

CONFERENCE

Added value and good practice in implementing the internal control system in public administration bodies at the local and regional level

To be held on
16 February 2018
Ministry of Foreign and European Affairs
Trg N.Š. Zrinskog 7-8, Zagreb
(entry to the Conference place from Petrinjska 18a)



This Conference is funded by the European Union

The Conference aims to:

- **strengthen the planning and implementation of the strategy and budget for budget users at the local and regional level and**
- **promote the implementation of good practice.**

Experiences in the field of public finance in Croatia, Latvia and the Netherlands will be shared during this conference with the aim of drawing conclusions for the context in Croatia.

Participants:

Top and middle management, financial directors, management and staff responsible for strategic planning and auditors of budget users at the local and regional level.

Interpretation from/into: English/Croatian

This conference is part of the Twinning project HR 14 IPA FI 04 16 "Further development of internal control system and work methodology" and is funded by the European Union.

This communication reflects only the views of the author, and the European Commission cannot be held responsible for any use which may be made of information contained therein.

16 February 2018

Time	Action	Speaker(s)
09:00 – 09:30	Registration/Arrival and registration of participants	
09:30 – 9:40	Opening address/ introduction to the programme	<p align="center">Mr Niko Raič Head of Central Harmonisation Unit, Ministry of Finance Republic of Croatia</p> <p align="center">Moderator: Mr Davor Kozina Central Harmonisation Unit Ministry of Finance Republic of Croatia</p>
09:40 – 10:00	Welcome speeches	<p align="center">Ms Ivana Jakir-Bajo Assistant Minister of Finance, Chief State Treasurer Republic of Croatia</p> <p align="center">Representative from the European Commission Representation in the Republic of Croatia</p>
Session 1: Strategic and Budget planning		
10:00–10:20	<p><u>The strategic planning system in Latvia, links to the budget planning process</u></p> <ul style="list-style-type: none"> - Strategic planning at the national, regional and local level, - Linkage with budget and investment planning, - Linkage with Latvian sustainable development strategy and the National development plan. 	<p align="center">Ms Arina Andreičika MS project leader Republic of Latvia</p>
10:20 – 10:40	<p><u>The new act on the strategic planning system and advantages for municipalities and counties</u></p> <ul style="list-style-type: none"> - Justification of the necessity to adopt a new act, - Which problems the new act will help to overcome at a local level, - The Act as an instrument to assist the development at the local level. 	<p align="center">Mr Dubravko Muzur Head of the Department for Management, Control and the Information System Ministry of Regional Development and EU Funds Republic of Croatia</p>
10:40 – 11:00	<p><u>The budget planning process and managerial accountability in Croatia, challenges and new developments for the local level</u></p> <ul style="list-style-type: none"> - Examples of good and bad practice for budget generation, - Planning of capital projects and their financing, - Planning and legitimate use of the budget reserve. 	<p align="center">Ms Nevenka Brkić Head of the Service for the Support to the System of Financing of Local and Regional Self-Government Units Ministry of Finance Republic of Croatia</p>
11:00-11:15	<p><u>The implementation of the strategy and budget in a Dutch municipality and Shared service centre</u></p> <p>Practical Dutch experience on the implementation of the local strategy and budget including:</p> <ul style="list-style-type: none"> - Experience of using shared service centres, - Dealing with financial problems at the local level. 	<p align="center">Mr Robin Zoet Financial Controller Municipality of The Hague Kingdom of the Netherlands</p>
11:15 – 11:30	<u>Questions and answers</u>	<p align="center">Panel with the speakers</p> <p align="center">Additional expert from the Kingdom of the Netherlands will take part in this panel:</p> <p align="center">Mr Arjan Vos Foreign Affairs and Training Coordinator, National Academy for Finance and Economics Ministry of Finance, Kingdom of the Netherlands</p>

