



## Overview

Initial milestones for the [Open Government Action Plan 2021 to 2025](#) were developed in collaboration with civil society during summer and autumn 2021.

As the action plan spans five years, and is our longest plan to date, the initial milestones developed were intended to be iterative. Government and civil society would work together to build, refine and improve upon milestones where necessary.

Milestones will be reviewed on an annual basis. The initial milestones detailed in this publication will continue to act as a basis for ongoing milestone development throughout the action plan.

# **Commitment 1: Fiscal openness and transparency**

## **Initial milestones**

This commitment will be developed through an iterative process – we have set out initial activity. We will update milestones each year to reflect on progress and focus on opportunities for further development.

In 2022 we intend to achieve the following activities, listed under the commitment themes:

### **Benchmark progress on fiscal openness and transparency**

- review other approaches/international best practice to assess our progress on fiscal openness and transparency

### **Improve the accessibility of fiscal information**

- establish a programme to take forward recommendations of the Fiscal Transparency Discovery Report. In 2022 we will review existing data to improve structuring, standardisation and data visualisation in the development of a fiscal portal pilot. We will involve stakeholders and engage with a range of users who use fiscal information to inform the development of this work
- establish a procurement management information platform, to delivering improvements to reporting and analytical capability
- review the accessibility and usability of information and guidance produced for the 2022-23 Autumn Budget Revision and ‘Your Scotland, Your Finances’ publication. Over the period of the Action Plan, we will continue to involve a range of stakeholders through our ongoing work on budget improvement

### **Improve engagement and participation**

- review best practice approaches to public engagement to support the development of the next Infrastructure Investment Plan. Including a multi-stakeholder approach to developing the infrastructure Needs Assessment
- publish a Framework for Tax, informed by wide ranging engagement, to provide a foundation on which tax policy work in Scotland is based
- develop with stakeholders an animated video campaign to explain Scotland’s devolved tax powers and the link between taxation and public spending

Use best practice approaches to support high quality engagement and participation, while undertaking work to review the National Outcomes.

## **Updated milestones 2023**

The valuable experience and perspectives of civil society continues to help to guide and to shape the implementation of the commitment on fiscal openness and transparency. Through ongoing collaboration on the opportunities for further development, milestones for 2023 have been discussed and developed with our civil society partners in the Fiscal Transparency Commitment Oversight Group. At the Group's meeting in November 2022 we discussed progress that had been made in 2022 and the outline plans for milestones in 2023. We had some fantastic discussions in groups focussing on key areas of the commitment. Discussion involved a good mix of support and challenge, with many of the points made reflected in the finalised milestones for 2023.

### **Milestone 2021 to 2025 aim: Benchmarking our progress on fiscal transparency**

#### **Objective**

Establish an approach to assess progress of fiscal openness and transparency, moving towards international best practices of transparency and data standards.

#### **2023 milestones**

By end June undertake initial benchmarking of current Scottish Exchequer performance against selected key relevant International Monetary Fund Fiscal Transparency Code principles and practice levels

By end 2023 scope additional benchmarking against elements of the Open Budget Index

## **Milestone 2021 to 2025 aim: Benchmarking our progress on fiscal transparency**

### **Objective**

Improve the transparency around the Scottish Budget, reviewing the accessibility and usability of existing and future information and guidance.

### **2023 milestone**

By Summer 2023, undertake scoping work to identify options around budget improvement, with further detail on key improvement milestones planned for 2024-25 budget and future public finance publications

## **Milestone 2021 to 2025 aim: Improving fiscal data and information accessibility**

### **Objective**

Implement the Fiscal Transparency Discovery Report recommendations to improve the quality, coverage, presentation and standards of current fiscal data.

### **2023 milestones**

By February 2023 deliver an Alpha prototype technical solution for the structuring, standardising and visualising of infrastructure investment data

By end 2023 deliver a fully functional minimum viable product Beta solution for the structuring, standardising and visualising of infrastructure investment data

## **Milestone 2021 to 2025 aim: Improving fiscal data and information accessibility**

### **Objective**

Deliver a procurement management information platform to improve data standards, demonstrate the impact of public sector procurement on Scotland's economy – identifying opportunities to maximise delivery of outcomes at a local and national level.

