



# Open Government in Scotland Action Plan 2018-20

Self-Reporting update on progress  
September 2019



# 1. Introduction and Background

When Scotland's First Minister, Nicola Sturgeon, took office in 2014, she said she wanted to lead a Government that is 'open and accessible'. Openness and transparency are values contained at the heart of the National Performance Framework, which sets a vision for Scotland's future, guiding our approach to policy development.

The commitments within Scotland's Open Government Action Plan 2018-20 contribute towards this vision, aiming to improve public trust in Government and increase accountability through a range of measures. Each of these commitments has its origins in concerns raised by members of the public during our period of public consultation on the Action Plan, and aims to address one or more of the issues identified in that process.

**Commitment one** aims to improve financial transparency, helping to create trust in the financial governance of the newly established Scottish National Investment Bank and Scottish Exchequer. It aims to work alongside stakeholders and the wider public to understand how to make public finances more transparent and accessible, seeking to show a clearer link between spend, budgetary decisions and outcomes in Scotland.

**Commitment two** aims to address people's concerns about the processes of engagement and consultation used by the Scottish Government, through creating a Participation Framework to support public servants who are carrying out engagement. This guidance will help to shape engagement processes which are well thought through, with clear aims and feedback processes, engaging with the most appropriate people at each stage of the process. These improvements should increase the efficiency and effectiveness of public participation within Scottish Government policymaking, helping to increase trust in the processes and outcomes of public consultation.

The public sector holds much information on Scotland, its institutions and communities. The website [statistics.gov.scot](https://statistics.gov.scot) was launched in 2016 to provide free and open access to Scotland's official statistics data, and currently holds over 200 datasets covering a wide range of topics and organisations. However, much more data remains to be made easily and consistently accessible, and improvements could be made to the ease with which data can be found, understood and reused. **Commitment three** aims to address these issues by increasing the amount of data available in the public domain, checking with data users how our data can be better presented and making use of technology to reduce the level of data literacy required to make use of this data.

Our **fourth commitment** centres around the accountability of public services, aiming to make the process of holding a public service provider to account more transparent to the public. Current processes are challenging to navigate and citizens identified a lack of understanding around how and by whom decisions are made about public service design and delivery.

Finally, our **fifth commitment** aims to increase transparency around the process of exiting the EU, seeking to address the perception of public uncertainty and conflicting information surrounding the process.

This document is a report of our progress towards these commitments so far, documenting our activities and setting out what is still to be achieved.

## 2. National Action Plan Process

A focus on improving our processes for participation and co-creation was at the heart of the development of Scotland's second national action plan, learning from the experience of developing and implementing the first. Our engagement included running a series of public events in Glasgow, Edinburgh, Dundee, Inverness and Stirling to gather ideas for the Action Plan, as well as crowdsourcing potential commitments online. A detailed reflection on the successes and weaknesses of our approach can be found [on our blog](#).

To provide oversight during creation and implementation of the action plan, the Steering Group (multi-stakeholder forum) was created, comprised of equal parts civil society members and representatives from government (both Scottish Government and Local Authorities) with observers. This group work together to provide governance and a mechanism for ongoing dialogue and collaboration between civil society and government representatives. Technical working groups have been formed for some of the commitments (those for Commitments One and Four are best established), comprising government commitment teams, Civil Society members of the steering group along with stakeholders, providing some working-level ongoing collaboration between Government and civil society. In addition, there is an Open Government network of civil society and citizens. However, the level of collaboration across all commitments is not yet consistent and level of participation across action plan processes is therefore recognised as an area for further development.

The Scottish Government Open Government Team maintains a blog, sharing progress on the action plan with the public online. Documentation is shared here as well as being published on the Scottish Government website, providing an avenue for public comment and discussion. The Open Government Network Scotland are active on [Discuss, an online forum](#). Government officials take part in discussions on this forum, making it a channel for open and accessible dialogue. There is however a recognition that progress on the action plan could be more effectively shared through a better online presence, and that there remains a need for a more comprehensive online repository. Work is ongoing to identify a suitable route forward in this area, in collaboration with Civil Society.

## 3. IRM Recommendations

In response to [independent recommendations regarding our first Action Plan](#), we took the following actions in developing our second:

- improving governance via an [OGP Steering Group](#) co-chaired by the Cabinet Secretary for Government Business and Constitutional Relations and the Chair of the Scottish OGP Civil Society Network
- widening our public consultations
- using open planning methods that allow others to view our progress and get involved

## 4. Implementation of National Action Plan Commitments

Action plan detail of all activity published here:

<https://www.gov.scot/publications/scotlands-open-government-action-plan-2018-20-detailed-commitments/>

<b>Commitment title</b>	<b>1. Provide financial and performance transparency</b>
<b>Commitment theme</b>	Financial transparency
<b>Lead department(s)</b>	Jennie Barugh (lead) Scottish Exchequer (Scottish Government) and related Scottish Government teams including: Public Spending, Infrastructure and Investment, Financial Management Directorate, Performance and Strategic Outcomes, Scottish Procurement, Tax, Scottish National Investment Bank (SNIB) and Economy.
<b>Timelines</b>	December 2018 – 2020
<b>Civil society organisation(s) involved in implementation to date</b>	<p><u>The Scottish National Investment Bank (SNIB)</u> To help ensure the SNIB becomes a trusted public body from the outset, the Scottish Government has engaged with a wide range of stakeholders and civic Scotland to seek views and opinions to inform proposals for the Bank. SNIB held two formal public consultations, the first in October-November 2017 on the role and remit of the Bank, and the second in September-October 2018 on the Bank's objectives, purpose and governance and its relationship with Ministers and Stakeholders. SNIB also held a series of stakeholder events to further inform their thinking including organisations such as the Equalities and Human Rights Commission and Women's Enterprise Scotland. These consultations helped shape the Scottish National Investment Bank Bill which was introduced to Parliament in February 2019.</p> <p><u>Scottish Exchequer</u> The Scottish Exchequer has engaged with various organisations around public spending, taxation, infrastructure investment, performance and strategy:</p> <ul style="list-style-type: none"> <li>• Work on tax has involved a public consultation on fully devolved taxes, soliciting 25 written contributions and input from over 70 attendees at four consultation events held across Scotland. The forthcoming workshop on income tax will involve around 20 participants,</li> <li>• The SDG Network Scotland has been involved in the production of the Scottish review of the SDGs as well as the UK Government Voluntary National Review (VNR),</li> <li>• The creation of the National Infrastructure Mission, and short-life Infrastructure Commission for Scotland provides a new focus for public engagement. The Commission's approach to outreach will enable it to capture the expertise and opinions of people from across</li> </ul>

