**Meeting of the Open Data Governance Board (ODGB)**

**SSGH Conference Room, 11:00 – 13:00, Tuesday 25th March 2025**

**Minutes**

**Board Members Present:** Aoife Sexton, Cianán Clancy, Declan Smyth, Andrew O’Sullivan, Dr. Adegboyega Ojo, Prof. Neil O’Hare.

**Chair:** Aoife Sexton

**Secretariat:** Helena Campbell, Caoimhe Judge, Fiachra Cumiskey, Sarah Glavey.

**Apologies:** Martin Quigley, Dr. Bahareh Heravi, Joan O’Connor, Barry Lowry.

1. Welcome. Minutes of the last meeting and matters arising:

The chair welcomed everyone to the meeting and the minutes of the previous meeting were agreed.

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| **Action 1 (Secretariat):** Update and complete outstanding items.**Action 2 (Secretariat):** Publish the December minutes and March Progress Report on the Portal. |

1. Open Data Strategy Matrix and Quarterly Report

The Board received the March Progress Report in advance of the meeting. The Open Data Unit gave a progress update and touched on items such as:

**Open Data Maturity Survey 2024 Results:** Ireland continues to excel in the Open Data Maturity Report, securing a top spot in the 2024 edition placing 5th. Ireland recovered its position as a trend setter, achieving high scores in all dimensions (Policy 99%, Portal 96%, Impact 97%, Quality 88%) and continuing its role as one of Europe’s leaders in open data.

**36th PSI Meeting in Luxembourg & EU Open Data Days:** The Open Data Unit attended an exciting and informative meeting of the Public Sector Information Group, and the EU Open Data Days held in Luxembourg.

Some items on the agenda for discussion included:

* Update on the evaluation of the Open Data Directive.
* AI Powered Digital Twins and Open Data: Building Europe’s next generation governance infrastructure.
* AI as a catalyst for Open Government Data Ecosystems.
* EU Open Science Policy.
* Improve Data Discovery with AI.
* Metadata Quality in Europe.

**Open Data Tracker:** The Open Data Unit presented a comprehensive tracker report. It was noted that there was an increase in queries from Q4 of 2023 to Q4 of 2024 by 25.5%.

**Open Data Training:** The Open Data Unit is undertaking new and refreshing communications efforts to boost Open Data training numbers for 2025.

**Open Data Strategy Matrix:** The Open Data Unit and the Board then went through the Strategy Matrix. The Board identified the risk that the lack of Engagement Fund could have on Irelands Open Data Ranking in the EU Open Data Maturity Assessment. It was also raised that there is a lack of incentive and clarity for Open Data. New use cases were also discussed, possibly using AI.

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| **Action 3 (Secretariat):** The Secretariat Is tasked with adding agenda items on conference planning and portal development for the next meeting.**Action 4 (Board):** The Board is tasked with promoting the Open Data Training. The Secretariat needs to send the Board information on this training.  |

1. Workshop on New National Public Service Data Strategy.

The ODU then opened the floor to the National Public Service Data Strategy team. National Public Service Data Strategy team then gave the Board an informative presentation of the plans for the Data Strategy. This led to discussion and questions from the Board to the team about Dataspaces, AI, Legislative frameworks, and human centred approaches. The Board was then spilt up into 2 groups for a workshop on the Strategy. Intensive efforts into data quality were discussed and that KPIs should be based on EU benchmarks. A point was raised on Drivers Licenses for Data Quality, if only Eircodes were used, the data quality would be at 100% as some lines on addresses are the same but describe different locations whereas Eircodes do not. Other Unique Identifiers such as PPSNs were discussed in the context of public consumption of services using international examples.

Other ideas included building data standards into contracts and possibly referencing or footnoting data into policy decisions, this may be line with Pillar 3 of Better Public Services: Evidence-informed policy and services designed for and with our public.

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| **Action 5 (Secretariat):** The Secretariat is tasked with circulating follow up questions to the Board in relation to the Public Sector Data Strategy |

1. AOB

The Board then opened the discussion of any AOB. The Chair wanted to flag a risk to be captured by the minutes. That risk was the absence of a 2024/2025 Engagement Fund. The Chair wanted it noted that there should be time put aside at the next ODGB meeting to discuss what can be done in replacement of the Open Data Engagement Fund.

