Meeting of the Open Data Governance Board (ODGB) on Open Data
Via Webex Webinar -   2:30pm – 4:30pm, Tuesday, 28th September, 2021

Minutes

Present: Dennis Jennings, Chair, Joan O'ConnorAndrew O'Sullivan, An Garda Síochána, Dr. Adegboyega Ojo, Maynooth University, Cianán Clancy, Independent News and Media, Martin Quigley, Pobal, Bahareh Heravi, UCD, Neil O'Hare, UCD, Aoife Sexton, Truata, Eoin McCuirc, CSO, Lorenzo Bruni, CSO, Damien Roche, CSO.

Chair: Dennis Jennings
Secretariat: Dave Hanley, Rhoda Kerins, Paul Fitzpatrick (DPER)
Apologies: Declan O'Sullivan, ADAPT Centre, TCD, Paul Morrin, CSO, Barry Lowry, OGCIO, Joan O'Connor, Helena Campbell (DPER)

1. Welcome. Minutes of the 27th May meeting and matters arising

Dennis welcomed everyone to the meeting. The minutes of the May meeting had been circulated and will be amended to include Baherah in the list of attendees. The amended minutes were approved and will be published on the open data portal. The actions from the last meeting were acknowledged as completed.

Under matters arising, approaches to funding for OD starter projects were discussed. Dennis suggested making contact with the NDRC in relation to funding for the OD incubator.

> **Action 1 (Secretariat):** Update May meeting minutes to include Baherah in the list of attendees.
> **Action 2 (Secretariat):** Publish minutes of May meeting on the portal.
> **Action 3 (Dennis):** Dennis to talk to Cianan and initiate contact with NDRC in relation to the OD incubator funding.

2. Progress update from ODU

The Open Data Unit provided an update of progress and activities since the last meeting. A progress report had been circulated in advance of the meeting and will be posted on data.gov.ie.

Some of the progress highlighted include:

- ➢ The successful transposition of the Open Data Directive in July 2021.
- ➢ The circular to Public Body obligations on Open Data, approved by Colin Menton.

- ➢ The Technical Services framework with OGP closed on the 12th of September.
  - o Evaluating responses will take place during October.
- ➢ The training framework tender has been published. The closing date is 12th of October and is expected to be in place for Q1, 2022.
- ➢ On the Open Data portal, the reporting of Public Bodies with API's has increased dramatically.
- ➢ The initial score by the Euro survey has increased slightly from last year.

The research project as carried out by Fatemeh Ahmadi Zeleti is also progressing well.

Dave Hanley mentioned that the Commission have still to issue guidance on the High Value Datasets, to be included in the Implementing Act under the Open Data Directive.

Action 4 (All): Complete the OD research survey and encourage contacts to participate in the survey.
Action 5 (Secretariat): Publish the September Progress Report on the portal.

3. H&H Oversight Committee – Neil O'Hare

Neil provided a report from the Hale & Hearty oversight Committee meeting held on September 17th. A demonstration of the Knowledgebase and proposed app functionality had been well received at the meeting. The Committee felt there was real value in the project and that it should continue beyond MVP if possible.

The Board discussed the options for continuing the project beyond the completion of the current phase with a partner other than DPER taking over the role of lead partner. Further EU funding could be sought to extend the project beyond the pilot. It was agreed to organise a meeting with the HSE to discuss the project.

It was recommended that an appraisal should be completed to effectively assess of the project and to communicate the value of it.

Action 6 (Neil O'Hare): Set up a discussion with Martin Curley, HSE.

4. NORF Update from Declan O'Sullivan

Declan O'Sullivan had indicated that he would be unable to attend the rescheduled date for today's meeting and forwarded the NORF Policy Briefs document in advance of the meeting. Declan had invited comments from the Board members on the draft recommendations.

It was noted there were a number of areas in the report which could feed into the next iteration of the Open Data Strategy.

