**Glasgow Open Government Forum**

**18 June 2021**

**Note of meeting**

**Present**

Anne Connolly

Kathleen Caskie

Louise MacKenzie

Cheryl McCulloch

Colin Birchenall

Shaw Anderson

Alan Speirs

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|  | **Action** |
| 1. **Actions from the last meeting**   Actions from the previous meeting have been progressed. |  |
| 1. **Programme progress**   The possible difficulty with the Action Plan deadline has been met following the extension granted by the OGP. |  |
| 1. **OGP Extension Granted**   Following correspondence with the OGP, the Action Plan deadline has been extended to 24 September. |  |
| 1. **Outcome of stage one co-creation/consultation**   Alan provided a summary of the sessions which had been hosted and the themes which had come from them.  It was agreed that, to build on this, Alan would meet with Kathleen and Shaw to discuss possible follow on sessions with interested partners.  Colin agreed to assist in arranging demo sessions for partners which would provide them with an opportunity to see what work is being done on making information available. Colin will meet with Anne and Alan to take this forward. | KC/SA/AS  CB/AC/AS |
| 1. **Sample template for Action Plan**   The template circulated was based on the Action Plan used by the Scottish Government.  The meeting agreed that the template be the approach taken forward with regards completing the Action Plan. | AS |
| 1. **Discussion with OGP Europe lead to support our submission**   Following the extension being granted to the Action Plan deadline, a meeting has been sent up with the OGP to discuss our progress.  The meeting requested that this opportunity be used to find out how other countries are progressing given the difficulties presented by COVID. | AC/LM/AS |
| 1. **Date of next meeting**   9 July at 11.30am by MSTEAMS |  |