**Glasgow Open Government Forum**

**5 March 2021**

**Note of meeting**

**Present**

Anne Connolly

Pamela Rennie

Kathleen Caskie

Mark Sutherland

Shaw Anderson

Lynn Ratcliff

Nichola Brown

Cheryl McCulloch

Louise MacKenzie

Alan Speirs

**Apologies**

Laura Heggie

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|  | **Action** |
| 1. **Welcome and Introductions**   Anne thanked everyone for their interest in assisting in this work. Participants then introduced themselves.  Anne then provided the background to Open Government and updated on where Glasgow currently is with regards to what has been developed to date. |  |
| 1. **Open Government Partnership Local Programme: Background and Introduction**   Pamela provided a brief introduction and overview to this area which participants agreed was helpful to their understanding. Pamela to circulate the slides to the group. |  |
| 1. **Glasgow OGP Team: Core Team Responsibilities and Tasks**   Pamela again provided an overview of this area and highlighted the submission date for the action plan is 30 July 2021.  It was agreed that the timescale is challenging however an offer had been made by Laura Heggie to assist in timetabling progress to meet this deadline.  It was noted that the opportunity to participate in the Open Government Partnership should be managed in a way that is integrated and embedded into how we work, rather than bolted on to existing practice. Co-production and collaboration with partners exist in a number of current projects with participatory budgeting and democracy and social recovery provided as examples. Other work, like the Safe Glasgow Plan is also consistent with the aims of the Open Government Partnership. These examples should be considered when preparing our action plan.  **ACTION**: It was agreed to circulate a template so possible projects/initiatives could be identified in order to consider if these would be suitable for submission Open Government Partnership Action Plan. All to complete by the next meeting. | PR/ALL |
| 1. **Developing an Open Government Action Plan for Glasgow**   It was explained that commitments can be new or existing, however in the case of including work in progress there is a requirement that improvement in current practice is demonstrable.  Also identified as requiring thought were the opportunities to consider existing ambitions and consider how they can be configured to work within the Open Government frameworks.  The need to ensure that this group has appropriate and relevant experience was discussed and it was recognised that expertise could and should be sought for when it is required. | AC/ALL |
| 1. **Co-creation with Civil Society and Citizens**   The need to build on the inclusive and participative approaches of current work was highlighted as being central to the Open Government agenda. Considering best practice, how and who we learn from and the way in which we work with existing groups are all elements of building on the work we have performed to date.  At the moment we have capacity to include information on the Glasgow City Council website, but we may wish to also build on other resources in order to further this requirement. The possibility of using the CONSUL platform which COSLA pioneered with the council during the development of participatory budgeting is one potential area to explore. It was also agreed that any co-creation currently underway would also be helpful to hear of in order to inform this element of the work. ACTION; To discuss how CONSUL works with Shaw Anderson and to liaise with Kathleen Caskie regarding the Third Sector Interface and co-creation  The Glasgow City Food Plan was identified as a possible example of work which had demonstrated co-production and involvement. Can, and if so how, can elements of this work be incorporated into the Open Government Partnership work that we are looking to develop? ACTION: Discuss with Louise MacKenzie  The importance of being focussed on what is required in terms of how we approach the programme was discussed. It was seen as helpful to identify projects that we could incorporate and then work within developed terms of reference in order to meet the criteria that we set for ourselves. Other considerations are the language used, what we are legislatively able to get involved in and how we can spend our budgets. Public representation also requires to be appropriate and balanced in order that we have progress which will be supported by all stakeholders involved.  The offer of a mentor to assist with our work has also been made from a number of areas and it was considered that it may be best to look at what connections we already have and what areas we require support in before this offer is advanced. ACTION Mentorship request to be circulated | PR/AS/SA/KC  AC/LmcK  PR |
| 1. **AOCB**   It was agreed that the group should meet three weekly and that the slides used in today’s meeting be circulated | PR |
| 1. **Date of next meeting**   26 March at 11.30 by MSTEAMS |  |