

## 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)

### 1. Information Domain Deliverables Workshop Welcome – DoH

### 2. Methodology for capturing and describing standards/concept model – Scotland

Presentation recommended establishing a vocabulary – SKOS would be appropriate and enable links across vocabularies, provide uniformity and URIs and bring the standards into the linked data world.

Established the need for a high level ontology with discussion around what would constitute the upper level ontology – it should be pitched at such a level that everyone can hook into it and lower level ontologies would then point to it. Also CO-De confirmed that data.gov.uk were enthusiastic about being involved and this could help with publishing the ontology more widely. The Dutch had produced an OWL ontology which they would be willing to share. **ACTION: MoD to provide contact details for the Dutch Government to SDC and Scotland.**

#### The group agreed:

1. **ACTION: Scotland and SDC to facilitate a workshop in July to look at the high level ontology, building on what we already have and what the Dutch provide. Invite the Tell Us Once (TUO), Universal Credits and other large projects, plus data.gov.uk and the Data Standards Working Group (DSWG). In addition DoH will attend the workshop to seek their views on the project toolkit.**
2. **Use SKOS as a way of holding Government Data Standards assets and bringing URI sets into the GDS Catalogue world.**
3. **ACTION: CO-DE and Scotland to present the presentation in a short, punchy format for non-technical folk.**
4. **ACTION: DfE to update the infrastructure document to take account of the ontology information.**

Discussion around the domain sub-groups. The Location and Addressing Working Group (LAWG) and Metadata and Semantics Working Group (MSWG) had finished. The DSWG was still going and should be invited to join in the work on the ontology.

ePIMs is the property management system used by the Office of Government Commerce (OGC), all Government property has an identifier within the ePIMs system. Scotland wants a URI set to identify Scottish Government buildings using the ePIMs number but hasn't got the information needed from OGC. OGC are due to publish data from ePIMs in due course but do not know exactly what they are going to publish. **ACTION: CO-DE has asked the domain what are the core bits of reference**

**data that need to be published.** SDC suggested setting up a registry of data sets and who the custodians are, in ontology format.

### 3. Project Toolkit – DfE

Deliverable 3, a referenceable set of checklists that anyone establishing a project can refer to and verify themselves to make sure they cover all the information architecture and standards.

**ACTION: DoH agreed to lead on this deliverable and bring a strawman back to the July meeting and place in Huddle. He would also attend the ontology workshop.**

**ACTION: CO to find out what branding the toolkit and other Information Domain products should have.**

There was also discussion around making a connection with the information strategy and data standards lead within the DoH (the department leading on delivering that part of the ICT Strategy).

**ACTION: DoH is finding out who is leading on this.** Similarly the domain wants to make contact with whoever is leading on document standards in the Home Office. **ACTION: Ask HO to see if he can make contact.** We should then invite them to the domain meetings.

### 4. Final Review of 2010 Deliverables – DfE

- Infrastructure requirements – **ACTION: DfE will send the latest version to the domain seeking final comments, amendments.** For the sake of the non-technical, wider audience, it was suggested that the document should say up front why an information infrastructure was required, e.g. a common, federated infrastructure supports departments in managing their own information, and that it is predominantly about managing metadata. Also suggested that it would be useful to have an example where two departments with metadata libraries apply the information infrastructure. **ACTION: NPIA to provide an example for DfE from his case studies for the Content List Management System (CLMS).**
- Information architecture – **ACTION: SDC will circulate and ask for final comments.** SDC also noted that the information architecture will feature in the transparency strategy being devised by TNA and Central Officer of Information.

### 5. URI Sets for Devolved Administrations - SDC

Discussion around the difficulty for devolved administrations to build URI sets into the current data.gov.uk pattern and the various options to resolve the problem. Option 4 from SDC presentation has support from data.gov.uk and the devolved administrations and should also have the support of the domain. **ACTION: SDC to provide a copy of his presentation.**

**ACTION: CO-DE to write up the data.gov.uk vision of how the initiative would work with the devolved administrations.**

Also discussion around whether the Information Domain should feed into the Chief Information Officer Council (CIOC) given the need for some of the strategic work to be harmonised across the piece, for example encompassing Socitm.