

**MINUTES OF VIRTUAL OPEN GOVERNMENT PARTNERSHIP STEERING
COMMITTEE (OGP-SC) MEETING HELD ON TUESDAY 31stAUGUST, 2021 AT THE
CONFERENCE ROOM OF THE OFFICE OF THE SENIOR PRESIDENTIAL
ADVISOR AT 10:00 AM**

MEMBERS PRESENT

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| 1. Mr. Robert K. Poku Kyei | Technical Advisor, OSPA |
| 2. Mrs. Thelma Ohene-Asiamah | Director, F&A and OGP PoC, PSRS |
| 3. Hon. Emmanuel Bedzrah | Member of Parliament, Ho West Constituency |
| 4. Dr. Winnifred Nafisa Mahama | Information Services Department |
| 5. Dr. Steve Manteaw | Co-Chair, GHEITI |
| 6. Ms. Domtie Sarpong | Principal State Attorney, RGD |
| 7. Ms. Mary A. Addah | Programmes Manager, GII |
| 8. Ms. Regina O. Amanfo | Senior Programmes Officer, CDD-Ghana |
| 9. Mr Richard Ebo Amuah | Chief Budget Analyst, MoF |
| 10. Mr. Musah Issah | Assistant Director, NITA |
| 11. Mr Isaac Aidoo | OGP PoC, STMA |

ABSENT WITH APOLOGIES

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| 1. Hon. Yaw Osafo-Mafo | Senior Presidential Advisor (Chairman) |
| 2. Mrs. Halima S. Yakubu | Chief Director, PSRS |
| 3. Dr. Kwesi Jonah | Senior Research Fellow, IDEG |
| 4. Mr. George Osei-Bimpeh | Country Director, SEND-Ghana |
| 5. Ms. Nafi Chinery | West Africa Regional Manager, NRG |
| 6. Ms Patricia Dovi Sampson | Director, PPME, MoI |
| 7. Ms Mina Mensah | Director, CHRI, Africa Office |
| 8. Ms Mavis Asare Donkor | Director, PBMED, OHCS |
| 9. Hon. Ama Pomaa Boateng | Member of Parliament, Juaben Constituency |
| 10. Ms. Kathy Addy | Deputy Chair, NCCE |
| 11. Ms. Fati Lily Soale | Director, Human Resource, MLGD&RD |
| 12. Ms. Esi Sey | Chief of Operations, IDEG |
| 13. Ms. Esther Ahulu | Programmes Manager, CHRI/RTI Coalition |

IN ATTENDANCE

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| 1. Mr. Michael Adu-Gyamfi | Deputy Director, PSRS |
| 2. Ms. Annette O. Boateng | IT/IM Officer , PSRS |
| 3. Mr. Ato K. Bessa-Simons | Assistant Programme Officer, PSRS |
| 4. Mr. Nana Kwabena Nketiah | Assistant Programmer, PSRS |

NO.	SUBJECT	ACTION BY
1.0	<p>OPENING</p> <p>The meeting was called to order at 10:15 am with a prayer by OGP Point of Contact, Mrs. Thelma Ohene-Asiamah.</p> <p>The meeting was chaired by Mr. Robert K. Poku Kyei, Technical Advisor, Office of the Senior Presidential Advisor (OSPA) on behalf of Hon. Yaw Osafo-Mafo, Senior Presidential Advisor and Chairman of the Open Government Partnership (OGP) National Steering Committee.</p> <p>Opening Remarks by Chairman</p> <p>The Technical Advisor (OSPA), Mr. Robert K. Poku Kyei welcomed all members to the virtual meeting and indicated that the purpose of the meeting was to present the final draft of the 4th OGP National Action Plan for the Steering Committee's approval.</p> <p>He apologized on behalf of the Chairman and Senior Presidential Advisor who was not able to join the meeting because of other official engagements.</p>	
2.0	<p>CORRECTION AND ADOPTION OF PREVIOUS MINUTES</p> <p>The minutes of the previous meeting was read, and the following corrections made were:</p> <p>Page 1: the designation used for Dr. Winnifred Nafisa Mahama "Information Services Department" was corrected to read "Director RTI, Information Services Department".</p> <p>Page 4, Item 3.1.2: In the last paragraph, the statement, "He proposed that the lessons enumerated above should serve as useful a signpost that guides Ghana in terms of where we want to be in running a government that is open to the people in whom national sovereignty resides." was changed to read "He proposed that the lessons enumerated above should serve as useful signpost that guides Ghana in terms of where we want to be in running a government that is open to the people in whom national sovereignty resides".</p> <p>Dr Steve Manteaw Co-Chair, GHEITI moved for the acceptance of the minutes of the Steering Committee meeting held on 30th April, 2021 as amended. It was seconded by Ms. Mary A. Addah, Programmes Manager, GII.</p>	

