

## **Annex 7**

### **Coordination mechanism in the field of public administration**

## Coordination mechanism in the field of public administration<sup>1</sup>

The coordination mechanism was created for the field of public administration in order to ensure effective coordination of the measures implemented in accordance with the Strategic Framework for the Development of Public Administration of the Czech Republic for the period 2014 - 2020.

One of the sources of funding in the programming period 2014 - 2020 will be the European Structural and Investment Funds (ESIF), including in particular **the Operational Programme Employment (OP Emp)**, namely its *Priority Axis 4 Efficient Public Administration* (TO 11 of ESF) and the **Integrated Regional Operational Programme (IROP)**, namely its *specific objective 2.3 Increasing the efficiency and transparency of public administration by developing the use and quality of ICT systems* (TO 2) and *3.3 Support for acquisition and implementation of spatial development documents*.

**The coordination mechanism will be set at two levels:**

- coordination at inter-ministerial, strategic level - through the Government Council for Public Administration and the Government Council for Information Society
- coordination at the programme implementation level - implementation structure of OP Emp and IROP

### 1) Coordination at inter-ministerial, strategic level - the Government Council for Public Administration and the Government Council for Information Society

The purpose of involving the two Councils in the implementation of the programming period 2014 - 2020 is to secure consensus at the national level on the implementation of measures in the field of public administration and its computerization (funded from ESIF).

#### Government Council for Public Administration (GCPA)

- **was established simultaneously with approval** of the Strategic Framework for the Development of Public Administration of the Czech Republic for the period 2014 - 2020 (SFD PA) **on 27 August 2014 (Government Decree 680/2014)**
- it involves representatives of ministries as well as representatives of self-governments, even at the level of steering committees (the composition of GCPA and Steering Committees is defined in the Statute)
- All minutes from meetings of the GCPA and its steering committees, including the Statute and the Rules of Procedure, a list of members, registrations etc. are available on the website: <http://www.mvcr.cz/clanek/strategicky-ramec-rozvoje.aspx?q=Y2hudW09Mg%3d%3d>
- GCPA steering committees serve as working platforms to support GCPA activities

**In particular, the GCPA:**

- discusses<sup>2</sup> measures needed to implement the strategies in public administration, especially SFD PA, except for the part that deals with the development of eGovernment;
- discuss the schedules of calls and the calls<sup>3</sup> for the field of public administration, calls aimed at efficient public administration, eGovernment and ICT (including projects financed from the

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<sup>1</sup> This is an updated description of the coordination mechanism for the field of public administration. The need to update the coordination mechanism arose in response to the update of the statutes of the Government Council for Public Administration and the Government Council for Information Society. The updates of both statutes were approved in Government Resolution No 1088 dated 5 December 2016. This updated coordination mechanism has been valid since that date too.

<sup>2</sup> In this respect it adopts resolutions, assigns tasks to the relevant ministries, etc.

<sup>3</sup> It assesses their general focus.

budget, following the submission of a feasibility study or a project plan incl. cost-benefit analysis and the consent of the Chief Architect of eGovernment Section of MoI) and can give its opinion on the individual projects of major importance<sup>4</sup>, which are co-financed by the Structural Funds and other EU financial mechanisms, especially in terms of their contribution to the public administration of the Czech Republic in accordance with the implementation of fundamental strategic materials in the field of public administration.

### **The Government Council for Information Society (GCIS)**

- **was established on 24 November 2014 (Government Decree 961/2014)**
- it involves representatives of ministries, other central government bodies, digital champion and, at the level of working committees, the representatives of regions and local authorities (the composition of the Council and the working committees is defined in the Statute)
- a GCIS board has been established, in particular to manage the activities between meetings of the Council and to determine the strategic orientation of the Council's activity
- all minutes of meetings of the GCIS and of the GCIS board are available on the website <http://www.mvcr.cz/clanek/rada-vlady-pro-informacni-spolecnost.aspx>, including the Statute and the Rules of Procedure, annual reports etc.

