

## Meeting Minutes



Department  
for Work &  
Pensions

### **DWP - LA Data Sharing BUSINESS DESIGN AUTHORITY**

**Date:** Thursday 11 February 2016.

**Location:** Room 6.37 Caxton House, Tothill Street, London, SW1H 9NA.

**Attendees:** David Gleave – DWP LADS Programme Manager (Chair)  
David Wright – DWP LADS Programme Development Manager  
Jimmy Anibaba – DWP LADS PMO (Secretariat)  
Ron Butler – DWP Troubled Families Team  
Amanda Hillman - DWP Information Exploitation and Security Directorate  
Knowledge and Information Management  
David Rennie – Cabinet Office  
Alan Porter - Head of Benefits, London Borough of Camden  
Georgia Bruce -DWP Work and Health Analysis and Insight Team, Work and  
Health Joint Unit  
Ben Holden-Waters – DWP BTG Service Architect  
Adrian Atley – DWP UC Attribute Exchange Service Architect  
Ian Burbidge – DWP UCDS

**Via Telekit:** Kay Bendell – DWP LADS Business Change  
Wayne Norfolk – DWP LADS Delivery Team  
Ian Burbidge – DWP UCDS Delivery Manager (Data Sharing)  
Rhona McGrath – Renfrewshire Council  
Kevin Marshall – Wiltshire Council  
Alison Blount – Stockport MBC

**Apologies:** Paul Davidson –iStand UK Technical Director and CIO of Sedgemoor District  
Council  
Phil Swan – Tameside Council

#### **1. Welcome and Introductions – David Gleave**

David Gleave opened the meeting and welcomed everyone. This was followed by introductions around the table and from those dialling in.

#### **2. Minutes and Actions – Jimmy Anibaba**

The minutes of the meeting of 24 November 2015 were signed off as a true reflection of events.

<b>Ref.</b>	<b>Action description</b>	<b>Action Update</b>
AP 1 – 11.6.15	Paul Davidson to discuss with colleagues regarding DWP playing a role in data sharing	Unfortunately, Paul was unable to attend this meeting, but has met with David Wright recently. Action point carried forward till next

	initiatives/workshops that could be cross-cutting with the vision that DWP has for this.	meeting.
AP 2 – 11.6.15	Phil Swan to contact Fiona Bolam about organising the conference call to discuss feasibility of a multi-agency data sharing system.	Phil Swan wasn't able to attend the meeting and yet to meet with Fiona. Action carried forward till next meeting.
AP 6 – 11.6.15	David Wright to contact DWP's EDSAC ahead of them issuing a request form to David Alexander to share data.	Due to tight diary commitments, David Gleave was unable to visit MyDex pilot project in Glasgow.
AP 7 – 11.6.15	To approach SDF/SDA secretariat to get on January's agenda with a specific ask and proposed next steps, as well as re-running the Blue Badge/AX presentation.	DWP's BTG preferred to move the proposal on Blue Badge/Attribute Exchange through its governance process first.
AP 2 – 24.11.15	To speak with EDSAC regarding Camden's Children's Centres data sharing request.	EDSAC wanted more information which Amanda has agreed to supply following a meeting (yet to be held) with Ian Savigar and Stuart Farina.

### **3. DWP/LA Data Sharing Inventory**

David Wright gave an update on this work and the progress that has been made since the last BDA meeting. This includes simplifying some of the language of the data shares between DWP and LA, and complying with Cabinet Office's requirement to publish the inventory on .gov.uk website – which is on track. The publication of the inventory publicly, as originally intended, raises some security concerns, and to mitigate these Data and Analytics team are now developing a minimum viable product that meets CO's requirement and does not expose DWP to any security risks.

However, there was agreement that developing another data inventory which captures details like frequency, volumes, and eligibility would be useful and valuable resource for UC, BTG – for Attribute Exchange work - and other parts of DWP. This inventory could be developed in parallel with the public version for .gov.uk, but resources constraints might determine what can be achieved and is priority. David Gleave stressed that a timeline for the completion of this work should be agreed quickly and BDA members informed of the outcome by the time of the next meeting.

The next meeting of the DWP/LA Data Sharing Inventory working group is planned for on 23 February 2016.

