**MINUTES OF BCOP EXECUTIVE COMMITTEE MEETING**

**Friday, July 6, 2018, 10.00**

**Budapest, Hungary**

**Participated:**

1. Anna Belenchuk (Chair – Russian Federation, attended remotely via video)
2. Marina Tikhonovic (Belarus)
3. Emil Nurgaliev (Bulgaria)
4. Mladenka Karacic (Croatia)
5. Kanat Asangulov (Kyrgyz Republic)
6. Nikolay Begchin (Russia)
7. Maya Gusarova (Resource Team)
8. Naida Carsimamovic (Resource Team)

**Observers:**

1. Ksenia Galantsova (Secretariat)

**Agenda items:**

1. **Welcome and overview of the Agenda**
2. **Acceptance of the minutes to the previous meeting** held in May 2018
3. **Update on Working Groups:**
   * **Budget Literacy and Transparency Working Group** – update on the work, knowledge resources, and future plans
   * **Program and Performance Budgeting Working Group** – update on the work, knowledge resources, and future plans
4. **BCOP Action Plan –** final FY2018 budget execution**,** BCOP FY2019 Plan submitted to Steering Committee based on Executive Committee’s decision from May 2018, and updated on upcoming events in Fall 2018
5. **Reflections from the Cross-COP Executive meeting**
6. **Other business**

**Minutes:**

1. **Welcome and overview the Agenda**

Ms. Anna Belenchuk welcomed all participants and gave a short overview of the meeting agenda.

1. **Acceptance of the minutes of the previous meetings** held in May 2018

Ms. Belenchuk reminded the participants about the main points of discussions held in the previous meeting.

***Conclusion:***

* The Executive Committee accepted the minutes of the previous meeting held on May 23, 2018 in Zagreb, Croatia.

1. **Update on Working Groups:**

**Budget Literacy and Transparency Working Group (BLTWG)**

Ms. Belenchuk reported that BLTWG is currently working on drafting its knowledge product on Public Participation in Fiscal Policy and the Budget Process, with assistance from Harika Masud from the World Bank.

She next reported on the plans for BLTWG’s attendance at the Moscow Financial Forum 2018, noting that the Ministry of Finance of the Russian Federation will be issuing invitations shortly. Details on invitees for and costs were next discussed.

Ms. Maya Gusarova presented status of preparations for the BLTWG’s working group meeting in Cascais, Portugal. She explained that the event will take place on October 15-17, 2018 and that the event is now planned as a working group meeting as opposed to originally planned study visit, in line with the agenda prepared for this event. She explained that this event will also be GIFT’s annual plenary meeting and that Resource Team jointly with GIFT developed a draft agenda. She next gave an overview of draft agenda, noting that the first day will be dedicated to the exchange of information about the two networks (PEMPAL and GIFT) and presentations on BLTWG’s work on public participation in PEMPAL countries and GIFT’s presentation on public participation in the era of digitalization, IT, and open data, as well as on motivating budgeting information users at national level. The first day will conclude with the parallel group discussions on topic proposed by Ms. Belenchuk, BLTWG Lead - motivating citizens to use technologies in supporting public participation in budget process. The second day will be dedicated to presentations of Portuguese counterparts from the federal level. The second day will conclude with separate parallel network meetings, in which BLTWG will hold a round table to discuss lessons learned from the workshop and planning for future BLTWG activities. The third day of the event will be dedicated to filed visit to Cascais municipality, which is considered to be a best practice in the participatory budgeting.

***Conclusions:***

* For the BLTWG’s participation at the Moscow Financial Forum, it was decided that PEMPAL will invite and cover costs for one participant per an active BLTWG member country (Albania, Armenia, Belarus, Bulgaria, BIH, Croatia, Moldova, Kyrgyz Republic, Romania, Serbia and Uzbekistan). Furthermore, it was decided that translation to BCS would not be provided, due to both logistic complications and to save on costs. Thus, BCS member countries will nominate English speaking participants only.
* The Executive Committee endorsed the planned agenda for the BLTWG event in Portugal and decided that the event will be converted to a working group event as opposed to study visit only.

**Program and Performance Budgeting Working Group (PPBWG)**

Ms. Carsimamovic reported that the PPBWG is facilitating participation of the PEMPAL countries in the 2018 OECD Performance Budgeting Survey and that the current status is that the survey accompanying glossary are now translated to Russian and BCS languages and that the next step is to conduct translation quality assurance and draft and issue invitations. The timing of issuing the survey and the deadlines were next discussed.