## **2023 milestones**

By end Q2 we will commence user testing of the Proof of Concept Alpha Management Information Platform

By end Q3 we will deliver a Proof of Concept to deliver enhancements to the key procurement reporting and analytical capability

By March 2023 will review the communication and dissemination of existing procurement data and information, to identify ways of raising awareness and engagement

### **Milestone 2021 to 2025 aim: Improving fiscal data and information accessibility**

#### **Objective**

Improve the transparency around the Scottish Budget, reviewing the accessibility and usability of existing and future information and guidance.

### **2023 milestone**

By Q3 review the style of information note produced for in-year budget revisions – to be undertaken as part of the Autumn Budget Revision.

### **Milestone 2021 to 2025 aim: Improving engagement and participation**

#### **Objective**

Build on previous engagement and best practice to develop a multi-stakeholder approach to the next Infrastructure Investment Plan.

## **2023 milestones**

By June 2023 explore with civil society stakeholders opportunities for tax engagement to go broader and explore new topics. Some initial candidates could include “Understanding Public Finances”; “Following the Public Pound”; “Accountability Resources”.

By end 2023 have engaged with a different set of varied stakeholders to understand how tax communication and engagement with the public can be built upon and strengthened.

## **Commitment 2: Health and social care**

### **Initial milestones**

**To identify the necessary skills and experience required by a person centred design team to drive forward our action plan. Recruit, induct and train the above individuals**

Milestones:

- hire and on-board a person centred design team (start: Aug. '21 – end: Jan. '22)
- develop the programme plan to ensure that the person centred user design work is built into the programme management structure of all work around the re-design and remobilisation of service post-pandemic (start: Aug. '21 – end: Feb '22)

**To ensure that we deliver a high quality programme of work that embeds person centred user-design, and that ensures we are held accountable to the commitment made we will invite civil society to work with us through the stages of the action plan's implementation**

Milestones:

- to establish a civil society group to work with Scottish Government officials over the period of the action plan to review work that is undertaken, feedback on progress and ensure actions are progressed as intended (winter 2021/22). We will work with partners to agree the group's terms of reference and continue to keep the group up to date on developments and changes as the design work taking place across the Health and Social Care Programmes progresses
- review relevant good practice that has already been undertaken on this subject to learn lessons from existing and previous work

**To develop a programme of work that systematically embeds good practice and the principles of co-design across the re-design of services and work, to support recovery from the pandemic in health and social care. The Principles of co-design that will guide service design across health and care service work are as follows.**

Principles that will guide our action in this work (to be set as milestone once work in underway):

- we listen to what people have told us is the problem before we start designing a solution
- we design service journeys around people and not around how our health and care services are currently set-up
- we understand that people may enter at any stage of the journey and move between different services – and so we commit to coherence and consistency across our work
- we use inclusive and accessible design methods to allow people to participate fully and meaningfully
- health and care services should be co-designed with those who rely on them and those who deliver them. Health and care services will put the needs, rights and preferences of those who use the services at the heart of their decision making
- the work will focus on services being re-designed or strands of work related to recovery from the pandemic with the wider public sector, to ensure we are driving towards whole services that make sense to people and solve whole problems for them

**To ensure future work can be progressed more widely, we will draw out learnings both in health and social care and across wider Scottish Government**

Milestones:

- test and embed good practice in a local or small scale environment to test the developed approach on a different scale

Review and apply changes to our work as it progresses based on learning and feedback

## **Updated milestones 2023**

This is a new commitment, focused on an innovative participative approach (co-design) that is being developed in key areas of health and social care policy. The focus on co-design is itself one that puts people at its heart. The civic society group, who play a role in supporting this work, offer a valuable additional layer of oversight.

The year 2 milestones intend to reflect a focus on progress of co-design work within government, including the role of the new lived experience and stakeholder panels that will take part in design activity. In year 2, we seek to further embed the civic society group into this commitment in a

meaningful way, while also exploring what we are learning as design activity progresses.

**Milestone 2021 to 2025 aim: To ensure that we deliver a high quality programme of work that embeds person centred user-design, and that ensures we are held accountable to the commitment made we will invite civil society to work with us through the stages of the action plan's implementation**

### **2023 milestone**

Continue to develop the remit and role of the civic society group to play an active and ongoing role as a critical friend, supporting the development and progress of co-design activity across health and social care.