	<p>industry, business, the public sector, academia, civic society and the wider public</p> <p><u>Procurement</u></p> <p>Implementation in relation to procurement has involved the Soil Association, LINK, the Scottish Information Commissioner’s Office, and the Open Contracting Data Standard helpdesk.</p>
<p><b>Overall commitment status</b></p>	<ol style="list-style-type: none"> <li>1. Scottish Exchequer: <i>on track</i></li> <li>2. SNIB: <i>on track</i></li> <li>3. Procurement: <i>on track</i></li> </ol>
<p><b>Overall progress against commitment (Jan 2019 – Aug 2019)</b></p>	<p>A working group, co-chaired by the Scottish Government and civil society has now been set up to oversee this commitment. This group will support implementation and learning across the open government plan as well as enable access to international learning and expertise. The group will meet 3-4 times during the period of this plan.</p> <ol style="list-style-type: none"> <li>1. <i>To apply open government policies and practice to the design and implementation of the Scottish Exchequer to ensure it develops in line with international practice on open government.</i></li> </ol> <p>Work continues to progress well and is supported by the Exchequer which has proposed openness and transparency to be one of its core aims. This is enabling engagement across the Exchequer in the work required to become more open as the Exchequer grows and evolves. Good progress is being made in specific areas, notably around enhanced reporting on Scotland’s performance, engagement around tax policies, and the creation of the Infrastructure Commission for Scotland.</p> <ol style="list-style-type: none"> <li>2. <i>To apply open government policies and practice to the design and implementation of the SNIB to ensure it develops in line with international good practice on open government.</i></li> </ol> <p>The ambition for the SNIB is to create a trusted financial institution from inception. This will be done by supporting the bank to create a culture that is built upon the four pillars of transparency, equality, diversity and inclusion. This will ensure the way the bank operates will define it as an ethical institution. This thinking is being built into the ‘DNA’ of the bank, influencing the values that are shaping the recruitment of the chair and</p>

	<p>senior team through to the development of its Missions and investment strategy.</p> <p>3. <i>To improve transparency on what government spends and the contracts and services it procures.</i></p> <p>Scottish Procurement has now delivered 2 of its 3 commitments and is making good progress in delivering its 3<sup>rd</sup> commitment by the end of 2019.</p>
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<b>Progress against milestones/activities</b>		
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<b>Milestone</b>	<b>Update</b>	<b>Status</b>
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<b>Scottish Exchequer</b>		
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Engage with core stakeholders on expectations and views of the Scottish Exchequer	A set of structured interviews were held with a range of stakeholders during the last months of 2018. These provided a rich set of views on how the Exchequer should evolve further, what success should look like, and early priorities. This has contributed to the Exchequer's proposed aims as well as the prioritisation of transformation projects which are now being developed. Follow up work with stakeholders will be planned before the end of 2019.	On track
Integrate openness into the core aims of the Scottish Exchequer	Working in an open and transparent manner has been integrated into the Exchequer's proposed aims. This is driving a focus and priority on this across the transformation programme and existing work.	On track.
Publish Young People's understanding of the Public Finances Report	<p>The project the Scottish Government commissioned with Young Scot on young people's understanding of Scotland's public finances is on track with the research now due in September. The final session was held with S5/6 pupils from Balfour High School in the Stirling Council area on 13 June 2019. Young Scot then assimilated the reports from the previous two sessions with the outcomes from the third session and drafted a final report.</p> <p>The report was handed over to the Minister of Public Finance on the 3 September 2019. The Report's conclusions will be used for other research and engagement into citizens' understanding of Scotland's public finances, as appropriate.</p>	On track

<p>Enhance openness and transparency relating to Infrastructure Investment</p>	<p>In September 2018, the Scottish Government announced the adoption of a National Infrastructure Mission (NIM) commitment to increase annual infrastructure investment.</p> <p>The NIM has involved new fiscal controls to ensure ongoing fiscal sustainability, and have published detailed modelling on a tighter affordability limit (in Budget 2019-20, Dec 2019) and new capital borrowing policy (in the Medium Term Financial Strategy, May 2019).</p> <p>NIM are already committed to updating and publishing the following suite of reports on the progress of the 2015 Infrastructure Investment Plan (IIP):</p> <ul style="list-style-type: none"> <li>• IIP Progress Report - an annual report which outlines key achievements over the course of the previous year as well as a sector-by-sector update on key infrastructure projects</li> <li>• IIP Project Pipeline - a six-monthly update which mainly relates to information on the delivery of projects with a capital value of £20 million or more</li> <li>• IIP Programme Pipeline - a six-monthly update which provides information relating to ongoing key major infrastructure programmes with investment of £50 million or more</li> <li>• IIP Major Capital Projects Progress Update - a six-monthly update which mainly includes information on the progress of projects with a capital value of £20 million or more which are at Outline Business Case (or equivalent) approved stage or beyond</li> </ul> <p>In 2018, the Scottish Exchequer reviewed and refreshed the overview information provided to Public Audit and Post-legislative Scrutiny Committee (PAPLS) each year in support of the progress updates on major capital projects and programmes. The new overview responds to queries raised by MSPs and Audit Scotland over the last year.</p> <p>The European Cooperation in Science and Technology (COST) found that Scotland has a high level of infrastructure transparency for data that is disclosed throughout project delivery, in comparison with the United Kingdom and internationally. Scotland's figures for transparency when measured against the COST infrastructure data standard are 95% for larger projects and 70% for medium-sized projects. In the UK, the equivalent figures are only 60% for larger projects and 35% for medium-sized projects.</p>	<p>On track</p>
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<p>Establish an independent Infrastructure Commission for Scotland (ICfS) and prepare a new Infrastructure Investment Plan and Capital Spending Review</p>	<p>A new, short-life independent ICfS has been set up to provide long-term strategic advice to the Scottish Government on national infrastructure priorities.</p> <p>In preparing its advice, the Infrastructure Commission is engaging widely across all of Scotland, including with industry and civic society. The Commission has also appointed a social research company to seek views from the users and future users of infrastructure, including engagement with young people. A report of their activity is available here: <a href="https://infrastructurecommission.scot/storage/32/ICSJune2019Update.pdf">https://infrastructurecommission.scot/storage/32/ICSJune2019Update.pdf</a></p> <p>The creation of ICfS offers an opportunity to enhance the transparency of the Scottish Government's approach to infrastructure planning.</p> <p>The Scottish Exchequer will consider the Commission's advice and, by June 2020, set out its investment priorities for the next 5 years in the IIP and an accompanying Capital Spending Review.</p>	<p>On track</p> <p>June 2020</p>
<p>Show within commentary and analysis in the Budget document how spending contributes to the intermediate outputs, measures, and milestones set for new policies, and how the allocation of resources contributes to priorities, long term aims and outcomes</p>	<p>The next Budget document is due for publication by the end of 2019.</p>	<p>On track</p>
<p>Ensure policy announcements set out the outcomes aimed to be achieved</p>	<p>The Programme for Government 2019-20 provides a focus on desired climate change and wellbeing outcomes in particular.</p>	<p>On track</p>
<p>Improve the linking and cross-referencing of existing performance reporting on areas of major spend from within the Scottish Government's annual Consolidated Accounts</p>	<p>Consolidated Accounts for 2018-19 will be published in September 2019. These will include brief material which signposts readers to more detailed sources of information about Scottish Government performance. This will be an initial step to better link the Scottish Government's reporting on spend with performance reporting on the outcomes it is working to achieve, and will complement the general information on Scotland's performance available on the <a href="#">National Performance Framework website</a> and from other sources.</p>	<p>On track</p>



