**PEMPAL CROSS-COP EXECUTIVE MEETING**

**DEVELOPMENT OF PEMPAL STRATEGY 2017-22**

**JULY 14-15, 2016**(COP specific meetings July 13)

**BACKGROUND INFORMATION AND AGENDA**

**Venue: Best Western Hotel Bern**

Zeughausgasse 9 Berne, 3011, CH

**Background**

In accordance with the approved PEMPAL Concept Note, the purpose of development of the PEMPAL Strategy 2017-22 is to affirm the achievements under the current PEMPAL Strategy 2012-2017 and to provide the strategic direction for the next five-year period, while also addressing identified sustainability risks. This will be the second strategy for PEMPAL following from the implementation of the current strategy due to finish at the end of June 2017.

The mid-term review (MTR) of the current strategy documented very good progress towards achieving its objectives but also pointed to the need to clarify strategic vision for the longer-term future of PEMPAL and to address the financial sustainability of the network. It was therefore decided to formulate the vision for PEMPAL Strategy 2017-22 by June 2016 and make it the subject of discussion at the next annual Cross-COP Executive meeting.

This meeting is planned for July 14-15 in Berne, Switzerland to be hosted by one of the current donors to the program, SECO. COP specific meetings are also planned for the day before the meeting, July 13 along with a PFM thematic presentation by the Zurich University of Applied Sciences organized by SECO. On this day a lunchtime meeting with SECO is also scheduled with representatives from PEMPAL to present and discuss PEMPAL’s operation and peer-learning approach with SECO colleagues. A Steering Committee meeting is also planned in the final day after the cross-COP Executive meeting.

Thus in summary, the format of the event will comprise:

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| Day 1 morning | Wednesday, July 13 | Thematic PFM presentation organized by SECO |
| Day 1 lunch | Wednesday, July 13 | Presentation and discussion with SECO colleagues on PEMPAL approach (COP Chairs or their representative only required to attend). |
| Day 1 afternoon | Wednesday, July 13 | COP specific meetings |
| Day 2 | Thursday, July 14 | Cross-COP Executive meeting |
| Day 3 morning | Friday, July 15 | Cross-COP Executive meeting |
| Day 3 afternoon | Friday, July 15 | Steering Committee meeting (COP Chairs/Deputy Chairs only required to attend) |

**Progress of Strategy Development**

At its meeting in November 2015, the PEMPAL Steering Committee established a Strategy Development Working Group comprised of COP Executive Committee leadership and donor representatives that was tasked to lead preparation of the Strategy. Sub-groups met during the first half of 2016 to consider a) network costing options and funding scenarios and b) strategic objectives and results framework.[[1]](#footnote-1) Outputs of these groups were provided to COPs for discussion before the Bern meeting. Comments were provided in late June by each COP on the draft strategic objectives and results framework document, which will form the basis of the draft of the PEMPAL Strategy 2017-22 to be prepared after the Berne meeting. The costings options and funding scenarios document was circulated and it is expected that COPs will discuss it in their COP specific meetings on Day 1, in preparation for the small group discussions being held on Day 2. Draft SWOT analysis has been also prepared as background for the risks section of the future Strategy. This document will be circulated as part of documentation for the meeting and will serve the basis for round table discussion on Day 3.

A draft PEMPAL Promotional Booklet has also been prepared as another external consultation mechanism for potential donors, senior government and political levels, and key stakeholders. It contains country level and thematic PFM success stories that have been prepared over the last six months. The set of these stories will be distributed as part of the meeting documentation The MTR recommended that the strategy must establish a process and methodology for collecting such success stories in a more systematic and standardized way. This is important if PEMPAL is to effectively demonstrate its value and benefit to ensure commitment to the new Strategy by governments, donors, and members. Views of meeting participants will be sought on how to do this over the next strategy, with IACOP to share its work and progress in this area.

The MTR also recommended that a more systematic approach to identifying cross-COP projects needs to be applied before the next strategy. Options that could be considered are: identifying a cross-COP project/working group to be implemented over the next strategy; or having exchange programs whereby COP representatives attend each other’s plenary meetings to present COP plans with discussion afterwards of potential synergies; or cross-COP attendance at specific events, where relevant. COP Executive Committees will be asked to present their ideas as part of their presentations of COP priorities for the next five years.

**Consultation**

Consultation of COP Executive Committees will be the main mechanism for finalizing the next draft of the PEMPAL Strategy 2017-22. However, subsequent consultation mechanisms will also be decided at this meeting, for example, the placement of the draft strategy on the website for comment by all members, or a more targeted approach whereby COP Executive Committee members will send the draft strategy to those members who they know will provide quality feedback. A separate communication and marketing plan will also be produced after the cross-COP Executive meeting which will identify all key stakeholders, and the modality for which the PEMPAL Strategy 2017-22 and other promotional materials will be provided.

**Meeting Objectives**

**The objectives of the meeting are** for the PEMPAL Executive, comprising the Steering Committee and COP Executive Committees, **to consider the progress made on the development of the PEMPAL Strategy 2017-22 and to make decisions on:**

* **Approaches to identifying COP thematic priorities for the next five years**
  + COPs will be given the opportunity to present their thematic priorities for the future through presentations planned on Day 2, including ideas to strengthen cross-COP collaborations.
* **Feasible costing options and funding scenarios for the next strategy**
  + Small group discussions will be held on Day 2, for groups to consider feasible options for PEMPAL and for each COP. Results will be presented back to the plenary meeting on Day 3.
* **How can PEMPAL improve its methodology and approach to collecting success stories**?
  + Each COP is expected to discuss ideas on how to strengthen success story methodology and approach for the next strategy as part of their COP specific meetings on Day 1. A COP representative should be assigned to summarize these discussions (verbally) in discussions planned for Day 2. Donors will also be invited to share their (verbal) expectations on the optimum content, format, and frequency of information that is required to justify donor funding. IACOP will also be invited to present a 10-12 minute PowerPoint presentation on its approach.