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| **Action 6 (Secretariat):** The Secretariat is tasked with adding an agenda item on the Open Data Engagement Fund at the next meeting. |

**Appendix 1**

**ODGB Actions List**

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| **Board meeting** | **No.** | **Description** | **Responsible** | **Due By** | **Status** |
| 25th March 2025 | A.1 | Update and complete outstanding items. | **Secretariat** |  | Complete |
| 25th March 2025 | A.2 | Publish the December minutes and March Progress Report on the Portal. | **Secretariat** |  | Complete |
| 25th March 2025 | A.3 | The Secretariat is tasked with adding agenda items on conference planning and portal development for the next meeting. | **Secretariat** |  | Complete |
| 25th March 2025 | A.4 | The Board is tasked with promoting the Open Data Training. The Secretariat is tasked with sharing information on this training with the Board.  | **Board and Secretariat** |  | Complete |
| 25th March 2025 | A.5 | The Secretariat is tasked with circulating follow up questions to the Board in relation to the Public Sector Data Strategy | **Secretariat** |  | Complete |
| 25th March 2025 | A.6 | The Secretariat is tasked with adding an agenda item on the Open Data Engagement Fund at the next meeting | **Secretariat** |  | Complete |
| 3rd December 2024 | A.1 | Update and complete outstanding items. | **Secretariat** |  | Complete |
| 3rd December 2024 | A.2 | Publish the September minutes and December Progress Report on the Portal. | **Secretariat** |  | Complete |
| 3rd December 2024 | A.3 | The secretariat is tasked with coming up with new mechanisms for promoting Open Data such as a video. There should also be an item of discussion at the next meeting on other ways to showcase reuse of Open Data. | **Secretariat** |  | No update available yet |
| 3rd December 2024 | A.4 | The Secretariat is tasked with forwarding the slide deck from the meeting | **Secretariat** |  | Complete |
| 3rd December 2024 | A.5 | The secretariat is tasked with sending out the doodle poll for the February ODGB meeting. | **Secretariat** |  | Complete |
| 25th September 2024 | A.1 | Update and complete outstanding items. | **Secretariat** |  | Complete |
| 25th September 2024 | A.2 | Publish the May minutes and September Progress Report on the Portal. | **Secretariat** |  | Complete |
| 25th September 2024 | A.3 | The Secretariat is tasked with including a discussion on the portal as an item on the agenda for the December Meeting. | **Secretariat** |  | Complete |
| 25th September 2024 | A.4 | Open Data Unit to update the board on any changes with the Engagement Fund. | **Secretariat** |  | Complete |
| 25th September 2024 | A.5 | The Secretariat is tasked with continuously updating the strategy implementation plan and using it to report on progress to the Board at the next meeting.  | **Secretariat** |  | Complete  |
| 25th September 2024 | A.6 | The Secretariat is tasked with sending a letter of support to Data Salsa. | **Secretariat** |  | Complete |
| 25th September 2024 | A.7 | The Secretariat is tasked with recirculating the Data Salsa Presentation. | **Secretariat** |  | Complete |
| 25th September 2024 | A.8 | The Secretariat is tasked with sending out a poll to confirm available dates for the December ODGB Meeting.  | **Secretariat** |  | Complete |
| 29th May 2024 | A.1 | Update and complete outstanding items. | **Secretariat** |  | Complete |
| 29th May 2024 | A.2 | Send an updated version of the March minutes to the board before publishing them on the portal. | **Secretariat** |  | Complete |
| 29th May 2024 | A.3 | Publish the March minutes and May Progress Report on the portal. | **Secretariat** |  | Complete |
| 29th May 2024 | A.4 | Open Data Unit to update the Board on any High Value Dataset progress or new information.  | **Secretariat** |  | Complete |
| 29th May 2024 | A.5 | Open Data Unit to send Engagement Fund Progress Reports to the Board Members | **Secretariat** |  | Complete |
| 29th May 2024 | A.6 | Open Data Unit to update the Board on the tendering process for a new contract for portal management.  | **Secretariat** |  | No update available yet |
| 29th May 2024 | A.7 | The Secretariat is tasked with circulating the slides from Lorenzo's presentation | **Secretariat** |  | Complete |
| 29th May 2024 | A.8 | Create an item of discussion for the next ODGB Meeting on AI and its relationship with Open Data and the Open Data Portal | **Secretariat** |  | In progress |
| 29th May 2024 | A.9 | Open Data Unit to send out Strategy Implementation (Action Plan) to the Board for review. | **Secretariat** |  | Complete |
| 29th May 2024 | A.10 | Board to send feedback to Open Data Unit confirming the correct headings in which to use for the Strategy Implementation (Action Plan)  | **Board** |  | Complete |
| 29th May 2024 | A.11 | Sub- committee to be formed to finalise Strategy Implementation (Action Plan)  | **Secretariat &****Board** |  | Complete |
