



**Meeting of the Open Data Governance Board (ODGB) on Open Data  
Via Webex Webinar - 2:00pm, Thursday, 27th May, 2021**

**Draft Minutes**

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

**Chair:** Dennis Jennings

**Secretariat:** Rhoda Kerins, Helena Campbell, Fatemeh Ahmadi Zeleti, PhD, (DPER)

**1. Welcome & minutes of March meeting and matters arising**

No amendments were received to the minutes of the March meeting circulated. These were agreed and will be published on the open data portal.

**Action (Secretariat):** Publish minutes of March 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 April. The progress report will be published on the open data portal.

Some of the progress highlighted include:

- The successful Impact Series event 'Open Data and Climate Change' held on April 21st was opened by Minister Ossian Smyth.
- OD Liaison Officers meeting held on April 29th.
- The Open Data Unit participated in and provided feedback to a number of workshops on developments to MSs Open Data Portals.
- The overall usage of the Portal continues to grow year on year with an increase of 24% in 2020 compared with 2019.
- The Engagement Fund 2020/2021 projects are progressing- 4 are nearing completion and the others are underway.
- Hale & Hearty Oversight Committee meeting took place on May 25th. Reports 2.1 on the User Scenarios and Requirements and 2.3 on Identification of data sources were completed and submitted to the INEA at the end of March. Report 2.3, the Risk assessment for privacy, security, inclusiveness and accessibility and the Interim Report will be submitted at the end of May.

Helena Campbell gave an update on the Engagement Fund, see associated presentation. Four projects are complete or almost finished and the remaining three have yet to be completed. The Engagement fund will not be run this year due to a budget cut for the ODU. The question of whether it would be run in 2022/23 will be funding dependant. Dr Ojo raised the question of the impact of deferring the Engagement Fund. The possibility of organising funding from the NDRC or Enterprise Ireland was raised to mitigate the impact of budget cuts.

**Action (Secretariat):** Publish the May Progress Report on the portal.

### 3. Update from Dr Fatemeh Ahmadi Zeleti

Dr Ahmadi Zeleti gave a presentation on her research project on measuring the impact of Open Data in Ireland. Dr Zeleti presented her Framework for Study and outlined the initial survey. Dennis Jennings asked all board members to help to extend the reach of the survey to reflect the impact of Open Data success stories. He also suggested to look to the EU for relevant examples and to consult with private sector bodies (IBEC, Charities Regulator etc) as to what government datasets would be relevant to their work. Barry Lowry made the point that it was important for people to make the connection between data and their work or challenges and that this study should prompt people to look at this.

**Action (Dr Ahmadi Zeleti):** Contact board members to gather information on potential Open Data networks.

### 4. Strategic Planning

Rhoda Kerins presented a note on the Strategic Planning meeting of 13<sup>th</sup> May. There was a general discussion on the importance of linked data and the value of unique identifiers, particularly for individuals and locations. The need for a structured approach with a centralised government department with responsibility for digital and data issues was raised as this would give Ireland a digital focus, managing cyber risks and creating an economy of scale and benefiting from the personnel and facility synergies of co-location. The business benefits of establishing Ireland as a trusted country in digital terms was also discussed. The need for effective data governance across all PSBs was emphasised.

The need for consultation with stakeholders was discussed and the benefits of bringing data users and publishers together, to foster dialogue and mutual understanding about what is needed and feasible was discussed.

Resources were discussed in the context of cyber security and how this was the overarching priority which may mean challenges for Open Data resources. The role of the Open Data Directive in changing the PS culture to a proactive data management one was discussed and the need for political support to integrate data management into the core business plans of PSBs. Data awareness was discussed as a core competence of PS personnel.

The importance of spatial data was also discussed. The role of the Open Data Unit post transposition of the OD Directive was also discussed, particularly in relation to the Data Governance Unit.

The need to focus the ODU's efforts on where the most impact could potentially lie- i.e. having a narrow focus and achieving an intense impact in a limited area or a broader focus with a lower level of impact over a wider area was also discussed. The importance of identifying the different needs and priorities of different users (member of the public vs business users) was also discussed.

In conclusion, Dennis Jennings said that the next 5 years would be about a more focussed approach for the Open Data Unit and the need to match data provided and the needs of data users would be a priority.