**Milestone 2021 to 2025 aim: To develop a programme of work that systematically embeds good practice and the principles of co-design across the re-design of services and work, to support recovery from the pandemic in health and social care. The Principles of co-design that will guide service design across health and care service work are as follows.**

Principles that will guide our action in this work (to be set as milestone once work in underway):

- we listen to what people have told us is the problem before we start designing a solution
- we design service journeys around people and not around how our health and care services are currently set-up
- we understand that people may enter at any stage of the journey and move between different services – and so we commit to coherence and consistency across our work
- we use inclusive and accessible design methods to allow people to participate fully and meaningfully
- health and care services should be co-designed with those who rely on them and those who deliver them. Health and care services will put the needs, rights and preferences of those who use the services at the heart of their decision making
- the work will focus on services being re-designed or strands of work related to recovery from the pandemic with the wider public sector, to ensure we are driving towards whole services that make sense to people and solve whole problems for them



## **2023 milestone**

Develop and deliver a first iteration of the 'design school' model in key health and social care areas, such as the delivery of the National Care Service.

**Milestone 2021 to 2025 aim: To ensure future work can be progressed more widely, we will draw out learnings both in health and social care and across wider Scottish Government**

## **2023 milestones**

Support the newly established Lived Experience Expert Panel and Stakeholder Register to meaningfully participate in decision-making within health and social care

Develop and agree an approach to assessing impact and learning from co-design activities across health and social care

## **Commitment 3: Data and digital**

### **Initial milestones**

This will be an iterative process. As such, we have set out our plans for the first year, covering 2022.

In 2022, we intend to achieve the following activities, listed under the enabling themes:

#### **Discovery**

- make initial steps with CivTech challenge on finding data. We plan to engage with civil society around findability of data as part of this challenge
- pilot Data Maturity Pathways project which will guide six public sector organisations through an end to end journey which:
  - defines their objectives for data in line with their business strategy and priorities
  - builds better understanding of the components required for maturity pathways for the DTF

#### **User needs**

- user research to inform user journeys on [www.statistics.gov.scot](http://www.statistics.gov.scot) - and agree next steps on improvements for [www.statistics.gov.scot](http://www.statistics.gov.scot)
- agree and establish communications channels and understand user needs. This includes setting up the Data Standards and Open Data Community of Practice
- make initial steps on CivTech challenge on what data people are looking for through the finding public sector data challenge

#### **Identify and share use cases**

- identify thematic areas – such climate change and public transport and financial transparency
- we plan to take an initial focus on greenhouse gas emissions datasets and commit to make more of these data and modelling available in an open and reusable format. We will review regularly with Civil Society progress and scope

## **Longer term activities (4 year plan, to December 2025)**

As this will be an iterative process, we have only been specific for Year one of the plan. We would instead wish to review and develop further after year 1 of the plan, when we have a better sense of progress and the direction of travel.

Activities we will definitely be participating in in Year 2 and beyond include:

- development of AI algorithmic register
- further development of Data Transformation Framework
- further development of positive collaborations with others such as CoSLA (Local authority data taskforce) and the Data and Intelligence Network to build the culture of open and transparent use of data

The data commitment supports government openness, transparency and empowerment through open data. The actions align to three overall themes, as recommended by our open government independent reporter: data availability, building internal capacity and understanding external user needs.

## **Updated milestones 2023**

We reviewed our 2022 progress to inform broad ideas for our direction in 2023. We collaborated with our open government civil society lead to refocus these themes from an external perspective. Together, we revised the milestones to shape tangible activities with an improved line of sight to the benefits for society and to making outputs incrementally and openly available. We have built the 2023 milestones iteratively, informed by our previous learning and consequently, not all are linear progressions from the previous work. The data activities link to user needs driven by external requirements covering a wide range of sectors including the third sector, local and central government and the private sector, as well as academia and innovation.

Creating the 2023 milestones has been a valuable process where working openly with constructive challenge has strengthened and focused the data commitment's work.

