**Graphical user interface

Description automatically generated**

**OGP Local Action Plan Template**

Off-line fillable form for action plan commitments

This section is composed of a detailed description of the open government commitments. These commitments are the concrete short-term initiatives to achieve the medium-term outcomes identified in the Local Open Government Strategic Vision.

Below is a fillable template with the fields of information necessary to complete this section of the action plan. Please make sure you note the character limit for each textbox.

**Please note that the final action plan will be submitted online through a platform provided by OGP Local.**

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1. **Commitment Title**

*Describe the specific action that the commitment will achieve, distinguishing commitment from other commitments in the plan. Example: "Create beneficial ownership register" or "Publish judicial data" or "Improve compliance with RTI law"*

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| --- |
| Co-develop citizens’ panels across Glasgow. |

1. **Timeframe**

Commitment Start Date (month/year)

|  |
| --- |
| By March 2022 |

Commitment End Date (month/year)

|  |
| --- |
| May 2027 |

1. **Lead implementing government agency**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***Office, Agency or Ministry*** | ***Branch of Government***  *(Select from the following: Executive branch; Judicial branch; Legislative branch; Independent/ Autonomous****)*** | ***Name of Contact*** | ***Title*** | ***Email*** | ***Role in Implementation***  *(Select from the following:*  *Lead;*  *support;*  *oversight;*  *coordinate)* |
| Glasgow City Council | Independent | Bernadette Monaghan | Director of Community empowerment and equalities | Bernadette.monaghan@glasgow.gov.uk | lead |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| ***Add lines as necessary*** | | | | | |

1. **Lead implementing non-governmental stakeholder, if applicable**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Name of organization*** | ***Name of Contact*** | ***Title*** | ***Email*** | ***Role in Implementation***  *(Select from the following: Lead; support; oversight;*  *coordinate)* |
| Third Sector interface | Kathleen Caskie |  |  | Support and co-ordination of community and voluntary sector input (civil society) |
|  |  |  |  |  |
|  |  |  |  |  |
| ***Add lines as necessary*** | | | | |

1. **Other Stakeholders Involved in the implementation of this commitment**

*(e.g. Government Ministries, Departments, Agencies, Civil Society Organizations, Community Groups, Private Sector, or Working Groups)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Name of organization*** | ***Name of Contact*** | ***Title*** | ***Email*** | ***Role in Implementation***  *(Select from the following: Lead; support; oversight;*  *coordinate)* |
| The members of the Glasgow Community Planning Partnership Executive Group:   * Glasgow City Council * Strathclyde Partnership for Transport * Scottish Fire & Rescue Services * Glasgow Housing Association * Police Scotland * NHS Greater Glasgow & Clyde * Glasgow Third Sector Interface Network * Glasgow City HSCP * Glasgow Life * Glasgow Equality Forum * Skills Development Scotland * Glasgow Colleges Regional Board * Department for Work & Pensions * Scottish Government * NatureScot * SportScotland * VisitScotland * Historic Environment Scotland * Glasgow & West of Scotland Forum of Housing Association * Glasgow Chamber of Commerce * Scottish Enterprise | Shaw Anderson | Partnership & Development Manager | shaw.anderson@glasgow.gov.uk | Oversight and support |
|  |  |  |  |  |
|  |  |  |  |  |
| ***Add lines as necessary*** | | | | |

**Commitment Description**

1. **Problem**

*Describe the economic, social, political, or environmental problem identified that this commitment seeks to resolve. (e.g. ‘Misallocation of welfare funds’ is more helpful than ‘lacking a website’.)*

*Maximum 1000 characters*

|  |
| --- |
| Citizens in Glasgow want to have an increased role in the decision making across the city, particularly in local decisions.  Glasgow City Council Household survey 2019 indicated that citizens have a willingness to be involved in decision making affecting their areas, but felt they were not able to have their views considered.  Further develop meaningful working relationships between public agencies and citizens must be improved to achieve the aim of devolving decision making, and citizens’ panels could be an ideal platform to build trust, allow for an open sharing of views, and lead to local service provision, service design, public sector spend, and local decision making being a truly participatory process. |

1. **Status quo**

*Describe the current state of the policy issue at the beginning of an action plan. (e.g.: 26% of judicial corruption complaints are not processed currently.)*

