

## Data Delivery Group (DDG)

### Note of Meeting - 27 March 2019

Attendees			
Sarah Davidson (SD)	Roger Halliday (RH)	Rod Murray-Smith (RMS)	Ruchir Shah (RS)
Gerry Donnelly (GD)	Brian Hills (BH)	Shona Nicol (SN)	Carol Sinclair (CS)
Paul Dowie (PD)	Geoff Huggins (GH)	Stephen Peacock (SP)	Peter Tolland (PT)
Janet Egdell (JE)	Tommy Laughlin (TL)	Lorna Ramsay (LR)	Claire Wainwright (CW)
Graham Fairlie (GF)	Colin MacBean* (CM)	Matthew Rice (MR)	Gareth Williams (GW)
John Fotheringham (JF)	Ken Macdonald (KM)	Nayha Sethi (NS)	*by audio-conference
Apologies			
Tim Ellis	Stuart Fancey	Mary McAllan	David Smith
Gillian Docherty	Tim Ellis	Paul Lowe	Gordon Watson
Welcome and Introductions			
SD, Chair, welcomed all present to the meeting and invited attendees to introduce themselves.			
Discussion of redrafted High Level Delivery Plan (HLDP) for Data			
RH invited comments on the redrafted HLDP and driver diagram; of note is the addition of a new engagement and communication workstream. Key points from the ensuing discussion included:			
<ul style="list-style-type: none"> <li>clarifying our ambitions for the Plan, its scope and timescale, and what differentiates it from others</li> <li>considering its orientation to optimise impact, and links to other areas e.g. education, industry</li> <li>developing an executive summary, and reviewing consistency of the language and tone</li> <li>exploring benchmarking of data infrastructure, and options for talent attraction and retention</li> <li>formulating a clear communication and multisector engagement strategy, interactive and proactive</li> <li>fostering dialogue around governance and good practice, moving to collaborative co-production</li> <li>reflecting on the order of, connections between and pace of each of the primary drivers</li> <li>scoping options for the format in and platform on which the Plan will be published and updated</li> <li>setting out need for 'responsible innovation', provisions to manage risk and secure public trust</li> </ul>			
RH invited further comments to help inform the Plan's next iteration. Once finalised, it is intended to conduct an HLDP stocktake after 12 months, with interim progress reviews at DDG meetings.			
Agreement on Data Delivery Group's Terms of Reference (ToR)			
SD invited members' comments: no issues were raised and the group agreed to adopt the ToR.			
Interactive discussion of HLDP for Data priority actions			
RH invited members' '2 minute pitches' setting out a proposed priority for the next quarter, resources needed to address it and what may be doable in the timeframe. JE advocated a sub-group to explore improving use of geospatial data; BH cited developing an Artificial Intelligence (AI) strategy; CS mooted formulating a consistent approach for handling national data safe haven access requests; RH suggested clarifying collective ambitions for the HLDP and key messages. A ballot identified the top two priorities as those pitched by BH and RH.			
Information Governance (IG) review			
CW outlined plans for a review of IG for research and statistics purposes. The need for further clarity on the approach, scope and timescale of this, Ministerial direction and potential public input to the working group were discussed. The DDG agreed to convene a sub-group to oversee this work.			
Next Steps and Closing Remarks			
SD thanked all for attending and their input to the HLDP. The next meeting will start at 10.30 am on 24 June in Conference Room James Watt B, 5 Atlantic Quay, 150 Broomielaw, Glasgow, G2 8LU.			

## Actions

Share links to recent literature on responsible data-driven innovation – NS

Discuss suggestion to develop an AI strategy with Brian Hills – RH (afternote: completed)

Share outline of plans to establish HLDP ambition and related communication and engagement – RH

Circulate next iteration of HLDP, to include tasks split into timeframes, ahead of next meeting – JF

**DDG/19/2/8**