**Minutes (Approved 12th June)**

1. Welcome and introductions
2. Developing a register of interest for the group
	1. **Sam** to add register of interest update to agenda & update a rolling list.
3. Governance and recruitment
	1. Update on recruitment process thus far - move to full recruitment process in October 2024.
	2. Proposal to keep open the co-opted member process.
	3. Succession planning - something to consider by October 203, with process underway for. Tallinn occurring in Sept., would be good to have chair for then. Prudent to have a contingency for this process, with early planning underway.
	4. **Sam to share:** For next meeting, once all members informed, open up a nomination process for a ‘shadow chair’ role, with potential external process following this.
4. Open Government week, 8 - 12 May
	1. **Sam** to use OG CS group twitter account as part of open gov week, promoting FM statement and response.
	2. JL and SG colleagues also promoting events - to be highlighted on social media.
5. Open Gov Global Summit - Tallinn, September
	1. Opportunity for group members to attend (with one OGP-paid pace, including travel and accommodation). Also online options - ***Register online if you’re interested, by 28th May****.* (Sam to circulate) [More information here](https://avpeesti2023.ee/en)
	2. Chance to discuss the OGP governance review process - how can local partners engage in this process?
6. IRM response and next steps
	1. **Sam** to circulate to members for information.
	2. **Sam**: action to Andy - good to publish.
7. Following up on statement to the First Minister
	1. Positive response.
	2. How can / should we reach out and link up with opposition parties? Ongoing political implications of this.
	3. Part of next action planning process, in time for next election?
	4. **Sam to place the letter in Google Doc to allow colleagues to share thoughts on key lines.**
8. Thematic updates and next Steering Group
	1. **Sam to follow with SG up on agenda for next meeting**
9. UK OGP update: resources agenda; MSF
	1. Discussions ongoing around how UK OG partnerships can explore pooling some kind of additional resource to support activity. Potentially mirror structure developed previously - half time person per local level, plus a half time for UK-wide support.
	2. Opportunity for group members to be involved in UK wide discussions and chairing.
10. Meeting minutes (Sam)
11. Website, forum and comms
	1. **Sam** to ask members for a informal whatsapp group.
	2. Potential for involvement in The Gathering - a stand 7 November: [the-gathering](https://scvo.scot/the-gathering/)
	3. Data Labs summit - November
	4. Website output: Intro of Open Gov, role of the group and the thematic areas. Update website basics.
12. Looking ahead – next steps for open government and ambitions for the group
13. AOCB
14. DONM

For further information please contact sam.jordan@scdc.org.uk.