

**Public Data Group (PDG) meeting**  
Thursday 10th September 2012  
**Published agenda, minutes and papers**

**Attendees**

Chair: Claudia Arney (CA)

Vanessa Lawrence (VL) (via teleconference), Ordnance Survey Chief Executive  
John Hirst (JH), Met Office Chief Executive  
Robert Napier (RN), Met Office outgoing Chairman  
Greg Clarke (GC), Met Office incoming Chairman  
Tim Moss (TM), Companies House Chief Executive  
Brian Landers (BL), Companies House Chairman  
Malcolm Dawson (MD), Land Registry Chief Executive  
Mark Boyle (MB), Land Registry Chairman

Stephen Lovegrove (SL), Shareholder Executive  
Anthony Odgers (AO), Shareholder Executive  
Jan Crosby (JC), Shareholder Executive  
Elizabeth Perelman (EP), Shareholder Executive  
Mike Rabjohns (MR), Shareholder Executive  
James Brayshaw (JB), Ordnance Survey  
Note taker, Shareholder Executive

Apologies sent: Sir Rob Margetts (RM), Ordnance Survey Chairman

## **Note of discussion**

### **1. Introduction by the new Chair**

- CA thanked the PDG members for speaking with her individually before the meeting. CA found core agreement among the different Trading Funds on the challenges facing the PDG.
- CA also reflected on early views gathered from key stakeholders. She noted underlying anxiety at some of the issues being tackled by the PDG and also an underlying suspicion of the Trading Funds and their efficiency.
- Reflecting on these early discussions, CA thought that key issues going forward would be to agree a collective view on success measures and also to engage and change attitudes. CA said that it felt like the PDG should now turn to a more “delivery oriented” phase and key associated messages were that the PDG and its Trading Funds are open, transparent and inclusive, and achieving progress at a reasonable rate.
- In discussion, RN highlighted a Met Office document produced recently showing the Met Office’s strong performance on efficiency. VL highlighted two particularly valuable recent visits to OS, one from Stephan Shakespeare (DSB) and the other from Ed Welsh (Cabinet Office). TM cited a recent note from Francis Maude praising Companies House’s recent track-record on efficiency. MD emphasized the importance of conveying the nuance of the different Trading Funds.
- CA then turned to logistics for the board. The board agreed to meet every two months in the first half of 2013 and quarterly thereafter.

### **2. Minutes from the last meeting**

- The board agreed the minutes from the previous meeting.

### **3. Policy update**

- MR confirmed that the PDG’s new Minister is Michael Fallon. MR confirmed that he would arrange for the Minister to attend the next PDG meeting held in London and encourage him to visit all of the Trading Funds.
- MR updated the board on the work of the Data Strategy Board and agreed to circulate the action record emerging from the last DSB meeting.
- MR gave details of the DSB’s Review of Public Sector Information. He said that it would address the full breadth of use and re-use of PSI across Government. He agreed to circulate the terms of reference for the review .
- MR gave an update on delivery against the commitment made in the Government response to the “*consultation of data policy in a Public Data Corporation*”, including on the review of charging (expected to be complete by the end of the year) and the licencing and access to data workstreams.

- MR gave an update on the DSB immersion event on 27 September and agreed to circulate further details and ShEx's own input into the event.

#### **4. Comms Update**

- MW introduced comms activity since the last meeting, on comms activity across the Trading Funds and key future comms events.
- In discussion, MD suggested greater transparency would play a significant contribution to comms. The board agreed to publish a record of each PDG meeting to increase transparency and openness.
- SL raised the level of appetite for comms activity, including whether it should extend to a brand.
- CA concluded that ShEx should draft options for a common PDG comms strategy. JH asked for clarity on objectives and MB noted the urgency of this action. GC noted the difficulty in any messaging of single messages across four very different organizations.
- RN suggests PDG need to focus on three main things in the Progress Report:

#### **5. Discussion of PDG Collaboration Work Streams**

- JH updated the board on Met Office's developing collaboration with key environmental organisations through the "*Environmental Science to Service Partnership*" (ESSP). To accelerate the development of this partnership, SL proposed for the PDG Minister to write to the relevant counterparties emphasising the potential of the partnership. The board agreed. (.
- MD updated the board on its development of a single gateway and digitization of local authority land registry data, including a timetable for proposed piloting in 2013. The board noted the very positive tone of this workstream.
- JH updated the board on work to identify synergies on IT and infrastructure between the Trading Funds. While the Trading Funds had very different IT and infrastructure needs, this work had identified some specific areas for potential collaboration. JH agreed to present this work at the next board meeting.
- JH updated the board on work at a PDG level on developing international markets. VL updated the board about the launch of OS International.
- MD updated the board on the integration of OS and Land Registry surveying services.
- TM updated the board on other collaborations, including collaborations on Welsh language services.
- CA welcomed the progress made on each workstream but emphasized the importance of including dates for the final deliverable and dates for any intermediate milestones.

#### **6. Deep Dive Topics**

- JB firstly introduced the counter-fraud deep dive, taking the board through the presentation circulated in the board papers.
- JB then introduced the public asset register deep dive, taking the board through the presentation circulated in the board papers.
- The board agreed that deep-dive topics for the next PDG meeting should be on the IT workstream and on the commitments from the government response to the “*consultation on data policy in a Public Data Corporation*”.

## **6. Conclusions**

- CA noted that there should be a future discussion about whether the board needs any additional skillsets.
- RN thanked the board for its work over the past year and the board returned his thanks with gratitude.