| 29th May 2024 | A.12 | Open Data Governance Board to send any additional written feedback to the Open Data Unit by the 13th June, 2 weeks from the meeting. | **Board** |  | Complete |
| 29th May 2024 | A.13 | Open Data Unit to circulate updated Communications Plan with the Open Data Governance Board once all feedback has been received. | **Secretariat** |  | Complete |
| 7th March 2024 | A.1 | Update and complete outstanding items. | **Secretariat** |  | Complete |
| 7th March 2024 | A.2 | Send an updated version of the March minutes to the board before publishing them on the portal. | **Secretariat** |  | Complete |
| 7th March 2024 | A.3 | Publish the December minutes and March Progress Report on the portal  | **Secretariat** |  | Complete |
| 7th March 2024 | A.4 | The Secretariat is tasked with circulating a selection of spotlights from the 2023/24 Engagement Fund, potentially including their final reports, to the Board before the next board meeting. | **Secretariat** |  | Complete |
| 7th March 2024 | A.5 | The Open Data Unit is responsible for presenting a comprehensive tracker report at the upcoming board meeting. This report will feature a Quarter-by-quarter analysis covering the last 12 months, specifically focusing on comparing the last three months with the corresponding period from the previous year. | **Secretariat** |  | Complete |
| 7th March 2024 | A.6 | The Secretariat is directed to collaborate with the communications team to devise an effective marketing strategy for data.gov.ie. This strategy will be integrated into the new Communications Strategy. | **Secretariat** |  | Ongoing |
| 7th March 2024 | A.7 | The Secretariat must update the YouTube video content on data.gov.ie with more recent material, potentially sourced from Smart Dublin | **Secretariat** |  | Complete |
| 7th March 2024 | A.8 | The Open Data Unit is anticipated to receive a 300-page report detailing the findings of an EU study on impact. | **Board** |  | Complete |
| 7th March 2024 | A.9 | The Secretariat will engage in internal discussions regarding implementing an impact page/tab on data.gov.ie. An update on this matter will be provided at the subsequent board meeting. | **Secretariat** |  | Ongoing |
| 7th March 2024 | A.10 | The Secretariat is to distribute a draft of the communications plan to the Board for review and comments once it is finalised. | **Secretariat** |  | Complete |
| 7th March 2024 | A.11 | The Secretariat is tasked with reviewing the guidance document held by the Open Data Unit and subsequently issuing guidance to Public Sector Bodies (PSBs) regarding the tagging of datasets.  | **Secretariat** |  | TBC |
| 7th March 2024 | A.12 |  The Secretariat will prepare concise impact reports from data.gov.ie and a local authority potentially using Engagement Fund Winners. These reports will be published on the local authority’s website and data.gov.ie.  | **Secretariat**  |  | Complete |
| 7th March 2024 | A.13 | Schedule agenda item for the upcoming Open Data Governance Board (ODGB) meeting to discuss the Open Data Budget for 2025, ensuring alignment with the Department's budgetary process. | **Secretariat** |  | Complete |
| 7th March 2024 | A.14 | Restructure ODS 23 – 27 Action plan: Divide goals into halves instead of quarters to facilitate implementation and resource allocation. Add desired outcomes for each goal to provide clarity and direction for implementation efforts. Revise the format to include bullet points and new columns for tracking progress and providing detailed information. Explore the possibility of incorporating visual aids such as traffic lights or creating a potential risks register to enhance action plan monitoring. Further, action points in Excel should be developed to ensure clarity and efficiency in tracking and implementation. | **Secretariat** |  | Complete |
| 7th March 2024 | A.15 | Categorise Outcome Measurements: Categorise outcomes in the Open Data Outcome Measurement Slide into pillars 1, 2, and 3, and include time-based indicators such as boxes or traffic lights. | **Secretariat** |  | Complete |
| 7th March 2024 | A.16 | Revise Open Data Communications Plan: Amend the Open Data Communications plan to make its timeframe a 3-year plan for better alignment with organisational objectives. | **Secretariat** |  | Complete |
| 7th March 2024 | A.17 | Brainstorm Metrics for Deliverables: Collaboratively think of metrics to track deliverables aligned with the strategy's outcomes and finalise a draft for discussion at the next board meeting. | **Board** |  | Complete |
| 7th March 2024 | A.18 | Prepare for EU Maturity Survey: Cianán to draft a memo outlining preparations for the following EU Maturity survey, emphasising the importance of showcasing existing work, such as publishing reports on the website, to improve rankings. | **Board** |  | Complete |

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Open Data Unit

Department of Public Expenditure, NDP Delivery and Reform

25th March 2025