



Global Network of Parliamentary Budget Offices Community Meeting

“Seminar on Independent Budget Analysis & Transparency”

A G E N D A

June 9 – 12, 2014
Venue: Faculty of Social
Sciences Building, University
of Ottawa
Ottawa, Canada



Global Network of Parliamentary Budget Offices Community Meeting: “Seminar on Open Government, Information and Budget Transparency”

SEMINAR OBJECTIVES:

The “Seminar on Independent Budget Analysis & Transparency” seeks to:

- (a) Enhance delegates' understanding of the role of Parliamentary Budget Offices (PBOs) in constructively supporting parliaments and parliamentarians in discharging their duties in the budget making process;
- (b) Provide technical training opportunities to GN-PBO members on key topics identified by the practitioner network; and
- (c) Convene members of the GN-PBO in order to advance the global PBO knowledge agenda.

ONLINE REGISTRATION

An online e-PBO portal will be used throughout the Seminar. Delegates can access the collaborative site by following the link: <http://epbo.projectstagingserver.com/>

All documents, the shared memory of discussions, and community decision-making will be undertaken through the e-PBO site. Internet access will be provided in the Seminar venue for this purpose and delegates are encouraged to bring their laptops, tablets, and smart devices.

Any questions concerning registration or the e-PBO Portal should be directed to the Community Steward, Nima Fallah (nfallah@worldbank.org).

ADMINISTRATIVE INFORMATION:

Information concerning administrative arrangements will be provided in a separate note. Administrative inquiries should be directed to Vienna Pozer (vpozer@worldbank.org).

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DAY ONE: MONDAY, JUNE 9, 2014			
SESSION	TIME	TITLE	CONTRIBUTORS
Breakfast	7:00-8:00am	The ARC Hotel	
Shuttle Service	8:15am	Private shuttle to the University of Ottawa (uOttawa) departing from The ARC Hotel	
Registration	8:30-9:00am	uOttawa, Faculty of Social Sciences Building (FSS), 4 th Floor	
1	9:00 - 9:15am	Introduction And Welcome Remarks: <ul style="list-style-type: none"> ▪ Introduction to the meeting ▪ Participants’ Introduction ▪ Expectation Setting ▪ Expected Learning Outcomes 	<ul style="list-style-type: none"> ▪ Mitchell O’Brien, Team Lead – Parliamentary Strengthening Program, World Bank ▪ Kevin Page, Canada’s first Parliamentary Budget Officer and now Chairholder, Jean-Luc Pepin Research Chair, uOttawa
2	9:15-9:30	Update from the GN-PBO Secretariat: <ul style="list-style-type: none"> ▪ Taking stock of the GN-PBO Community of Practice ▪ Assessing progress on last year’s goals 	<ul style="list-style-type: none"> ▪ Sruti Bandyopadhyay, WB
3	9:30-10:15	World Café: Participants will take part in: <ul style="list-style-type: none"> ▪ <i>Ice Breaking Exercise</i> to get know your fellow GN-PBO community members ▪ <i>Goal Setting Exercise</i> to identify personal learning outcomes for the conference ▪ <i>Community Building Discussion</i> on how to incentivize sharing of experiences, challenges, best practices and information through the GN-PBO 	<ul style="list-style-type: none"> ▪ Miriam Bensky & Sruti Bandyopadhyay, WB
4	10:15-10:45	Introduction to the e-PBO Portal: <ul style="list-style-type: none"> ▪ Format, content and accessibility ▪ Networking potential 	<ul style="list-style-type: none"> ▪ Garry Brownrigg, Quicksilk
Refreshment Break	10:45 - 11:00am	Mid-Morning Break, FSS 4004 <ul style="list-style-type: none"> ▪ Coffee, tea and refreshments 	