**Action: Open up data relevant to other open government themes, such as key climate change datasets used by government for modelling and reporting, data on public transport and public sector expenditure**

## **Theme**

Internal capacity

## **2023 milestones**

The Scottish Government Data Division will work with the Fiscal Transparency Programme to share best practice and incorporate content on data standards, FAIR and open data principles, specifically within the Data Review Document developed in the alpha phase of the of the Fiscal Transparency Programme and the programme's Data Strategy.

Support climate change policy and analytical colleagues to identify the specific data that can be published openly considering existing data and use cases for opening climate data.

Maintain contact with leads developing the Data Strategy for Health and Social Care to ensure guiding principles for relevant data standards are built into implementation plans from early on.

Promote lessons learned from Pilot Public Engagement Panel with other OG commitments

**Action: Run a CivTech challenge to evaluate if technology can make public sector data easy to find, assess outcomes and set out the way forward**

## **Theme**

Data availability

## **2023 milestone**

Publicly launch the Beta version of the Dtechtive data discoverability search engine in March 2023 and introduce Scottish Government branding later in the year. With the CivTech advisory group, consisting of public, private and third sectors, create a technical roadmap for developing the open data sources register to assist discovery and publish clear documentation supporting its use.

**Action: Set up the Data Transformation Framework stating what ‘good data’ looks like and the process by which organisations can improve – this focuses on opportunity for organisations to improve data maturity, data literacy and adoption of standards, through collaboration and engagement with local government and other public sector bodies, to be useful for civil society**

## **Theme**

Internal capacity

### **2023 milestones**

With the public sector develop and trial a modular data maturity package to offer a self-supporting approach to data maturity and developing Action Plans

With public sector organisations develop data maturity pathway products for Data Governance and Data Strategy

Provide principles/strategic guidance on use of the 4 foundations to data improvement - Leadership, governance, strategy and discoverability aligning to the pathway products

Develop a new data transformation wiki site to gather and publish supporting materials in an open, participative and collaborative way

**Action: Review the front end of our official statistics open data publishing platform [statistics.gov.scot](https://statistics.gov.scot)**

## **Theme**

External user needs

### **2023 milestone**

Improve the language used on [statistics.gov.scot](https://statistics.gov.scot) to increase user engagement and accessibility for users of the site

**Action: Increase the amount of Scottish public sector open data being published, through collaborations such as the Data Standards and Open Data Community of Practice**

**Theme**

Internal capacity and external user needs

**2023 milestones**

Run a series of public workshops to include different sectors to test out thinking on areas including overcoming barriers, demonstrating value and communicating open data guidance.

Start to develop refreshed technical guidance to help organisations understand and realise the benefits of open data and the practical steps to help them on their journey to open up their data informed by public workshop views

Use the public sector Community of Practice on Data Standards and Open Data, which is comprised of central and local government and other public bodies to test out thinking for the refreshed technical guidance.

**Action: Develop a public register of Artificial Intelligence (AI) algorithms**

**Theme**

External user needs

**2023 milestones**

In February 2023 launch the Scottish AI Register to share with the public examples of AI in use or development across the public sector.

Provide public facing information regarding the AI being used, the data sets which support it and clear user-friendly descriptions of the process and outcomes. We will also share details of the organisations that have access to the data, and the retention and disposal details.

Initially share two AI use cases, one from SCRA considering children at risk, and one from the NHS/SG which aims to make access to public services easier for people with disabilities. We will work with colleagues

across the public sector to identify and record any potential future use of AI in their on-going work.

## **Commitment 4: Climate change**

### **Initial milestones**

September 2021 to August 2025

Core group development and activity from autumn 2021 to spring 2022

- stakeholder mapping
- establishment of core group
- co-creation of action plan, including activities, targets and key milestones

Running and management of network spring 2022 to autumn 2025

- establishment of wider network
- gathering network input during key milestones
- reporting back to the network

Overall management and co-ordination of the network

### **Updated milestones 2023**

#### **Commitment 4: Climate change**

The milestones have been developed based on the Terms of Reference drafted in the initial co-creation phase and agreed to during a meeting with our civil society representative Alex Stobart in December 2022. We are currently on track to deliver on our milestones for the coming year.