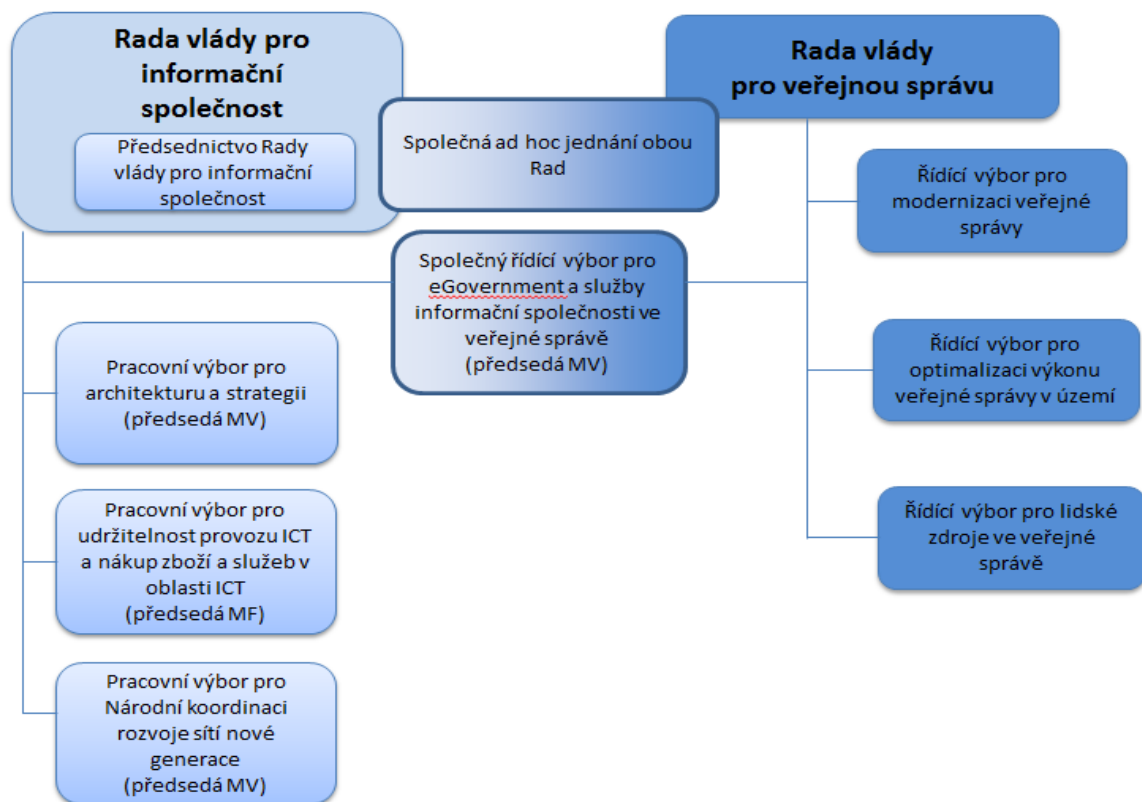
### **Directly or through its committees, the GCIS in particular:**

- coordinates the implementation of strategies for information society, mainly the strategy "Effective public administration and friendly public services" (hereinafter the "Smart Administration Strategy") and the related projects aimed at improving the efficiency of public administration:
- coordinates the work on eGovernment on the basis of the strategic document for the development of public administration and eGovernment at national level - SFD PA;
- discusses programmes, schedules of calls and calls in the field of eGovernment and ICT, and can comment on the individual projects of major importance, which are co-financed by the Structural Funds and other EU financial mechanisms, especially in terms of their contribution to the public administration of the Czech Republic in accordance with the implementation of the applicable fundamental strategic materials for ICT. Additionally, it may comment on the projects financed from the budget, following the submission of preliminary feasibility studies incl. cost-benefit analysis and the consent of the Chief Architect of eGovernment Section at the Ministry of Interior.

**GCPA and GCIS have one common Steering Committee for eGovernment and information society services in public administration, which ensures interconnection and transfer of information between GCPA and GCIS. At the same time, they meet at ad hoc joint meetings. These measures ensure effective cooperation and exchange of information especially in the field of eGovernment.**

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<sup>4</sup>This means recommendation or non-recommendation.



*The above diagram shows both Councils, including their permanent steering/ working committees and one Joint Steering Committee for eGovernment and information society services in public administration (chaired by MoI). Within GCIS, temporary working groups may be set up as necessary to address current tasks in the competence of one or more working committees; within GCPA, working committees may be set up within the competence of the individual steering committees, which can perform the assigned tasks, prepare documents or discuss proposals of partial and systemic measures.*

## 2) Implementation level of the coordination mechanism OP Emp MA - IROP MA - CONTENT SUPERVISER

This mechanism **ensures cooperation of the materially competent ministry in the implementation of the operational programme** - it is **described and set in the programming documents of OP Emp and IROP** and it is detailed in the bilateral agreements between the responsible ministries **and in the management documentation of the operational programmes**.

### Cooperation between OP Emp MA and IROP

Within OP Emp, **Programme Partnership** has been established at the priority axis level (formalized platform with a statute and rules of procedure, which discusses, among other things, the texts of calls and project plans of the competing projects worth of special consideration (eg. project plans with a budget of more than CZK 15 mil.) and agrees or disagrees with their elaboration into full grant applications. The establishment and activity of the programme partnerships is described in Working Procedure **6. A Programme Partnerships**, which is part of the OP Emp management documentation. The program partnerships have been open to relevant stakeholders, including representatives of the managing authorities of operational programmes with ties to OP Emp, primarily IROP, to ensure close working cooperation and coordination in the field of public administration interventions of both OPs.