5. Presentation on PX Stat by CSO

Lorenzo Bruni from the CSO gave a detailed presentation on PX Stat including a demo of Data.CSO@gov.ie. The platform provides data in a more interactive format with full metadata search, intelligent search and full data download in line with the Open Data Directive. The new PX Stat has been well received by users and hits on the site have increased from 100,000 a month to 2 million. The CSO mentioned that the platform is available to public bodies to store their data and that NI Statistics are planning to move to PX Stat.

The members of the Board were impressed with PX Stat and complimented the CSO on its development.

> **Action 7 (Secretariat):** Contact CSO for presentation of PX Stat at the OD Conference

6. Open Data Strategy 2022 - 2025

Dennis presented the 'Open Data Governance Maturity Framework' proposal as a basis the for strategy discussion. Rhoda also provided an update on the strategy discussion at the ODAG meeting.

A focused discussion was had on topics for inclusion in the next 5 year plan, including:

- ➢ Identify all stakeholders
- ➢ Commitment from PBs
- ➢ Standardisation is key but not trivial
- ➢ Consultation – what datasets are requires?
- ➢ Resources – OD SWAT team to support departments
- ➢ Alignment with the PS Data Strategy
    - o Classification –NDI
    - o Common infrastructure
    - o Governance aligned
- ➢ Role of ODU?
    - o Technical support?
    - o Interpret the citizen / public requirements?
- ➢ What questions do the citizen want answered?
- ➢ Communicate why it is important to release OD
- ➢ Linked sharable data
- ➢ Focus on policy challenges e.g. Housing, Climate Change
- ➢ Have data about the things that matter

It was agreed that there needs to be an engaged discussion with all stakeholders and that the quality of the data is of utmost importance. Dave Hanley made the point that there is a convergence of data policy and that it's important to be aware of developing EU data policy.

Dennis asked Board members to forward their observations or comments on the next 5 year plan to him.

> **Action 8 (All):** Forward comments on next 5 year plan to Dennis
> **Action 9 (Secretariat):** Circulate the Open Data proposal document

7. Risk Register

The Risk Register will be reviewed again at the December meeting.

8. AOB

Engagement Fund

The ODU had recently received an additional allocation of funding for 2021 and proposed running the Engagement Fund with a reduced response timescale. The Board agreed to proceed with the Engagement Fund for 2021.

The ODU reported that the unit had been allocated additional funding for 2021. It proposed reinstating the Engagement Fund for 2021/2022 with a reduced application time period. The approved the running of the Engagement Fund for 2021/2022.

Date of next meeting

Dennis informed the board that he will be stepping down from the Board at the meeting.

It was agreed to hold the next meeting in the 2nd week of December. The secretariat is to circulate a doodle poll to agree a specific date.

> **Action 10 (Secretariat):** Send out a Doodle poll to determine date and time for next ODGB meeting for Tues 7th of December.
> **Action 11 (Secretariat):** Publish and manage the Engagement Fund process for 2021/2022

