**Minutes of Open Data User Group 10th meeting**

**19 February 2013, 14:00-17:00**

ODI, 3rd Floor, 65 Clifton Street, London, EC2A 4JE

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| **Attendees** | **Officials** |
| Heather Savory (Chair) (HS) | Tord Johnsen (Cabinet Office) (TJ) |
| Bob Barr (BB) | Sejal Acharya (Cabinet Office) (SA) |
| Jacqui Taylor (JT) |  |
| Andrew Mackenzie (AM) | **Observers** |
| Chris Royles (CR) | Ed Parkes (Cabinet Office) (EP) |
| Gesche Schmid (GS) |  |
| Paul Malyon (PM) | **Apologies** |
|  | Roger Taylor (RT) |
|  | Adam Tickell (AT) |
|  | Jeni Tennison (JTe) |
|  | Jennie Campbell (JC) |
|  | Sarah Hitchcock (SH) |
|  | BIS observer |

# Agenda

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| **Item** | Description |
| **1** | Chair’s welcome and update |
| **2** | Actions and minutes from last meeting  |
| **3** | Data.gov.uk and pipeline update |
| **4** | Benefits Cases 1. General discussion on strengths and weaknesses of cases
2. How ODUG should maintain its evidence base
3. How to secure additional economist support
4. Update on each individual cases
5. Allocation of new high-priority cases
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| **5** | A.O.B1. Feedback from Code of Practise Workshop
2. Progress on ODUG 6-month Review
3. ODUG Forward look
4. Annual Review of ODUG membership/group composition
5. Any other AOB
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**Welcome and Updates**

1. The Chair updated the Group on recent activities:
* The Public Sector Transparency Board has offered its support to ODUG’s proposal for an Open National Address Dataset.
* The Chair met with Stephan Shakespeare to get an update on the work on the Shakespeare Review of Public Sector Information, and fed back some initial comments on this.
* The Chair has also met with members of the Office of Public Sector Information, the Chair of the Public Data Group, Google, and Ordnance Survey.
* Following the Data Strategy Board in January it was decided to do a feasibility review of implementing an ONAD, which will be independently chaired and will report back by the end of March.
* The Chair visited the Met Office and has followed this visit up with the Met Office CEO.
* The Chair is also copied into submissions to the Open Rights Group petition on postcodes – so far she has received more than 340 emails.

**Actions and minutes**

1. The actions and minutes from the last meeting were approved.
2. It was decided to review the way actions are allocated and articulated to make them more specific.

**Data.gov.uk and pipeline update**

1. ODUG’s presence on data.gov.uk has been updated with a new layout and improved functionality to manage data requests, focusing on communication with those submitting requests. In particular each data request is now allocated a status so that requesters can see how their requests are being progressed.
2. ODUG wanted to thank the data.gov.uk team for their work.
3. A presentation followed on the analysis of data visualisation. This was well received, and ODUG members will offer their comments on the final version. ODUG’s intention is to introduce this reporting tool as an interactive resource for users to engage with to better understand the nature and variety of data requests and to track progress. The intention is to present this on data.gov.uk, subject to feasibility testing.
4. ODUG members noted that over 200 new data requests have been received since the data request mechanism went live at the end of September 2012, however only a low number has resulted in new data being released.
5. The group acknowledged that more progress needed to be made with some of the smaller data requests, and that there is a lack of clarity from ODUG’s point of view into how Cabinet Office takes forward some of these smaller data requests. The group’s efforts have been focussed on the requests which have required business cases to be sent to the DSB.
6. As ODUG and Cabinet Office have now finalised the methodology for assessing which data requests should be handled by ODUG and which through official Cabinet Office channels (for example where the data has been released but there is a web-delivery or data quality issue), ODUG is hopeful that progress to resolve lower priority data requests can now be made more quickly.
7. A proposal for offering an FOI data request will be discussed in a later meeting.
8. The group noted that the data reporting mechanism has highlighted that there is no correlation between the requested datasets and the datasets which departments set out for release in the open data strategies published in 2012. The group discussed ways of bringing this to the attention of departments and data holders and noted that publishing the data request reporting tool would be helpful here.
9. ODUG will work with Cabinet Office around communications for launching the reporting tool, subject to agreement with data.gov.uk.

