**Open Data User Group**

**12th meeting**

**9 April 2013, 14:00-17:00**

Dr Foster – 12 Smithfield Street, London EC1A 9LA

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

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| **Item** | **Description** |
| **1** | Chair’s welcome and update |
| **2** | Actions and minutes from last meeting |
| **3** | Discussion about ongoing benefits cases:   1. OS derived data 2. Charity Commission Register 3. Cadastral polygons 4. Local Government 5. DVLA Bulk Data 6. CodePoint with Polygons |
| **4** | Process for reviewing ODUG membership |
| **5** | KPIs and Risk register |
| **6** | Progress on data requests   1. ODUG 2. Cabinet Office |
| **7** | A.O.B   1. ODUG Event |

**Welcome and Updates**

1. The Chair updated the Group on recent activities:

* The recent DGU update was well received with thanks passed to the dat.gov.uk (DGU) team, noting that ODUG and DGU were working well together.
* The chair attended the Open Data Market Maker workshop at the ODI chaired by Stephen Shakespeare in connection with the Shakespeare Review.
* Stephen Shakespeare gave an update of the PSI Review at the Public Sector Transparency Board meeting. Broadly, the update was well received, but comments suggested it still needed further work on the Trading Funds model.
* ODUG and Cabinet Office met with Land Registry to discuss the Price Paid Information Data request. Good progress is being made toward the release of this data.
* The Chair met with HMRC about the VAT register, the meeting was very positive. There are 3 ministers writing to HMRC, recommending the release of this dataset with an opt-out option for small businesses.
* The Chair presented to the Demographic User Group (DUG) who are supportive of the work ODUG is doing and provided helpful feedback on various aspects of the agenda.
* The Chair attended the Policy Exchange: Future is Digital Event
* The Hugh Neffendorf led review of a National Address Dataset is expected in May.
* The Chair, with two ODUG members, attended a broadly positive meeting with Ofcom in regards to their recent PAF consultation. ODUG agrees with Ofcom’s view that PAF licensing is too complex. ODUG highlighted to Ofcom that the group and other stakeholders believe that the underlying costs of delivering and maintaining PAF are too high. There was a discussion on the size of the public sector market for PAF licences, and royalty payments made to Royal Mail and OS. The Ofcom document notes the finding of the PAB report ‘Estimating the Economic Value of PAF’, that ‘Government & Health’ end-users represented 19% of PAF revenues. Ofcom confirmed that, as set out in the consultation document, the question of the ownership of PAF and release of PAF as Open Data was a question for Government, and outside of its powers and duties with regard to PAF as set out in the Postal Services Act 2000, and was therefore specifically excluded of the consultation. Ofcom plan to publish a follow up to the consultation in June.

**Actions and Minutes**

1. The actions and minutes from the last meeting were approved.

**Benefits Cases**

*Updates on Specific Benefits Cases:*

*OS Licences*

1. More work is needed in partnership with OS to clarify the terms and conditions for the current OS licence suite. This is likely to involve the Office for Public Sector Information.

*Charity Commission Register*

1. Work on the benefits case has shown encouraging signs in terms of getting the register released as it is already thought to be released to one community member under an Open License. This will be confirmed and, if so, an approach will be made to ask that the data be made available more widely. ODUG has met with community members who are willing to assist with a detailed benefits case, if this proves necessary

*Cadastral Polygons*

1. It was noted that France has released the cadastral land polygons dataset for free.
2. The draft benefits case was approved by the group. It needs fact checking, with view to publication as soon as possible. It will be sent to Land Registry and Ordnance Survey for comment prior to publication.

*Local Government*

1. Work is proceeding well on this benefits case; ODUG will be taking into consideration the following points: 1) How to improve Local Governments’ understanding of issues around reusability of data; and 2) get agreement on a standardised way of publishing data to realise the reuse potential and generate growth.
2. ODUG will approach DCLG to develop this benefits case. The proposed next steps include campaigning Local Authorities for more standardised formats and publication routines.

*DVLA bulk data*

1. The DVLA benefits case also includes other vehicle data requests, including stolen vehicles. There has been a slight delay in work on this benefits case, but there will be a more detailed update in the next ODUG meeting.