11:30 – 11:50	<u>Coffee break</u>	
Session 2: Challenges for the implementation of the strategy and budget		
11:50 – 12:05	<p><u>Observations on municipalities in Croatia</u></p> <ul style="list-style-type: none"> - Strengths and weaknesses of local authorities regarding the implementation of the strategy and budget, - Major findings of the State Audit Office, - Major improvements made to the implementation of the local strategy and budget based on recommendations of State Audit Office. 	<p>Ms Nada Svete Assistant Auditor General State Audit Office Republic of Croatia</p>
12:05 – 12:20	<p><u>Latvian experience in implementing Risk Management as an integral part of strategic planning and effective decision-making process</u></p> <ul style="list-style-type: none"> - The importance of risk management in the strategic planning process and the internal control system, - Main risks that affect the achievement of strategic and operational goals, - Best practice in risk management. 	<p>Ms Imandra Galandere-Zīle Director of Quality and Risk Management Department State Treasury Republic of Latvia</p>
12:20 – 12:35	<p><u>Implementation of the strategy and budget in a Croatian County</u></p> <p>Practical Croatian experience on the implementation of a local strategy and budget including:</p> <ul style="list-style-type: none"> - Experience of preparing project proposals (also EU funded projects), - Ex-ante evaluation of projects. 	<p>Mr Krešimir Parat Head of Finance Department Primorje-Gorski Kotar County Republic of Croatia</p>
12:35– 12:50	<p><u>Implementation of the strategy and budget in a Croatian City</u></p> <p>Practical Croatian experience on the implementation of a local strategy and budget including:</p> <ul style="list-style-type: none"> - Revenue collection process on a local level, - Specific successful examples of revenue collection. 	<p>Ms Lidija Malović Head of Department of Budget and Finance City of Karlovac Republic of Croatia</p>
12:50 – 13:05	<u>Questions and answers</u>	<p>Panel with the speakers</p> <p>An additional expert from the Republic of Latvia will take part in this panel:</p> <p>Mr Valērijs Stūris Manager of Policy Planning Project and Analysis Process State Audit Office</p>
13:05 – 13:20	<u>Lessons learned from this conference</u>	<p>Mr Jos Nouwt Junior project leader Kingdom of the Netherlands</p>
13:20 – 13:30	<u>Closing Remarks</u>	<p>Ms Arina Andrečika Project leader Ministry of Finance Republic of Latvia</p> <p>Mr Niko Raič Head of Central Harmonisation Unit Ministry of Finance Republic of Croatia</p>
13:30 – 15:00	<i>Lunch</i>	

INFORMATION ON THE SPEAKERS AND THEIR PROFESSIONAL EXPERIENCE

Speakers



Ms Arina Andreičika
MS Project Leader (Latvia)

Ms Arina Andreičika has been the Head of the Internal Audit Department at the Ministry of Finance since 2014, and has been an employee of the ministry since 2012. She was in charge of fiscal policy issues and worked as a team leader during the Euro changeover process in Latvia.

She has worked in public administration since 2002 and her previous experience is connected to the Ministry of Environmental Protection and Regional Development. While working there, she gained extensive experience in the area of implementing EU funded projects.



Mr Niko Raič
BC Project Leader (Croatia)

Mr Niko Raič is the Head of the Sector for Harmonisation of Internal Control System Development (Central Harmonisation Unit) at the Ministry of Finance. Throughout the years Mr Raič has held a number of positions at the ministry. He was an Adviser for monetary policy, Assistant Minister for budget preparation and fiscal consolidation as well as the Head of the Sector for Budget Preparation and Financing of Local and Regional Self-Government Units. He has been the Head of the Central Harmonisation Unit since October 2017.



Mr Jos Nouwt
Junior MS Project Leader
(The Netherlands)

Mr Jos Nouwt is the Project Director for New Accommodation at the National Institute for Public Health and the Environment and for the Medicines Evaluation Board at the Ministry of Health, Welfare and Sports in the Netherlands. His work is related to public-private partnerships projects in the field of civil engineering. He has also worked in the area of financial management at the Ministry of Finance. In the period between 1985 and 1992 he was responsible for financial accountability in the process of improving public finances in the Netherlands.



Mr Davor Kozina
Ministry of Finance (Croatia)

Mr Davor Kozina is the Head of the Service for the Coordination of Internal Control System Development at the Ministry of Finance. He has been working at the ministry since 2005, in the area of developing the internal control system and internal audit in the public sector. Before his work at the ministry, he worked as an internal auditor at the State Audit Office for nine years. He also works as a trainer in specialized trainings in the area of the internal control system, financial management, risk management and internal audit.



