

[Redacted]

From: [Redacted]
Sent: 28 June 2018 15:26
To: [Redacted]
Subject: FW: Ministers in Milan

From: [Redacted]
Sent: 23 January 2018 16:31
To: [Redacted]
Subject: FW: Ministers in Milan

From: [Redacted]
Sent: 23 January 2018 16:03
To: [Redacted]
Subject: Re: Ministers in Milan

Hi [Redacted]
Good to hear from you!
What with reshuffle we've still not had an official response from the Minister's office, but expecting now to decline. Looking at senior official representation now, tbc. I'll let you know once we've got our ducks in a row.
[Redacted]

On 23 Jan 2018 12:28 p.m., [Redacted] wrote:
Hi [Redacted]

How are you settling in to the world of OGP?

I'm pulling together the briefing for our Minister going to the OGP event in Milan next month. Could you let me know if a decision has been made yet on a UK Minister attending?

Thanks

[Redacted]

[Redacted] Ingage | Directorate for Local Government and Communities | Scottish Government | 3-F North, Victoria Quay | EH6 6QQ | T: [Redacted] [Redacted]

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[REDACTED]

From: [REDACTED]
Sent: 28 June 2018 15:27
To: [REDACTED]
Subject: FW: Background Briefing - Milan

From: [REDACTED]
Sent: 26 January 2018 14:03
To: [REDACTED]
Subject: Background briefing - Milan



Background
Briefing - Milan....

[REDACTED]

From: [REDACTED]
Sent: 28 June 2018 15:28
To: [REDACTED]
Subject: FW: Draft Briefing for Milan

From: [REDACTED]
Sent: 26 January 2018 16:24
To: Cabinet Secretary for Communities, Social Security and Equalities
Cc: [REDACTED] Communications CSSE; [REDACTED] Campbell J (Jeanette); MacKinnon D (Donna);
Gallagher S (Stephen)
Subject: Draft Briefing for Milan

[REDACTED]

Please find attached draft briefing for Ms Constance's visit to Milan. As discussed, we recognise this still needs work, but would appreciate a steer from Ms Constance if it meets her requirements. I have attached the speaking note separately, again please let us know if this is what Ms Constance is looking for.

I will provide further information on logistics, bilaterals and comms next week.

Regards

[REDACTED]


OGP - BRIEFING
FOR MILAN - A...


Agenda.pdf


Draft - Milan
speaking note.d...

[REDACTED] | Ingage | Directorate for Local Government and Communities | Scottish Government | 3-F North,
Victoria Quay | EH6 6QQ | T: [REDACTED] M: [REDACTED]

[redacted] | European Engagement | Scottish Government | Victoria Quay (2H-North) |
Edinburgh | EH6 6QQ
email: [redacted] | telephone: [redacted]

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CABINET SECRETARY FOR COMMUNITIES, SOCIAL SECURITY & EQUALITIES
Briefing for European Open Government Leaders Forum, Milan, 5 February.

Commitment	Milestones	progress report
<p>1. Financial transparency The Scottish Government will seek to improve the presentation and clarity of the financial, procurement and commercial information it publishes so that members of the public can understand it better.</p>	<p>1.1. The Scottish Government will undertake a review of the content and format of the information that it currently publishes on its websites, to allow us to then improve the clarity and coherence of the information that we publish (including providing data in more accessible formats).</p>	<p>We have reviewed and updated the Scotland Finances Infographic and will coordinate the publication of this with wider budget communications. We have put in place an interim finance portal on SG website that also contains links to other useful financial publication.</p>
	<p>1.2. A joint review group between the Scottish Government and Scottish Parliament will be established to carry out a fundamental review of the Scottish Parliament's budget process. By June 2017, the group will bring forward proposals for a revised budget process.</p>	<p>Final report published 30 June 2017. http://www.parliament.scot/S5_Finance/Reports/BPRG - Final Report 30.06.17.pdf</p>
	<p>1.3. The Scottish Government will consider what new financial reporting information it needs to develop and start publishing, both as a result of the devolution of new fiscal powers through the Scotland Act 2012 & 2016, but also to reflect a modern and open approach to public finances.</p>	<p>Scottish Government convened a meeting with representatives from civil society and academia to gain a range of views. It was agreed to develop a programme of work to gain a better understanding of what would be useful for different perspectives, and what would be possible to meet this in the short, medium and longer term.</p>
	<p>1.4. The Scottish Government will develop an open contracting strategy to support the publication of procurement and commercial reporting information in a manner that is accessible to all, while taking advantage of developing data standards.</p>	<p>Open Contracting Strategy published September 2017. http://www.gov.scot/Topics/Government/Procurement/OpenContracting</p>
<p>2. Measuring Scotland's progress The development of a robust framework</p>	<p>2.1. A programme of public, civil society and stakeholder engagement on the development of a measurement framework</p>	<p>Following analysis of the responses from the initial engagements a further series of workshops to discuss and develop indicators with a range of stakeholders has been developed and will be delivered over the next quarter.</p>

