**Open Government Network Scottish Civil Society Committee – Wednesday 30th June 2021, 3pm – 4:30pm**

**Present**

Alex Stobart

Angela Gracie

Annie Cook

Dave Beck

Dawn-Anne McAneny

Jack Lord

Juliet Swann

Lucy McTernan (Chair)

**Joined at 4:30pm**

Doreen Grove
Madeleine Fleming

**Host-secretariat**

Susan Paxton

Sam Jordan (Notetaker)

**Not present**

Don Giles

**1. Welcome & introductions**

* Meeting chair Lucy McTernan welcomed participants and provided some context for the group and SCDC’s role as host-secretariat.
* Lucy provided some context around the history of open government, its role in Scotland and the role of the Scottish civil society group in the make-up of the rest of the UK.
* Lucy outlined the role of the group in working with government to support the development of the action plan, and outlined the relationship between this group, government and the rest of the network.

**2. Roles & responsibilities**

* Lucy and Alex as continuing members proposed that she continue as interim-chair until end of November and the co-creation process has been completed. **The was formally endorsed by the committee.**
* There is also a role for being the Scottish representative on the wider UK steering group. Lucy currently holds this role but will be stepping down. **This will be decided at a later date.**
* Eight people to become members of the Civil Society Steering Group, however people linked to government (such as carrying out government contracts etc) cannot hold this position. **The following attendees were endorsed as members:**
	+ Alex Stobart
	+ Angela Gracie
	+ Dave Beck
	+ Dawn-Anne McAneny
	+ Jack Lord
	+ Juliet Swann
	+ Lucy McTernan
	+ Don Giles (not present, will be contacted about this role)
	+ Annie Cook (initially as an observer whilst DemSoc is delivering public workshops on the NAP for SG in the coming months)

* Of those eight, five people will take responsibility for a particular subject related to the potential future commitments: health, open data, financial transparency, participation, climate change transparency. **Participants indicated their interest as follows:**
* Alex Stobart: Climate transparency
* Angela Gracie: Health
* Annie Cook: Participation / Health
* Dawn-Anne McAneny: Open data
* Jack Lord: Financial transparency / Open data
* Juliet Swann: Participation / Open data
* Dave Beck: Participation
* Where multiple people are interested, the co-chair position for each subject will be decided by the working groups
* There was general agreement across the group that open data is something that is spread across the themes.

**3. Terms of reference – for discussion/agreement**

* The initial terms of reference has been updated to reflect the structure of the UK, NI and Welsh terms.
* Agreement was sought on these terms of reference today, and then for it to be reviewed no later than end of November. **This was formally endorsed by the committee.**

**4. Development of new National Action Plan (NAP)**

* Lucy outlined the current work being carried out, including workshops and consultation.

**5. Introduction to Scottish Government OGP colleagues**

* Doreen Grove and Madeleine Fleming from Scottish Government joined the meeting and provided an update to the group around the next Civil Society / Government meeting on 6th July 2021.
* Timescales of future Civil Society / Government meetings to be agreed on 6th July 2021.

**6. AOB**

**7.DONM**

* Host-secretariat to organise a future meeting date for the Open Government Network Scottish Civil Society Committee in line with the OGP Steering Group meetings schedule.