#### **Milestone: Successfully launch the stakeholder network (February 2023)**

Plan: Launch the stakeholder network, sending out initial invites to relevant organisations along with background material on OGP, the ToR, forward-planner of potential milestones, and resources for climate literacy and accessibility/inclusivity.

Success criteria: At least 20 stakeholders joining the network initially (monitored through digital platform).

Success criteria: Opportunities identified for the network to feed into core engagement processes and planning and their delivery (monitored by extent of engagement with SG teams).



**Milestone: Network to advise on engagement activity for Just Transition Sector Plans (February 2023 onwards)**

Plan: SG team to present opportunities for members to advise on engagement activity for Just Transition Sector Plans (JTSP), members to opt in to opportunities where they see their advice relevant.

Success criteria: At least 4 opportunities for network members to opt in to advise on JTSP engagement activity (monitored through digital platform).

Success criteria: At least 10 members to advise on each opportunity (monitored through digital platform).

Success criteria: Ensuring network's input is utilised and 'You Said, We Did' type feedback is given to the network on the outcomes of their involvement at the end of each activity (monitored through digital platform).

**Milestone: Network to advise on engagement activity for the Climate Change Plan (February 2023 onwards)**

Plan: SG team to present opportunities for members to advise on engagement activity for Climate Change Plan (CCP), members to opt in to opportunities where they see their advice relevant.

Success criteria: At least 4 opportunities for network members to opt in to advise on JTSP engagement activity (monitored through digital platform).

Success criteria: At least 10 members advise on each opportunity (monitored through digital platform).

Success criteria: Ensuring network's input is utilised and 'You Said, We Did' type feedback is given to the network on the outcomes of their involvement at the end of each activity (monitored through digital platform).

**Milestone: Deliver six monthly network meetings (July and January, annually)**

Plan: Bi-annual network meetings, co-chaired by the Public Engagement team and members of the network, to offer discussion, reviews,

feedback on previous six months and a forward-look of the next six months.

Success criteria: Attendance at the meetings by at least 50% of the network membership (monitored by attendance)

Success criteria: Ability to use the meetings for continuous improvement purposes, for example embedding feedback into the forward-look activities (monitored by level of feedback and relevant actions completed)

**Milestone: Ensure a robust network (February 2023 onwards)**

Plan: Continually evaluate the progress and success of the network, prioritising listening to member feedback, ensure continued engagement, relevancy and satisfaction with the network's functions.

Success criteria: Representativeness of the network, including coverage of climate/non-climate sectors, and demographics/protected characteristics (monitored through digital platform and annual member survey)

Success criteria: Overall positive satisfaction by members with ability to engage and influence (monitored through annual member survey)

## **Commitment 5: Participation**

### **Initial milestones**

#### **Participation framework: developing knowledge and skills across SG (beginning autumn 2021)**

Scotland's previous Action Plan produced a Participation Framework (PF), which now needs to be rolled out for use across and beyond Scottish Government. Successful use of the PF will require knowledge and skills, alongside recognition of the importance of participation. Training is required to achieve this.

##### **Milestones:**

- develop general participation training for use with key sets of policy officials in SG, which has a focus on equalities mainstreaming, intersectional analysis and competent participation
- deliver participation training for key groups of policy officials within Scottish Government
- evaluate and reflect on training and subsequent participation activity, to develop more tailored training for use across SG

In parallel, work with Open Government Network for Participation (below) to explore and develop options for training and/or roll out of PF for civil society.

#### **Participation Framework: embedding equalities and an inclusive approach (beginning autumn 2021)**

Scotland's previous Action Plan produced a Participation Framework (PF). A commissioned third sector review of the PF identified a number of changes needed to ensure that the PF enables inclusive participation that has equalities as a core focus.