CABINET SECRETARY FOR COMMUNITIES, SOCIAL SECURITY & EQUALITIES
Briefing for European Open Government Leaders Forum, Milan, 5 February.

<p>which enables Scotland's progress towards the SDGs to be measured.</p>		
<p>3. Deliver a Fairer Scotland To deliver the 50 actions in the Fairer Scotland Action Plan, with annual engagement with people and communities on progress. We will also agree 50 new areas for action with people and communities for the next parliamentary term.</p>	<p>3.1. We will engage with people on progress on the action plan and produce an annual report detailing progress on each of the 50 actions, which will be submitted to the Scottish Parliament.</p>	<p>The Fairer Scotland Action Plan first progress report was published at the end of October, reflecting progress on the 50 actions, and on research and strategy actions that were set out alongside.</p> <p>We continued to engage with communities on the Fairer Scotland journey throughout the summer, holding a series of short focussed groups across Scotland to test the impact of the Plan and to listen further to communities. These conversations were well received by those who took part and demonstrate our on-going commitment to co-production of the Fairer Scotland project.</p>
<p>4. Participatory Budgeting To have at least 1% of Scotland's 32 Local Authority budgets subject to community choices budgeting.</p>	<p>4.1. Establish a Community Choices Group in partnership with COSLA to discuss a programme of work to take the 1% commitment forward and ensure the right infrastructure and skills are in place across a range of partners to deliver PB successfully and with impact in Scotland. This would include consideration of how community choices might be used to reduce social inequalities, foster innovation, and remove barriers to achieving wellbeing by encouraging the participation of marginalised individuals and under-represented communities.</p>	<p>A Framework for the operation of the 1% was agreed at the COSLA Leaders' meeting on 27 October 2017.</p> <p>For the first time a COSLA Community Choices/PB Development Manager is in post to help shape the local government approach to Community Choices budgeting by engaging with local authority elected members, senior management and officers to develop and share best practice. The post is initially for 12 months until August 2018 and the manager will establish an officer's group and develop informal guidance to support mainstreaming activity.</p>

CABINET SECRETARY FOR COMMUNITIES, SOCIAL SECURITY & EQUALITIES
Briefing for European Open Government Leaders Forum, Milan, 5 February.

