

Benefacts - Project Advisory Group

Terms of reference

Project Advisory Group

The foundation documents of the Benefacts plan provide that:

1. The Department of Public Expenditure and Reform will convene and Chair a Project Advisory Group (PAG), whose members, besides representatives of the two philanthropic co-funders, will be senior individuals with responsibility for grant/corporate services and/or ICT solutions in key government agencies;
2. Participants will be bodies that have committed actively to engage with the project's e-government and open government proposition and values. This is to assist the Group in understanding and modelling the potential benefits of the Benefacts proposition in the context of the administrative conditions present currently. The Project Advisory Group will ensure that the deliverables of the Project are aligned with the requirements of end-users in government, the philanthropic, non-profit and other sectors, and the public at large.

Profile of PAG members

- Members of PAG will be chosen to achieve a spread of knowledge and experience, and potential to contribute to the purposes and deliverables of the project.
- Members of the PAG will serve as nominees of their respective institutions, and will be sufficiently senior to help define, and participate actively in one or more of the pilot projects,
- Alternates will be permitted but personal participation will be encouraged.

Role of PAG members

- The PAG will receive and review regular updates on the progress of the project to help ensure that its focus is consistent with the purposes for which the funding was provided.
- The PAG will potentially contribute to the success of the project by providing:
 - Guidance on the scope of the civil society organisations to be included in the database (with reference to the UN and other relevant classification systems);
 - An informed view on the data fields to be captured;
 - Assistance in procuring regulatory data under license.¹

¹ Previously, the Irish Nonprofits Project relied on the re-use of public data chiefly from the Companies Registration Office and Revenue (CHY number), under the terms of those bodies' re-use of Public Information policies. It is assumed that there are other data held by Government Departments, agencies, offices and regulators which are susceptible to re-use under the same regulations.

- The PAG will, from among its membership, provide test environments for the web-based data and information services, and will report to the group on implementation including issues arising.
- More generally, members of the PAG will share knowledge and experience of other parallel initiatives in public policy or private philanthropy, to guide the work of the project, and will assist in disseminating learnings from the project within their own organisations and networks.

Other

- Meetings of the PAG will normally take place in Dublin during office hours.
- Agenda and minutes will be issued by the office of the Chair of the Group but may be prepared by project staff.
- The PAG will normally meet at 8-weekly intervals, or otherwise as determined by the Group.
- The PAG is advisory and does not have management responsibility for the project, its staff or its finances.
- Material is discussed in the PAG on the basis that it is confidential to the group. The content of PAG minutes should also be treated with confidentiality.