## 5. Update on the Hale & Hearty Action

Helena Campbell gave a short presentation on the Hale & Hearty Action, the main feature of which were the deliverables of the Interim Report and Report on Privacy, Security, Inclusiveness and Accessibility which will be submitted to the Commission at the end of May. The Board asked for the minutes of the Oversight Committee to be circulated to the ODGB.

**Action (Secretariat):** Circulate the minutes of the Oversight Committee meeting.

## 6. Training Update

Rhoda Kerins gave an update on the Training Framework. There will be a gap in training provision from June to the end of 2021. When the training recommences, the focus will be on the requirements of the OD Directive, particularly Data Audits, Publication, Analysis and Visualisation. The training delivery methods were still in discussion, but expected to be a combination of online and in person training. The possibility of having the introductory course as a video resource was discussed. In addition, there is also a coaching element envisaged within the Technical Framework for PSBs.

## 7. Open Data Reuse Incubator

Dennis Jennings gave a description of 2 companies with whom he is working. They use open data as a means of creating a commercially viable product;

- a) IPPI, using housing data
- b) Hiker, an app for hikers which maps trails

Cianan Clancy said that the OD Incubator was paused for the moment and it was agreed that Dennis would meet Cianan to formulate an action plan.

**Action (Secretariat):** Organise a meeting with Dennis and Cianan to create an Open Data Reuse action plan.

## 8. NORF Update

Declan O'Sullivan gave an update on the framework and told the Board that the landscaping report was published at the end of March. Comments would be sought between May and August,

consultation would then begin in September and October, this feedback would be assimilated and the Action Plan would be brought to government. Dennis Jennings asked about the funding arrangements and possible relationship with the ODGB. The funding is unclear at this point, although government funding is identified as important to establish a central data infrastructure.

## 9. Risk register

The risk register was presented by Rhoda Kerins, it highlighted the funding issues for the ODU and the Engagement Fund.

## 10. AOB

### **Date of next meeting**

The next meetings are to be organised for the 2<sup>nd</sup> week in September and the 3<sup>rd</sup> or 4<sup>th</sup> week in November. The secretariat is to circulate a doodle poll to agree a specific date.