	<p>4.2. Continue to fund a national support programme for local authorities to include on-going consultancy support, digital engagement tools and an evaluation programme, producing learning resources when necessary and continuing to develop and maintain the PB Scotland website as a hub for sharing practice and learning.</p>	<p>14 local authorities received grant funding from the Community Choices Fund 2016/17 from a total of 33 organisations. A summary report based on the 33 self-evaluations will be available in mid-October 2017.</p> <p>GCU's interim evaluation report will be available in late October 2017. The evaluation has been extended to a third year to better capture the learning from the increased PB activity supported by the community choices fund.</p> <p>Local authorities will be sharing learning from PB activity at the national <u>PB Conference</u> on 14 November 2017.</p> <p>Officers from local authorities are on the PB Network Advisory Group established to discuss the progress of PB and the future priorities for the <u>PB Scotland Network</u>, the locus for which is the <u>PB Scotland website</u>.</p> <p>The revised Elected Members Briefing will be taken to the Community Wellbeing Board in early November and made available to all 32 authorities thereafter.</p>
	<p>4.3. Work with stakeholders on a capacity building programme by developing a network of Community Choices practitioners in Scotland, to share learning and develop best practice which will lead to a new cohort of trainers in Scotland.</p>	<p>The first training session was held in Glasgow on 14th September 2017. The number of champions in the final cohort is 20, coming from the public, voluntary and independent sectors. PB Champions are currently attending local and national events and meetings to develop their understanding and practice, and several of them will be involved in the national PB Conference on 14 November.</p>
	<p>4. Support community organisations through the community choices fund to help implement and build on local initiatives either independently or in partnership with the local authority.</p>	<p>The 2017/18 national support programme outlined in 4.2 includes:</p> <ul style="list-style-type: none"> • SCDC providing direct support for community groups successful in securing Community Choices funding in 2017/18 to help them implement and build on their local PB processes and to help them evaluate local impact. • 18 community groups received grant funding from the Community Choices Fund 2016/17 from a total of 33 organisations. A summary report based on the 33 self-evaluations will be available in mid-October 2017.
<p>5. Increasing participation We will improve citizen participation by: • bringing local government functions closer to</p>	<p>5.1. Local Democracy Legislation - Wide public engagement on developing and finalising policy proposals</p> <p>5.2. Local Democracy Legislation -</p>	<p>Programme for Government 2017-18 set out the intention to launch a comprehensive review of local governance. This will inform a Local Democracy Bill which will be introduced later in this parliament. The review will involve a highly inclusive process of dialogue between the two spheres of government, wider public service partners, the community sector and citizens on how to reconfigure powers, functions and ways of working in line with local circumstances.</p> <p>as 5.1 above</p>

CABINET SECRETARY FOR COMMUNITIES, SOCIAL SECURITY & EQUALITIES
Briefing for European Open Government Leaders Forum, Milan, 5 February.

<p>communities through the development of new legislation</p> <ul style="list-style-type: none"> • ensuring the people who use public services are involved in designing them • building an Open Government movement in Scotland 	Publication of analysis of stakeholder views	
	5.3. Local Democracy Legislation - Introduction of Bill to parliament	as 5.1 above
	5.4. A prototype model of a Scottish Approach to Service Design will be co-produced and used by 20 organisations involved in the design of public services.	There has been engagement across organisations with an interest in service design in Scotland.
	5.5. People whose first or preferred language is BSL will be able to participate on a fair and equal basis in the design of Scotland's digital public services and policies.	Work on a prototype model is progressing. The first key goal is to provide a concrete framework in which co-production can take place. Steps have been taken to ensure that BSL speakers are able to participate in design activities. More work needs to be done to encourage participation.
	5.6. Guidance on inclusive methods and tools for service design will be published in an accessible website as they emerge through the development of the Scottish Approach to Service Design	This forms a core part of the outputs from 5.4
	5.7. Jointly develop a programme of engagement with civil society including a minimum of 6 events over the course of the Pioneer year to develop the open government movement	SCVO have led a series of engagement events in partnership with a range of organisations across civil society and the Civil Society OGP Network is growing. In addition Scottish Government are working with partners to develop internally focussed events and guidance to improve understanding of OGP aims and participation processes amongst policy makers.



*Il Ministro
per la semplificazione e
la pubblica amministrazione*

Presidenza del Consiglio dei Ministri
UGM_FP 0003282 P-
del 19/12/2017



18461929

Dear Minister,

I am pleased to invite you to the first *EU Open Government Leaders' Forum* focusing on the theme of *Participation as a key to better policy making* to be held in Milan on 5 February 2018.

The meeting will gather Ministers responsible for open government policies from across Europe as well as representatives of EU Institutions, local Authorities and Civil Society Organizations, to discuss participation policies in our region as a catalyst to improve policy making, enhance democracy and restore trust. As a result of the meeting we aim to generate new political support for open government and strengthen commitment to action.

The morning debate will be focused on discussing open government visions and experiences at national, local and European level and on better understanding how participation can effectively help to foster innovation, improve public services and bridge the gap between public institutions and citizens.