##### **Milestones:**

- update PF to include:
  - an Equalities and Participation statement, explaining why participation is an equalities and human rights issue, and what our responsibilities are. This will include an update to the existing one page framework diagram, where there is currently no mention of equality or 'who' is being engaged

- further information needs to be provided on exclusionary practice (e.g. funds to travel, digital exclusion) and actions to mitigate this
- collaboratively develop a set of guidance on achieving representative samples of society, including going beyond known people and networks – this should focus on those furthest away from power, opportunity and wealth. This will happen in stages:
  - in the shorter term, develop options for more diverse ‘mini publics’ and engagement via specialist outreach groups, to ensure inclusion of people furthest away, and those who are not already included in SG data sets
  - in the longer term, work with SG analysts to adapt SG data sets, making these as inclusive and intersectional as possible. This can link in with the Equalities Data Improvement Programme (EDIP)
- in the longer term, develop and propose options for a central unit, the remit for which can include considering ways to support community capacity building needed to ensure successful and equitable participation. This can link in with the Open Government Network for Participation (below)
- collaboratively develop consistent and systematic monitoring and evaluation that will be embedded into participation delivery. This can form a key part of a framework that holds policy areas to account for *how* participation is happening, including multiple named contacts with dedicated responsibility for participation and regular Ministerial updates
- as above, design and roll out a programme of PF training to build capacity on equalities mainstreaming, intersectional analysis and competent participation
- collaboratively consider ways to more explicitly align participation with equalities and human rights:
  - frame communications and guidance in this way
  - develop routes to normalise a view of implementing participation as part of upholding equalities and human rights commitments

**Institutionalising Participation and Deliberative Democracy working group: reporting and beginning processes of change to make participation routine and effective (autumn 2021 onwards)**

We have set up an Institutionalising Participation and Deliberative Democracy that brings together experts from Scotland, UK and international organisations.

In autumn 2021, this Working Group will report its recommendations on how we can make participation routine and effective. These will include:

- defining the principles, standards and aims of using participatory processes including (but not limited to) Citizens' Assemblies
- identifying methods of governance for delivering credible and trustworthy participatory democratic processes
- setting out options and an indication of the resources necessary to establish and deliver these routinely and sustainably

The recommendations will be taken forward by a range of stakeholders, including the Open Government team. We will prepare milestones to measure progress towards these recommendations on the publication of the working group's report.

### **Embedding Open Government principles in the planning, conduct and outputs of annual Citizens' Assemblies (from December 2021)**

#### **Milestones**

- set out how SG will implement the outcomes of the Expert Working Group on Institutionalising Participatory and Deliberative Democracy
- establish cross-portfolio working to support the delivery of deliberative democratic processes
- support the delivery of annual Citizens' Assemblies from 2022 to meet the values and principles set out by the Expert Working Group on Institutionalising Participatory and Deliberative Democracy

### **Developing an active and inclusive Open Government Network for Participation (2022 onwards)**

Developing grassroots participation is an essential component of creating a culture of inclusive participation. This will be a long-term process. A key step in this is developing and maintaining an active Open Government Network for Participation, building capacity and engagement across civil society.

#### **Milestones:**

- establish Network: scope in collaboration with civil society, develop terms of reference (January 2022)

- engage Network as a key route to make the Participation Framework publicly useable and useful (February 2022)
- consider how the Network can be supported to engage with and provide shared learning and training opportunities for Ministers and government officials, and civil society. This will include reflecting on the role that civil society has and could have in taking better and fairer decisions and inclusively developing policy that meets a wide range of needs (2022 onwards)

### **Review of consultations - spend, approach, monitoring (autumn 2022)**

While consultations are an important tool and are currently the default method of seeking public views, they are not effective or inclusive for many parts of our society. This project will put in place training to ensure that public servants understand the value of consultations in the context of other methods of participation.

The specific milestone deliverables over this period will be set out at each of the twice yearly reviews.

### **Monitoring the completion of local authorities delivery of 1% of budgets through participatory budgeting (from autumn 2021)**

Scottish Local Authorities and the Scottish Government agreed a framework whereby at least 1% of local government budgets will be subject to Participatory Budgeting. This establishes a shared expectation that together with elected members, officers, civil society and local communities we use Participatory Budgeting to go beyond current arrangements for consultation and engagement.

Originally agreed to be met by March 2021, the timeline has been revised to recognise the impact of the COVID-19 pandemic upon local government, people, and communities. There is a degree of flexibility available to councils as to when they can practicably meet it, and they will initially report in August 2021.

### **Implementation of the National Participatory Budgeting Strategic Group's framework for the future of participatory budgeting and embedding open government principles (September 2021)**

Established in September 2020 with an initial focus on establishing an overall framework for Participatory Budgeting over the lifetime of the following Scottish Parliament, the group deliberated on shared ambition, intentions and priority areas for development where there is energy and

enthusiasm for the differences Participatory Budgeting can make. This resulted in a Framework for the Future of Participatory Budgeting in Scotland produced in July 2021.