Similarly, an OP Emp representative is a member of the IROP Monitoring Committee.

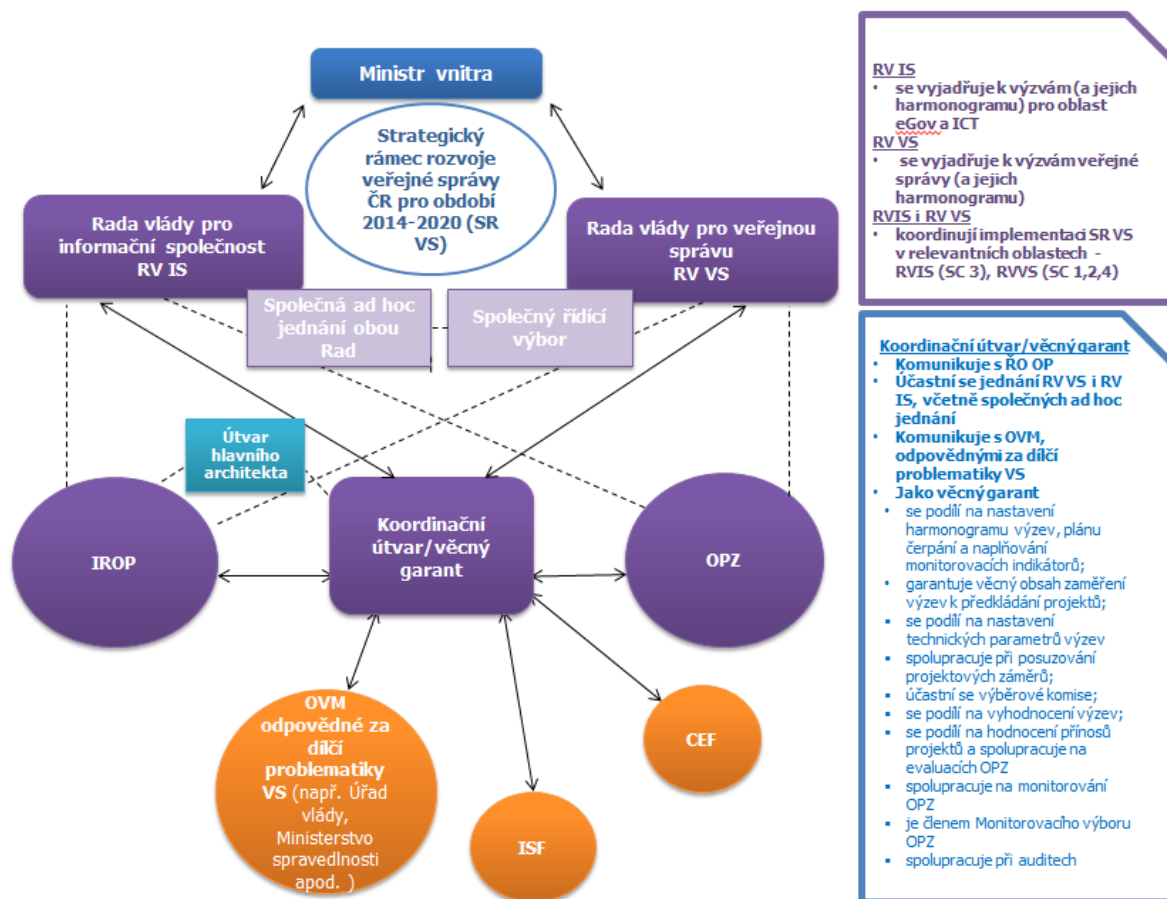
#### Cooperation of MAs with the content supervisor

- Defined in the programming documents of OPs and further specified in **bilateral agreements and memoranda between the MAs and the content supervisor (here Mol)**<sup>5</sup>
- The basic roles of the content supervisor include:
  - participation in setting the timetable of calls, the plan of absorption and of achieving the monitoring indicator values;
  - guaranteeing the substantive focus of calls for proposals, taking part in setting the technical parameters of calls
  - cooperation in the assessment of project plans;
  - participation in the selection committee;
  - participation in the evaluation of calls;
  - participation in the evaluation of the project benefits and cooperation in OP Emp evaluations;
  - cooperation in OP Emp monitoring;
  - membership in the OP Emp Monitoring Committee;
  - cooperation in audits.

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<sup>5</sup> Under **OP Emp**, the Memorandum on cooperation in the preparation and future implementation of the Operational Programme Employment was signed by both ministers František Koníček and Martin Pecina in November 2013. After approval of the OP Emp, the Minister of Labour and Social Affairs, Michaela Marksová, and Minister of Interior, Milan Chovanec, signed in August 2015 the Agreement on cooperation in the implementation of the Operational Programme Employment. That agreement was updated in March 2016.