The subnational dimension of open government and participation processes will be a relevant horizontal theme underpinning the afternoon session. Local best practices will be shared to inspire and enhance open government efforts at all levels of government. You can find more details about the event and the planned sessions in the attached concept note.

Mrs Nicola STURGEON
First Minister of Scotland

The Forum will take place on the first day of the 2nd Italian Open Government Week (5-11 February 2018), an occasion to draw attention and raise awareness on open government issue through a number of centrally and locally organized initiatives. These are scheduled according to an open and participatory agenda to promote the culture of transparency, active and digital citizenship and collaboration.

We are also pleased to announce that the Open Government Week is going global in 2018. The Italian Government and the Support Unit will be partnering to create a global theme and toolkit for Open Government Weeks in April. We encourage you to help build momentum for this important opportunity, by publicly committing to working with civil society in your country and communities. We will announce your commitment via social media and include your participation on our website.

I would be grateful if you could accept my invitation and participate in the morning session. For further information and confirmation, please contact Ms Vella Ficchi (v.ficchi@governo.it).

I look forward to welcoming you to Milan and to an inspiring and productive discussion.

Sincerely yours,

Marianna MADIA

A handwritten signature in black ink, appearing to read 'Marianna Madia', written in a cursive style.



*Il Ministro
per la semplificazione
e la pubblica amministrazione*



EUROPEAN OPEN GOVERNMENT LEADERS' FORUM ***Participation as a key to better policy making***

Milan – 5 February 2018

The Forum will gather policy-makers, senior civil servants, high level experts and Civil Society Organizations' representatives from across Europe to discuss the role of civic participation for better policy making and improved public governance systems. The debate will also be aimed at generating new political support for open government and strengthening commitment to action. The event will include a morning and an afternoon session.

<i>09.00 – 09.30</i>	<i>Registration & welcome</i>
<i>09.30 – 10.30</i>	<i>Theme 1</i>
<i>10.30 – 11.30</i>	<i>Theme 2</i>
<i>11.30 – 12.30</i>	<i>Theme 3</i>
<i>13.00 – 13.30</i>	<i>Conclusions</i>
<i>13.30 – 15.00</i>	<i>Lunch</i>
<i>15.00 – 16.30</i>	<i>Afternoon session</i>

The **morning session** will consist of an interactive discussion to better understand how participation can effectively foster innovation, improve public services and restore trust between public institutions and citizens. There will be three thematic **fish-bowl conversations** to facilitate interaction among participants and help get structured proposals that can inspire political commitment in the region. The focus of the sessions will be models of civic participation at central, local and European level.

The **afternoon session** will be dedicated to administrations and associations that will present participation best practices at subnational level coming from the OGP subnational programs and from an ad hoc scouting exercise by Italian CSOs. The session will include two parallel events: a

poster gallery with texts and multimedia material where participants will have the opportunity to follow a path across Europe and read about 20 best practices. An interactive talk with speakers presenting in greater detail 10 of the 20 best practices selected.

The Forum takes place on the first day of the Italian **2018 Open Government Week - OGW** (5-11 February 2018), a collaboration exercise for public administration and civil society as well as an initiative to promote engagement and enhance the sense of community among all open government key players. The 2nd OGW is an opportunity for public administration and civil society to discuss how they can work together to build a culture of transparency, participation and innovation and make this available to citizens. In line with the principles of open government, the OGW does not have centrally organized events. In fact, the agenda is open to all initiatives that civil society administrations and organizations spontaneously propose.

In 2018 the OGW for the first time will go Global during the month of April and the OGP Support Unit together with the Italian Government will give Governments and CSOs the support to set up the events and discussion that would help build momentum globally to rise political commitment for open government policies. Already in February OGW events will be held in countries across Europe.

Working languages will be Italian and English. Simultaneous translation will be provided.

