Survey on metadata management and governance in Europe

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Metadata: definition

Metadata is **data** that defines and describes other data (ISO/IEC 11179-1), including concepts and digital resources.

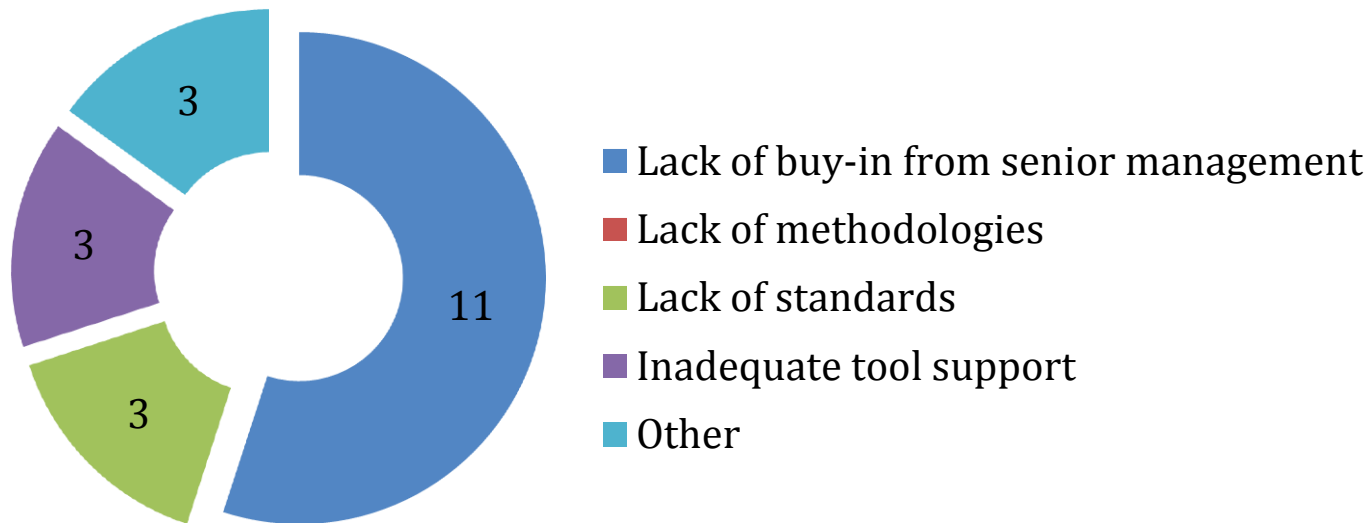| 1. Descriptive metadata | search and retrieval , … |
| 2. Structural metadata | data models and reference data |
| 3. Administrative metadata | storage, management, … |

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Objectives and scope

- Governance and management of structural metadata: data models and reference data
- Objectives:
    - Investigate current requirements and practices
    - Elaborate on costs, benefits and constraints
    - Document lessons learnt and good practices
- Scope:
    - Existing solutions
    - High-level requirements and common principles
    - Re-usability of existing solutions

Most common and important roadblocks to metadata governance and management

3
3
3
11

- Lack of buy-in from senior management
- Lack of methodologies
- Lack of standards
- Inadequate tool support
- Other

Source: "Requirements and existing solutions for metadata management and governance in EU Institutions and Member States"
https://joinup.ec.europa.eu/node/78172

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Cases investigated

European level

- Eurostat
  - SDMX Registry
- Joint Research Centre
  - INSPIRE Registry
- EU Publications Office
  - Name Authority Lists
  - EuroVoc thesaurus

Member State level

- Germany: **KoSIT** (Co-ordination agency for IT standards)
- Lithuania: **LSIP** (Lithuanian Spatial Information Portal)
- Netherlands: **KOOP** (Knowledge and Exploitation Centre Off. Gov. Pub.) Spain: **CISE** (Centre for Semantic Interoperability)
- United Kingdom: **LGA** (Local Government Association)

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Examples of good practice

1. Relevant roles (legislation, strategy, functionality, operations) are distinguished and assigned.

2. Direct stakeholders are involved to maximise buy-in and take-up.

3. Stability and flexibility are balanced, life cycles of structural metadata and software are aligned.

4. Standard reference data is used, and local references are mapped to more general ones

Examples of recommendations

1. Formulate legislation on a sufficiently high level, avoid specifying implementation details.

2. Document the processes for management of structural metadata.

3. Make metadata available under an explicit (and ideally open) licence.

4. Assign persistent unique identifiers to structural metadata.

Next steps

- Develop proposal: Methodology for metadata governance and management for EU institutions

- Verify methodology in pilots:
  - Metadata Management pilot for DG Competition Policy
  - Metadata Management pilot for the Common Information Sharing Environment (CISE) for DG Maritime Affairs and Fisheries
  - Metadata alignment pilot at the Publications Office

- Further activities to be undertaken in the coming year

ISA Programme Action 1.1 – Semantic Interoperability

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