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5	11:00-11:30	<p>Leadership Group Preparation: During the group leadership reflections:</p> <ul style="list-style-type: none"> ▪ <i>Community Keepers</i> (the guardians of voices and practice) will discuss the composition of the community and their respective roles ▪ <i>Agenda Activists</i> (the stewards of emerging themes) will steward the learning content and themes for the COP ▪ <i>Social Reporters</i> (the keepers of memory) will discuss and keep records of the insights and meeting outputs that needs be captured and recorded 	<ul style="list-style-type: none"> ▪ Miriam Bensky, WB
6	11:30-12:30	<p>Developing a charter for the GN-PBO: Facilitated discussion to outline a charter for the GN-PBO, defining:</p> <ul style="list-style-type: none"> ▪ Membership ▪ Operating Model (COP Roles, Governance Structure) ▪ e-PBO Portal and other convening tools ▪ How to measure success of the COP 	<ul style="list-style-type: none"> ▪ Nima Fallah, WBI
Lunch	12:30 - 1:30pm	Lunch, FSS 4004	
7	2:00-2:30 pm	<p>Learning from other Networks</p> <p>This session will reflect on:</p> <ul style="list-style-type: none"> ▪ The activities undertaken by the OECD Network of Senior Budget Officials in the past years; ▪ How to create a value proposition for a network; ▪ Lessons learned: what works and what does not work. 	<p>Presenter:</p> <ul style="list-style-type: none"> ▪ Lisa von Trapp Budgeting and Public Expenditures Division, Organization of Economic Co-operation and Development (OECD) <p>Discussant:</p> <ul style="list-style-type: none"> ▪ Anthony Staddon, Lecturer, University of Westminster & Moderator of ‘Parliamentary Budget Offices’ e-Learning Module
8	2.30 – 3.30pm	<p>Maximizing Mandate: The Letter and Spirit of PBO Legislation</p> <p>This session will explore mechanisms to foster independence, access to information and sustainability of your PBO</p> <ul style="list-style-type: none"> ▪ How is a mandate fully operationalized? <ul style="list-style-type: none"> • Linking mandate to program activities ▪ Appealing to the broad stakeholder community <ul style="list-style-type: none"> • Ensuring relevance through outputs and communication ▪ Demonstrating and testing effectiveness (outputs, peer review) 	<p>Presenters:</p> <ul style="list-style-type: none"> ▪ Sahir Khan and Helaina Gaspard, uOttawa <p>Discussant:</p> <ul style="list-style-type: none"> ▪ Representative from Uganda Delegation (TBC)

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		<ul style="list-style-type: none"> • Demonstrating value and legitimacy ▪ British and Canadian case studies ▪ Discussion & Q&A to follow 	
9	3:30 - 4:00pm	<p>Leadership Group Reflections</p> <ul style="list-style-type: none"> ▪ Reflect on the day’s session through the lens of your Leadership Group <ul style="list-style-type: none"> • What are the key lessons learned from today’s sessions? • How can these key lessons be applied in your PBO? • What action will you take to apply these lessons? ▪ Prepare brief feedback as a group for tomorrow based on these three questions 	
Refreshment Break	4:00-4:30pm	<p>Afternoon Break, FSS 4004</p> <ul style="list-style-type: none"> ▪ Coffee, tea and refreshments 	
End of Day 1			

	TIME	ARRANGEMENTS
	4:30pm	Private shuttle to Arc Hotel from uOttawa
Transit	5:45pm	Private shuttle to the National Arts Centre from Arc Hotel
Formal Cocktail & Reception	6:00 pm – 9:00pm	<p>National Arts Centre (Rooftop)</p> <p>6pm – Cocktail reception 6:30pm – Panel Discussion: Fiscal Transparency, Institution Building and Politics 7pm – Dinner</p>

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DAY TWO: TUESDAY, JUNE 10, 2014			
SESSION	TIME	TITLE	CONTRIBUTORS
Breakfast	7:00-8:15am	The ARC Hotel	
Shuttle Service	8:30am	Private shuttle to uOttawa from The ARC Hotel	
10	9:00-9:30am	<i>Social Reporters Report Back</i> <ul style="list-style-type: none"> ▪ Report on previous day’s reflections and community activities from Day 1 	Social Reporters Leadership Group
11	9:30-10:30am	Technical Session 1: Proxy Modelling Data is the lifeblood of analysis. Without rich and reliable data, the work that a PBO does is difficult, if not impossible. This session will reflect on the following questions: <ul style="list-style-type: none"> ▪ What data does a PBO need? ▪ Where can a PBO get data? ▪ What are some techniques to assessing fiscal impact? Approaches to modeling and best practices: <ul style="list-style-type: none"> ▪ What is proxy modeling? ▪ Statistical analysis ▪ How can proxy modeling be used by your team at your PBO? Note: The paper “Costing Canada’s Engagement in Afghanistan,” will be used as a case study (to be provided in advance)	Presenter: <ul style="list-style-type: none"> ▪ Ram Mathilakath, formerly from the Canadian PBO and current Executive Director, Financial Management, Canada Border Services Agency
12	10:30 - 11:30am	Technical Session 2: How to Overcome the Missing Data Problem This practical and hands on session will introduce the participants to various data driven analysis tools that can be used in their regular work to enhance the quality of their reports. The session will focus on two specific tools: <ul style="list-style-type: none"> ▪ BOOST: An expenditure monitoring tool to track budgetary allocation from the national to the local level; ▪ Open North’s Citizen Budget platform: An open source 	Presenters: <ul style="list-style-type: none"> ▪ Representative, Parliamentary Budget Office of Kenya ▪ Eduardo Andres Estrada, BOOST Team, The World Bank Institute ▪ Sahir Khan, uOttawa Note: The session will be conducted in a panel discussion format