Publish a Spending Review framework by June 2019 which sets out the economic and political context, the criteria which will govern the assessment of budgets, and the process and timetable for the review	A Spending Review Framework was published for the first time in Scotland in May 2019. This set out the criteria governing the assessment of budgets, and the process and timetable, for the 2019 Spending Review. It was part of the Medium Term Financial Strategy (MTFS) for Scotland which set out the key financial challenges and opportunities that lie ahead, and also provided the context for the upcoming Spending Review and Scottish Budget. The MTFS was published for the first time in 2018.	Delivered
Publish more information about Scotland's progress in relation to the NPF and SDGs	<p>The Wellbeing Scotland review on progress against the NPF outcomes was published in May 2019.</p> <p>Scotland's contribution to the UK Government VNR on SDG progress was published in July 2019. The Scottish SDG review is due to be published in Sept 2019. Both reports were developed with the SDG Network Scotland, COSLA, and other partners using an open government approach. Further SDG implementation work with the SDG Network Scotland using this approach is ongoing.</p>	On track
Consult the public on a devolved taxes policy framework	Consultation events which provided an opportunity to learn more about devolved taxes were held across Scotland. The consultation closed in June.	On track
Review the scope and breadth of communications around income tax in Scotland and who delivers it	A September workshop is planned with a wide range of stakeholders to explore the provision of timely and relevant information to the public and to Scottish taxpayers.	On track
<b>Scottish National Investment Bank</b>		
Adopt open government principles and culture	<p>Open government principles and culture are being built into the 'DNA' of the SNIB. Specifically, the aim is to:</p> <ul style="list-style-type: none"> <li>• Create a trusted financial institution from the outset</li> <li>• Support the Bank to create a culture that is built upon the four pillars of transparency, equality, diversity and inclusion</li> <li>• Ensure the way the Bank operates will define it as an ethical institution</li> </ul> <p>The SNIB Bill and accompanying Equality Impact Assessment (EQIA) sets out a number of legal requirements in relation to diversity and inclusion to create an industry leader. The Bank will also be subject to the Freedom of Information (Scotland) Act 2003, the Gender Representation on Public Boards (Scotland) Act 2018, the Public Sector Equality Duty and the Fairer Scotland Duty. The bank will also sign up to the Women</p>	On track

	in Finance Charter which seeks to build a more balanced and fair finance industry.	
Explore setting up a Citizen Advisory Group	<p>The Programme Team has set out a draft proposal for the establishment of an Advisory Group to advise Ministers on the SNIB in line with the recommendations in the Implementation Plan. Membership of the Advisory Group will be drawn from a cross-section of external stakeholders and civic society, and will be established following Board appointments in late 2019.</p> <p>Separately, the Programme Team is also exploring options to establish a Citizen's Forum for the Bank using a similar model developed for the Bank of England to help engage a wider network of people in understanding the role of the Bank and to help inform potential direction.</p>	On track
Develop an Ethical Statement with public participation and input	The draft Strategic/Shareholder Framework which will guide the relationship between Ministers and the bank contains a requirement/commitment for the bank to develop an Ethical Statement to guide its Investment Strategy. To help the bank shape this, the Ethical Finance Hub is being commissioned by the Programme Team to deliver a bespoke piece of research on best practice in this area.	On track
<b>Procurement</b>		
Consult with civil society on how best to make published procurement information useful and accessible to a wide audience	The Scottish Government met with representatives from civil society on the 21 May 2019. At the consultation event, the following organisations were in attendance: the Soil Association, LINK (a group of social enterprise companies that provide affordable housing), the Scottish Information Commissioner's Office and the Open Contracting Data Standard helpdesk.	Delivered
Publish Scottish Government contract documentation, starting with large collaborative frameworks	The Scottish Government published its first set of contract documents on the 21 June. The second set of documents were published on the 2 July. The government is working with procurement colleagues to support the publication of further contracts once awarded.	Delivered and ongoing
Publish Scottish Government procurement-related spend information	The Scottish Government are in the process of finalising what spend information will be published and where that information will be published.	On track