EUROPEAN OPEN GOVERNMENT LEADERS' FORUM

PARTICIPATION AS A KEY TO BETTER POLICY-MAKING

MILAN
5 FEBRUARY 2018
BASE | Via Bergognone, 34

09.15 – 09.45 REGISTRATION & WELCOME

MORNING SESSION

09.45 – 10.15 OPENING REMARKS

Giuseppe **SALA** | Mayor of Milan
Marianna **MADIA** | Minister for Simplification and Public Administration
Sanjay **PRADHAN** | CEO of Open Government Partnership
Mari **KIVINIEMI** | OECD Deputy Secretary General

10.15 – 13.00 THREE FISHBOWL SESSIONS (further details in the attached brief)

~~10.15 – 11.00~~ Session Topic 1 > Why do we need participation?

~~11.15 – 12.00~~ Session Topic 2 > How do we implement participation?

~~12.15 – 13.00~~ Session Topic 3 > What does the future hold for participation?

Join the discussion!

- Each of the three sessions will begin with four concise, topic-specific insights; two insights from government and two from civil society.
- A facilitator will help ensure all participants have the opportunity to contribute.

13.00 – 13.30 SUMMARY AND REFLECTIONS

Marianna **MADIA** | Minister for Simplification and Public Administration
Tea **TSULUKIANI** | Minister of Justice, Georgia and Chair of OGP
Zuzana **WIENK** | Fair Play Alliance and OGP SC member
Brad **MEYER** | Collaboration, fishbowl sessions facilitator

13.30 – 15.00 LUNCH AND NETWORKING

During the lunch and networking break we invite you to be inspired by the open gallery display of European best practice examples of public participation!

AFTERNOON SESSION

15.00 – 16.30 BEST PRACTICES OF PARTICIPATION ACROSS THE EU

Take part in interactive discussions on a selection of the best practices

Working languages will be Italian and English. Simultaneous translation will be provided



From: [REDACTED] (Sensitive)

Sent: 28 January 2018 23:34

To: [REDACTED] (Sensitive) [REDACTED]

(Sensitive)

Cc: [REDACTED] (Sensitive) [REDACTED]

[REDACTED] (Sensitive); [REDACTED] (Sensitive)

Subject: RE: Cabinet Secretary Constance's visit to Milan

Ciao [REDACTED]

Good to hear from you. Thank you for keeping us in the loop, and I hope she has a successful visit, albeit fleeting. Copying in our colleague [REDACTED] the Deputy Head of our Consulate General in Milan, for information. Let us know if you need anything from us.

Marta – could you kindly note this visit by a Scottish Government minister for the Public Diplomacy Calendar? Many thanks!

Best wishes, [REDACTED]

[REDACTED] | Consigliere Politico | British Embassy Rome | Via XX Settembre, 00187 Roma
☎ office [REDACTED] ☎ mobile [REDACTED] Website: www.gov.uk/world/italy

From [REDACTED]

Sent: 25 January 2018 18:44

To: [REDACTED] (Sensitive) [REDACTED] (Sensitive)

Cc: [REDACTED]

Subject: Cabinet Secretary Constance's visit to Milan

Cari [REDACTED]

Buon anno (magari un po' troppo tardi ormai?). Spero tutto bene a Roma.

Just a quick note to make you aware that Ms Angela Constance – Cabinet Secretary for Communities, Social Security and Equalities – has accepted an invitation to attend and speak at the Open Government Leaders Forum in Milan.

It will be a very short in-and-out visit. The Cabinet Secretary is scheduled to land in Milan in the evening of Sunday the 4th of February and fly back to Scotland in the afternoon of the 5th.

I am copying in my colleagues [REDACTED] and [REDACTED] who are leading on the organisation of the visit.

Any questions, let us know.

All the best
[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: 28 June 2018 15:28
To: [REDACTED]
Subject: FW: Cabinet Secretary Constance's visit to Milan

From: [REDACTED]
Sent: 29 January 2018 10:58
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Cabinet Secretary Constance's visit to Milan

Dear [REDACTED]

Thank you for your offer. We are staying at the [REDACTED] and planning on using public transport and taxis, we therefore should not require consulate support. However do please let me know if anyone from the consulate is attending the event, we would be happy to meet up. I will be traveling with the Minister and my contact details are below should you require them.