*Maximum 1000 characters*

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| --- |
| * There is an appetite to increase the level of participatory democracy in the city, and build upon previous and in-progress, devolution of decision making to the lowest level in the city’s governance. * Glasgow Community Planning Partnership has 23 Area Partnerships and 3 Sector Partnerships which allow for community organisations to be part of the decision-making process for a variety of services and projects delivered by partners, including and in particular, Glasgow City Council. A review of these structures has been undertaken and recommendations re due to be implemented imminently – these recommendations are likely to consider the future role for Citizens’ Panels.   Thriving Places is the Glasgow iteration of Locality Planning, which can be viewed as neighbourhood-level community planning. Progress to improve outcomes at this level varies across the city, however there is a recognition that strong community representation on these structures is key to future success. Learning from Thriving Places will be applied to any model of Citizens’ Panels.  Various Participatory Budgeting pilots have been implemented in the city in the past few years to measure the appetite for local decision making, and to test the supporting processes and systems. These pilots made use of a Citizens’ Panel element which proved to be invaluable in ensuring the processes were tailored to the local context and that local interests and priorities were  represented throughout.  Area Partnerships are currently involved in determining the allocation of the Parks and Open Space Fund(£1.5m). The decision making process at Area Partnerships include local representatives and community groups. |

1. **Action**

*What is the commitment? Describe what the commitment entails, its expected results, and overall objective.*

*Maximum 1000 characters*

|  |
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| To explore options for implementing co-developed Citizens’ Panels in Glasgow, learning from existing participatory processes in the city, and with our partners through the OGP.  Any implementation of Citizens’ Panels will have an overall aim of increasing participatory democracy and demonstrate the influence of local people’s input to the allocation of local resources and citizen led service redesign.  Glasgow has an aspiration to significantly increase participatory democracy processes with our citizens, having made incremental steps over a long period of time and using a variety of methods.  As our work in the OGP develops we are keen to learn from others, test various approaches and measure the impact of each, and implement the approach that will work best for the citizens of Glasgow. It is anticipated that a detailed plan will be in place by March 2022 to co-develop Citizen’s Panels as a component of Area Partnerships, taking a phased approach.  Co-creating the panels with citizens is vital; citizens will be involved from the earliest possible opportunity in the development stage.   * This current proposal builds on the evaluation of participatory budgeting findings. It extends participation to all local decisions about spend and services and establishes panels as a permanent feature of local governance. |

1. **How will the commitment contribute to solving the public problem?**

*What are the expected outputs and outcomes once the commitment has been implemented?*

*Maximum 1000 characters*

|  |
| --- |
| If the proposed direction of travel is followed, and Citizens’ Panels are implemented in Glasgow with a model that works for citizens, it will be key to agree a suite of performance measures for this. These measures will allow the city to track progress towards the expected outcome of increasing participatory democracy. Measures may include:   * Increased transparency in decision making processes for the allocation of local resources * Increased number of citizens participating in local decision making * Increased community ownership and management of local services   Alongside any performance measures there will be a need for an evaluation programme to appraise outputs. Evaluation is key to ensure best value and may also allow for ‘softer’ performance measures to be determined, such as:   * Strengthening of local democratic processes * Culture of empowered communities * Enriched relationship between citizens and service providers   A robust evaluation programme can also function as means to communicate to all citizens of Glasgow (whether participating in Citizens’ Panels or not), the services in the city that have been improved through a citizen led approach, and the benefits of this approach.  Any such commitment will need to ensure that developments are complimentary to existing processes and avoid duplication, with a recognition that existing processes may need to change/stop to do so. Key to success will be complimenting and creating synergy with existing processes such as:   * Community Planning, particularly Area and Sector Partnerships * Thriving Places / Locality Planning * People Make Glasgow Communities / Asset Transfer Requests * Participation Requests |

1. **What long-term goal as identified in your Open Government Strategic Vision does this commitment relate to?**

*Maximum 1000 characters*

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| --- |
| Participatory Democracy and devolving decisions to the lowest appropriate level in the city’s governance - involving local people in decisions on local service provision, service design and public sector spend, and investigating local governance arrangements to achieve this such as Citizens Panels. |