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		modeling tool to engage citizens in government budget making	
Refreshment Break	11:30-11:45am	Mid-Morning Break, FSS 4004 <ul style="list-style-type: none"> Coffee, tea and refreshments 	
13	11:45am - 12:30pm	Hands on Practical Through a case study participants will undertake live data analysis	<ul style="list-style-type: none"> Eduardo Andres Estrada, BOOST Team, The World Bank Institute
Lunch	12:30 - 2:00pm	Lunch with uOttawa Professors and Researchers, Desmarais Building, 12102	
14	2:00 - 3:00pm	<p>Data Visualization: Tools and Techniques</p> <p>This session will introduce the participants to various data visualization tools that can be used in their regular work to enhance the quality of their reports.</p> <p>The session will focus on two specific tools:</p> <ul style="list-style-type: none"> Visualization techniques adopted by Congressional Budget Office, USA Open Knowledge Foundation’s OpenSpending toolkit – Openspending: A tool kit designed for data visualization 	<p>Presenters:</p> <ul style="list-style-type: none"> Pete Fontaine, Assistant Director, Budget Analysis Division, US Congressional Budget Office Representatives from OKF (to be connected virtually)-TBC
15	3:00 – 4:00pm	<p>Working Group Formation</p> <p>In this session, participants will identify emerging priority areas for future work, the nature of their interest in various PBO-related subjects (e.g. costing, data visualization etc.) and their willingness to participate in particular studies.</p> <p>Working groups will be created thematically (based on common interests and priorities).</p> <ul style="list-style-type: none"> These Working Groups will meet virtually through the portal and work throughout the year to develop good practice guidelines for their issue area which the network can endorse at next year’s meeting 	<p>Facilitator:</p> <ul style="list-style-type: none"> Mitchell O’Brien, Team Lead – Parliamentary Strengthening Program, World Bank
Refreshment Break	4:00 -4:30 pm	Afternoon Break, FSS 4004 Coffee, tea and refreshments	
16	4:30 - 5:00pm	Leadership Group Reflections <ul style="list-style-type: none"> Reflect on the day’s session through the lens of your Leadership Group 	

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		<ul style="list-style-type: none"> ▪ Prepare brief feedback for tomorrow: <ul style="list-style-type: none"> • <i>Community Keepers</i> will discuss the composition of the community and their respective roles • <i>Agenda Activists</i> will steward the learning content and themes for the COP • <i>Social Reporters</i> will discuss and keep records of the insights and meeting outputs that needs be captured and recorded 	
End of Day 2			

	TIME	ARRANGEMENTS
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	5:00pm	Delegates assemble for the Tour of the Parliament of Canada
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DAY THREE: WEDNESDAY, JUNE 11, 2014
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SESSION	TIME	TITLE	CONTRIBUTORS
Breakfast	7:00-8:15am	The ARC Hotel	
Shuttle Service	8:30am	Private shuttle to uOttawa from The ARC Hotel	
17	9:00-9:30am	<i>Social Reporters Report Back</i> <ul style="list-style-type: none"> ▪ Report on previous day’s reflections and community activities from Day 2 	<ul style="list-style-type: none"> ▪ Social Reporters Leadership Group
18	9:30-10:30	Technical Session 3: Costing of New Bills & Legislation: Tools & Methods In this session, an analytical framework to prepare cost estimates of proposed legislation will be presented. How to undertake this costing, where to look for data, how the data can be used to prepare cost estimates and a description of the key underlying assumptions used to prepare any cost estimate will be reviewed. Key Topics: <ul style="list-style-type: none"> ▪ Credibility and timelines in preparing cost estimates ▪ Methodology, data and the peer review process ▪ Review of best practices 	Presenter: <ul style="list-style-type: none"> ▪ Pete Fontaine, Assistant Director, Budget Analysis Division, US Congressional Budget Office Discussant: <ul style="list-style-type: none"> ▪ Representative from National Assembly Budget & Research Office (NABRO)
Refreshment Break	10:30-10:45am	Mid-Morning Break, FSS 4004 Coffee, tea and refreshments	
19	10:45-11:30	Sector Specific Case Study: Cost Estimation & Valuation in Extractive Industries: Tools & Methods	Presenter:

