

OFE UK PSG  
17<sup>th</sup> Meeting  
16<sup>th</sup> November 2011  
Home Office

DRAFT MINUTES

PRESENT:

Sam Roddick (SR)	Deloitte	Co-chairman
Qamar Yunus (QY)	Cabinet Office	Co-chairman
Paul Vagg (PV)	Home Office	
Tariq Rashid (TR)	Cabinet Office	
Jeff Nott (JN)	Alfresco	
Chris Francis (CF)	IBM & Eurim	
Roger Marshall	Socitm	
Phil Scott-Lewis (PSL)	Redhat	
Graham Taylor (GMT)	OFE	
Alan Bell (ACB)	OFE	
Stuart Mackintosh (SM)	OpusVL & OSC	
Alasdair Mangham (AM)	LB Camden	
Basil Cousins (WBC)	OFE	Secretary

APOLOGIES

Robin Pape (RP)	Home Office	Host
Linda Humphries (LH)	Cabinet Office	
Liam Maxwell (LM)	Cabinet Office	
Denise McDonagh (DM)	Home Office	
Amanda Brock (AB)	Canonical	
Andrew Katz (AK)	Moorcrofts	
Simon Godfrey (SM)	Oracle	
Charlotte Thornby (CT)	Oracle	
Bob Blatchford (RJB)	OFE	

CIRCULATION

Dominic Hartley (DH)	Home Office
Roger Maxwell (RM)	Home Office
Mark O'Neil (M O'N)	Digital – Cabinet Office

- 1) Welcome and Introductions  
SR welcomed and introduced all, Apologies were noted.
- 2) Minutes of 16th Meeting held on 14<sup>th</sup> September 2011  
Agreed.
- 3) Open Standards – Next Steps  
In the absence of LH, QY reported that the consultation document defining open standards would be published shortly but he was unable to reveal the details prior to publication. GMT expressed considerable disappointment that UKG were unable to share the content in confidence with the OFE UK PSG.

SM noted that LH's Huddle was proving a effective means of communication.

QY noted that the Standards Survey and Recommendations were awaiting approval

by the Minister.

Access to CESC documents was requested. QY would publish a 1-2 pager outlining the CESC position on Open Source. He would explore whether PSG members could be granted access to the full CESC Guidance in this area and given early access to policy documents such as definition Open Standards and the Procurement Guidelines on a privileged basis.

4) OSS Toolkit

PV noted that key papers had been published on 2<sup>nd</sup> November. Feedback so far had largely been positive. It was noted by the meeting that the papers on Open Source and the Options Catalogue were of good quality but that the paper on Procurement Guidelines was particularly weak showed little understanding of the issues involved with OSS procurement. GMT noted that PV had underlined the need for external comment, and reminded the CO and Home Office attendees that one agreed role of the PSG was to give confidential advice and comment on such material prior to publication, rather than after an announcement. The possibility of writing to the Minister was discussed but instead QY proposed to raise the issues with John Collington, Chief Procurement Officer, for the guidance on procurement

This publication was a first step and would reduce the number of reasons for failing to use OSS. A complete second release was planned for April 2012 but interim updates may be made before then.

The Options list will be maintained by the CO. This is a journey, the first step. SM would review with OSC members how they could assist in the development of the Options Catalogue.

Other Toolkit components include the LSE/TCO Report, just published, and the Maturity Model - under development – allowing people to measure their alignment to the toolkit. QY/MS/WBC to develop launch plans

UKG was fully committed to full transparency on feedback, channelled by the

[opensource@homeoffice.gsi.gov.uk](mailto:opensource@homeoffice.gsi.gov.uk)

5) Case Study – Bristol City Council

GB stressed that press speculation had not all been accurate. He stressed that there is still strong support in Bristol City for open source, but for pragmatic reasons Windows 7 and Office 2010 has been chosen rather than XP/StarOffice on a 3 year agreement. He described in some details various aspects of their development and related challenges.

6) Government Seminar

A strawman version was discussed. The aim and outline were broadly agreed but concern was expressed that the OSS Procurement Guide should have been agreed and published before such a seminar. It was also stressed that subjects such as CESC and Open Standards would need to be included. Possibly the seminar should be focused on particular audiences such Financial Controllers and commercial directors.

Agreed that QY/TR and WBC should revise the proposal.

7) Affiliations – Eurim, Socitm and OSC

CF reported on the documents under development re Open Standards and Open Source policies. It was agreed that QY would nominate a CO member as an affiliate.

RM described the early developments in these areas within Socitm.  
SM noted that he would co-ordinate responses from OSC members.

8) Master Plan and Status Report – CIO OSS Subgroup

This item was not presented, but there was a discussion about the CIO Open Standards Board, the definition of open standards, and the current practices around open data which are running ahead of the definition of open standards. We will discuss the open standards board in more detail at the next meeting.

9) Government Open Solutions Advisory Forum.

AB reported very slow progress but that F&CO had now agreed to host the website. QY will seek to get '.gov' website to host this activity.

10) SIF and OSIG

QY will call a 2<sup>nd</sup> SIF Meeting in the New Year. There is unlikely to be another OSIG meeting in the near future as the various departments are already well engaged in the process.

11) Summary Conclusions and Actions

It was noted that the PSG members could well contribute more to the development of UKG policies and strategies. The PSG acted as an advisory Forum where ideas could be tested and validated, if necessary on a confidential basis, prior to publication.

On the PSG Huddle, LH's Open Standards Definition discussion was proving effective but there has been a weak response so far on GMT's OSS Toolkit discussion. Membership of such Huddles would be restricted to PSG members but input from Eurim, Socitm and OSC Members would be channelled via their PSG representatives.

12) Next Meetings.      18<sup>th</sup> Meeting    Friday 3<sup>rd</sup> February 1030 -1330, Home Office  
   19<sup>th</sup> Meeting    Thursday 29<sup>th</sup> March, 1300 – 1700, Home Office

Basil Cousins  
Secretary

.