

## Data Delivery Group

### Terms of Reference

**Ambition:**

To develop a high level delivery plan (HLDP) for data ambitions set out in the Programme for Government (PfG).

**Remit:**

To oversee the development of the plan and its delivery.

**Ways of working:**

- The DDG will meet twice during the development of the HLDP (early 2019) and then every six months subsequently.
- Members of the group provide advice representing specific organisations or constituencies.
- The group can commission task and finish groups to deliver specific projects that contribute towards the group's aim.
- The group will receive strategy delivery progress reports, planned activity, and updated risk registers every six months
- Papers will be sent around a week ahead of the meeting. Following the open government approach, papers will also be published on blogs.gov.scot and open engagement in policy development will be encouraged via other digital methods.
- To hold a meeting, we should have as a minimum at least 10 members, including the chair.

**Accountability:**

The group will report to the Board overseeing the delivery of the 2017 Digital Strategy.

**Membership:**

Chair: Sarah Davidson, DG Organisational Development & Operations, Scottish Government

Roger Halliday - Deputy Director, Digital, Scottish Government

Tim Ellis - Deputy Director, Strategy and Performance, Scottish Government

Ken MacDonald - Assistant Commissioner for Scotland and NI, ICO

Nayha Sethi - University of Edinburgh

Ruchir Shah - Head of Policy, Scottish Council for Voluntary Organisations

Paul Lowe – National Records of Scotland

Rod Murray-Smith - Glasgow/Universities Scotland

Gillian Docherty – DataLab (*alternate Brian Hills, Head of Data*)

David Smith – Scottish Enterprise

Stuart Fancey – Scottish Funding Council

Geoff Huggins – NHS National Education Scotland

Marion Bain – Public Health Reform Programme, SG (*alternate Phillip Couser, NHS NSS*)

Lorna Ramsay – Public Health Scotland, NHS National Services Scotland

Paul Dowie – Improvement Service

Kevin Collins – Edinburgh City Region deal

Janet Edgell – Accountable Officer and Operations Director, Registers of Scotland

Mary McAllan – Director of Business, Scottish Government

Matthew Rice – Open Rights Group

Tommy Laughlin – Scotland IS

Gordon Watson - CEO LL&T National Park

Local Government Representative – Peter Tolland, North Lanarkshire Council

Gareth Williams – Head of Policy, SCDI

**DDG/19/1/2**

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