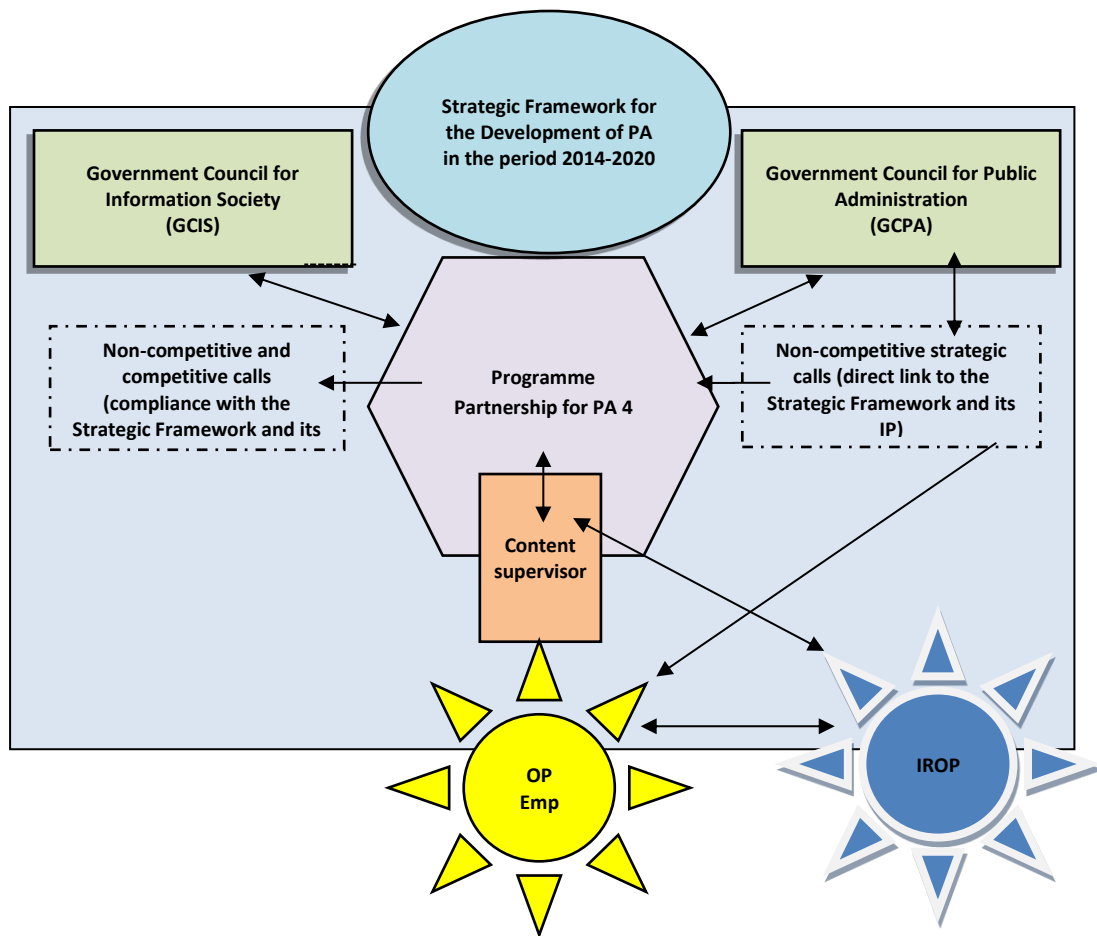
Under the **IROP**, a memorandum was not signed, but Government Resolution dated 9 July 2014 approved the draft Agreement between the Ministry of Interior and the Ministry of Regional Development on the activity of the content supervisor in the implementation of the Integrated Regional Operational Programme for 2014-2020, and the ministers were ordered to sign the Agreement after the IROP approval by the European Commission. The Agreement between the Ministry of Regional Development and the Ministry of the Interior on the activity of the content supervisor in the implementation of the Integrated Regional Operational Programme for the period 2014 - 2020 was signed by the Minister of Regional Development on 7 December 2015 and by the Minister of the Interior on 7 January 2016.



The above diagram shows how communication is ensured between the content supervisor, the managing authorities, the Government Councils and other bodies and their anchoring in the SFD PA. The links are shown primarily at the level of the entities, not their internal structure.

#### Linkage of the strategic and implementation levels - communication settings

- the chairman of GCPA and the chairman of GCIS is the Minister of the Interior
- the content supervisor for public administration and its computerization is the Mol for both OPs
- the managing authorities, or the MLSA and MoRD, are members of GCPA and GCIS
- the content supervisor communicates with both MAs and vice versa



*The above diagram indicates the link of the implementation level - OP Emp Programme Partnership (including the role of IROP as a member of the Programme Partnership for PA 4) to the strategic level (represented by both Councils in a link to publication of calls). The arrows indicate the direction of communication.*