**AGENDA**

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**DAY ZERO**

**Date Tuesday 12 July**

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**Arrival and registration**

**Meeting of Event Organizational Committee:** 18.00

**Dinner in Hotel** – 19.00

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**DAY ONE** **COP SPECIFIC MEETINGS AND PEMPAL CONSULTATIONS**

**Date Wednesday 13 July**

**09.30 – 10.30 Thematic presentation organized by SECO** (Zurich University of Applied Sciences)

**10.30 – 11.30** Questions and Answers

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*11:30 Departure to SECO (for those who attend the session at SECO)*

***12.00 - 12.30******Presentation by PEMPAL to SECO*** *during ‘brown bag lunch’ held at SECO offices*

***12.30 - 13.30*** *Questions and Answers*

***13:30*** *Departure back to the hotel (for those who attend the session at SECO)*

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**12.45 – 14.00**  **Lunch** (at the hotel for those who do not attend the session at SECO)

**14.00 - 18.00** **COP Executive Committee meetings including preparations for the cross-COP Executive meeting** (agendas distributed separately noting expectations of COP input outlined above)

**18.30- Welcome Reception** (location to be confirmed)

**DAY TWO** **DEVELOPMENT OF PEMPAL STRATEGY 2017-22**

**Date Thursday 14 July**

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**09:00 – 09:10 Welcome**SECO host and Steering Committee Chair – Irene Frei

World Bank Team Leader – Elena Nikulina

**09:10 – 09:30** **Getting to know each other again**

**09:30 – 10:00** **Presentation of Key Outputs of the Strategy Development Working Groups –** Elena Nikulina/Deanna Aubrey, World Bank

**10:00 – 10:30 Sharing our Results and Priorities for the Next Five Years** – **COP presentations**. COP Chairs/Deputy Chairs.

20 minute presentations with 10 minutes allocated for questions and answers by other COPs and Donors.

* IACOP – 10:00 – 10:30

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10:30 – 11:00 Coffee Break

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**11:00 – 12:00 Sharing our Results and Priorities for Next Five Years**– **COP presentations continued.**

* TCOP - 11:00 – 11.30
* BCOP – 11:30 – 12:00

**12:00 – 12:40 How to strengthen methodology and approach for collecting success stories for the next strategy**?

COPs are expected to have discussed ideas as part of their COP specific meetings held on Wednesday afternoon. A formal presentation will be delivered by IACOP to provide an overview of its work in this area. Other presentations can be verbal.

* Donors – what types of information would assist to justify donor funding for the program? (3 minutes for each donor)
* IACOP approach, lessons learnt, and recommendations (10-12 minutes)
* TCOP (3-5 minutes)
* BCOP (3-5 minutes)
* General Discussion

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**12.40 -12.50** **Group Photo**

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**12:50 –14.00** Lunch *-----------------------------------------------------------------------------------------------------------------*

**14:00 – 16:00 Working Together to Identify Feasible Costings Options and Funding Scenarios** (2 hours)– The plenary will be broken into three cross-COP groups – with a mix of IACOP, TCOP, BCOP and donor representatives - to discuss options for funding of the next strategy. Specific questions will be provided and it is expected that COP Executive Committees have reviewed the Costings Note prepared by the Strategy Development Working Group prior to the discussions.

Each group should choose a scribe and reporter who will present the group discussions and recommendations the following day. Donors will be assigned to each group.

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**16:00 – 16:30** Coffee Break, including time to prepare group reports, in PowerPoint format, to be presented the following day

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**17:00 – 21:00** Cultural Tour and Dinner hosted by SECO outside Hotel

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**DAY THREE DEVELOPMENT OF PEMPAL STRATEGY 2017-22 (CONTINUED)**

**Date Friday 15 July**

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**09:00 – 09:10 Overview of Day**

Quick reflection and overview of the day’s agenda

**09:10 – 10:00** **Group Reports**

* Each group will have 10 minutes to outline the discussions and key recommendations made by their group followed by general discussion

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10:00 – 10:30 Coffee Break

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**10:30–12:00 Bringing it All Together:**

**Interactive Discussion on Key Risks**

* Table-based discussions will be held to discuss key risks and their mitigation based on the SWOT analysis provided. Each table will be asked to summarize their discussions and provide recommendations for inclusion in the risk section of the final strategy document.

**Conclusions and Overview Discussion on Next Steps.**

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12:00 – 13:30 Lunch and Departures (except for SC members)

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**14.00 –17.00** **STEERING COMMITTEE MEETING**

(Members only, observers welcome). Agenda to be distributed separately.

* The Steering Committee will be asked to approve progress with development of the PEMPAL Strategy 2017-22. This will include decisions on costings and funding options, success story collection and reporting methodology, consultations mechanisms, and communication and marketing plan.

**Remaining Departures early/late evening or Saturday 16 July**

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1. These activities were coordinated and overseen by Elena Nikulina (PEMPAL Team Leader) with support for preparation of key technical deliverables by Deanna Aubrey (PEMPAL Strategic Adviser) and administrative support by Ekaterina A Zaleeva (PEMPAL Secretariat). Strategic objectives and results framework sub-group comprised (Anna Valkova, Nino Tchelishvili, Elena Nikulina, Naida Carsimamovic, Deanna Aubrey); and costing options and funding scenarios (Irene Frei, Elena Nikulina, Marius Koen, Deanna Aubrey). [↑](#footnote-ref-1)