

**PEMPAL Plenary Meeting
Zagreb, Croatia, January 26th-28th, 2011**

Draft Agenda version December 23, 2010

Objectives

Explore the arrangements that inhibit or undermine managerial accountability

Define the key elements of quality of budget format and reporting for managerial accountability

Outline the options/requirements for capacity building and regional training and certification

Prepare and sign up to a “Zagreb resolution” about improving management accountability in budget execution

Output

- a) List of practices, processes and reports that encourage managerial accountability
- b) List of possible impediments to managerial accountability
- c) Outline of possible country level improvements/reforms

- a) Provision of international best practice examples
- b) Examples of how these reports/formats contribute to better decision making

Information on best practices and list of options/requirements for PEM PAL members

A resolution signed by the CoP leaders

Day zero: January 25th

19:00	Reception + welcome				
TBC	Steering Committee meeting				
TBC	Executive Committee meetings				

Day one: January 26th

Time	Activity	Objectives	Logistics / Lead	Status	Document
08:00	Registration & distribution of materials	Collect contact info / photo for wiki.	CEF Participants seated by 8.55.		
09:00	<p>Welcome, introduction to logistics, agenda and workgroups</p> <ul style="list-style-type: none"> • Mr. Šuker, Minister of Finance of Croatia • PEMPAL Leadership Group (3 leaders) • PEMPAL SC Chair, SECO: Salome Steib • The World Bank: Elena Nikulina • Secretariat: Senka Maver <p>Chairman of the Opening session: T.Mičetić</p>		<p>Press present.</p> <p>Press conference might be arranged.</p>	<p>List of messages to the audience (reception + welcoming session) to be prepared.</p> <p>Press release to be prepared.</p>	
09:45	Keynote presentation by Bill Dorotinsky, World Bank	Key note speaker to link all the COPs under the theme.	Electronic survey to inform the key note speech.	Survey (Part A sent on Dec16)	

10:15	Introductions and clarification of the table's topic/question	Discover who is representing each CoP at each table. Prepare to reflect on a specific question throughout plenary. Workgroups are mixes of CoP.	Introductions at tables by workgroup. Translators join tables where necessary. Questions introduced by resource people. Tables are given a question to focus on during the whole meeting. Same question to adjacent tables.	Questions to be identified. Seating arrangements for the working groups and COPs to be prepared.	
10:45	Coffee break				
Joint session 1: Arrangements which inhibit or undermine managerial accountability					
11:15	Preparation for case studies Introduction to the theme: Bill Dorotinsky, WB	Create a shared context for listening to the case studies.			
11:30	Case studies: presentation <ul style="list-style-type: none"> Netherlands: Marco Laar, Budget Department, MF Netherlands Croatia: Ivana Maletić, MF Croatia 	Present the practice in two different countries, showing the opportunities and challenges.	Presentation (12 slides max.) followed by discussion.		
12:30	LUNCH	Close partitions in preparation for parallel session			

13:30	<p>Parallel sessions (three CoPs)</p> <p>TCOP Questions for discussion:</p> <ul style="list-style-type: none"> - <i>In developing Treasury accounting systems how far should managerial requirements be taken into account, or should the Treasury accounting system only be concerned with budgetary control and cash flow management?</i> - <i>How to combine program based approach, which is more and more often used for budget presentation, and the budget execution reporting, which is frequently not program based?</i> <p>T COP presenter: Michael Parry</p> <p>BCOP Question on fiscal rules.</p>	<p>Explore the theme in relation to CoP domain. Include time to wrap up.</p>	<p>Each CoP decides on own format. Scribe enters on wiki.</p>	<p>COPs to formulate Qs/topics.</p>	
16:00	Coffee break	Open partitions in preparation for working groups			
16:30	Workgroups discuss specific questions.	<p>Create cross-CoP discussions and recommendations based on what has been learned during the day.</p>	<p>Bring cross-CoP perspectives to prepare recommendations.</p> <p>Recommendations put up on the wall. All participants invited to read and add own suggestions on post-it notes.</p>	<p>Questions to be defined for the working groups.</p>	
17:45	Close				
18:00	Steering Committee meeting (TBC)				

Day 2: January 27th

Time	Activity	Objectives	Logistics / Lead	Status	Document
Joint session 2: The quality of budget formats and reporting, and how they contribute to decision making					
8:00	Welcome to second day Introduction to the theme: Bill Dorotinsky, WB	Set the context for the case studies and discussion of the issues.			
8:15	Case studies presentation <ul style="list-style-type: none"> • UK: Ray Shostak, UK Treasury • Slovenia: Stane Vencelj, MF Slovenia 	Present the practice in two different countries, showing the opportunities and challenges.	Presentation (12 slides max.) followed by discussion.		
9:15	Coffee break		Close partitions		
9:45	Parallel sessions B COP & T COP: Multi-country examples covering the linkages between budget formulation and budget execution; presenter: David Krywanio (country case: South Africa). TCOP Questions for discussions: <i>How to reconcile existing classifications and information systems that generate very detailed reporting information, which does not seem to be in demand by decision-makers, and the need and demands for aggregate reports and analytical types of reports, which are not always supported by FM systems?</i>	Explore the issue of quality budget formats and reporting from perspective of own CoP.	Joint T COP and B COP session.	COPs to formulate Qs/topics.	B COP/T COP: International examples (Presentation +Handout package)
12:15	Brown bag lunch (participants grab lunch & continue in workgroups)		Open partitions		

12:30 – 13:45	Workgroups consider specific questions.	Finalize input to the resolution and compare/coordinate with adjacent table.	Display conclusions on flipcharts and enter into wiki page.	Questions for workgroups to be defined.	
14:15	Departure for city tour				

Evening: CoP leaders meet to consolidate the recommendations and to draft an initial resolution (TBC)

Day 3: January 28th

Time	Activity	Objectives	Logistics / Lead	Status	Documents
09:00	CoP specific sessions IA COP topics: IA Manual, BoK, Report on study visit. B COP: Case study: MoF Kazakhstan TCOP: Reflection on previous two days discussions. Discussion on Activity Plan for 2011-2012.	COPs to define their agenda and objectives.	Each CoP is in its own room for the whole morning	COPs to formulate the agenda.	
	Coffee break		Each CoP organizes break		
	CoP specific business (cont.) At some point: <ul style="list-style-type: none"> • Brief presentation of initial resolution • CoP response to initial draft resolution 	Prepare "booths" (displays) about the CoP itself and how it sees itself taking forward the resolutions of this conference.	Presentations using displays/computers/flipcharts/information stands.	Displays for COPs, Secretariat, PEFA, SAFE to be prepared.	
13:00	LUNCH	CoPs visit each other's booths	Open partition and buffet lunch so people can work around		
14:30	Final plenary and closing, to be chaired by all three COP Chairs <ul style="list-style-type: none"> • Finalize the resolution with key conclusions and reform issues • Define the process of what to do with it • Next steps 			Agenda to be defined in more detail.	
16:00	Close				