<b>Commitment title</b>	<b>2. Providing a framework to support systemic change in Scottish Government to improve the way people are able to participate in open policy making and service delivery</b>
<b>Commitment theme</b>	Citizen Participation
<b>Lead department(s)</b>	Open Government Team lead, with Scottish Government, Director of Communications, Chief Social Researcher, Chief Designer, Digital Engagement, Public Service Reform, Race Equality team, COSLA.
<b>Timelines</b>	December 2018 – 2020
<b>Civil society organisation(s) involved in implementation to date</b>	<ul style="list-style-type: none"> <li>• Involve,</li> <li>• SCDC,</li> <li>• Democratic Society,</li> <li>• Open Government Network,</li> <li>• Academics and Gender experts</li> </ul>
<b>Overall commitment status</b>	<b><i>Behind Schedule on the Participation Framework, with a plan to catch up over the autumn.</i></b> <b><i>Individual elements outlined below are close to completion</i></b>
<b>Overall progress against commitment (Jan 2019 – Aug 2019)</b>	<p><b>The progress on Participation Framework</b></p> <p><b>1.1 and 2 Develop cohesive guidance and practise</b>  Considerable work on the framing documents for the PF – to develop the language and vision this is not as far ahead as we would like because of resourcing pressures, and although it is being done in partnership with Involve it has not yet brought in the diversity of voices from civil society to ensure it meets the needs of all people in Scotland. The resources have been temporarily diverted to deliver a challenging test of the framework – a national Citizens Assembly on the future of our constitution.  The PF will be developed further over the autumn through a number of workshops with interest groups – including developing the <b>policy on accessibility</b> with expertise from inside government and civil society.</p> <p><b>1.3 Improve the formal consultation process – Almost complete.</b>  Consultations guidance has been reviewed to create a new ‘Handbook’ for ‘traditional written consultation’. The content of this is now complete and the ‘Handbook’ is currently being edited for accessibility to be an interactive resource available on the internal Scottish Government intranet. The cross-government Consultation Working Group continues to work with Participation Framework Working Group in development of the Participation Framework. In addition, work is ongoing with Parliament and COSLA to develop a more coordinated and system wide approach to the involvement of people in the work of government.</p> <p><b>1.4 Development of a CYP participation framework</b>  The work to develop a CYP framework in SG is being undertaken and the links are being made to ensure they are offering consistent advice</p> <p><b>2. Experiment with attitudes to openness:</b>  Hosted two events and began growing community on this subject to explore openness. Events hosted in collaboration with civil society partners with government and non-governmental participants.  1) ‘Working in the open’ event as part of FireStarter Festival (Feb 2019)</p>

<https://blogs.gov.scot/open-government-partnership/2019/06/18/participation-from-all-angles-archifringe-event/> Since the event, we have been building a community around the idea of working in the open. Has since linked up with gov/public sector/civil society across the UK to explore what 'openness' means in different contexts. Continues as virtual meet-ups organised on Twitter.

2) Exploring openness and participation in area of planning, design and architecture to reach new communities and an alternative approach to openness from different sectors, as part of Architecture Fringe Festival (April 2019) <https://blogs.gov.scot/open-government-partnership/2019/06/18/participation-from-all-angles-archifringe-event/>

### **3. Testing citizen participation enabled by technology – Ongoing.**

Scottish Government are collaborating with COSLA- led project exploring digital participation technology building on existing online participatory budgeting work across Scotland. Scottish Government is working with technology providers to scope feasibility and to pilot new approaches. These pilots may include but are not limited to the participation opportunities highlighted in recently published Programme for Government. Work to develop a consultation noticeboard or aggregator on the Scottish Government website is on hold.

### **4. Exploration of deliberative and participatory methods**

Test have taken place in a number of policy areas including:

- A review of citizen's forums in attitudes to agriculture, environment and rural priorities,
- A citizen Jury on Patient involvement in health, reporting to Chief Medical Officer and being implements
- Social Security development of a charter through a mini public

#### **Participatory Budgeting**

Charter on PB has been coproduced and published – collaborative work between COSLA, Scottish Government and the PB network is actively driving improvement

#### **Coproduction**

Support for the coproduction network has continued and the fed into the work on Homelessness and rough sleeping, a report is being finalised

#### **Collective leadership**

Work to Improve provision of health and social care services in Scottish prisons is ongoing - People in prisons typically suffer from unusually high health inequalities, and their offending behaviour is often driven by health conditions, especially drug and alcohol misuse and mental health issues. The impact of repeat offending is felt by patients, victims and their respective families, communities and the wider public services who engage with this cohort of individuals in prison and after release.

The Health and Social Care in Prisons Programme will deliver national change to enable local partners to improve health and social care services to this group of patients. This includes integrating health and social care in

prisons, delivering more transparent reporting on patients' outcomes, delivering better IT systems, and broader structures for improving services and supporting the workforce. The work requires the close cooperation of organisations with very distinct organisational cultures, making it an area of social policy that can only be addressed by more effective collective leadership and joint working.

**Inclusive Scotland Fund**

The Inclusive Scotland Fund is a commitment in the 2019-20 Programme for Government to invest in local partnerships developing collaborative approaches, together with people with lived experience, to provide more joined up services for people experiencing severe, multiple deprivation (SMD). SMD is the experience of two or more of offending, substance misuse or homelessness (and a wider definition includes mental health issues and domestic violence).

**Transparent and Open Policy Making**

Online Identity Assurance programme is on time and working actively with civil society and industry to deliver a trusted system.

**Gender – research and evaluation on equality of participation in OGP planning**

Planning to deliver this commitment is ongoing. We will hold an international workshop in Spring 2020 to examine current and future practice on gender sensitive policy making. It will be developed with academics, feminist groups in Scotland and feminist network Open government Partnership and in co-ordination with First Ministers Council of Women and Girls.