The Framework establishes areas of priority where there is significant potential for a contribution from PB. These are education, health and wellbeing, housing and tackling climate change with our communities.

As milestones, this will be set out in Autumn 2021.

### **Embedding Open Government principles in Just Transition participatory budgets**

We will implement Green Participatory Budgeting with agreed target levels of funding.

#### **Milestones:**

- we will explore the use of Participatory Budgeting in 2021-22 as part of our wider support for community-led climate action
- we will identify opportunities at COP26 to develop the concept of Participatory Budgeting for climate action – both in Scotland and abroad – and identify opportunities to develop programmes specifically involving schools and young people
- we will work with local authorities to embed climate principles into wider participatory budgeting initiatives, building on the agreement between the Scottish Government and COSLA that at least 1% of council budgets will be subject to Participatory Budgeting by 2021-22

### **Embedding Open Government principles in the Community Empowerment Act parliamentary review (2023)**

By 2023, there is a requirement for the Community Empowerment Act to be reviewed. This will provide an opportunity for participation, and the application of Open Government principles of accountability and transparency.

We will develop actions and milestones when possible.

## **Embedding Open Government principles in the National Performance Framework refresh (2023)**

The Open Government team will work with SG teams responsible for the National Performance Framework (NPF) refresh, which is to take place during this Parliament, to deliver this using Open Government principles in spirit and in practice.

### **Milestones:**

- early engagement and input into NPF refresh planning by Open Government team, ensuring awareness and understanding of Open Government principles
- inclusive discussions and agreements about the practical applications of these principles to the NPF i.e. what would an NPF that is transparent, accountable and participatory look like?
- collaborative development across NPF refresh process of a set of outcomes and indicators that are transparent, accountable and have been influenced by participatory processes

## **Embedding participation as a core skill in centre of expertise (new name TBC) (October 2021 to December 2021)**

We will work to develop a way of bringing together expertise to deliver priority reform projects. This will include embedding an equalities-focused approach to the Participation Framework across ways of working and addressing reform priorities.

We will develop actions and milestones when possible.

## **Updated milestones 2023**

In January 2023, civil society representatives and government officials met to discuss and review milestones as part of the Participation commitment. This included running an in person workshop that was structured around the recommendations outlined in Scotland's Independent Reporting Mechanism's report which involved evaluating the co-creation of the Participation commitment. For those unable to attend the workshop, online meetings with milestone leads were conducted to understand and define where milestones should be updated to better reflect work planned for 2023.

Each milestone for 2023 continues to align with initial milestones and actions detailed, and the vision and values of the Action Plan. New



milestones include a focus on improving children and young people's participation, guidance around ethics and safeguarding for participants, and developing a procurement framework for participation.

Milestones developed seek to ensure the commitment is focused on a set of clear and demonstrable deliverables to guarantee momentum on a commitment that is wide reaching and cross – cutting.

**Action: Participation framework - developing knowledge and skills across SG (beginning autumn 2021)**

**2023 milestones**

Delivery of Participation Framework training sessions across Scottish Government.

Delivery of in-depth participation training to Scottish Government Social Researchers.

Explore options for including participation in refreshed evaluation training, and building on survey evidence.

Development of Scottish Government wide procurement framework for participation work.

**Action: Participation Framework - embedding equalities and an inclusive approach (beginning autumn 2021)**

**2023 milestones**

Development of process and guidance for paying participant expenses and compensating for participant time.

Develop and embed ethics, equity and safeguarding principles, standards and guidance in the Participation Framework and further guidance.

**Action: Institutionalising Participation and Deliberative Democracy working group - reporting and beginning processes of change to make participation routine and effective (autumn 2021 onwards)**

Continue to progress [initial milestones as outlined](#)

**Action: Embedding Open Government principles in the planning, conduct and outputs of annual Citizens' Assemblies (from December 2021)**

Continue to progress [initial milestones as outlined](#)

**Action: Developing an active and inclusive Open Government Network for Participation (2022 onwards)**

### **2023 milestone**

Ongoing diversification of the civil society network with the Scottish Community Development Centre.

