**Open Data User Group**

**11th meeting**

**12 March 2013, 14:00-17:00**

Open Data Institute – 65 Clifton Street, London, EC2A 4JE

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| **Attendees** | **Officials** |
| Heather Savory (Chair) (HS) | Sejal Acharya (Cabinet Office) (SA) |
| Bob Barr (BB) |  |
| Andrew Mackenzie (AM) | **Observers** |
| Paul Malyon (PM) | Jane Simmonds ()JS (BIS) |
| Jennie Campbell (JC) |  |
| Jeni Tennison (JTe) | **Apologies** |
| Jacqui Taylor (JT) | Tord Johnsen (Cabinet Office) (TJ) |
| Dominique Lazanski (DL) | Ed Parkes (Cabinet Office) (EP) |
| Adam Tickell (AT) | Gesche Schmid (GS) |
|  | Roger Taylor (RT) |
|  | Sarah Hitchcock (SH) |
|  | 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** | Update on National Addressing Dataset Review |
| **4** | Update on Public Sector PAF License |
| **5** | DGU and pipeline update |
| **6** | Benefits Cases   1. New proposal for streamlining cases 2. Update on Tranche 1 benefits cases 3. Introduction to Tranche 2 benefits cases |
| **7** | A.O.B   1. Draft Ofcom PAF consultation response(BB) 2. ODUG Forward Look 3. Annual Review of ODUG membership/group composition (HS) 4. Any other AOB |

**Welcome and Updates**

1. **The Chair updated the group on recent activities:**

* It has been agreed at the Data Strategy Board that ODUG can contact data holders themselves.
* The Chair has fed back on the draft Shakespeare Review, particularly around the need to have more focus on the Trading Funds and the potential for Open Data to contribute to private sector growth.
* The Chair met with BIS for the National Addressing Dataset Review.
* The Chair also met with The National Archives, Ofcom and Paul Maltby from the Cabinet Office Transparency Team.
* The Chair has been invited to speak about ODUG at Citizen 2013.

**Actions and Minutes**

1. The actions and minutes from the last meeting were approved.
2. All members of the ODUG are happy with the new benefits case template.

**Data.gov.uk and Updates**

1. ODUG have been working with data.gov.uk in regards to the new layouts for the data requests. There will now be a tab among the core functions of the site for ‘Data Requests’.
2. The Group acknowledged that more testing of the new layout needs to happen as soon as possible in order for it to be made publically available. There are also minor amendments that need to be made on data.gov.uk. As soon as the changes are made, the Group are happy for the site to go live.
3. There are currently numbering issues in regards to the legacy data requests and the confidential data requests on data.gov.uk. The totals are misleading and data.gov.uk is working with ODUG to solve this.
4. The Group have already reviewed around 330 dataset requests from the unlocking service. Data requests appropriate to be added to the pipeline will be brought forward. Other requests will be archived separately to new data requests following the publication of the data request roadmap. Follow-up on these older requests should be dealt with by Cabinet Office officials.
5. ODUG thanked data.gov.uk for turning around all changes and requirements quickly. Cabinet Office Communications are very positive in regards to the ODUG data requests roadmap.
6. The Chair and Group acknowledged the large number of data requests that have been received since the data request form was launched in September 2012; now the focus needs to be on delivering results.

**BIS**

1. The DSB secretariat observer gave an update to the Group on the work DSB is doing on the National Address Dataset (NAD) Review and the Public Sector PAF Licence. Questions were raised by the Chair and a number of ODUG members to BIS in regards to both NAD and PAF. These were:

1.       Details and timescales for the Ministerial clearance process for the NAD Review

2.       Previous costs of PAF to the Public Sector

3.       The price payable to the Royal Mail under the newly announced license agreement

1. The DSB secretariat observer agreed to respond in writing to the specific questions the Chair and ODUG members raised at the meeting.

**Benefits Cases**

Updates on specific benefit cases:

*TRANCHE 1*

*VAT Register*

1. There hasn’t been much work on this since the last ODUG meeting on this, however this is considered to be a top focus for ODUG. The Chair will present a paper on this at the next Transparency Board.

*Land Registry Price Paid*

1. The benefits case has been circulated to ODUG members for comment, the next step is to organise a meeting with Land Registry.

*Open National Addressing Dataset*

1. ODUG’s case on this has been made. The Group has been publicly and privately recognised as having built a good benefits case and prompted a serious debate. ODUG expects that a decision will be made on this in a matter of weeks and is confident that there is a strong case for PAF to be moved from the Royal Mail and for the delivery of an open National Address Dataset by a single body.
2. The Chair noted that Ofcom are not responsible for the redaction of costs in their PAF consultation document Royal Mail has insisted on the redactions. A consultation response will be sent out by the end of the week by ODUG.

*Historical UK Met Office Data*

1. ODUG will meet with the Met Office to discuss what they can release as further Open Data. It is thought that 30 years worth of historical data should be realisable, this is to be discussed with the Met Office.

*OS Derived Data License Restrictions*

1. Work is continuing on the restrictions imposed for the private sector through OS derived data license restrictions.

*TRANCHE 2*

*Cadastral Land Polygons*

1. Work is underway on this business case to get the data released.
2. Chair to seek a meeting with Vanessa Lawrence at the Ordnance Survey.

*Charity Commission Registers*

1. Improvements have been made around this case, which will be progressed in the next few weeks.

*Energy Performance Certificates and Local Government*

1. Good progress is being made on both benefits cases.

*DVLA Bulk Data*

1. Will be progressed as soon as possible, waiting for other cases above to require less active time.

**AOB**

1. The Group’s main focus is to work with data holders so that more datasets are released under the Open Government license (OGL). Initial responses received from data holders show that, generally, they are raising artificial barriers. ODUG is seeking further support for requests and will meet with each data holder to discuss.
2. A request went to all ODUG members to check the latest Pipeline file on the collaboration space and add their comments. They were also asked to read the email regarding the problems reported with edits on the pipeline files in the collaboration space.
3. An ODUG member proposed that ODUG should produce an open data solution for geolocation data. The Chair reminded the group that producing datasets was not ODUG’s remit.
4. The group should consider how data requests fit with the FOI system, and will discuss this at a future meeting.
5. The Chair thanked the Group Members present for the hard work they are doing. She is to review the Group Membership in preparation for the end the second year’s priorities. Many ODUG members are expected to stay with the group.

The next ODUG meeting is 9 April 2013.

**Action List**

**Secretariat**

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

**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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| 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 |
| Incorporate Group comments to draft response to Ofcom consultation |
| 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. TJ to provide some new contacts |
| 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 |

*Cadastral land polygons – Lead BB*

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| Develop benefits case |

*DVLA Bulk data*

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| Nominate lead ODUG member for this benefits case |
| Develop benefits case |

*Local Government data*

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| Nominate lead ODUG member for this benefits case |
| Develop benefits case |

*Charity Commission Register*

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| Nominate lead ODUG member for this benefits case |
| Develop benefits case |

*Energy Performance Certificates*

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| Nominate lead ODUG member for this benefits case |
| Develop benefits case |

**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 |
| 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 |

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| 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 |

**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 |