

**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 25<sup>th</sup>**

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

**Day one: January 26<sup>th</sup>**

<b>Time</b>	<b>Activity</b>	<b>Objectives</b>	<b>Logistics / Lead</b>	<b>Status</b>	<b>Document</b>
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"> <li>• Mr. Šuker, Minister of Finance of Croatia</li> <li>• PEMPAL Leadership Group (3 leaders)</li> <li>• PEMPAL SC Chair, SECO: Salome Steib</li> <li>• The World Bank: Elena Nikulina</li> <li>• Secretariat: Senka Maver</li> </ul> <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.	
<b>10:45</b>	<b>Coffee break</b>				
<b>Joint session 1: Arrangements which inhibit or undermine managerial accountability</b>					
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"> <li>Netherlands: Marco Laar, Budget Department, MF Netherlands</li> <li>Croatia: Ivana Maletić, MF Croatia</li> </ul>	Present the practice in two different countries, showing the opportunities and challenges.	Presentation (12 slides max.) followed by discussion.		
<b>12:30</b>	<b>LUNCH</b>	<b>Close partitions in preparation for parallel session</b>			

13:30	<p>Parallel sessions (three CoPs)</p> <p><b>TCOP Questions</b> for discussion:</p> <ul style="list-style-type: none"> <li>- <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></li> <li>- <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></li> </ul> <p>T COP presenter: Michael Parry</p> <p><b>BCOP Question</b> 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>	
<b>16:00</b>	<b>Coffee break</b>	<b>Open partitions in preparation for working groups</b>			
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>	
<b>17:45</b>	<b>Close</b>				
<b>18:00</b>	<b>Steering Committee meeting (TBC)</b>				

**Day 2: January 27th**

<b>Time</b>	<b>Activity</b>	<b>Objectives</b>	<b>Logistics / Lead</b>	<b>Status</b>	<b>Document</b>
<b>Joint session 2: The quality of budget formats and reporting, and how they contribute to decision making</b>					
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"> <li>• UK: Ray Shostak, UK Treasury</li> <li>• Slovenia: Stane Vencelj, MF Slovenia</li> </ul>	Present the practice in two different countries, showing the opportunities and challenges.	Presentation (12 slides max.) followed by discussion.		
<b>9:15</b>	<b>Coffee break</b>		<b>Close partitions</b>		
9:45	Parallel sessions  <b>B COP &amp; T COP:</b> Multi-country examples covering the linkages between budget formulation and budget execution; presenter: David Krywanio (country case: South Africa).  <b>TCOP Questions</b> 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)
<b>12:15</b>	<b>Brown bag lunch (participants grab lunch &amp; continue in workgroups)</b>		<b>Open partitions</b>		

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.	
<b>14:15</b>	<b>Departure for city tour</b>				

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

**Day 3: January 28th**

<b>Time</b>	<b>Activity</b>	<b>Objectives</b>	<b>Logistics / Lead</b>	<b>Status</b>	<b>Documents</b>
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.	
	<b>Coffee break</b>		<b>Each CoP organizes break</b>		
	CoP specific business (cont.) At some point: <ul style="list-style-type: none"> <li>• Brief presentation of initial resolution</li> <li>• CoP response to initial draft resolution</li> </ul>	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.	
<b>13:00</b>	<b>LUNCH</b>	<b>CoPs visit each other's booths</b>	<b>Open partition and buffet lunch so people can work around</b>		
14:30	Final plenary and closing, to be chaired by all three COP Chairs <ul style="list-style-type: none"> <li>• Finalize the resolution with key conclusions and reform issues</li> <li>• Define the process of what to do with it</li> <li>• Next steps</li> </ul>			Agenda to be defined in more detail.	
<b>16:00</b>	<b>Close</b>				