1. **Primary Policy Area**

*Please indicate the most relevant policy or practice for this commitment. Select up to two policy areas from the following list: Asset Disclosure; Audits & Controls; Beneficial Ownership; Civic Space; Conflict of Interest; Crisis Response; Digital Governance; E-petitions; Elections &; Political Finance; Fiscal Openness; Inclusion; Legislative Openness; Lobbying; Open Contracting; Open Data; Public Procurement; Regulatory; Governance; Right to Information; Safety Nets & Economic Inclusion; Safety Nets and Economic Inclusion; Social Accountability; Stimulus and Economic Recovery; Tax; Whistleblower Protection; Other/NA*

|  |
| --- |
| Fiscal Openness |
| Inclusion |

1. **Primary Sector**

*Please indicate the most relevant primary sector for this commitment. Select up to two sectors from the following list: Aid; Citizenship & Immigration; Cross-sectoral; Education; Environment & Climate; Extractive Industries; Health & Nutrition; Infrastructure & Transport; Justice; Land & Spatial Planning; Legislature; Media and Telecommunications; Policing & Corrections; Private Sector;* *Public Services (general); Science & Technology; Security and Public Safety; Water, Sanitation, and Hygiene; Other/NA*

|  |
| --- |
| Public Services |
| Cross-sectoral |

1. **What OGP value is this commitment relevant to?**

|  |  |
| --- | --- |
| ***Select Value***  *from the following list:*   * *Transparency* * *Public Participation and Inclusion* * *Public Accountability* * *Technology/innovation for transparency* * *Technology/innovation for public participation* * *Technology/innovation for accountability* | ***Why is this commitment relevant to this value?*** |
| Public Participation and Inclusion | This commitment will explore, and subject to discussion seek to implement, an internationally recognised approach to increasing public participation. Glasgow will always ensure inclusivity in its approaches to participatory democracy, amending our ways of working to ensure that no citizen is not able to take part in the commitment. |
| ***Add lines above as necessary*** | |

1. **What resources are needed to achieve this commitment?**

*Please include budget, staff, time, and contributions of civil society and other organizations and any other resources required.*

|  |  |  |  |
| --- | --- | --- | --- |
| ***Budget***  *(estimated budget allocation and specify currency)* | ***Staff***  *(number of staff required to implement the commitment)* | ***Time***  *(months needed to implement the commitment)* | ***Other resources required*** *(please describe)* |
| \*\*\* | \*\*\* | \*\*\* | Council Staff Time |
| \*\*\* | \*\*\* | \*\*\* | Glasgow Third Sector Interface Network Staff Time |
| \*\*\* | \*\*\* | \*\*\* | Personal Development for staff |
| \*\*\* | \*\*\* | \*\*\* | Citizens’ Time |
| \*\*\* | \*\*\* | \*\*\* | Personal Development for citizens |
| ***Add lines above as necessary*** | | | |

1. **Are the resources needed to achieve this commitment already secured?**

*Please select one option: Yes / No / Partially*

|  |
| --- |
| Partially |

1. **Additional Information [Optional]**

*Use this optional space to provide other useful information, for example:*

* *Links to other government programs*
* *Links to the national development plan or other sectoral or local plans*
* *Link to the Sustainable Development Goals*
* *Gender perspective analysis*

*Maximum 1000 characters*

|  |
| --- |
| As part of Glasgow’s pandemic recovery programme, a Social Recovery Taskforce is operating until December 2021, with a particular output being a refreshed Glasgow Community Action Plan. Any commitment will need to take cognizance of this refreshed plan.  [Link to Social Recovery Taskforce webpage](https://www.glasgowcpp.org.uk/socialrecoverytaskforce)  [Link to existing Glasgow Community Plan / Glasgow Community Action Plan webpage](https://www.glasgowcpp.org.uk/communityplan) |

1. **Milestones**

*Please add below the individual milestones of your commitment. Add one line per milestone. You can add as many lines as necessary.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***Describe the output*** | ***Start date***  ***(****MM/YYYY****)*** | ***End Date***  ***(****MM/YYYY****)*** | ***Responsible Agency*** | ***Contact person*** | ***Status***  *Select from the following: Not started; in progress, stuck finished; incomplete.* |
| Develop approach to participatory democracy, particularly in reference to Citizens’ Panels | 01/10/21 | End of action plan period | Glasgow City Council | Shaw Anderson | In progress |
| Detailed plan co-develop phased approach to citizen’s panels as a component of Area Partnerships | 01/10/21 | 31/03/2022 | Glasgow City Council | Glasgow City Council | Glasgow City Council |
| ***Add lines above as necessary*** | | | | | |

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