**Progress against milestones/activities**

Milestone	Update	Status
<p>Testing citizen participation enabled by technology</p> <p>The Scottish Government is beginning to explore citizen participation enabled by online or digital means. It could be the right moment to explore these broad issues around accessibility, transparency and digital democracy. Accessibility will be at the heart of this exploration of where technology could be used to help those who face difficulty with current processes, as is being currently explored in</p>	<p>COSLA has established a pilot to explore the use and development of the CONSUL platform across Scottish Local Authorities and their partners. Currently the site has been live with 7 Councils who in the main have used the Participatory Budgeting element though 3 are actively using the collaborative legislation and debates sections of the site as well. A total of 23 Councils are actively interested/engaged with the pilot and work is continuing with the Digital Office for Scottish Local Government to establish a Scottish open source programming community to take forward future developments. Other partners interested include the Improvement Service, Public Health Scotland and Young Scot. Discussions are also taking place with Warwick University and NESTA to consider the use of AI technology.</p>	

<p>the on-going work on e-voting pilots testing technology to bring people in, rather than exclude.</p> <p>This will include:</p> <ul style="list-style-type: none"> <li>• <input type="checkbox"/> scoping feasibility of and appetite for a single portal for engagement and participation opportunities across the public sector (for opportunities such as participatory budgeting). This work will be in partnership with COSLA, given interest from Local Authorities and possible other parties.</li> </ul>		
<p>Participatory budgeting and deliberative processes  Work has been ongoing to develop a charter for <a href="#">participatory budgeting in Scotland</a> that clearly identifies the principles and values that should underpin a mainstream approach to participatory budgeting (PB) and broader participative democracy. As part of this work, a deliberative process to set out a clear expectation of mainstream participatory budgeting will be held. The purpose will be to connect to the existing <a href="#">National Standards for Community Engagement</a>, the requirements to carry out equality and human rights impact assessments, sustainability and environmental impact assessments as well as the use of other methods and</p>	<p>COSLA has hosted a national conference for all 32 Councils to explore how PB can be further embedded as part of “how we do” and not just “what we do”. Already Councils have identified at least 6% of budgets that could be subject to PB and work continues across all Councils to develop a strategic approach.</p> <p>COSLA is proactively working with member Councils to develop appropriate training and ensure inclusion is at the core of activity. Officers are working with colleagues as part of the international conference that will be hosted by PB Scotland in October.</p>	

<p>tools such as the <a href="#">Place Standard</a>. This work will link directly to and be part of the broader local governance review (see above) as a practical realisation of citizens participation and involvement in local decision making that affects their life opportunities and outcomes.</p>		
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<b>Commitment title</b>	<b>3. Improving how information and data is shared</b>
<b>Commitment theme</b>	Open data
<b>Lead department(s)</b>	Chief Statistician, Scottish Government, Digital Health and Care, Scottish Government, COSLA
<b>Timelines</b>	December 2018 – 2020
<b>Civil society organisation(s) involved in implementation to date</b>	<p>We have promoted Scotland's Official Statistics open data publishing platform, <a href="https://statistics.gov.scot">statistics.gov.scot</a>, at various events across Scotland, such as the Gathering 2019, which is organised by SCVO. At the Gathering, we ran a stall and this allowed us to demonstrate to representatives from voluntary organisations on how <a href="https://statistics.gov.scot">statistics.gov.scot</a> can be used to help people find out more about their local area. We have also given demonstrations on <a href="https://statistics.gov.scot">statistics.gov.scot</a> at public events such as DataFest at a number of locations across Scotland.</p> <p>We hosted a round table meeting on Open Data and Data Literacy in April. As part of this meeting, we have sought the views of civil society and a wide range of other organisations to discuss what should we do to assess next steps for open data and data literacy. Some of the groups we have been working with included Scottish Community Alliance and Open Knowledge International.</p>
<b>Overall commitment status</b>	<i>On schedule</i>
<b>Overall progress against commitment (Jan 2019 – Aug 2019)</b>	<p><i>The Scottish Government's Open Data Team have developed a roadmap to establish how we best meet our data activities over the next couple of years: <a href="https://www.gov.scot/publications/scotlands-open-government-action-plan-2018-20-detailed-commitments/pages/4/">https://www.gov.scot/publications/scotlands-open-government-action-plan-2018-20-detailed-commitments/pages/4/</a> . We are on schedule for most of the milestones which we have set for this commitment.</i></p> <p><i>On 26 April, the Scottish Government chaired a roundtable meeting on Open Data and Data Literacy. This featured over 30 representatives from central and local government, the private sector, academia, the third sector and community groups and we discussed the challenges people are facing with data literacy and in accessing open data. This will help shape how we make our data more discoverable and useable going forward. We have published minutes from the meeting along with a short blog <a href="https://blogs.gov.scot/open-government-partnership/2019/06/19/roundtable-on-open-data-and-data-literacy/">https://blogs.gov.scot/open-government-partnership/2019/06/19/roundtable-on-open-data-and-data-literacy/</a>. We are considering our next steps following on from this meeting.</i></p> <p><i>We have recently delivered training for analysts to produce visualisations and apps and profiles directly from our open data portal, <a href="https://statistics.gov.scot">statistics.gov.scot</a>. We asked analysts to identify a business need for building products from <a href="https://statistics.gov.scot">statistics.gov.scot</a>. We ran a follow-up event in which analysts learnt from each other when developing products from <a href="https://statistics.gov.scot">statistics.gov.scot</a>. The intention is to build capacity and skills across data producers in the Scottish Government and elsewhere. There are 6 products in progress.</i></p>



*We have developed a publishing method for the National Performance Framework datasets on statistics.gov.scot. We have published new small area datasets, for instance 2011 data zone data on the number of deaths. We are*

*We have promoted open data at events such as DataFest, the Gathering and the Scottish Household Survey user day. For example, these have included workshops such as “Getting your hands on data about Scotland”, which includes demonstrations of our open data platform so that people can find out more about their local area*

*We are working with other organisations such as NHS Scotland to automatically harvest their data across from their open data portals onto statistics.gov.scot. This means that data only need to be uploaded once, and the data can be reused. This allows us to meet user needs by letting them get their hands on data about Scotland, covering diverse topic areas and in a consistent format on statistics.gov.scot.*

*We are a little behind with progress towards meeting some milestones such as assessing the suitability of all published Official Statistics for publishing as open data on statistics.gov.scot but we are developing approaches for meeting them.*

