In progress
9 Oct, 2019	A.11	Make other providers aware that there is need/interest in data literacy courses (Smurfit, UCD etc.)	Secretariat	Next Meeting	In progress
9 Oct, 2019	A.12	Consider options to include data in school activities	Dr. Ojo	Next Meeting	
9 Oct, 2019	A.13	Publish a list of QQI accredited data related courses on the portal	Secretariat	Next Meeting	In progress
9 Oct, 2019	A.14	Put open data week on the agenda for the next meeting so as to consider the other suggestions discussed to promote open data.	Secretariat	Next Meeting	Done
9 Oct, 2019	A.15	Dennis to talk to BTMB regarding an OD award in the Young Scientist	Dennis Jennings	Next meeting	Done
9 Oct, 2019	A.16	Consider sponsoring a number of data based student articles whereby the best get published and the data links back to the portal	Barry, Cianan, Baharah	Next meeting	
9 Oct, 2019	A.17	Talk to the DPER press office with a view to contacting the Sunday Business Post and some other newsletters to see about sponsoring articles.	Barry	Next meeting	
9 Oct, 2019	A.18	Prepare a business plan for each or the 3 models	Cianan	Next meeting	Done
9 Oct, 2019	A.19	Forward a number of business models that he is aware of to Cianan	Dr. Ojo	Next meeting	
9 Oct, 2019	A.20	To confirm date for next meeting.	Secretariat	29/11/2019	Done
23 Jan, 2020	A.21	Meet to further explore ideas for Open Data/Innovation week and to promote the Open Data portal and initiative and sponsorship of events.	Secretariat & Chair	Next meeting	
23 Jan, 2020	A.22	Produce a short open data promotional video clip for use by organisations at events and for use in data training courses	Secretariat	Next meeting	
23 Jan, 2020	A.23	Consider if frequency of updating of datasets on the portal can be made more visible	Secretariat	Next meeting	In progress
23 Jan, 2020	A.24	Discuss the need for a new technical assistance procurement framework with the Advisory Group.	Secretariat	05/02/2020	Done
23 Jan, 2020	A.25	Get further information from the OPW on their rational for using a restricted licence.	Secretariat	05/02/2020	Done – they presented at ODAG meeting
23 Jan, 2020	A.26	Circulate CEF Funding application to the Board	Secretariat	After meeting	Done

23 Jan, 2020	A.28	Circulate paper on the 'State of Open Data' to the Board.	Dr. Ojo	After meeting	Done
23 Jan, 2020	A.29	Develop a Risk Register for the Open Data Initiative.	Secretariat	18/06/2020	Done
18 June, 2020	A.30	Publish minutes of January meeting and Progress on the portal	Secretariat	2 July	Done
18 June, 2020	A.31	Circulate project plan and timeline for Hale & Hearty app project to the Board	Secretariat	2 July	
18 June, 2020	A.32	Prepare governance and funding structure for innovation hub at next meeting	Cianan Clancy	Next meeting	
18 June, 2020	A.33	ODU to link in with training sub group in the development of the training framework to ensure those course deficits flagged by the Board are included in the RFT spec.	Secretariat	On receipt of go ahead from OGP to carry out RFT	
18 June, 2020	A.34	Consider suggested additional categories for inclusion in the Open Data Engagement Fund Information note and circulate the final note before it is launched.	Secretariat	End June	Done
18 June, 2020	A.35	Circulate Risk Register for the Open Data Initiative and take on board any amendments from the Board.	Secretariat	2 July, 2020	Done
18 June, 2020	A.36	Circulate doodle poll to determine dates for remaining meetings in 2020.	Secretariat	2 July, 2020	Done
18 June, 2020	A.37	Write letter of support to DPER for the retention of the open data twitter account	Chair	Next meeting	Done
18 June, 2020	A.38	Board to forward on any obs to Aboyega on policy recommendations for future EU Digital Government Policy	All	asap	Done
15 Sept, 2020	A.35	Take on board any amendments from the Board on Risk Register and put on Agenda for December meeting	Secretariat	Next meeting	
15 Sept, 2020	A.36	Publish minutes of January meeting and Progress on the portal	Secretariat	1 October	Done
15 Sept, 2020	A.37	Cianan Clancy to keep Board apprised on progress on Incubator Project	Cianan Clancy	Next meeting	
15 Sept, 2020	A.38	Engage with Commission with regard to concerns raised on specifications for High Value Datasets	Open Data Unit	As soon as possible	
15 Sept, 2020	A.39	Establish selection committee to assess Open Data Engagement Fund application	Open Data Unit	End October	Done
15 Sept, 2020	A.40	Convene a meeting of training sub group to help develop the specification for a data training procurement framework.	Open Data Unit	End October	
15 Sept, 2020	A.41	Consider ways to measure impact or usage of data on the portal	Open Data Unit	End October	

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