**Benefits cases**

*Strengths and weaknesses of benefits cases*

1. It was agreed that whilst the benefits cases the Group has developed so far have been good, more should be done to focus on growth and benefits to businesses. ODUG needs to describe the problem and highlight the issues that arise from non-release of the data, with more emphasis on evidence of potential benefits to the private sector. This also includes making any references used as precise as possible.
2. Members are also encouraged to engage directly with both data requesters and data owners, as this has been shown to be a more effective way to manage the data request and make sure that necessary action is taken.
3. Where benefits cases are the appropriate step to take to resolve a data request, and it is possible to group related individual dataset requests work will be taken forward on a sector basis under one benefits case. This will allow ODUG to focus members’ efforts more effectively.

*Update on specific benefits cases:*

*Open National Address Dataset*

1. It was recognised that the work on the ONAD had been very successful and that new evidence gathering for this case would continue, however the effort on updating the evidence behind the already published papers would end.
2. ODUG members noted their disappointment that Ofcom had chosen to redact costing information in the recently published PAF consultation. The group will prepare a response to the consultation.

*VAT Register*

1. The case for an open VAT Register is considered the next top priority for ODUG.

*Other datasets recommended to the DSB*

1. Formal feedback from data holders will be discussed by the DSB at next week’s meeting.

*New priorities*

1. The Group agreed to develop benefits cases for the following types of data requests:
* **DVLA data**
* **Cadastral land polygons**
* **Charity Commission Registers**
* **Energy Performance Certificates**
* **Local Government** – a catch all description for issues relating to Electoral information (polling stations, ward councillors etc), Rights of Way (not the OS licensing but the LA availability of data), Public Toilet map and Transport information (Taxi ranks, parking bays, Traffic cameras, etc.)

*AOB*

1. The minutes of the recent Code of Practise Workshop will be published.
2. The Groups’ attention was drawn to the Centre for Public Scrutiny research report on transparency.

The next ODUG meeting is on 12 March 2013.

**Action List**

**Secretariat**

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| Circulate minutes and actions from tenth meeting |
| Publish note and actions from tenth meeting on data.gov.uk |
| Schedule series of meetings with 6-8 weeks interval |

**Collaboration Space**

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| Advise ODUG members when they need to log into the collaboration space to prioritise new tranches of data requests |

**ODUG Benefits Cases**

*General*

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| Provide proposal for structure of benefits cases to help streamline internal process. Urgent if to be agreed with Chair and fed into cases currently being developed |

*National Address Dataset*

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| Write-up background assumptions to numbers in National Address Dataset Benefits paper |
| Draft ODUG response to Ofcom consultation on PAF licensing – deadline 21 March 2013 |
| Survey of ~20 SMEs on use of National Address Data and PAF |
| Provide feedback to Group on progress of DSB implementation report |

*Historic Price Paid Information*

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| Identify further cases studies to support Historic Price Paid Information benefits case |

*Historic Weather Observations*

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| Contact Met data-user SMEs for input to benefits case. EP to provide some new contacts |

*VAT Register*

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| Strengthen and expand evidence base for benefits case |

*3rd party licensing*

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| Meet with the Environment Agency about flooding data  |

*Cadastral land polygons*

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| Develop benefits case |

*DVLA data*

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| Nominate lead ODUG member for this benefits case |

*Local Government data*

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| Nominate lead ODUG member for this benefits case |

*Charity Commission Register*

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| Nominate lead ODUG member for this benefits case |

*Energy Performance Certificates*

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| Nominate lead ODUG member for this benefits case |

**Data.gov.uk Workstream**

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| Data.gov.uk to provide number of visits for each ODUG benefits case |
| Coordinate use and application of statuses externally on data.go.uk and internally on collaboration space |
| Add display of progress on Open Data Strategy commitments to reporting tool |
| Review privacy implications for the new reporting tool |
| Feedback on final version of proposed dataset reporting tool (when advised ready to review) |
| Work with data.gov.uk team on feasibility assessment of posting reporting tool on the data.gov.uk site |
| Propose comms plan for launching reporting tool |
| Provide advice to Chair on uploading own blogs to data.gov |

**Open Data Roadmap Workstreams**

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| ODUG and ODI to deliver joint paper on Open Data Licensing Issues |
| Include supportive data requests from legacy list into current work |
| ODUG to write to depts. about progress on data publication commitments in respective Open Data Strategies |

**Communications Workstream**

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| Set up facility for sentiment monitoring for ODUG and provide a baseline assessment |
| ODUG Branding |
| Draw up and share key points to make and slides on ODUG |
| ODUG schedule of comms events and stakeholder engagement plan |
| Draft ODUG 6-month review |
| Develop plan for an ODUG event  |

**KPIs and Risk**

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| Review for next meeting |

**Other**

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| Publish minutes of Code of Practise Workshop on data.gov |