<p>3.0</p>	<p>MATTERS ARISING</p> <p>The Ag. Chairman, Mr. Robert K. Poku Kyei informed the meeting that Dr. Kwesi Jonah, the Consultant working on the 4th OGP NAP was engaged in another meeting and so the OGP Point of Contact, Mrs. Thelma Ohene-Asiamah would speak on his behalf.</p> <p>On the issue of replacing the University of Professional Studies (UPS), Accra with Ashesi University under the collaborative institution for implementing activities under the thematic area Technology and Innovation, the OGP Point of Contact, Mrs. Thelma Ohene-Asiamah informed the meeting that a decision was taken to keep both institutions as collaborators.</p>	
<p>4.0 4.1</p>	<p>MAIN BUSINESS</p> <p>Update on the 4th OGP National Action Plan (NAP) and discussion about next steps.</p> <p>The OGP Point of Contact, Mrs. Thelma Ohene-Asiamah indicated that she circulated the most updated version of the 4th OGP NAP having incorporated all comments from the two (2) National Consultative and Validation meetings.</p> <p>According to her, a copy of the 4th OGP NAP was shared with the OGP Support Unit in South Africa for their comments. She indicated that upon receipt of the document, the OGP Support Unit shared a Commitment Template and asked that it was adapted for the 4th National Action Plan.</p> <p>At this stage, the OGP Point of Contact took members through the Commitment Template after which she called on members to give approval to the NAP 4.</p> <p>She was tasked to ensure that all the necessary sections of the template were duly populated and areas where data could not be provided, footnotes should be provided to explain. She was also to ensure that timelines were assigned to the milestones section and verifiable deliverables given.</p> <p>Ms. Mary A. Addah, Programmes Manager (GII) and Ms. Regina O. Amanfo, Senior Programmes Officer, CDD-Ghana also added that the timelines were necessary since they could serve as an accountability guide for implementation of the various commitments as well as provide a guide on when to do reviews on the various commitments. The</p>	<p>OGP Point of Contact</p>

<p>4.2</p>	<p>Presentation on three nominated Commitments from Ghana</p> <p>The OGP Point of Contact informed members that three (3) implemented commitments by Ghana from 2012 and listed by the Independent Reporting Mechanism (IRM) had been nominated for the Open Government 2021 Awards. These included:</p> <ul style="list-style-type: none"> • Fiscal Transparency- Citizen’s Budget, • Policy Portal- Ghana Open Data Initiative (GODI), and • Public Participation-Private Sector. <p>She indicated that presentations would be made by representatives from the Institutions that implemented the commitment to members so that one commitment would be selected by the Committee and submitted for the awards.</p>	
<p>4.2.1</p>	<p><u>Presentation on Citizen’s Budget under Fiscal Transparency</u></p> <p>Mr Richard Ebo Amuah (Chief Budget Analyst, MoF) gave an overview of the production of Citizen’s Budget, rationale, linkage to the open budget survey, dissemination, target audience and the way forward.</p> <p>He informed members that the production of Citizen’s Budget dated back to the year 2006 where it was specifically stated in the Budget Statement and Economic Policy of Government that Government will take initiative to enhance transparency and ensure ownership of the budget by the citizenry.</p> <p>He also briefed members about the rationale for the introduction of the Citizen’s Budget was to reduce the technical nature of the budget statement, increase the knowledge of the citizenry, enhance their capacity to participate in government business, ensure public participation, shape public policy, improve transparency and empower citizens in monitoring of the status of the implementation of the National Budget.</p> <p>Additionally, he informed members that the 2015 Citizens’ Budget production was published in English and translated into five (5) Ghanaian Languages (i.e., Ga, Asante Twi, Ewe, Nzema and, Dagbani).</p> <p>He further stated that the Ministry was striving to improve on the presentation of the content of the budget and to make it more accessible to the populace. According to him efforts were being made to present the document in a more graphical way to enhance understanding by the populace.</p>	

