

Geographical Information

GI Topic Group Work Plan Project 2009/10	Target date	Links to KPIs	Responsibility
Promote and lead work to share geographical data and information within the region.			
<ul style="list-style-type: none"> Maintain a watching brief on Ordnance Survey licensing arrangements and identify any data sharing and licensing issues as they arise. 	March 09	3	All
<ul style="list-style-type: none"> Provide a forum for sharing best practise in the provision of geographic resources for the region. 	Ongoing	3	Diane Edwards
<ul style="list-style-type: none"> Maintain a watching brief on the quality requirements of geo-spatial meta data for the region and report to the group regularly, leading developments as required. 	March 09	3	Katy Bregazzi
Disseminate good practice in the use of GI through the RDIN and RDIN topic groups.			
<ul style="list-style-type: none"> Topic Group members to post at least 6 articles to "Observations" in each 6 month period. 	April 09 April 09 April 09 May 09 May 09 May 09 June 09 June 09 July 09 Aug 09 Sept 09 Oct 09 Nov 09 Dec 09	3	Shona Frost Chris Styche Carmen Mayo Angela Johnson Lucy Bastin Michelle Haynes Diane Edwards Huw Davies Claire Edwards Graham Smith Rob Ellis Shona Frost Carmen Mayo Diane Edwards
<ul style="list-style-type: none"> WMRO to provide co-ordination and administrative support for delivery of the topic group's e-bulletin, which will be a synopsis of relevant Observations postings from the previous six months. 	Jun and Dec 09	3	Katy Bregazzi
<ul style="list-style-type: none"> Members to develop a 2nd Annual GIS day for the Region – this might focus on future priorities for GI in education (to be discussed with Geographical Association in May 2009). 	Nov 09	3	Sub working group
<ul style="list-style-type: none"> WMRO to provide co-ordination and administrative support for the development of GI day. 	Ongoing	3	Oliver Nicholls
Provide support to the Observatory's State of the Region process			
<ul style="list-style-type: none"> Provide support to the Environment Topic Group in co-ordinating a launch event for the State of the Region Climate Change dialogue. 	Pre Mar 09	2	Claire Edwards

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<ul style="list-style-type: none"> Provide support to the Environment Topic Group to identify common resources that will help us understand the effects of climate change in all sectors and identify gaps in data provision. Identify new ways to present our results. 	July 09	2	Claire Edwards
<ul style="list-style-type: none"> Provide GIS solutions or advice regarding State of the Region work undertaken by the Observatory and other topic groups as required. 	Ongoing	2	All
Identify resources for inclusion into the resource catalogue which may be applied to geographical investigations			
<ul style="list-style-type: none"> Identify 50 resources for inclusion into the resource catalogue via "Suggest a resource" 	Mar 2010	4, 8 & 9	All
<ul style="list-style-type: none"> Identify 2 external organisations that the Observatory could approach to submit geographical resources to the resource catalogue. 	Mar 2010	4, 8 & 9	All
Identify gaps in regional geographical information, data and analysis and develop project proposals for filling them. Prioritise gaps identified and seek appropriate actions to fill those gaps.			
<ul style="list-style-type: none"> Review, update and develop the "GIS facilities within the region" document, identify new entries (including web-based resources) and publicise. 	June 09	3	Oliver Nicholls / Chris Styche
<ul style="list-style-type: none"> Assess and prioritise relevant gaps as requested through the Observatory's new gap-filling process. 	Ongoing	3	Diane Edwards
Nominate up to five representatives of the topic group to the User Group. The representatives will act as the main conduit between the WMRO Partnership Board and the RDIN.			
<ul style="list-style-type: none"> The Chair and at least two representatives from the topic group to attend two User Group meetings per year. 	Ongoing	3	Diane Edwards Claire Edwards ANO
<ul style="list-style-type: none"> Liaise with the Partnership Board's Topic Group Ambassador to ensure two way dialogue between Partnership Board and RDIN. 	Ongoing	n/a	Sharon Palmer Diane Edwards Claire Edwards ANO
Review the objectives of the topic group and evaluate the work of the group on a regular basis to secure feedback to the WMRO Partnership Board.			
<ul style="list-style-type: none"> Provide a quarterly report to the WMRO Partnership Board. 	Ongoing	n/a	Diane Edwards
<ul style="list-style-type: none"> Ensure the work programme is reviewed at every meeting, 	Ongoing	n/a	Diane Edwards
<ul style="list-style-type: none"> Review work programme on an annual basis. 	Apr 09	n/a	Diane Edwards

Key Performance Indicator

KPI-1: Overall customer satisfaction rating

KPI-2: Customer rating of State of the Region Report/process

KPI-3: Composite measure of partner engagement

KPI-4: Composite measure of web access and enquiries handled

KPI-5: Average project satisfaction rating

KPI-6: Ratio of non core/grant income to total income

KPI-7: Staff satisfaction rating

KPI-8: Average monthly number of catalogued resources viewed

KPI-9: Average monthly visits to the website