Georgia Bruce asked if other data shares with HMRC and other government departments will be published as part of this work. Four actions were raised as a result of the above discussions

**AP 1- 4 : David Wright to find out if other data shares with other government departments will be made available to members, the timeline for publishing the LA Data Sharing Inventory, and more information on the Cabinet Office requirement to publish a version of the inventory/inventories.**

### **4. Citizen-centric Trusted Attribute Exchange (Blue Badge)**

David Wright informed the BDA that the result of several meetings with DWP's Business Transformation Group (BTG) has culminated in an AX/BB proposal being submitted to BTG's formal governance process. The next stage is for the proposal to be discussed as one of the

agenda items at BTG's Management Team Meeting scheduled for next week. It is anticipated that this proposal will receive a 'top or high' priority in DWP as a result of this meeting, with the potential for BTG funding and resource for the Discovery phase.

David Rennie reiterated OiX advancement in AX concept and the work that it has carried out, particularly on API economy – how to manage all the authorisations to share data for an online service where the customer IS NOT present. This work is called UMA (User Managed Access), involving private and public sectors. But there was agreement among BDA members that OiX involvement to progress this work in DWP may have to be delayed as the AX/BB proposal goes through DWP's internal governance process and approval. David Wright stated that this process ensures alignment with the 2020 Vision, raises the profile of Digital Proposals, and makes sure work is adequately resourced and financed – all of which would be extremely difficult to obtain if the governance process were to be bypassed.

## **5. UC Data Sharing**

David Wright presented a UC data sharing proposal on behalf of Rob Miller (London Boroughs of Kingston and Sutton). The proposal is about sharing UC data directly with the voluntary sector partners that the council works with, using Google Apps for Work. DWP information security policy forbids the use of Google Apps for Work. The current process for the transfer of UC data to the voluntary sector involves the council acting as the intermediary - which comes at a cost to the council. Rob provided evidence of Google Apps for Work compliance with CESG and ICO guidelines. CESG has published papers on the use of Google Apps for Work on Gov.Uk. David Wright issued Rob's supporting documentation to members on the day of the meeting.

David Wright highlighted similar problem faced by Guinness Trust, who approached iNetwork, about the sharing of UC data. CO is considering an alternative solution from a company that provides an encryption services to plug into the PSN, and allow data to be shared with third parties.

There were questions raised by BDA members about what the current legislation on data sharing is and to what extent could UC data be shared and processed by LAs, Registered Social Landlords, and third parties. Three action points were raised.

**AP 5: David Wright to enquire whether UC allows LAs to pass data onto RSL (and whether RSLs are precluded from receiving certain types of UC data)**

**AP 6: David Wright to find out from CO more details about PSN encryption solution that's been considered and speak with Amanda Hillman (DWP) and Mark Smith (Cabinet Office – PSN Compliance).**

**AP 7: David Wright to find out whether some UC data is only used for certain functions that have limitations on onward sharing.**

## **7. Forum Terms of Reference**

David Wright proposed dropping the word 'Authority' from BDA and replacing it with 'Forum', as significant part of the activities carried out by the group does not involve any decision making. This proposal was accepted by all members. The meeting will now be called Business Design Forum (BDF). David Wright also proposed that the membership of the group provided an ideal stakeholder group for AX Discovery work. Members agreed, although some members felt they were best placed to identify more suitable candidates for Discovery work. It was agreed that AX Discovery work should use the forum as a base for stakeholder identification, but that any workshops/meetings/engagement should be held separately to the BDF meetings. The forum would still like to hear updates on progress of the AX work.

## **8. AOB**

David Rennie raised two items (1) whether BDF members would be interested in a presentation from the UMA project. AP was raised. (2) Following work carried out with South Yorkshire Credit Union to help certain demographics to get basic bank accounts, it was noted that a QR code on DWP entitlement letters would significantly help in expediting the opening of bank accounts for DWP customers. This will allow credit unions/ banks to validate the authenticity of such documents, which in turn would help towards customers who didn't have an online presence in gaining a Digital Identity. AP was raised.

**AP 8: David Rennie to arrange a UMA project presentation to BDF members through David Wright.**

**AP 9: David Wright to explore with Ben Holden-Waters the QR code use in DWP.**

Kevin Marshall stated the importance of the BDF and its relevance to the work that Wiltshire Council is doing around data sharing. Kevin referenced Wiltshire Council's Single View project that aims to link local authority services in Wiltshire Council, with all its residents, through data sharing.

**AP 10: David Wright to contact Kevin Marshall to hear more about the Single View project.**

Date of next meeting: 17 March 2016.

Contact the Chair and/or Secretariat through:

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