OFE UK Public Sector Group (PSG)
20th Meeting
Tuesday, 19th June 2012, 1100 - 1230
Cabinet Office, 70 Whitehall
Draft Outline Minutes

PRESENT:

Sam Roddick	(SR)	Deloitte	Co-chairman
Linda Humphries	(LH)	Cabinet Office	
Tariq Rashid	(TR)	Home Office	
Paul Vagg	(PV)	Home Office	
Toby Ellenor	(TE)	GPS	
Chris Francis	(CF)	IBM	
Jeff Nott	(JN)	Alfresco	
Phil Scott-Lewis	(PS-L)	Redhat	
Roger Marshall	(RM)	Socitm	
Simon Godfrey	(SG)	Oracle	
Maha Shaikh	(MS)	Warwick Business School	
Jim Graham	(JG)	Bramble	
Peter Dawes-Huish	(PDH)	LinuxIT	
Malcolm Newbury	(MN)	Guildfoss	
Basil Cousins	(WBC)	OFE	Joint Secretary
Stuart Mackintosh	(SM)	OpusVL	Joint Secretary

APOLOGIES:

Liam Maxwell	(LM)	Cabinet Office	Co-chairman
Robin Pape	(RP)	Home Office	
Graham Taylor	(GMT)	OFE	
Alasdair Mangham	(AM)	LB Camden	
Sarah Hardy	(SH)	GPS	
Alan Bell	(AB)	OFE	
Gavin Beckett	(GB)	Bristol CC	
Amanda Brock	(AB)	Canonical	
Stephen Fellowes	(SF)	Photonlogic	
Tony Cornfold	(TC)	LSE	

1) Welcome and Introductions

SR welcomed and introduced all. He gave a brief overview of the progress made by the PSG from its creation in March 2009 to assist in the realisation of the Government Action Plan. He noted that the PSG had reached a turning point in its development. Clarification was urgently needed as to what UKG was seeking to achieve so that the PSG can support it more effectively.

2) Minutes of 19th held on 29th March 2012 (draft attached)

Agreed.

Actions from the 19th Meeting:

1. Response to UKG Consultation on Open Standards – Open Opportunities: completed on time.
2. PSG Terms of Reference: Revised draft for review.
3. SIF Roadmap: c/f
4. Software Criteria: c/f
5. ICT Commercial Principles: c/f
6. Business Information & Skills engagement: c/f

3) New Terms of Reference for OFE UK PSG

SR presented the revised PSG Terms of Reference.

After a discussion with Liam Maxwell and others, it had been agreed that the core intent remained the same but that it was time to re-focus PSG onto a carefully managed joint action programme under which PSG members contribute expertise and knowledge to various UK Government programmes. The emphasis would be on clarity. Two parallel activities would be set up to achieve this; the first would remain the PSG meetings themselves which would be managed by Basil Cousins complemented by Action Teams which would be managed by Stuart Mackintosh. The emphasis would be creating a level playing field in IT, identifying and filling gaps.

RM raised the issue of whether and how the PSG should work with UK Local Government. He pointed out that UK Local Government ICT is separate to Central Government and does not necessarily adhere to Central Government Policies and Standards. A Local Government IT Architecture, entitled 'Planting the Flag' is being developed by Martin Ferguson, SOCITM. A Local Government Task Force had been set up focused in mechanisms for the delivery of IT.

WBC pointed out that the document and other standards implemented by Central Government Departments effectively dictated the systems installed by Local Authorities.

RM would circulate the draft Local Government Architecture to the PSG. A strong message would need sent to the Software Industry about the adoption of Open Document Standards.

TR noted that the PSG actions must be based on need and that this need must be identifiable and traceable.

It was agreed that the PSG Terms of Reference should focus on Central Government. However, it would be vital to devise a method of interfacing UK Local Government.

Some level of formalisation would be required for the PSG Action Teams constituted of government representatives and industry/community members. Governance mechanisms and lines of traceability would need to be defined.

LH raised the issue of how PSG membership is constituted. CF proposed that membership criteria should be agreed, including:

1. Signed up to PSG objectives
2. Willingness to serve
3. Something to offer
4. Candidature should be subject to final approval by Joint Chairmen.

