

**Meeting of the Open Government Implementation Group
3 March 2021 at 2pm via WebEx**

Attendees:

Iggy O'Doherty **IOD** (DoF ESS) (**Chair**)
Roy Anderson **RA** (DfC)
Kathryn Torney **KT** (DfE)
John Morgan **JM** (DoF ESS)
Tom Clyde **TC** (DoJ)
Colm Burns **CB** (NIOGN)
Paul Braithwaite **PBR** (NIOGN)
Brendan O'Neill **BO'N** (DoH)
Pamela Bannon **PB** (DoF Open Govt.)
Tracy Power **TP** (NISRA)
Iain Fleming **IF** (DoF ESS)
Philip Gilmore **PG** (DAERA)
Nicola Finlay **NF** (TEO)
Alan Macdonald **AM** (DE)
Cormac McConaghy **CMcC** (DoF ESS)
Paul Clydesdale **PC** (DfI)
Rebekah McCabe (NIOGN)

Apologies:

Neill Jackson **NJ** (TEO)
Mark McLaughlin **MMcL** (DoF Open Gov)
Martina McMurray (DoF Open Govt)
Paul McGurnaghan **PMcG** (DAERA)
Paul McGrory **PM** (DfI)

Welcome

1. Meeting opened with the chair welcoming everyone and thanking them for their attendance via WebEx.
2. The minutes from the previous meeting were agreed by all.
3. The chair went through the action points from the previous meeting (see Action Points table).
- 4. Update from NIOGN**

OGN have appointed a new co-ordinator who will take up post at the end of the month. In addition they have appointed new board members, who they will introduce to the OGIG at future meetings.

CB advised the OGP have issued a letter to UK government warning them they have missed public influence and co-creation obligations. The UK government has not responded as yet.

5. Update on Open Government Partnership Local

PB updated the group on the training session provided by OGP during the month of January and February. She advised that the session material is available and anyone who wants to view this should contact her directly. Main

difference highlighted by the training is the flexibility in relation to the length of the Action Plan. National Action Plans (NAP) run for two years, whereas, Local Action Plans (LAP) can be extended to 3 years. LAP is restricted to a maximum of 5 commitments, where the NAP has no limits on number of commitments. Timeline for LAP has been extended from April 2021 to 31 July 2021 to take account of COVID restrictions.

6. Review of the Open Data Strategy Implementation progress

IF advised he has written to the departmental Information Asset Owners (IAO) to organise meetings to discuss the data held on asset registers and their suitability for publication on the Open DataNI portal. Meetings will commence next week.

The Open Data (OD) team are working with the Open Data Institute to develop OD training material based on their training course. That work is scheduled to be completed by April. The OD team are working with CAL to host the training material on LINKS. One course will be a general introduction for staff to the themes of OD and Open Government and a more specific course for IAOs and their responsibilities to both. **TC** is developing a learning package for IAO and asked for sight of material. **CMcC** agreed to share material for e-learning and will issue details of webinars in due course. **PBR** asked if this would be rolled out wider. **CMcC** advised that whilst CAL delivers internal training, it has the facility to be used by local government also.

7. Dashboard of progress across each NICS department.

CMcC provided the group with an update on the increased datasets on the Open Data NI portal. Datasets have increased from 478 to 599. **PG** advised that DAERA have developed an information Hub that will bring all DAERA datasets to the centre to share internally. An extension of the process has also been developed with allows approved datasets to be harvested by the Open Data NI portal which will enable their wider publication to take place more quickly and seamlessly. There are currently a number of large spatial datasets ready for publication via this process which require OSNI approval and LPS will be asked to prioritise.

8. Update on NAP5

PB updated the group on progress in relation to NAP5 and outlined the tight timescales to be adhered to going forward. The timetable has been agreed with OGN and issued to OGIG to disseminate to business areas within their department. All proposed commitments are due back with Transparency and Open Government team (TOG) by 31 March 2021. Themes will be applied

once all returns are received. Deadline for OGN commitments is 30 April 2021. Once received TOG will coordinate with relevant departments to find owners for the public generated commitments. OGN will be updated on whether commitments have been accepted or refused and reasons will be provided for those commitments that have not been accepted. The group will meet on 12th May to discuss the final commitments. **PBr** asked whether it was possible to add commitments after the Action Plan had been launched. **PB** stated that there was a 12 month window to add further commitments after launch.

CB asked if departments had been advised to include commitments in relation to citizen participation. **PB** confirmed that departments had been reminded of the Executive commitment, set out in the New Decade New Approach document, to putting Civic Engagement and Public Consultation at the heart of policy making and how this NAP should include (but not be limited to) citizen participation/consultation/collaboration and participatory budgeting where possible.

