**Open Data User Group**

**16th meeting**

**26th September 2013, 14:00-17:30**

**Room 5, Local Government House, Smith Square, London, SW1P 3HZ**

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| **Attendees** | **Officials** |
| Heather Savory (Chair) (HS) | Ed Parkes (Cabinet Office) (EP) |
| Bob Barr (BB) (joining at 2:30pm)  2:30o | Krisztina Katona (Cabinet Office) (KK) |
| Charlie Boundy (CB) (joining at 4:30pm) |  |
| Paul Fenton (PF) |  |
| Alex Kafetz (AK) |  |
| Dominique Lazanski (DL) |  |
| John Murray (JM) |  |
| Duncan Ross (DR) |  |
| Gesche Schmid (GS) (joining at 3:30pm) |  |
| Jacqui Taylor (JT) (joining at 2:30pm) | **Observers** |
| Jeni Tennison (JTe) |  |
| Giuseppe Sollazzo (GS) | **Apologies** |
| Carlos Somohano (CS) | Paul Malyon (PM) |
| Tom Smith(TS) | Harvey Lewis (may come for last 30 mins) |

**Agenda**

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| **Item** | **Description** | **Time** | **Lead** | **Papers** |
| **1** | Chair’s introduction and welcome | 14:15-14:30 | HS |  |
| **2** | Explanation of the group and how it works | 14:30-15:00 | HS |  |
| **3** | Data Request Process and update | 15:00-15:20 | JT/KK | 16.01 |
| **4** | Chairs Update | 15:20-15:40 | HS |  |
| **5** | BREAK | 15:40-16:00 |  |  |
| **6** | COTT and the NII | 16:00-16:30 | EP | 16:02 |
| **7** | Overview of benefits cases | 16:30-17:00 | KK/JTe | 16:03 |
| **8** | ODUG Events/ OGP | 17:00 – 17:15 | HS/KK |  |
| **9** | A.O.B.  9.1 Proposals for £3.5m budget spend  9.2 Forward meeting schedule | 17:15 - 17:30 | HS/All | 16:04 |
|  | *Post-meeting refreshments at local hostelry for those available* | *17:30 – 18:30* | *All* |  |

**Chair’s Intro and Welcome**

The Chair welcomed the group who introduced themselves and described their experience in working with data.

**Explanation of Group and How it Works**

The Chair explained how the group operates. She emphasised:

* The importance of filling in the conflict of interest form and being open about any conflict of interest
* She asked if the group were interested in doing a broader piece of work about anonymisation or pseudonimisation – the members discussed the idea and decided to find out if another group was also doing the same work.
* She explained how to write benefits cases and the importance of including a mix of sectors and users in each case. She also emphasised the importance of trying to get figures for the business cases.
* The group also discussed how building a benefits case was a process and the importance of having a dialogue with data holders and how the Transparency Team relationship managers may be able to help make those connections.

**Action:** to circulate benefits cases – via links on data.gov.uk KK

**Action:** to log into the collaboration space ALL

**Chairs update:**

The Chair updated the Group on recent activities:

* She explained the Open Government Partnership summit happening at the end of October and the different ways that ODUG had been invited to participate
* She discussed the PAF consultation which ODUG had responded to.
* She also mentioned that she would be giving evidence to the Public Administration Select Committee in October
* The chair also mentioned that ODUG were contributing to the consultation on an open VAT register. And that the ODI is holding an open stakeholder meeting.

**Description of Data Request Process**

* JT and KK described the data request process and how ODUG and the Transparency team process requests.

**Action:** HS made a formal request for the Transparency Team to deal with the backlog of data requests and in particular to prioritise broken links. The Transparency Team responded that they are working with departments to fix broken links. But that some were a result of changes to gov.uk and the ONS website which are out of their control.

**National Information Infrastructure**

* EP described the latest progress on the National Information Infrastructure including the publication of inventories of unpublished datasets on data.gov.uk.
* He also discussed how the public could use new functionality on data.gov.uk to feedback to departments on which datasets they should publish and how this process would complement the data request process.

**Action:** EP to feedback to the Cabinet Office that ODUG have offered to give their input on the NII document and also the datasets which would be selected for the first cut of the NII.

**Action:** ODUG members to volunteer to look after the ODUG stand at the Open Government Partnership summit

**Current Benefits Cases**

* HS said that Ordnance Survey had given a presentation at the recent Transparency Board. She said she was waiting to see who would engage with ODUG from the OS as she had requested a meeting.
* She also asked for clarification on whether the public rights of way dataset had been made available as this is what OS had indicated at the Transparency Board.
* KK said that the benefits case for DVLA bulk data would be discussed at the Transport sector board the next day.

**AOB**

GS and JT presented a paper about a project incentivising local authorities to release open data which they would like to present to the Transparency Board for potential funding. The project was discussed and Bob Barr suggested an alternative proposal.

**Action:**  Bob Barr to write up his proposal for the next ODUG meeting.