



**Meeting of the Open Data Governance Board (ODGB) on Open Data
Via Webex Webinar - 11:00 am, Tuesday, 8th December, 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, Declan O'Sullivan, ADAPT Centre, TCD, Rob Kitchen, Maynooth University.

Apologies: Seamus Murphy, HSBC , Barry Lowry, OGCIO, Neil O'Hare, UCD, Paul Morrin, CSO

Chair: Dennis Jennings

Secretariat: Dave Hanley, Rhoda Kerins, Paul Fitzpatrick (DPER)

Welcome & Apologies

The Chair welcomed everyone to the meeting and noted that it was Denis and Daithí's last meeting.

1. Minutes of September meeting and matters arising

No amendments were received to the minutes of the September 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 September meeting on the portal

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 November. The progress report had been circulated in advance and will be published on the open data portal.

Some of the progress highlighted include:

- The 3rd Open Data Conference 'Open Data for a Data Driven Public Service Delivery' was held online on December 2nd. It was noted that the conference was very well attended with over 250 attendees.

- The Open Data Unit presented Ireland's Open Data Initiative at the EU Semic 2020 conference on October 15th.
- The number of users on the Portal continues to grow with an increase of 22% in the last 3 months.
- The Hale & Hearty project, Action No: 2019-IE-IA-0126, issued a user survey aimed at identifying the data required by the 4 user profiles being utilised for the project.

Rhoda Kerins gave an update on the Open Data and reuse of PSI directive. The first draft of the Statutory Instrument to transpose the Open Data Directive is with the Attorney General's Office and the Open Data Unit are liaising with the drafter to progress the text.

The EU Open Data committee is negotiating the first Implementing Act under the Open Data Directive and it is expected that a first draft of the text will be made available shortly. Rhoda also mentioned that issues in relation to GDPR has been raised by some countries.

It was noted that the additional workload involved in the transposition of the Directive and the management of the Hale & Hearty project will place significant pressure on the ODU on top of the unit's normal activities. Certain activities may have to be postponed to accommodate the additional workload.

Action (Secretariat):

- Publish November Progress Report on the portal

3. Update on Strategic objectives

Hale & Hearty project

Rhoda Kerins gave an update on the CEF funded Hale and Hearty Action which is a strategic initiative of the ODGB. The project will focus on providing high-value datasets related to the health and wellbeing sector which will be showcased through the development of a user-friendly prototype app.

Rhoda advised that Work Packages 2 & 3 (User Scenarios and Data Preparation respectively) have commenced and were progressing well. The User Scenarios group is analysing the results of their user survey to inform the datasets required. The Data Preparation group is reviewing the list of available datasets. The Data Protection Impact Assessment (DPIA) report is due to be completed by end March 2021, this is a requirement of GDPR compliance.

Training Framework

Several meetings have been held with the OGP to discuss the training framework and a first draft of the specification has been sent to them. The ODU had met with the Data Governance Unit in the OGCI to discuss possible training overlaps.

The Board advised that the overall aims of the training objective should be referenced and the training should allow users to utilise the data on the portal and support evidenced based decision making.

It was agreed to organise a meeting of the training sub group for the ODGB early in the New Year.

Open Data Reuse Incubator

Cianan Clancy gave a presentation on the proposed funding application that he is making under the Disruptive Technologies Innovation Fund (DTIF). The ODRI will create for the first time in Europe, a disruptive Open Data Reuse Value Chain that will deliver new disruptive pan European start-ups that exploit the release of high value government data sets which is being mandated by the European Commission. The deadline for applications is the following week and the Board were asked to revert to him with comments as soon as possible. Cianan undertook to keep the Board apprised on progress.

Action: (Secretariat): Provide financial report for H&H project to next meeting of the ODGB.

Action: (Secretariat): Organise a meeting of the Training Sub Group early in 2021.

Action: (Cianan): Keep Board apprised of progress on open data incubator project

Action: (Rhoda): Circulate the report from the strategic event in February 2019.

4. Technical Support Framework

Rhoda provided an update on the development of the technical support framework. The ODU is liaising with the ODAG on the requirements for the RFT. Several meetings have taken place with the OGP to progress the specification. It is expected the RFT will be completed by September 2021.

5. Reconstitution of the Open Data Governance Unit Board

The chair noted that Daithí MacSíthigh and Denis Parfenov are original members of the ODGB and have made significant contributions to the development of Ireland's Open Data Initiative. This will be the last meeting for Denis and Daithí. The board thanked them for their contribution.

The ODU are conducting a recruitment campaign for two new members of the Board to fill the vacancies left by Denis and Daithí. An advertisement had been published on StateBoards.ie with a closing date of Tuesday, 22nd December 2020.

It was noted that Dennis Jennings proposes to stand down as chair of the board next year.

Action: (Rhoda): Circulate the link on StateBoards.ie to the Board.