**Action: (Secretariat): Circulate a doodle poll for next 2 ODGB meetings.**

## Appendix 1

### ODGB Actions List

<b>Board meeting</b>	<b>No.</b>	<b>Description</b>	<b>Responsible</b>	<b>Due By</b>	<b>Status</b>
1 July, 2019	A.2	Organise an Open Data Financial Forum with invitees from the banking and financial services sector.	<b>Andrew O'Sullivan / ODU</b>	Next Meeting	
9 Oct, 2019	A.6	Continue to develop the specification for the app including costs	<b>Cianan</b>	Next Meeting	Done
9 Oct, 2019	A.9	Public Service Digital Academy – speak to the IPA in regards to the possibility of their involvement in this.	<b>Secretariat / Barry</b>	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).	<b>Secretariat / Training Sub Group</b>	Next Meeting	Done
9 Oct, 2019	A.11	Make other providers aware that there is need/interest in data literacy courses (Smurfit, UCD etc.)	<b>Secretariat</b>	Next Meeting	In progress
9 Oct, 2019	A.12	Consider options to include data in school activities	<b>Dr. Ojo</b>	Next Meeting	
9 Oct, 2019	A.13	Publish a list of QQI accredited data related courses on the portal	<b>Secretariat</b>	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	<b>Barry, Cianan, Baharah</b>	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.	<b>Barry</b>	Next meeting	
9 Oct, 2019	A.19	Forward a number of business models that he is aware of to Cianan	<b>Dr. Ojo</b>	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.	<b>Secretariat &amp; Chair</b>	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	<b>Secretariat</b>	Next meeting	
23 Jan, 2020	A.23	Consider if frequency of updating of datasets on the portal can be made more visible	<b>Secretariat</b>	Next meeting	In progress
18 June, 2020	A.31	Circulate project plan and timeline for Hale & Hearty app project to the Board	<b>Secretariat</b>	2 July	Done
18 June, 2020	A.32	Prepare governance and funding structure for innovation hub at next meeting	<b>Cianan Clancy</b>	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.	<b>Secretariat</b>	On receipt of go ahead from OGP to carry out RFT	Done
15 Sept, 2020	A.41	Consider ways to measure impact or usage of data on the portal	<b>Open Data Unit</b>	End October	
08 Dec, 2020	A.44	Provide financial report for H&H project to next meeting of the ODGB.	<b>Secretariat</b>	Next meeting	Ongoing
08 Dec, 2020	A.45	Keep Board apprised of progress on open data incubator project	<b>Cianan Clancy</b>	Next meeting	Ongoing
10 Mar, 2021	A.54	Contact each board member to gather their input on methodology for assessing impacts.	<b>Dr Ahmadi Zeleti</b>	Ongoing	
10 Mar, 2021	A.55	Liaise with H&H PM on the topic of data protection.	<b>Aoife Sexton</b>	Ongoing	
10 Mar, 2021	A.56	Inform the ODGB when the public consultation starts.	<b>Declan O'Sullivan</b>	By next meeting	
10 Mar, 2021	A.57	Organise the Strategic Planning meeting.	<b>Secretariat</b>	By next meeting	Done
10 Mar, 2021	A.58	Prepare presentation for strategic planning meeting.	<b>Barry Lowry</b>	By next meeting	Done
10 Mar, 2021	A.59	Publish minutes of December meeting on the portal.	<b>Secretariat</b>		
10 Mar, 2021	A.60	Publish March Progress Report on the portal.	<b>Secretariat</b>		
10 Mar, 2021	A.61	Publicise the introduction of the Open Data Directive.	<b>Secretariat</b>		
10 Mar, 2021	A.62	Put risk register on agenda for next meeting.	<b>Secretariat</b>		Done
10 Mar, 2021	A.63	Prepare a progress summary of the current strategic plan.	<b>Rhoda Kerins</b>		Done
10 Mar, 2021	A.64	Circulate date for strategic planning meeting.	<b>Secretariat</b>		Done
10 Mar, 2021	A.65	Circulate appointment for next ODGB meeting.	<b>Secretariat</b>		Done
27 May, 2021	A.66	Publish minutes of March meeting on the portal	<b>Secretariat</b>		
27 May, 2021	A.67	Publish the May Progress Report on the portal.	<b>Secretariat</b>		
27 May, 2021	A.68	Contact board members to gather information on potential Open Data networks.	<b>Dr Ahmadi Zeleti</b>		
27 May, 2021	A.69	Circulate the minutes of the H&H Oversight Committee meeting.	<b>Secretariat</b>		
27 May, 2021	A.70	Organise a meeting with Cianan Clancy to create an Open Data Reuse action plan.	<b>Dennis Jennings</b>		
27 May, 2021	A.71	Circulate a doodle poll for next 2 ODGB meetings.	<b>Secretariat</b>		

## Closed ODGB Actions

<b>Board meeting</b>	<b>No.</b>	<b>Description</b>	<b>Responsible</b>	<b>Due By</b>	<b>Status</b>
1 July, 2019	A.1	Add questions on number of datasets published via API's and planned number to the Liaison Officers survey.	<b>ODU</b>	30/08/2019	Done
1 July, 2019	A.3	Follow up discussions on Open Data Incubator with CeADAR.	<b>Cianán Clancy</b>	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.	<b>Cianán Clancy / Barry Lowry / Andrew O'Sullivan</b>	Next Meeting	Done
1 July, 2019	A.5	To approach OneLearning and IPA regarding data literacy training.	<b>Barry Lowry / Angela Denning / Rhoda Kerins</b>	Next Meeting	Done
1 July, 2019	A.6	To circulate the literacy study referenced.	<b>Secretariat</b>	16/08/2019	Done
1 July, 2019	A.7	Circulate the TOR to the Board.	<b>Secretariat</b>	19/07/2019	Done
1 July, 2019	A.8	Circulate details of the Engagement Fund categories to the Board.	<b>Secretariat</b>	19/07/2019	Done
1 July, 2019	A.9	To confirm date for next meeting.	<b>Secretariat</b>	30/07/2019	Done
9 Oct, 2019	A.1	Publish minutes of the July meeting on the portal	<b>Secretariat</b>		Done
9 Oct, 2019	A.2	Advertise for 2 new Board members via the stateboards.ie website	<b>Secretariat</b>	22/11/2019	Done
9 Oct, 2019	A.3	Assess applications for funding received under the Open Data Engagement Fund	<b>Board</b>	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.	<b>Secretariat</b>	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.	<b>Secretariat</b>	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.	<b>Cianan/Rhoda</b>	14/11/2019	Done
9 Oct, 2019	A.8	Set up another meeting with the D/Health	<b>Barry / Rhoda</b>	Next Meeting	Done
9 Oct, 2019	A.13	Publish a list of QQI accredited data related courses on the portal	<b>Secretariat</b>	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.	<b>Secretariat</b>	Next Meeting	Done
9 Oct, 2019	A.15	Dennis to talk to BTMB regarding an OD award in the Young Scientist	<b>Dennis Jennings</b>	Next meeting	Done
9 Oct, 2019	A.18	Prepare a business plan for each or the 3 models	<b>Cianan</b>	Next meeting	Done