**Progress against milestones/activities**

<b>Milestone</b>	<b>Update and next steps</b>	<b>Status</b>
<p>Publish all datasets underpinning the National Performance Framework on statistics.gov.scot</p>	<p>The National Performance Framework measures and keeps track of how Scotland is performing in relation to the Scottish Government's purpose and national outcomes. The government's purpose is to focus on creating a more successful country with opportunities for all of Scotland to flourish through increased wellbeing, and sustainable and inclusive economic growth.</p> <p>Although we do not yet have data for some of the indicators which are used to report progress in the National Performance Framework indicators, we have developed an approach for publishing datasets and their relevant equalities data breakdowns on the National Performance Framework onto our Official Statistics Open Data Publishing Platform. We have agreed this approach with the analysts responsible for the National Performance Framework and we have delivered training to the analysts.</p> <p>We do not envisage this being a substantial piece of work. We anticipate all available background datasets which underpin the National Performance Framework will be published onto statistics.gov.scot by the end of 2019.</p>	<p><i>On schedule</i></p>

<p>Assess the suitability of all official statistics in the Scottish Government's publication schedule for publication on statistics.gov.scot</p>	<p>The Scottish Government publishes a <a href="#">12 month calendar</a> of its forthcoming statistical releases in spreadsheet format; this includes both Official and National Statistics publications; this is in line with the requirements of the <a href="#">Code of Practice for Statistics</a>.</p> <p>We are developing an approach to consult with all Official Statistics producers in Scottish Government and relevant agencies to ask them to report on the appropriateness of publishing their statistics as open data on statistics.gov.scot.</p> <p>As at mid-August 2019, we have yet to achieve this milestone, but we do not feel this will be an especially onerous exercise and we intend to conduct it later in 2019. Once this collection is set up we intend to review annually.</p>	<p><i>Behind schedule</i></p>
<p>Increase the number of datasets available for small areas (such as data zone and intermediate zone levels)</p>	<p>Since the launch of Scotland's Open Government Action Plan 2018-2020 on 31 January 2019, we have published sub council level data on the number of deaths – specifically at 2011 Intermediate zone and data zone level.</p> <p>We intend to publish a number of datasets which are used to produce the Scottish Index of Multiple Deprivation (SIMD) as linked open data at data zone level when it is published in late 2019 and we are collaborating with analysts who work in this area to ensure that these datasets are published.</p> <p>We are keen to identify more uses of small area data. We are working across business areas in Scottish Government and with partners such as the Improvement Service to identify and prioritise small area data sets which would be published on statistics.gov.scot. These will be assessed on the basis of policy and topic coverage and user need.</p>	<p><i>On schedule</i></p>
<p>Develop statistics.gov.scot as a tool for publishing public sector management information</p>	<p>We have met with Scottish Government procurement colleagues who are keen to publish contractual expenditure data onto statistics.gov.scot. We can currently publish these datasets as flat files, from which our colleagues are keen to produce interactive apps which illustrate expenditure. We are working with our open data publishing contractors to develop improvements in the publishing system so that this type of data can be more easily published as 5* linked open data. This will ultimately determine the success as how well we achieve this milestone. We are also in discussions with Transport Scotland around publishing vehicle charging data on statistics.gov.scot.</p>	<p><i>On schedule</i></p>

	<p>We have already published data on energy performance certificates as flat files on <a href="https://statistics.gov.scot">statistics.gov.scot</a>, and these data are kept regularly up to date.</p>	
<p>Use open data to create publicly available infographics and interactive apps.</p>	<p>We have recently delivered training for analysts to produce visualisations and apps and profiles directly from our open data portal, <a href="https://statistics.gov.scot">statistics.gov.scot</a>. We asked analysts to identify a business need for building products from <a href="https://statistics.gov.scot">statistics.gov.scot</a>. We ran a follow-up event in which analysts learnt from each other when developing products from <a href="https://statistics.gov.scot">statistics.gov.scot</a>. The intention is to build capacity and skills across data producers in the Scottish Government and elsewhere. There are 6 products in progress. A number of apps have now been built directly using data from <a href="https://statistics.gov.scot">statistics.gov.scot</a> – for example the <a href="#">Scottish Household Survey app</a></p>	<p><i>On schedule</i></p>
<p>Use small area data to produce publicly available local area profiles</p>	<p>As mentioned above, we have recently delivered training for analysts to produce visualisations and apps and profiles directly from our open data portal, <a href="https://statistics.gov.scot">statistics.gov.scot</a>.</p> <p>The Scottish Government sits on the Profiles Collaboration Group, which is represented by a number of public sector organisations who produce local area profiles. We encourage people building profiles to use common standards and definitions, to allow easier reuse of data and discoverability.</p> <p>Users of official statistics data often need data from many sources, and find it both frustrating and time consuming to have to search for data across multiple portals/websites, and then process into a consistent format ready for analysis. We are working with other organisations such as NHS Scotland and DWP to automatically harvest their data across from their open data portals using APIs onto <a href="https://statistics.gov.scot">statistics.gov.scot</a>. This means that data only need to be uploaded once, and the data can be reused. This allows us to meet user needs by letting them get their hands on data about Scotland, covering diverse topic areas and in a consistent format on <a href="https://statistics.gov.scot">statistics.gov.scot</a>. At the same time, it minimises the burden on teams of data loaders in other organisations by only requiring them to publish to one data portal, for which they have internal support. We have almost completed a successful pilot study using a number of care home datasets which have been initially produced by NHS Scotland.</p>	<p><i>On schedule</i></p>

<p>Review and improve metadata associated with all open datasets</p>	<p>We are working with data suppliers to improve their metadata when they produce new datasets or when existing datasets are being updated. We are working with data owners to illustrate examples of <a href="#">good practice</a> in producing metadata, and encouraging users to reuse existing metadata which they have already published in other publications. So far, the uptake of the metadata has been encouraging.</p> <p>We will be conducting a systematic review of metadata in all datasets and we will working with data providers to ensure that the metadata are of sufficient quality, and highlighting examples of good practice to users. We ask users to include the following details as part of their metadata.</p> <ul style="list-style-type: none"> <li>• Description of dataset</li> <li>• Confidentiality Policy</li> <li>• Quality Management</li> <li>• Accuracy and Reliability</li> <li>• Coherence and Comparability</li> <li>• Accessibility and Clarity</li> <li>• Relevance</li> <li>• Timeliness and Punctuality</li> <li>• Revisions</li> </ul> <p>They should be consistent with common data standards and protocols wherever possible. This allows for better interpretation and reusability of data.</p> <p>We have not yet started the systematic metadata review but this might take place in conjunction with the assessment of Official Statistics for publishing on statistics.gov.scot as discussed above.</p>	<p><i>On schedule</i></p>
<p>Workshops to consider developing wider data literacy in society</p>	<p>On 26 April 2019, the Scottish Government chaired a roundtable meeting on Open Data and Data Literacy. This featured over 30 representatives from central and local government, the private sector, academia, the third sector and community groups and we discussed the challenges people are facing with data literacy and in accessing open data. This will help shape how we make our data more discoverable and useable going forward. We have published minutes from the meeting along with a short blog <a href="https://blogs.gov.scot/open-government-partnership/2019/06/19/roundtable-on-open-data-and-data-literacy/">https://blogs.gov.scot/open-government-partnership/2019/06/19/roundtable-on-open-data-and-data-literacy/</a>.</p> <p>Following on from this meeting, we are setting up a small working group with community groups and local authority representatives to discuss the opportunities of using, accessing and</p>	<p><i>On schedule</i></p>