Regards

[REDACTED]
[REDACTED] | Ingate | Directorate for Local Government and Communities | Scottish Government | 3-F North, Victoria Quay | EH6 6QQ | [REDACTED] M [REDACTED]

From: [REDACTED] [mailto:[REDACTED]]
Sent: 29 January 2018 10:50
To: [REDACTED]
Cc: [REDACTED]; [REDACTED]
Subject: RE: Cabinet Secretary Constance's visit to Milan

Dear [REDACTED]

With thanks to [REDACTED] making us aware of the visit to Milan please do let us know if you require any support from the BCG in Milan.

Kind regards

[REDACTED]
[REDACTED] | HM Deputy Consul-General Milan and Deputy Director of Trade and Investment Italy | HM Console Generale Aggiunto e Vice Direttore per il Commercio e gli Investimenti Italia | Department for International Trade | British Consulate General Milan | Via San Paolo 7, 20121 Milan, Italy | Tel: [REDACTED] | Mobile [REDACTED] | E-mail: [REDACTED] | FTN [REDACTED]

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Ms Simona Garavelli would be grateful if you could confirm that the program of your delegation remained unmodified:

<p>SCOTLAND</p> 	<p>Angela CONSTANCE <i>Cabinet Secretary for Communities, Social Security and Equalities</i></p>	<p>[Redacted] Head of Open Government Scottish Government 3-F North Victoria Quay EH6 6QQ m [Redacted] T [Redacted] e [Redacted] [Redacted] ingage Directorate for Local Government and Communities Scottish Government 3-F North, Victoria Quay EH6 6QQ T: [Redacted] M: [Redacted] [Redacted] [Redacted]</p>	<p>ARRIVAL IN MILAN</p> <p>Date: Sunday 4 February Time: 19:45 Airport: Milan Malpensa Flight no.: EZY2686</p>	<p>DEPARTURE FROM MILAN</p> <p>Date: Monday 5 February Time: 18:45 Airport: Milano Linate Flight no.: SN3150</p>	<p>HOTEL</p> <p>NHow Milano</p>	<p>CONTACT PERSON DURING YOUR STAY IN MILAN</p> <p>[Redacted] [Redacted] [Redacted]</p> <p>Taxi</p>
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If you need assistance before and on the day of the event, do not hesitate to contact her at [Redacted] or [Redacted]

Ms [Redacted] looks forward to welcoming you to Milan.

Sincerely,

on behalf of [Redacted]



Concetta Terranova

International Relations and Development Cooperation
Foreign Affairs Department
Mayor's Office
City of Milan
[Redacted]@comune.milano.it

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[REDACTED]

From: [REDACTED]
Sent: 28 June 2018 15:32
To: [REDACTED]
Subject: FW: European Open Government Leaders' Forum_5 feb. 2018

From: [REDACTED]
Sent: 02 February 2018 12:51
To: Concetta Terranova; Simona Garavelli
Cc: [REDACTED]
Subject: RE: European Open Government Leaders' Forum_5 feb. 2018

Hi Simona,

Thank you for contacting us. I wonder if there is any further information available about lunch? I have been speaking to colleagues in the Irish Government who suggested our Ministers may be seated together. Any further information you can supply would be much appreciated.

Regards

[REDACTED]

From: [REDACTED]
Sent: 02 February 2018 12:41
To: Concetta Terranova; [REDACTED]
Cc: Simona Garavelli
Subject: RE: European Open Government Leaders' Forum_5 feb. 2018

Thanks for this and hello Simona.

The programme is accurate for the Cabinet Secretary, Angela Constance. However, [REDACTED] and I will remain in Milan for the whole of the 5th and will fly back on Tuesday morning.

[REDACTED] Head of Open Government
Scottish Government | 3-F North Victoria Quay | EH6 6QQ
m| [REDACTED] | [REDACTED] e| [REDACTED]

From: [REDACTED]
Sent: 02 February 2018 12:34
To: [REDACTED]
Cc: [REDACTED]
Subject: European Open Government Leaders' Forum_5 feb. 2018
Importance: High

Dear all,

I am pleased to inform you that [REDACTED] will be the liaison officer in charge to assist your delegation during the Open Government Leaders' Forum, to be held in Milan next 5 February 2018.