Membership of the Action Teams should be more open.

It was agreed that the PSG Terms of Reference would be re-circulated for final comment within a tight time period.

4) Progress identified key issues

UKG Consultation on Open Standards

LH stated that 380 responses had been received to the UKG Consultation on 'Open Standards: Open Opportunities'. This compared with 400 responses received to the previous consultation. The new responses had much more depth.

A University had been asked to analyse the results impartially over the Summer with the results due in October 2012. UKG policies will then reflect the conclusions.

TR noted disappointment that some high profile names had failed to submit their responses in time.

CF asked what the current UKG policy was whilst this review was under way. LH advised that this was based on the ICT strategy. As there no current agreed definition of Open Standards, this was managed in spend.

Toolkit and other initiatives

PV noted that they were now working on a plan for a broad open system architectures ready to support the future strategy. SR suggested that an action team might assist PV and his team with Prototyping which generally falls outside the normal UKG procurement procedures.

GPS (Government Procurement Service) Software Category Activity

TE expressed support for the Action Team concept and asked how it would work for PGS. Currently the GPS Software Category manages c£500m annual spend – this will increase. The focus is on the delivery of savings, aligned with the Government ICT Strategy.

TE reported that the procurement for a Software Solutions Framework (Application Design, Development & Support Services) is now on OJEU and has been available been available for two weeks. Tenders are due back by the early August. TE asked for this to be communicated to the Open Community and that they should be encouraged to respond.

GPS would be consulting on the planned Commodity Software Framework procurement which was due for finalisation (start of procurement) by the end of 2012.

5) Formation of Action Groups from UKPSG held at Cabinet Office 19th June 2012

TR and TE welcomed the offer of help and support by OFE with a number of key tasks they were undertaking where they felt specialist external support and input could be beneficial. The UKPSG and others would be asked to form Action groups to address the issues they had identified.

TE's list included:

- Communicate new GPS procurements to maximise Open Source provider bids
- Commodity Software Procurement – Input into the requirements specification including 'product types'
- ICT Model Contracts – OFE review and provide feedback
- Feedback on tender questions to ensure a level playing field
- Develop OFE branded guidance on best practice use of GPS software arrangements – GPS can include on website

TR's list included:

- What is an Open Architecture - Technical, Commercial and Support
- Updating the end user device strategy
- How do we incrementally improve UKG IT TCO
- How does Government encourage more OS prototyping
- Establishing commercial OS contracts
- How does Government improve its communications with the supply market

PSG agreed it was important to support the request and that an action group on Software Frameworks should start immediately to enable Toby to hit the deadlines set for the deliverables.

The Action group would be formed of volunteers from UKPSG and additional co-opted people from industry, community and academia to ensure right skills are applied to the problem. The would be set up for a limited time scale and disbanded once completed.

These action groups would be assigned a task, from the Government action list by the UKPSG, with a target time scale and deliverables, and report back to the UKPSG.

Action Group process to be set up by Stuart Mackintosh who would work with the first Action group to establish and document procedures and processes for future action groups.

Governance of Action Groups

It was agreed that a simple Governance Process should be agreed, as well as time scales, priorities and traceability.

Health IT

 MN noted that failures in the NHS National Programme for IT had sparked interest in these initiatives The approach can be generalised for all of public IT procurement. Examples In healthcare include two ground-roots initiatives which are changing the way NHS procures IT. One is a user driven initiative called NHSHackday (NHShackday.org) and the other is a vendor driven initiative called Integrating the Healthcare Enterprise(IHE.net).

6) Next steps

- Circulate draft PSG Terms of Reference for final comment and approval
  - SR/WBC
- Develop and agree Action Group Proposals.
  - TE/SM/RJB/CF
- Define GPS requirements
  - TE
- Develop Action Group Governance
  - SR?
- Present final proposals to LM
  - SR et al

7) Meetings Programme – Next full PSG – mid September 2012. WBC

The hope was expressed that some future PSG meetings could circulate around the major UKG Departments – for example HMRC with special responsibility for Strategic Architecture Definitions.

Basil Cousins

Joint Secretary