understanding data for empowering communities at a local level for decision making. The aims of this group is to:

- see how we can inform data needs at a community level
- see what we can best do to understand the barriers to data literacy
- establish what the drivers for these are from a top-down and community level
- flesh out more definitive case studies

More broadly, we have continued to promote open data at events such as DataFest, the Gathering and the Scottish Household Survey user day. For example, these have included workshops such as “Getting your hands on data about Scotland”, which includes demonstrations of our open data platform so that people can find out more about their local area.

<b>Commitment title</b>	4. Improving the accountability of public services – the citizen’s journey
<b>Commitment theme</b>	Accountability with regulators and scrutiny bodies
<b>Lead department(s)</b>	DG Economy, Scottish Government will work collaboratively with scrutiny bodies, regulators, Citizens Advice Scotland and other civil society organisations
<b>Timelines</b>	December 2018 – 2020
<b>Civil society organisation(s) involved in implementation to date</b>	<p>Civic society partners on the Collaborative Working Group include:</p> <ul style="list-style-type: none"> <li>• Citizens Advice Scotland</li> <li>• Mydex CIC</li> <li>• Scottish Independent Advocacy Alliance</li> <li>• See Me</li> <li>• CEMVO Scotland</li> <li>• Govan Community Project</li> <li>• Association for Public Service Excellence</li> <li>• What Works Scotland</li> <li>• Inclusion Scotland</li> <li>• CPP Skye, Lochalsh &amp; West Ross</li> <li>• Scottish Youth Parliament</li> <li>• Scottish Rural Action</li> <li>• Scottish Older People’s Assembly</li> <li>• Individual Service User 1</li> <li>• Individual Service User 2</li> </ul>
<b>Overall commitment status</b>	On schedule – subject to no delays in conducting of citizens and public bodies engagement package, to be led by appointed contractor
<b>Overall progress against commitment (Jan 2019 – Aug 2019)</b>	<p><b>Progress</b></p> <p>CWG have been engaged to help structure Year 1 programme of delivery, and develop shared understandings around accountability moving forward. Endorsement to conduct in-depth citizens engagement work has been received from Partners, with initial constructive feedback given to inform tendering for this workshop having been received through a CWG workshop in June.</p> <p>The engagement piece has now been commissioned, and will include the following activities: national citizens survey, 4 national events, 1 consultation event with public bodies, formation of a Citizens Panel and hosting of its first meeting. The engagement activities will seek to build a robust evidence base of challenges and barriers to access of accountability mechanisms for public services. Potential solutions developed by the CWG will be tested with also be tested with citizens, to gain real-world feedback.</p> <p>Solutions scoped out to date includes:</p> <ul style="list-style-type: none"> <li>• Education programme</li> <li>• Review of scrutiny bodies’ outputs from a citizen’s perspective</li> </ul>

	<ul style="list-style-type: none"> <li>• Voluntary good practice principles for effective access to accountability</li> <li>• Digital navigation and information coordination platform</li> </ul> <p>Wider civic society engagement has included three blog posts on progress to date via the Open Government Discussion Forum website, in April, May and July 2019. There has been some response via the comments section.</p> <p><b>Challenges</b> The key challenge for delivery of this commitment is in navigating the complexity and scale of the public services accountability landscape, and agreeing with Partners an appropriate focus that enables practical approaches to be taken without stifling the opportunity for pilot solutions to be relevant and applicable across bodies.</p> <p>Different areas of interest of Partners and Signatories means that it is challenging to meet every expectation – Partners have been encouraged to recognise and approach the work as a collaborative effort, which may lead to activities and outcomes not specific to their sector but of broader value to Scotland. We will look to draw on all expertise and experience from the diverse group of Partners involved to help inform and shape this work.</p> <p>It has also been difficult to elicit constructive feedback on an on-going basis from civic society Partners e.g. when research publications are shared. This may reflect a more generic challenge in partnership working with third and community sector – lack of resources and/or specific sector-based expertise.</p>
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<b>Progress against milestones/activities</b>		
<b>Milestone</b>	<b>Update</b>	<b>Status</b>
Engage with Commitment Signatories	Met with each Signatory individually, and held collaborative workshop to build shared understandings and purpose of work moving forwards	Complete
Form civic society partnerships working group	Held first meeting April 2019; workshop on co-design of citizens engagement June 2019; meeting 2 scheduled September 2019	Complete
Commission baseline research into accountability landscape	Contracted EKOS Consultants Ltd. to conduct desk-based research to assess existing accountability bodies operating in Scotland for public services, and to assess some examples of citizens engagement in scrutiny activities to help inform best practice (if taken forward)	Complete
Conduct vulnerable citizens engagement to complement wider national engagement	CAS have been commissioned to take forward an OGP project under their consumer advocacy work-plan for 2019/20, to be conducted alongside and complementing the national engagement activities led by SG (via contractor). Project due to conclude late November.	In progress
Conduct in-depth citizens and public bodies engagement to identify	Contract awarded to We Are Snook to take forward this work – plan to hold 4 public events, a national survey and interviews, a public bodies consultation event, and to establish a Citizens Panel that will lead on development of at least one solution in	In progress

challenges and inform solutions development	2020. Final report with recommendations for viable pilot solutions due January 2020	
Hold one-off engagement w/academics and other scrutiny and accountability experts to test potential solutions under consideration	December 2019 – January 2020 (TBC)	Not yet started
CWG endorsement of identified pilot solutions to be taken forward	To be confirmed January – February 2020	Not yet started
Pilot development and implementation, working w/CWG, Citizens Panel and other relevant supporting stakeholders	February – September 2020 (*work likely to continue beyond September to ensure proper and effective implementation)	Not yet started