Ms. Carsimamovic reminded that the next meeting of the OECD Network for Performance and Results will be held in Tallinn, Estonia in November 2018. BCOP will be able to fund 4-5 participants. The resource team has been communicating with the OECD regarding PPBWG’s attendance at the next meeting of the OECD Network on Performance and Results. The restriction for participation in this year will be that participants have to be English speaking as PEMPAL would not be able to cover the translation costs due to budget constraints.

Finally, Ms. Carsimamovic and Mr. Begchin reported on the planned work of the PPBWG on knowledge product on spending reviews, noting that the team received several documents with background information on spending reviews from OECD, which cover examples of several most advanced countries when it comes to spending reviews. The OECD will conduct additional new analyses on spending review later in FY2019 upon the completion and analysis of the OECD 2018 Performance Budget Survey for OECD countries. Plans for further activities of the PPBWG were next discussed.

***Conclusions:***

* It was decided that BCS translation quality of the 2018 OECD survey questionnaire and glossary will be conducted by Ms. Carsimamovic, while the Russian translation quality assurance will be conducted by Mr Nikolay Begchin and Mr Emil Nuraliev.
* It was decided that the survey will be issued to PEMPAL countries in late July with the deadline of early October 2018.
* It was confirmed that PPBWG’s attendance at the 2018 OECD Network for Performance and Results will be limited to 4-5 English-speaking participants consisting of leadership and the most active members of the WG and that the invitees will be determined once OECD’s confirmation on countries that can attend is received.
* It was decided that Mr. Begchin will review the background materials on spending reviews received from OECD to identify a potential learning visit hots that would be appropriate for PPBWG countries.
* It was also decided that the PPBWG’s work on knowledge product would be postponed to the second half of FY2019, to wait for the results and analyses of the 2018 OECD Performance Budgeting Results (for both OECD and PEMPAL countries).

1. **BCOP Action Plan –** final FY2018 budget execution**,** BCOP FY2019 Plan submitted to Steering Committee based on Executive Committee’s decision from May 2018, and updated on upcoming events in Fall 2018

Ms Carsimamovic explained that the Resource Team and Ms. Belenchuk have prepared and submitted to the Steering Committee the full format of BCOP FY2019 Action Plan based on decisions of BCOP planned activities made by the Executive Committee in its last meeting in Zagreb. This was also circulated to Executive Committee members. She reminded the Executive Committee members that, due to remaining uncertainties/delays in donor funding, each COP had to submit to the PEMPAL Steering Committee two budget scenarios – one for currently initially approved COP budget of US$180K plus COP’s FY18 savings and one for the maximum possible COP budget of US$300K plus COP’s FY18 savings. She gave a brief reminder of activities and events planned under both scenarios. Finally, she informed the Executive Committee that the final data on BCOP FY2018 savings are higher than previously estimated.

Ms Carsimamovic presented the proposed FY2019 scenarios. Table below shows planned activities under potential COP budget of US$300K plus carried over FY2018 savings (which are approximately US$56,5K for BCOP). Budget scenario under COP budget of US$180K plus carried over FY2018 savings would exclude items 5 and 6 and instead would include a one-day PPBWG workshop back-to-back with the plenary meeting and additional VC meetings. Moreover, the scope of events (in length and/or number of participants) under 1, 2, and 4 would be somewhat smaller to fit into the lower budget.

***Conclusions:***

* The Executive Committee endorsed the BCOP FY2019 Action Plan, with two adjustments to be made and submitted to the Steering Committee:
  + Based on additional savings achieved in FY2018 compared to previous estimate and the high costs in Portugal, budget for BTLWG’s Portugal event is to be increased in both budget scenarios.
  + As the Steering Committee decision on lower budget scenarios being in force for COPs in the fall of 2018, the amount for Moscow event will be same in both budget scenario, while the budget for PPBWG learning visit will be increased for the difference in the high budget scenario.

1. **Reflections from the Cross-COP Executive meeting**

Ms Belenchuk thanked her Deputies, Ms Karacic and Mr Asangulov, for their joint presentation on BCOP results and plans during the cross-COP leadership meeting in Budapest. The members then exchanged impressions on work of other COPs compared to BCOP.

1. **Other business**

Ms Gusarova reminded that TCOP proposed cooperation with BCOP on update of their knowledge product on budget classifications. Members agreed that the work on this would be interesting and useful for BCOP, and members from Belarus, Bulgaria, and Croatia expressed interest to work on this. It was concluded that BCOP leadership should inform TCOP at the Steering Committee meeting that BCOP requests the previous version of the knowledge product in all three languages to be shared by TCOP for a review and BCOP has not planned any funds for this activity in FY2019 Action Plan, but is ready to participate in TCOP’s events and collect any information that may be needed.

Ms Carsimamovic reminded that the BCOP internal online platform is moving to OneDrive and by the end of summer it will be finalized.