**Action: Review of consultations - spend, approach, monitoring (autumn 2022)**

### **2023 milestones**

Restructure Scottish Government internal guidance on consultation to embed it within a wider narrative around participation and engagement.

Launch a new digital engagement service offer to support the delivery of different digital engagement activities by Scottish Government.

An analysis of evaluation data by external analysts to provide insight into the accessibility and effectiveness of consultations will be produced, and will inform the guidance and training provided, and form an evidence base to promote non-consultation options for engagement.

Launch a new digital engagement hub on gov.scot for the public to find out about opportunities to engage in policy making in Scottish Government.

**Action: Monitoring the completion of local authorities delivery of 1% of budgets through participatory budgeting (from autumn 2021)**

### **2023 milestone**

Continue to progress [initial milestones as outlined](#)

**Action: Implementation of the National Participatory Budgeting Strategic Group’s framework for the future of participatory budgeting and embedding open government principles (September 2021)**

**2023 milestone**

Continue to support the National Participatory Budgeting Strategic Group, as they provide the strategic direction for participatory budgeting (PB) across Scotland. This includes work to raise awareness of the National PB Framework’s priorities and indicators for success, championing open government values and principles

**Action: Embedding Open Government principles in Just Transition participatory budgets**

**2023 milestone**

Embed Open Government principles in Green Participatory Budgeting. This includes:

- continuing to explore the use of PB as part of our wider support for community led climate action
- identifying opportunities to support Green PB programmes across Scotland
- continuing to work with COSLA to support local authorities’ PB initiatives, including Green PB

**Action: Embedding Open Government principles in the Community Empowerment Act parliamentary review (2023)**

**2023 milestone**

Review of Section 10 of Community Empowerment Act. As part of the Scottish Government’s review of the Community Empowerment (Scotland) Act 2015, the Open Government values, principles and approaches will be applied throughout the process.

**Action: Embedding Open Government principles in the National Performance Framework refresh (2023)**

**2023 milestone**

We will use desk based research and stakeholder meetings alongside our [consultation](#) and [call for evidence](#) to inform the Review of National Outcomes. Desk-based research will be ongoing and has involved

reviewing our existing citizen engagement exercises, a review of community Action Plans, commissioning the Children's Parliament to contribute, and will also include a thematic gender review. The stakeholder meetings will be carried out from March to June, and will bring together particular groups whose insights will be pertinent to the development of the National Outcomes.

We will analyse the outputs of these four strands (consultation, call for evidence, desk-based research, stakeholder meetings) over summer, with a view to getting a report to parliament by the end of 2023.

We will develop an implementation plan and set of resources to support the use of the reviewed NPF.

We have established an Expert Advisory Group made up of leaders from across Scotland to advise on the process for the Review of National Outcomes. This group will continue to meet throughout the Review to provide feedback and advice. Some members of this group are joining with other stakeholders to test out and prototype a framework for wellbeing conversations. We will explore how this test phase can feed into the Review of National Outcomes.

**Action: Embedding participation as a core skill in centre of expertise (new name TBC) (October 2021 to December 2021)**

Continue to progress [initial milestones as outlined](#)

**New action: Improving children and young people's participation in decision-making and policy design**

**2023 milestones**

Support the delivery of the The UNCRC (Scotland) (Bill). Article 12 of the UNCRC makes it clear that young people have a right to have their views heard, and for those views to be taken seriously. The participation portfolio of the Children's Rights Unit is connected to wider policy work happening across the Scottish Government to ensure a cohesive approach to meaningful participation of Children and Young People within the wider participation landscape.

Develop the Children and Young Persons Participation Framework to enable policy areas across Scottish Government and public bodies to identify, recruit and engage with organisations that have the skills and

expertise required to design and deliver bespoke, high quality participation activities with children and young people.

Co-create a Young Persons Participation Toolkit with Young People to support policy teams looking to engage with young people in policy making.

Support the delivery of the Children and Young Peoples Takeovers. The annual meeting of all Cabinet Ministers with CYP demonstrates, at the highest level of government, our commitment to meaningfully and credibly engage with CYP on issues that matter most to them.