Mr Dubravko Muzur
Ministry of Regional
Development and EU Funds
(Croatia)

Mr Dubravko Muzur graduated in the area of civil engineering. He is the Head of the Department for Management, Control and the Information System within the Service for Strategic Planning and Monitoring Development of the Sector for Strategic Management and Coordination of EU Investments at the Ministry of Regional Development and EU funds (Directorate for Strategic Planning and Coordination of EU Funds).

He has been involved in various activities within the control system for the use of IPA programmes and the management and control system for the use of EU structural funds in the Republic of Croatia since 2011.

He participated in the development of the Act on Strategic Planning and Development Management in the Republic of Croatia and is involved in drafting the National Development Strategy for the Republic of Croatia for the period until 2030.



Ms Nevenka Brkić
Ministry of Finance (Croatia)

Ms Nevenka Brkić is the Head of the Service for the Support to the System of Financing of Local and Regional Self-Government Units at the State Treasury, Ministry of Finance.



Ms Nada Svete
State Audit Office (Croatia)

Ms Nada Svete has been working as the Assistant Auditor General for the Audit of the Budget of Local Units and Budget Users since 2011. She has been an employee of the State Audit Office since 1997, first as a state auditor, and then as the Head of the regional office in Karlovac.

The subject of her postgraduate dissertation which she defended in 2013 at the Faculty of Economics at the University of Zagreb, was "The link between state audit and internal audit".



Mr Robin Zoet
Municipality of The Hague
(The Netherlands)

Mr Robin Zoet is a business controller, working at the Hague Municipality in the Netherlands. He is responsible for developing planning and control, management and control tools, business analysis and internal control within a new department, which integrates all the supportive and advisory units of the main municipal departments. Mr Zoet has worked as a controller and member of management teams for many years in different municipalities and shared service centres.



Mr Kresimir Parat
Primorje-Gorski Kotar County
(Croatia)

Mr Krešimir Parat is the Head of the Administrative Department for the Budget, Finance and Procurement in the Primorje-Gorski Kotar County. He is actively involved in and has many years of experience in establishing and developing the internal control system in Primorje-Gorski Kotar County and its budget users.



Ms Lidija Malović
City of Karlovac (Croatia)

Ms Lidija Malović is the Head of the Administrative Department for Budget and Finance of the City of Karlovac and is in charge of budget preparation and execution, managing finance, overall budget accounting and Local Treasury as well as revenue collection in the City of Karlovac.

Her thirty years of professional and work experience are mostly connected to professional and management experience in the manufacturing and insurance industries, while she has held the role of the Head of department for 10 years.

In the last couple of years Karlovac has been highlighted as an example of good practice in several key budget processes, which is why the practical and efficient systems used in the City of Karlovac are often presented at conferences, expert meetings and trainings.



**Ms Imandra Galandere -
Zile**
State Treasury (Latvia)

Ms Imandra Galandere-Zile is the Director of the Quality and Risk Management Department at the State Treasury. She worked on the implementation of the quality management system (ISO 9001) and information security management system (ISO 27001), on the development of the Integrated Risk Management system and project management methodology at the Treasury.

She has participated in the risk management working group during the Euro changeover process in Latvia. Ms Galandere-Zile has been working in the area of quality and risk management for more than 10 years. She is also a certified quality manager and auditor and has acquired knowledge on risk management in Latvia, Germany and France.



Mr Harm Jan Vos
Junior MS Partner
(The Netherlands)

Mr Harm Jan Vos is a Foreign Affairs and Training Coordinator at the National Academy for Finance and Economics at the Ministry of Finance. He has been working in public administration since 1987 and has been at several policy and management positions, mostly in the area of budgeting, audit and control at the Ministry of Justice and Ministry of Finance, as well as in the Customs Administration. He is currently responsible for technical assistance projects related to the working field of the National Academy.



Mr Valērijs Stūris
State Audit Office (Latvia)

Mr Valērijs Stūris has been the Head of Policy Planning Projects and Process Analyses at the State Audit Office since 2015.

He has been working in public administration since 2001 and his previous experience is related to coordination activities at the Strategic Development Commission, an independent consultative institution in charge of supporting responsible state development within the President's Office.

He has also spent more than 10 years working as a consultant at the Department for Strategic analysis in the State Chancellery (the Policy Coordination Department). This institution was responsible for policy coordination and implementing several public administration reform projects at the central government level.