9 Oct, 2019	A.20	To confirm date for next meeting.	<b>Secretariat</b>	29/11/2019	Done
23 Jan, 2020	A.24	Discuss the need for a new technical assistance procurement framework with the Advisory Group.	<b>Secretariat</b>	05/02/2020	Done
23 Jan, 2020	A.25	Get further information from the OPW on their rationale for using a restricted licence.	<b>Secretariat</b>	05/02/2020	Done – they presented at ODAG meeting
23 Jan, 2020	A.26	Circulate CEF Funding application to the Board	<b>Secretariat</b>	After meeting	Done
23 Jan, 2020	A.28	Circulate paper on the 'State of Open Data' to the Board.	<b>Dr. Ojo</b>	After meeting	Done
23 Jan, 2020	A.29	Develop a Risk Register for the Open Data Initiative.	<b>Secretariat</b>	18/06/2020	Done
18 June, 2020	A.30	Publish minutes of January meeting and Progress on the portal	<b>Secretariat</b>	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.	<b>Secretariat</b>	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.	<b>Secretariat</b>	2 July, 2020	Done
18 June, 2020	A.36	Circulate doodle poll to determine dates for remaining meetings in 2020.	<b>Secretariat</b>	2 July, 2020	Done
18 June, 2020	A.37	Write letter of support to DPER for the retention of the open data twitter account	<b>Chair</b>	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	<b>All</b>	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	<b>Secretariat</b>	Next meeting	Done
15 Sept, 2020	A.36	Publish minutes of June meeting and September Progress Report on the portal	<b>Secretariat</b>	1 October	Done
15 Sept, 2020	A.37	Cianan Clancy to keep Board apprised on progress on Incubator Project	<b>Cianan Clancy</b>	Next meeting	Done
15 Sept, 2020	A.38	Engage with Commission with regard to concerns raised on specifications for High Value Datasets	<b>Open Data Unit</b>	As soon as possible	Done
15 Sept, 2020	A.39	Establish selection committee to assess Open Data Engagement Fund application	<b>Open Data Unit</b>	End October	Done
08 Dec, 2020	A.42	Publish minutes of September meeting on the portal	<b>Secretariat</b>	22/12/2020	Done
08 Dec, 2020	A.43	Publish November Progress Report on the portal	<b>Secretariat</b>	22/12/2020	Done



08 Dec, 2020	A.46	Circulate the report from the strategic event in February 2019.	<b>Rhoda</b>	22/12/2020	Done
08 Dec, 2020	A.47	Circulate the link on StateBoards.ie to the Board.	<b>Rhoda</b>	22/12/2020	Done
08 Dec, 2020	A.48	Organise a meeting of the Training Sub Group early in 2021.	<b>Secretariat</b>		Done
08 Dec, 2020	A.51	Revise Risk Register, recirculate it and include it on the Agenda for the February meeting	<b>Open Data Unit</b>	22/12/2020	Done
08 Dec, 2020	A.52	Open Data Engagement Fund projects funded to be circulated to the board	<b>Open Data Unit</b>	22/12/2020	Done
08 Dec, 2020	A.53	Schedule next ODGB meeting for 10 <sup>th</sup> March, 2021.	<b>Open Data Unit</b>		Done

Open Data Unit  
Department of Public Expenditure and Reform  
27<sup>th</sup> May, 2021