6. Update on NORF Steering Group

Declan O'Sullivan provided an update from the NORF meetings to the Board.

7. Rob Kitchin

Rob Kitchin is a professor and ERC Advanced Investigator in Maynooth University. He is currently the principle investigator on the [Programmable City](#) project and the [Building City Dashboards](#).

Rob gave a presentation to the Board on the 'Strategic Development of Open Data'. This focused on access to clean, complete, reliable data which is updated regularly and preferable mandated.

Rob gave an analysis of the need to develop a 'state data eco system' to commence with a root and branch review of the current ecosystem and gaps. He stressed the need for national strategic plans for data management, interoperability and preservation, and for data literacy programs.

8. ODGB Plan for 2021

The Board conducted a discussion on how best to progress the open data agenda. It was agreed that the focus of the next strategy should be to stimulate interest in open data and demonstrate the value of open data. This might be achieved by forming alliances with different stakeholders such as by developing communities of users / activists. Developing results focused outcomes, data stories, improving user engagement and how the ODGB could be more challenging as opposed to just encouraging were considered in the discussion.

It was agreed to devote most of the next Board meeting to discussing and planning the approach to the next iteration of the Open Data Strategy.

9. Any other Business

It was noted that the Risk Register will be circulated after the meeting with the minutes.

In terms of the Open Data Engagement Fund, eight projects were approved for funding under the 20/21 Open Data Engagement Fund. The applications were assessed by the subgroup of the Open Data Governance Board, with a total funding of €28,100 approved. Subsequently, one awardee has withdrawn their project due to pressures of other work. This leaves the total funding at €26,100. The funding is in the process of being approved and paid by the accounts department in PER.

Further details are available here. <https://data.gov.ie/blog/engagement-fund-winners-2020-2021>

Date of next meeting

The next meeting is to be organised for 10th of March 2021.

Action (Secretariat): Revise Risk Register, recirculate it and include it on the Agenda for the February meeting

Action (Secretariat): Open Data Engagement Fund projects funded to be circulated to the board

Action (Secretariat): Schedule next ODGB meeting for 10th of March, 2021.

Appendix 1

ODGB Actions List

Board meeting	No.	Description	Responsible	Due By	Status
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	
9 Oct, 2019	A.6	Continue to develop the specification for the app including costs	Cianan	Next Meeting	In progress
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.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.19	Forward a number of business models that he is aware of to Cianan	Dr. Ojo	Next meeting	
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
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	
15 Sept, 2020	A.41	Consider ways to measure impact or usage of data on the portal	Open Data Unit	End October	
08 Dec, 2020	A.44	Provide financial report for H&H project to next meeting of the ODGB.	Secretariat	Next meeting	Ongoing
08 Dec, 2020	A.45	Keep Board apprised of progress on open data incubator project	Cianan Clancy	Next meeting	Ongoing
08 Dec, 2020	A.46	Circulate the report from the strategic event in February 2019.	Rhoda	22/12/2020	Done
08 Dec, 2020	A.47	Circulate the link on StateBoards.ie to the Board.	Rhoda	22/12/2020	Done
08 Dec, 2020	A.48	Organise a meeting of the Training Sub Group early in 2021.	Secretariat		Done
08 Dec, 2020	A.51	Revise Risk Register, recirculate it and include it on the Agenda for the February meeting	Open Data Unit	22/12/2020	Done
08 Dec, 2020	A.52	Open Data Engagement Fund projects funded to be circulated to the board	Open Data Unit	22/12/2020	Done
08 Dec, 2020	A.53	Schedule next ODGB meeting for 10 th March, 2021.	Open Data Unit		Done

Closed ODGB Actions

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.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	Done
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.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.	Cianán/Rhoda	14/11/2019	Done
9 Oct, 2019	A.8	Set up another meeting with the D/Health	Barry / Rhoda	Next Meeting	Done
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.18	Prepare a business plan for each of the 3 models	Cianán	Next meeting	Done
9 Oct, 2019	A.20	To confirm date for next meeting.	Secretariat	29/11/2019	Done
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 rationale 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.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	Done
15 Sept, 2020	A.36	Publish minutes of June meeting and September Progress Report on the portal	Secretariat	1 October	Done
15 Sept, 2020	A.37	Cianan Clancy to keep Board appraised on progress on Incubator Project	Cianan Clancy	Next meeting	Done
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	Done
15 Sept, 2020	A.39	Establish selection committee to assess Open Data Engagement Fund application	Open Data Unit	End October	Done
08 Dec, 2020	A.42	Publish minutes of September meeting on the portal	Secretariat	22/12/2020	Done
08 Dec, 2020	A.43	Publish November Progress Report on the portal	Secretariat	22/12/2020	Done

Open Data Unit
Department of Public Expenditure and Reform
08th December, 2020