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		This session will elaborate on various methodologies that can be adopted while estimating potential valuation of natural resources, especially extractive industries.	<ul style="list-style-type: none"> Jason Jacques, Canadian Parliamentary Budget Office & Sahir Khan, uOttawa <p>Discussant:</p> <ul style="list-style-type: none"> Ben Chalmers, Vice-President, Sustainable Development, Mining Association of Canada
20	11:30-12:30	<p>Know your Audience PBOs often produce data rich and complex reports. In this session, participants will review strategies for effective communication of PBO outputs with stakeholders.</p> <p>This session will focus on:</p> <ul style="list-style-type: none"> Identifying key stakeholders Developing briefings for your target audience (e.g. Parliament, think tanks, media) Best practices for disseminating information through your PBO website and media (television, print, radio) Managing and maintaining stakeholder relations 	<p>Moderator:</p> <ul style="list-style-type: none"> Kevin Page <p>Presenter:</p> <ul style="list-style-type: none"> Mostafa Askari, Canadian PBO <p>Discussants:</p> <ul style="list-style-type: none"> Representative from Congressional Policy and Budget Research Department, Philippines Representative from Dominican Republic Budget Office (TBC)
Lunch	12:30-1:30pm	Lunch, FSS 4004	
21	1:30-2:45	<p>Case Clinics: What can the community learn from past experience Case clinics are an opportunity for the community to employ problem based learning to consider what they already know and what they need to know about a particular issue/ reform challenge.</p> <p>Several parliaments across the globe have indicated an interest in establishing PBOs. The case-clinic seeks to draw on the experience of established PBOs to contribute to the strategy/ design approach employed by parliaments seeking to establish these institutions.</p> <ul style="list-style-type: none"> ✓ Case Clinic: Thailand (TBC) ✓ Case Clinic: Vietnam (TBC) ✓ Case Clinics: Ghana (TBC) <p>Report back from groups (15 mins) A brief reflection from each Case Clinic beneficiary.</p>	
22	2:45-3:45pm	<p>Technical Session 4: How to write MP friendly Reports Writing technical reports can be difficult as a PBO attempts to balance accessibility and rigor. This session will focus on a set of strategies to balance accessibility and rigor in report writing.</p>	<p>Presenter:</p> <ul style="list-style-type: none"> Sahir Khan, uOttawa

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			Discussants: <ul style="list-style-type: none"> ▪ Mr. Hisham Mousar, Senior Researcher, PIC, Cambodia
Refreshment Break	3:45 -4:15 PM	Afternoon Break, FSS 4004 <ul style="list-style-type: none"> ▪ Coffee, tea and refreshments 	
23	4:15-5:30 pm	Feedback session on the e-PBO portal <ul style="list-style-type: none"> ▪ Participants will be invited to provide feedback on the existing features of the portal and make suggestions for additions or changes ▪ Any outstanding questions about the portal will be addressed 	<ul style="list-style-type: none"> ▪ Garry Brownrigg, Quicksilk
24	5:30 - 6:00pm	Leadership Group Reflections <ul style="list-style-type: none"> ▪ Reflect on the day’s session through the lens of your Leadership Group ▪ Prepare brief feedback for tomorrow: <ul style="list-style-type: none"> • <i>Community Keepers</i> will discuss the composition of the community and their respective roles • <i>Agenda Activists</i> will steward the learning content and themes for the COP • <i>Social Reporters</i> will discuss and keep records of the insights and meeting outputs that needs be captured and recorded 	
End of Day Three			

DAY FOUR: THURSDAY, JUNE 12, 2014

SESSION	TIME	TITLE	CONTRIBUTORS
Breakfast	7:30-8:30am	The ARC Hotel	
Shuttle Service	8:30am	Private shuttle to the University of Ottawa (uOttawa) from The ARC Hotel	

25	9:00 - 9:30am	Leadership Groups Report Back <ul style="list-style-type: none"> ▪ Report on the previous days’ reflections and community activities 	<ul style="list-style-type: none"> ▪ Leadership Groups
26	9:30 -	Developing an Operational Plan for PBOs	Presenter:

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	10:30am	In this session, tools and best practices for managing and operating a PBO will be discussed. Key Topics: <ul style="list-style-type: none"> ▪ Managing financial and human resources ▪ Developing position profiles ▪ Establishing a peer review process ▪ Network collaboration 	<ul style="list-style-type: none"> ▪ Kevin Page, uOttawa
Refreshment Break	10:30 - 11:00am	Mid-Morning Break, FSS 4004 <ul style="list-style-type: none"> ▪ Coffee, tea and refreshments 	
	11:00am – 12:30pm	Thematic Working Group discussions to continue	
Lunch	12:30 - 1:30pm	Lunch, FSS 4004	
27	1:30-2:00	Working Groups report back in a plenary	
28	2:00-3:00	The Way Forward <ul style="list-style-type: none"> ▪ Developing next year’s Work Program for the GN-PBO 	Facilitator: Mitchell O’Brien, Team Lead – Parliamentary Strengthening Program, World Bank
29	3:00-3:30	Closing Plenary <ul style="list-style-type: none"> ▪ Review of key lessons and next steps 	<ul style="list-style-type: none"> ▪ Mitchell O’Brien, WB ▪ Kevin Page, uOttawa
Afternoon Tea	3:30-4:00	FSS 4004	
End of Conference			