9. Update on current Innovation and Outreach competition

The Innovation and outreach competition closes 4 March 2021. Few applications have been received to date, but as with previous years, the team are hopeful of a last minute surge. If this is not the case, a decision will be taken on whether to extend the competition for a period or re-promote.

10.AOB

OGN met with Junior Minister's on 20 January 2021 in relation to the commitments set out in the NDNA document - specifically citizen engagement and participatory budgeting. Meeting was positive with Junior Minister's confirming the Executive's commitment to the NDNA obligations. **OGN** is supporting the Community Foundation, Involve and PB Works who have provided route maps to the Executive in relation to citizens' assemblies and participatory budgeting.

KT advised that DFE IAOs have identified a list of datasets for publication and this list was sent to DoF in December to arrange publication directly with the IAOs. She asked if the Open Data team would be meeting with the IAOs to discuss new datasets or the list originally provided and whether help with publication would be made available. **IF** stated that they would be meeting to discuss existing lists. **CMcC** advised the publication process was a simple and quick one and the team would be very happy to take departments through this.

Action Points - Ongoing

	Detail	Responsible	Status
AP5	NAP4 Update report to be circulated	Open Govt. Team	Draft to issue 16 March 2021
AP7	Date of next meeting	Open Govt. Team	w/c 10 May 2021 am
AP19	All members to agree OGIG minutes promptly to enable early publication on the website	All	As soon as possible
AP24	IF to investigate if 'Management information related to Universal Credit Claims' and NISRA Covid datasets can be published on Open Data portal	IF	Part completed - Ongoing
AP25	IF to follow-up with CMcC on position of 5* data and situation with SWIRRL platform guidance.	IF	Ongoing
AP26	IF to submit any user suggestions on Open Data portal to TP	IF	Ongoing – none since last meeting
AP27	NJ to follow-up with PB on TEO progress report and then to be shared with group	NJ	Ongoing – PB to liaise with Nicola Finlay re update
AP33	CB recommended a meeting before next board to widen participation	PB	Meeting arranged 12 March 2021

Action Points - Complete

AP1	OGN to provide amendments to TOR	CB	Completed. TOR now available on OG webpage
AP2	OGIG members to consider if they are the right person to deliver the OG agenda and if not to raise with their senior team	OGIG	Complete

	and provide alternative attendee name		
AP3	Presentation to be shared with attendees.	Open Govt. team	Complete - Issued 18/10
AP4	Share copy of the Open data Strategy and 2 page summary	Open Data team	Complete - Issued 18/10
AP6	Details of Website to be shared with all once set up.	Open Govt. team	Complete – Issued 03/02
AP8	JM to contact NISRA to consider representation or liaison role	Open Data Team	Completed – contact made with NISRA
AP9	JM to contact PPS for a representative at OGIG	JM	Completed - Contact made with PPS
AP10	A clear definition of what an information asset is, should be shared throughout all departments.	Open Data Team	Completed - Definition shared with OGIG membership
AP11	An adjusted timeline will be provided for the Innovation Fund	Open Data Team	Completed - shared with OGIG in January 2020
AP12	Volunteers required for the Innovation Fund judging panel (around 3-4 panellists)	OGIG	Complete
AP13	CB to recommend other bodies to be involved in the Open Data/Government training	CB	Complete
AP14	CB to email Pamela Bannon information on Open Justice for circulation	CB	Complete
AP15	CB to email Pamela Bannon information on Fire Starter Festival for circulation	CB	No longer applicable
AP16	AO to email Pamela Bannon information on Community Planning for circulation	AO	Complete
AP17	IF to email Newry 2020 website links	IF	Completed - Shared with OGIG in May 2020
AP18	CMcC to submit a formal request to DoH Chief Information Officer for a	Open Data Team	Completed - IOD submitted request to DoH CDIO in May 2020

	Corona virus daily downloadable spreadsheet		
AP20	CB to email the link to the Scottish government website on ideas to manage Covid-19	CB	Complete
AP21	NAP 5 to be added to the agenda	Open Govt Team	Complete
AP22	PB to let OGIG know once mid-term report is ready to publish	PB	Same as AP5
AP23	IF to organise a meeting with Andrew Scott for IO'D	IF	Complete
AP28	PB to invite Nichola Creagh (DfC) to next meeting	Open Data Team	Complete
AP30	PB to re-circulate NAP 4 and a blank template for NAP 5	PB	Complete
AP29	IF to share Dashboard information with OGIG before publishing	IF	Complete
AP31	PBR to chat with IO'D and PB separately about Open Government Issues	PBR	Complete
AP32	Open Government Network to be moved to first item on agenda	Open Data Team	Before the next meeting