*Code Point with Polygons*

1. Work is underway on this benefits case, with preparation work including an assessment of current status and access opportunities to CodePoint. Data is already available in derived formats; Geolytix and others have already replicated this dataset.

**Process for reviewing membership**

1. New ODUG members will be recruited later this spring, and the process for this recruitment was discussed. The recruitment campaign will be a competitive, open and transparent.
2. The Chair will have meetings with all ODUG group members to establish number of current members who wish to continue as members.

**KPI and Risk Register**

1. The updated KPI and Risk Register was discussed and approved. It was noted that now that ODUG is beginning to deliver results, the metrics to measure the performance and achievements delivered should be reviewed.

**Progress on data requests**

1. The Data Request Roadmap was highlighted as a success with over 2,200 visits in its first month. This was also supported by social media engagement over the Roadmap.
2. The Transparency Team updated on the activity it has undertaken in resolving data requests. Often locating and accessing the data is an issue, rather than the data not already being released.

**AOB**

1. ODUG is planning an ODUG event to coincide with new members joining, and work is going into planning this event.
2. The Chair thanked Dr Foster for hosting the meeting and ODUG Members for the work they are doing.

The next ODUG meeting is 14 May 2013.

**Action List**

**Secretariat**

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| Circulate minutes and actions from twelfth meeting |
| Publish note and actions from eleventh meeting on data.gov.uk |
| Send BIS DSB team electronic invites to all scheduled ODUG meetings |
| Publish note and actions from twelfth meeting on data.gov.uk |

**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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| *Recast current Benefits Cases into the newly agreed format* |

*National Address Dataset*

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| Survey of ~20 SMEs on use of National Address Data and PAF |
| Provide feedback to Group on progress of DSB implementation report – waiting on draft from BIS |

*Historic Price Paid Information*

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| Identify further cases studies to support Historic Price Paid Information benefits case |
| Set up meeting with Land Registry |

*Historic Weather Observations*

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| Contact Met data-user SMEs for input to benefits case. |
| Set up meeting with Met Office, including other potential users of Met Office Historic Weather Observations |

*VAT Register*

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| Strengthen and expand evidence base for benefits case |
| Paper to Transparency Board |

*OS Derived Data Licensing Restrictions – with River Networks and Rights of Way*

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| Meet with the Environment Agency about flooding data |
| Set up meeting with OS |
| Redevelopment of benefits case for rights of way |
| Send letter to OS articulating ODUG asks on derived data licensing |

*Cadastral land polygons*

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| Develop benefits case |
| Identify if Land Registry is a commercial PAF licensee |
| ODUG fact checking benefits case – by 11 April |
| Send ODUG checked paper to Land Registry and OS – 11 April |

*DVLA Bulk data*

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| Develop benefits case |

*Local Government data*

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| Develop benefits case |
| GS and JT to meet Transparency Team to identify data requests for quick resolution |

*Charity Commission Register*

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| ODUG to follow up directly with Charity Commission |

*Energy Performance Certificates*

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| Develop benefits case |

*CodePoint with Polygons*

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| Develop benefits case |
| Transparency Team to share additional information regarding request |

*Open Data Licensing*

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| ODUG and ODI to deliver joint paper on Open Data Licensing Issues |

**Data.gov.uk Workstream**

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| Data.gov.uk to provide number of visits for each ODUG benefits case |
| Add display of progress on Open Data Strategy commitments to reporting tool |
| Include supportive data requests from legacy list into current work |
| ODUG to write to depts. about progress on data publication commitments in respective the Pipeline and their Open Data Strategy Commitments |
| Review of all legacy requests to make sure those appropriate to use for support of current ODUG benefits cases are taken into account |
| Transparency Team to provide update to ODUG on all data requests the team has taken forward |
| Transparency Team to provide tidied up version of spreadsheet supporting data requests to ODUG |
| ODUG to meet with DGU and Transparency Team on updates to ODUG pages on DGU |

**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 – including location and timing |

**KPIs and Risk**

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| Review for next meeting |

**Other**

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| Transparency Team to undertake a gap analysis of ODUG membership for skills and sectors |
| Plan and launch recruitment campaign for new ODUG members at the end of April |