<b>Commitment title</b>	<b>Transparency in Scotland as the UK exits the European Union</b>
<b>Commitment theme</b>	Transparency in Exiting the EU
<b>Lead department(s)</b>	Organisational Readiness in Exiting the EU, Scottish Government
<b>Timelines</b>	November 2018 – 2020 (end of Exit Transition period)
<b>Civil society organisation(s) involved in implementation to date</b>	Scottish Rural Action, Scottish Islands Federation, My Life My Say, Social Bite, Youth Scotland, Youthlink, Citizen’s Advice Scotland
<b>Overall commitment status</b>	On Track
<b>Progress against milestones/activities</b>	
<b>Milestone</b>	<b>Update</b>
To engage with citizens and interest groups in the run up to Brexit, across Scotland	<p>The Brexit Stakeholder Engagement Fund was set up in May 2018, to enable organisations to have detailed discussions and give their views on Brexit to the Scottish Government.</p> <p>The following document was published on 13 June 2019, Brexit: Unheard Voices document which encapsulated the views and findings from the stakeholder groups across Scotland on leaving the EU:  <a href="https://www.gov.scot/publications/brexit-unheard-voices-views-stakeholders-scotland-leaving-eu/">https://www.gov.scot/publications/brexit-unheard-voices-views-stakeholders-scotland-leaving-eu/</a></p> <p>Further to the Brexit Stakeholder Engagement Fund, Ministers engaged with their stakeholder across Scotland in various sectors and locations.</p>
To engage rural communities and work with Scottish Rural Parliament and potentially others, to deliver a discussion on the impacts of Brexit on rural communities	<p>The Scottish Government has funded two projects aiming to: 1) facilitate an open dialogue between people in rural communities (led by Scottish Rural Action) and 2) to help ensure that island communities have the opportunity to contribute to and influence policy and development around Brexit (led by Scottish Islands Federation).</p> <p>Scottish Rural Action held 20 events in rural Scotland and also at the biennial meeting of the Rural Parliament in November 2018. They specifically heard from people living in the remotest parts of Scotland, young people, crofters and smallholders, women and rural homeless persons.</p> <p>SRA Report - <a href="https://www.sra.scot/wp-content/uploads/2019/03/FINAL-21st-Century-Clearances.pdf">https://www.sra.scot/wp-content/uploads/2019/03/FINAL-21st-Century-Clearances.pdf</a></p> <p>The funding also enabled the Scottish Island Federation to bring island community groups together to openly discuss, research and present the implications of Brexit. The discussions, consultation and reporting has formed firm foundations to some of their work in the longer-term.</p>
To work with Children in Scotland to deliver a young people’s advisory	The Scottish Government set up a “standing council” for children and young people [Children and Young People’s Panel] to enable their views on Brexit

<p>panel on Brexit and MyLifeMySay to deliver Brexit Cafes for young people to understand their concerns and views on the future UK-EU relationship with a report due for publication in Spring 2019</p>	<p>to be heard. The group held four panel meetings to identify concerns around children and young people’s rights and how Brexit will impact them.</p> <p>The panel met with the First Minister’s Standing Council, and were interviewed on BBC Radio 5 live, and met with a cross party group at the Scottish Parliament.</p> <p>The Panel provided recommendations around all the main themes surrounding Brexit.</p> <p>Children in Scotland Report - <a href="https://childreninscotland.org.uk/wp-content/uploads/2019/02/Brexit_FINAL_nobleed.pdf">https://childreninscotland.org.uk/wp-content/uploads/2019/02/Brexit_FINAL_nobleed.pdf</a></p> <p><i>My Life My Say</i> partnered up with <i>Social Bite</i> in Scotland to deliver this project that was aimed at college and university aged students and under 25 Young Professionals. The aim of these cafes was to create open dialogue between young people with different views on Brexit and to look at raising awareness in regards to their opinions. The three Scottish cafés also fed into an overall report that was produced by the London School of Economics. Youth Scotland (the network for community based youth work) and YouthLink Scotland (the national agency for youth work) also collaborated to investigate the impact of Brexit on the youth work sector in Scotland and to support youth workers in their work with young people on Brexit.</p> <p>My life My Say and Social Bite Report - <a href="https://www.mylifemysay.org.uk/2018/11/my-life-my-say-launches-new-app-ise-youth-brexit-report">https://www.mylifemysay.org.uk/2018/11/my-life-my-say-launches-new-app-ise-youth-brexit-report</a></p>
<p>As set out in the Scottish Government’s Programme for Government, we are making provision for a service that will provide practical advice, information and support for EU citizens in Scotland. We envisage a service that will improve awareness and understanding of rights, entitlements and requirements, and we will set out more details of the service in the coming weeks.</p> <p>We will make provision for an advice and support service for those 235,000 EU citizens resident in Scotland. This will seek to offer information on the</p>	<p>The Scottish Government announced just before Christmas that it would be providing funding to the Citizens Advice Scotland to make provision for such a service. The service is now fully operational and is focused on providing advice and support to people with more complex needs who are less able to engage with and apply to the EU Settlement Scheme without support. The operation of the service will be kept under review to ensure advice and support is available to those who need it.</p> <p>The Scottish Government has also provided funding to the EU Citizens’ Rights Project to enable them to engage with and provide information and support to EU Citizens in Scotland.</p> <p>In April the First Minister launched the ‘Stay in Scotland’ campaign to further raise awareness of the Settlement Scheme and to provide direct support to EU citizens in Scotland. The campaign reinforces the message that EU citizens are welcome in Scotland and that the Scottish Government will do what it can to help them to stay. It includes £250k for community based support to empower community groups and organisations across Scotland to deliver practical on-the-ground advice and support. The first grants under the scheme have been made and we will be announcing further details shortly.</p>

new settled status scheme and provide support to EU citizens in understanding the impact Brexit will have on them	
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