

## Information Domain Face to Face Meeting

|                    |                |                                  |
|--------------------|----------------|----------------------------------|
| <b>Date / Time</b> | 25 May 2011    | 10:30 – 17:00                    |
| <b>Location</b>    | Room 2 & 5 OAB | Access via 22 Whitehall entrance |

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

| Information Domain Deliverables Workshop |  |   |          |
|--|--|---|----------|
| Time                                     | Topic  | Papers  | Owner    |
| 10:30 (10 minutes)                       | Workshop welcome   |   | DfE      |
| 10:40 (45 minutes)                       | <b>2011 deliverable 1:</b> methodology for capturing and describing standards                                | 110525-1-PSID Information Standards Development Methodology | Scotland |
| 11:25 (45 minutes)                       | <b>2011 deliverable 2:</b> conceptual model of public services   |   | SDC      |
| 12:10 (45 minutes)                       | <b>2011 deliverable 3:</b> project toolkit, a downloadable shopping list/toolkit for projects and programmes |   | DfE      |
| 12:55 (35 minutes)                       | Lunch  |   |          |
| 13:30 (60 minutes)                       | Final review of 2010 deliverables, agreement and sign off  |   |          |

| Information Domain Meeting |   |   |                                  |
|----------------------------|---|---|----------------------------------|
| Time                       | Topic   | Papers  | Owner                            |
| 14:30 (10 minutes)         | Action Log  |   |                                  |
| 14:40 (40 minutes)         | Group Updates:<br>Metadata and Semantics Working Group (MSWG)<br>Data Standards Working Group (DSWG)<br>Location and Addressing Working Group (LAWG)<br><br>Data.gov.uk | 110525-6-PSID Designing URI sets for devolved administrations | TNA<br>DWP<br>OS<br>SDC<br>CO-DE |
| 15:20 (10 minutes)         | AOB   |   |                                  |
| 15:30                      | Close   |   |                                  |