



**Meeting of the Open Data Governance Board (ODGB) on Open Data
Via Webex Webinar - 2:00pm, Wednesday, 10th March, 2021**

Draft Minutes

Present: Andrew O'Sullivan, An Garda Síochána, Dr. Adegboyega Ojo, Maynooth University, Barry Lowry, OGCI, Cianán Clancy, Independent News and Media, , Bahareh Heravi, UCD, Martin Quigley, Pobal, Declan O'Sullivan, ADAPT Centre, TCD, Neil O'Hare, UCD, Paul Morrin, CSO, Aoife Sexton, Truata, Joan O'Sullivan, Researcher at Oxford.

Chair: Dennis Jennings

Secretariat: Dave Hanley, Rhoda Kerins, Helena Campbell, Fatemeh Ahmadi Zeleti, PhD, Paul Fitzpatrick (DPER)

Welcome & Tour de Table

The Chair welcomed everyone to the meeting and noted that Seamus Murphy has stepped down from the board.

Dennis welcomed Aoife Sexton and Joan O'Connor to the Board. Aoife and Joan had been appointed following a recruitment process conducted through StateBoards.ie. All attendees introduced themselves briefly.

Dennis confirmed that he intends stepping down from the Board at the end of the year.

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.

Action (Secretariat): Publish minutes of December meeting on the portal

2. Progress update from D/PER to include update on Open Data Directive 2019

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.

Some of the progress highlighted include:

- The Open Data Unit attended a meeting of the EU PSI Working Group on December 10th. Ireland retained its position as a 'trend setter' in the EU and was ranked 4th in the EU Open Data Maturity survey.
- The ODU are working with the OGP to put in place a Technical Services Framework. This will allow easy draw down of Open Data Services which should assist public bodies to meet their obligations under the OD Strategy and the Open Data Directive. It is planned for publication in May/June 2021.
- Derilinx have organised a webinar titled "Preparing for Ireland's new Open Data and Reuse of Public Sector Information (PSI) Directive". This Webinar will take place on March 24th and will provide a practitioner perspective on the overall context to the directive, what it concretely means for Public Service Bodies and how to get ready for.
- The overall usage of the national open data portal, [Data.Gov.ie](https://data.gov.ie), continues to grow. 2020 saw an increase of 24% when compared with 2019.
- The next Open Data Impact Series event is planned for April 20th. The topic will be meteorological data and climate change utilising MET Eireann datasets on the portal. The event will look at how these datasets are being used in our attempt to understand the dynamics and implications of climate change. We are looking forward to an interesting and challenging event.

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 has been returned to the Attorney General's Office with responses to the queries raised by the drafter.

It was noted that the additional workload involved in the transposition of the Directive and the management of the Hale & Hearty project continues to 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 March Progress Report on the portal.
Action (Secretariat): Publicise the introduction of the Open Data Directive.

3. Introduction to and update from Dr Fatemeh Ahmadi Zeleti

Dr Ahmadi Zeleti introduced her research project on measuring the impact of Open Data in Ireland. Dr Zeleti presented her Framework for Study and outlined her experience and research objectives. She will be looking at environmental, social, political and economic impacts and will develop a number of use cases and national indicators.

Dr Zeleti was encouraged to reach out to Board members for assistance and guidance and will forward project plan to the Board.

Action (Dr Ahmadi Zeleti): Contact board members to gather their input on methodology for assessing impacts.

4. Risk Register

The risk register was circulated in advance of the meeting and the impact of inadequate resources in the ODU for the H&H project was discussed. Dave Hanley confirmed that Helena was acting as project manager for the project and that while other Open Data activities might be constrained that the Hale and Hearty Action would proceed.

Action (Secretariat): Put risk register on agenda for next meeting

5. Update on Strategic objectives

Hale & Hearty project

Helena Campbell gave an update on the CEF funded Hale and Hearty. The project focuses 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.

Helena advised that Work package 2 on the User Stories is complete and the final report is being prepared. Work package 3 on the Data Preparation is also nearing completion and the report is in progress. The first iteration of the DPIA and the design specifications of the Hale & Hearty app has been created. Cianan provided details of the app and the initial design of the prototype. The importance of data protection was emphasised.

Action: (Aoife Sexton): Liaise with H&H PM on the topic of data protection.

Training Framework

Several meetings have been held with the OGP to discuss the training framework and the development of the specification is progressing. A timeline for the delivery of the procurement framework will be discussed with the OGP.

NORF Update

Declan O'Sullivan gave an update on the NORF programme. An initial draft of the NORF National Open Research Landscape Report is about to go to public consultation. Declan encouraged the Board members to provide feedback when the consultation is published.

Action: (Declan O'Sullivan): Inform the ODGB when the public consultation starts.

6. Strategic Planning

It was proposed to hold a separate meeting dedicated to developing the next strategic plan for open data, approximately 2 weeks before the next ODGB meeting in May. Barry Lowry agreed to prepare a presentation to initiate the discussion for the strategic planning meeting. The meeting should also consider the issue of the role and authority of the Board.

Action: (Secretariat): Organise the Strategic Planning meeting.

Action: (Barry Lowry): Prepare presentation for strategic planning meeting.

Action: (Rhoda Kerins): Prepare a progress summary of the current strategic plan.

7. AOB

Date of next meeting

The next meeting is to be organised for 27th of May 2021.

Action: (Secretariat): Circulate date for strategic planning meeting.
Action: (Secretariat): Circulate appointment for next ODGB meeting.

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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	Done
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
10 Mar, 2021	A.-54	Contact each board member to gather their input on methodology for assessing impacts.	Dr Ahmadi Zeleti	Ongoing	
10 Mar, 2021	A.-55	Liaise with H&H PM on the topic of data protection.	Aoife Sexton	Ongoing	
10 Mar, 2021	A.-56	Inform the ODGB when the public consultation starts.	Declan O'Sullivan	By next meeting	
10 Mar, 2021	A.-57	Organise the Strategic Planning meeting.	Secretariat	By next meeting	
10 Mar, 2021	A.-58	Prepare presentation for strategic planning meeting.	Barry Lowry	By next meeting	
<u>10 Mar, 2021</u>	<u>A.59</u>	<u>Publish minutes of December meeting on the portal.</u>	<u>Secretariat</u>		
<u>10 Mar, 2021</u>	<u>A.60</u>	<u>Publish March Progress Report on the portal.</u>	<u>Secretariat</u>		
<u>10 Mar, 2021</u>	<u>A.61</u>	<u>Publicise the introduction of the Open Data Directive.</u>	<u>Secretariat</u>		
<u>10 Mar, 2021</u>	<u>A.62</u>	<u>Put risk register on agenda for next meeting.</u>	<u>Secretariat</u>		
<u>10 Mar, 2021</u>	<u>A.63</u>	<u>Prepare a progress summary of the current strategic plan.</u>	<u>Rhoda Kerins</u>		
<u>10 Mar, 2021</u>	<u>A.64</u>	<u>Circulate date for strategic planning meeting.</u>	<u>Secretariat</u>		
<u>10 Mar, 2021</u>	<u>A.65</u>	<u>Circulate appointment for next ODGB meeting.</u>	<u>Secretariat</u>		

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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.	Cianan/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 or the 3 models	Cianan	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 apprised 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

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

Open Data Unit
 Department of Public Expenditure and Reform
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