

Information Domain Face to Face Meeting

Date / Time	22 February 2011	10:30 – 13:00
Location	Room KH 1.28, 22 Whitehall	Access via 22 Whitehall entrance

Attendees	Apologies
(Chair) Department for Education (DfE)	Department of Health (DoH)
Meteorological Office (Met Office)	Department for Work and Pensions (DWP)
Office for National Statistics (ONS)	Ministry of Justice (MoJ)
Sedgemoor District Council (SDC)	British Library (BL)
IBM	Welsh Assembly Government (Wales)
Foreign and Commonwealth Office (FCO)	The National Archives (TNA)
Fujitsu	Communities and Local Government (CLG)
Government Digital Service (GDS)	Business, Innovation and Skills (BIS)
Ordnance Survey (OS)	HM Revenue and Customs (HMRC)
National Health Service (NHS)	Ministry of Defence (MoD)
Home Office (HO)	National Policing Improvement Agency (NPIA)
Identity and Passport Service (IPS)	Directgov
Scottish Government (Scotland)	
(Secretariat) Cabinet Office (CO)	
Guest	
IBM via telephone	

1. Role and purpose of the Information Domain – DfE

Discussion around change of focus to supporting ICT Strategy delivery, providing standards assurance for the various themes of the strategy.

Agreed: Standards and Architecture Framework (SAF) needs to be the repository of standards. SAF needs to be machine readable, URI addressable and the group needs to feed this back to the Chief Technology Officer Delivery Group (CTODG). Also need quality characteristics for each standard – is it being maintained, is it in use across the public sector? – adding metadata to each standard and if machine readable that would be even better.

Agreed: Top 5 issues for the domain:

1. unblock SAF and Technical Standards Catalogue (TSC)
2. strengthen governance
3. strengthen delivery
4. framework for ownership of thematic areas
5. delivery of our products/shop window for products
6. how standards are described (in the SAF)

2. Update on EU approach to developing interoperability models – SDC

See presentation.

The SDC domain member is the UK representative on the EU Working Party on Interoperability Architecture and attended the recent meeting. There were some common themes, but some items countries are moving forward with which raised the question why aren't we? For example Finland's Government only accept electronic invoices, not paper, whilst some other Scandinavian countries charge higher fees for processing paper invoices.

3. Universal Credits – SDC

Key to the success of the DWP Universal Credits programme is the ability to find, assess and reuse data. The programme have asked the Information Domain to assist in identifying where data may already exist in government that can be reused or which can be used to validate the data DWP already have.

Action: SDC will provide the high level semantic model using the 7 themes to assess data against, and suggest a web-based self-service method for custodians of the data to declare what data they hold.

4. Open Document Format (ODF) Update – SDC

See annex for amendments to surveymonkey questionnaire.

Action: SDC will send the ODF questionnaire to the Information Domain and Chief Technology Officer Council (CTOC) and ask people to promote it further. SDC will then collate responses and report back to Chief Information Officer Council (CIOC) as the decision makers.

5. ODF Presentation – IBM

See presentation.

Cost and the need to work collaboratively were the drivers to IBM moving to ODF (the IBM Lotus Symphony version) as the default. Staff were using their own programmes with plug-ins so ODF was applied to improve collaboration.

6. Digital engagement (data.gov.uk) update – CO-DE

Standardising organogram data from csv to untied data. To convert the data it needs to be validated. The Stationery Office (TSO) has a product that takes a word file and validates it, they have made it open source.

Action: CO-DE will email details.

7. AOB

Action: Domain members to provide feedback to HO on the information principles by 18 March.

Action: CLG LOGASnet team to present to next domain meeting.

Sharepoint have managed to get a machine readable import/export mechanism which was due to be delivered later in the year. Home Office were fighting to retain the IPR for the mechanism.

The location standards for the Standards and Architecture Framework (SAF) have been tidied up and put into Technical Standards Catalogue (TSC) format.

Action: check that CTODG are content for Fujitsu to share the information architecture diagram with the OASIS Technical Committee. Information Domain are content.

COMMENTS ON ODF SURVEY MONKEY QUESTIONNAIRE

ODF SurveyMonkey questionnaire

Question 3 – is there a problem like funding? – is that a reason you are not doing this? Add “resources do not allow us to do this” as one of the options. Rephrase so that folk can say strongly agree or not – yes or no, then have an additional question about how difficult do you think it would be. So, split this into 2 questions.

Question 4 – Do you want to adopt “must”, “can” language in this question? Need another column – ODF should be the only solution, ODF is one of many solutions, ODF is not to be used – so question4 has 3 columns now, not just 2.
There was also discussion about whether to split the business category into suppliers of goods and services/business.

Question 5 – Say when it is appropriate – rather than might. Tighten up the language. Will add ODF could be used, should be used or should not be used.

Q5-1 As long as you can exchange in ODF you don't care what format they store it in.

Q5-9 Asking if it should be used as opposed to what is already available.

Will the user understand the phrases - semantically mark-up, metadata etc? – If not there is a don't know column if that is the case.

Not sure if the don't know column could be pre-filled.

Question 6 – the question might be leading, so could ask instead – costs, will they go up/down? Then ask if that is important – rephrase so the question is not leading.

The rdf semantic question from the previous Question 5 might sit better here as a benefit.

Question 7 – Clarify that when you strongly agree it is a reason that would stop you using it – not strongly agreeing that the statement is true.

The ability to clean, wash, sanitise documents should be added. The ability to redact information with proof of redaction.