Appendix 1

ODGB Actions List

Board meeting	No.	Description	Responsible	Due By	Status
28 Sept, 2021	A.1	Update May meeting minutes to include Baherah's name on it.	**Secretariat**	By next meeting	Done
28 Sept, 2021	A.2	Publish minutes of May meeting on the portal.	**Secretariat**	By next meeting	
28 Sept, 2021	A.3	Dennis to talk to Cianan and initiate contact with NDRC in relation to the OD incubator funding.	**Dennis**	By next meeting	
28 Sept, 2021	A.4	Complete the OD research survey and encourage contacts to participate in the survey.	**All**	By next meeting	
28 Sept, 2021	A.5	Publish the September Progress Report on the portal.	**Secretariat**	By next meeting	
28 Sept, 2021	A.6	Setting up a discussion with Martin Curley, HSE.	**Neil O'Hare**	By next meeting	
28 Sept, 2021	A.7	Contact CSO for presentation of PX Stat at the OD Conference	**Secretariat**	By next meeting	Done
28 Sept, 2021	A.8	Forward comments on next 5 year plan to Dennis	**All**	By next meeting	
28 Sept, 2021	A.9	Circulate the Open Data proposal document	**Secretariat**	By next meeting	
28 Sept, 2021	A.9	Send out a Doodle poll to determine date and time for next ODGB meeting for Tues 7th of December.	**Secretariat**	By next meeting	Done
28 Sept, 2021	A.9	Publish and manage the Engagement Fund process for 2021/2022	**Secretariat**	By next meeting	Done
27 May, 2021	A.66	Publish minutes of March meeting on the portal	**Secretariat**	By next meeting	
27 May, 2021	A.67	Publish the May Progress Report on the portal.	**Secretariat**		
27 May, 2021	A.68	Contact board members to gather information on potential Open Data networks.	**Dr Ahmadi Zeleti**	By next meeting	Done
27 May, 2021	A.69	Circulate the minutes of the H&H Oversight Committee meeting.	**Secretariat**	By next meeting	Done
27 May, 2021	A.71	Circulate a doodle poll for next 2 ODGB meetings.	**Secretariat**	By next meeting	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
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	Retired
9 Oct, 2019	A.6	Continue to develop the specification for the app including costs	**Cianan**	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.	**Secretariat / Barry**	Next Meeting	Retired
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	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	**Cianan/Rhoda**	14/11/2019	Done

		as partners. See if funding is available from Enterprise Ireland.			
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 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.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
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 10th March, 2021.	**Open Data Unit**		Done
23 Jan, 2020	A.23	Consider if frequency of updating of datasets on the portal can be made more visible	**Secretariat**	Next meeting	Done
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	Done
15 Sept, 2020	A.41	Consider ways to measure impact or usage of data on the portal	**Open Data Unit**	End October	Done
08 Dec, 2020	A.44	Provide financial report for H&H project to next meeting of the ODGB.	**Secretariat**	Next meeting	Done
08 Dec, 2020	A.45	Keep Board apprised of progress on open data incubator project	**Cianan Clancy**	Next meeting	Done
10 Mar, 2021	A.54	Contact each board member to gather their input on methodology for assessing impacts.	**Dr Ahmadi Zeleti**	Ongoing	Done
10 Mar, 2021	A.55	Liaise with H&H PM on the topic of data protection.	**Aoife Sexton**	Ongoing	Done
10 Mar, 2021	A.57	Organise the Strategic Planning meeting.	**Secretariat**	By next meeting	Done

Date	Ref	Action	Owner	Due	Status
10 Mar, 2021	A.58	Prepare presentation for strategic planning meeting.	**Barry Lowry**	By next meeting	Done
10 Mar, 2021	A.59	Publish minutes of December meeting on the portal.	**Secretariat**	By next meeting	Done
10 Mar, 2021	A.60	Publish March Progress Report on the portal.	**Secretariat**	By next meeting	Done
10 Mar, 2021	A.61	Publicise the introduction of the Open Data Directive.	**Secretariat**	By next meeting	Done
10 Mar, 2021	A.62	Put risk register on agenda for next meeting.	**Secretariat**	By next meeting	Done
10 Mar, 2021	A.63	Prepare a progress summary of the current strategic plan.	**Rhoda Kerins**	By next meeting	Done
10 Mar, 2021	A.64	Circulate date for strategic planning meeting.	**Secretariat**	By next meeting	Done
10 Mar, 2021	A.65	Circulate appointment for next ODGB meeting.	**Secretariat**		Done
9 Oct, 2019	A.11	Make other providers aware that there is need/interest in data literacy courses (Smurfit, UCD etc.)	**Secretariat**	Next Meeting	Done
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	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	
10 Mar, 2021	A.56	Inform the ODGB when the public consultation starts.	**Declan O'Sullivan**	By next meeting	

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Open Data Unit
Department of Public Expenditure and Reform
28th September, 2021