	<p>He indicated that going forward, the Ministry of Finance (MoF) would ensure wider dissemination to include Metropolitan Municipal District Assemblies (MMDAs), Non-Governmental Organisations (NGOs), Civil Society Organisations (CSOs), Think Tanks, Traditional Authorities, Faith Based Organizations, Social Partners, Media houses, etc.</p> <p>Ms. Mary A. Addah, Programmes Manager, GII asked about the criteria for selecting the languages for translation and the wide gap after the 2015 and 2016 Production of the Citizens' Budget.</p> <p>In response to this, the Chief Budget Analyst, Mr Richard Ebo Amuah explained that the selection of the languages was not based on any scientific criteria and that languages which were common and spoken widely amongst the citizenry was selected in consultation with the Ghana Institute of Languages.</p>	
4.2.2	<p><u>Presentation on Ghana Open Data Initiative (GODI) Portal</u></p> <p>A representative from the Ministry of Communications and Digitalisation made a presentation on the Ghana Open Data Initiative Portal. This was a commitment by government to create a portal to ensure transparency and accountability, improved public services and economic growth.</p> <p>He enumerated some of the benefits of the Ghana Open Data Initiative to Government. It gives Government the ability to:</p> <ul style="list-style-type: none"> • Publish Government Data, documents, Apps, tools, and services from multiple departments within a government. • Engage citizens in their open data initiatives for better understanding of their needs. • Provide publicly available Application Programming Interfaces (API's). • Create data-rich community spaces around topics of National priorities and international interest. • Empower end-users to share datasets via social media platforms such as Facebook, LinkedIn, and Twitter. <p>Members were further informed that plans were far advanced for the National Information Technology Authority (NITA) to build the capacity of Ministries, Departments and Agencies (MDAs) to upload data directly unto the platform.</p>	

4.2.3	<u>Presentation on Public Participation-Private Sector</u>	
	<p>Mr. Isaac Aidoo (OGP PoC, STMA), in his presentation indicated that Sekondi Takoradi Metropolitan Assembly (STMA) is mandated under the Local Government Act, 2016 (Act 936) and LI 2262 as the Local Government Authority responsible for assessment and collection of assigned fees and rates for local development; a critical part of this mandate is the participation of businesses in fixing fees (“setting the tax rate”) together with STMA. However, big businesses, some of which are members of private sector associations had largely been overlooked in the participatory fee fixing process. Thus, the Assembly had not always found the time to proactively engage these businesses.</p> <p>According to Mr. Isaac Aidoo, the implementation of the commitment whereby STMA is expected to partner with private sector associations to kick-start a systematic and participatory way of engaging with large businesses in setting fees that they pay to the Metropolitan Assembly was to help promote inclusiveness, openness and participation in fixing of fees to build the trust of businesses in government and contribute to enhancing local revenue generation.</p> <p>With the private sector participating more in fixing fees, they were empowered to negotiate fair rates and fees in a transparent manner. This process would contribute to building trust and confidence in local government processes and result in increased local resource mobilization.</p>	
4.3	<p>Selection of One (1) Most Innovative, Impactful and Sustainable Commitment from Implemented Commitments from 2012-2018 for OGP Awards.</p> <p>The Ag. Chairman reminded members that they were expected to agree on one of the three commitments for nomination for the OGP 2021 Awards.</p> <p>Hon. Emmanuel Bedzrah, Member of Parliament, Ho West Constituency was of the view that the Ghana Open Data Initiative (GODI) was an excellent initiative and should be selected for the OGP 2021 Awards.</p> <p>He also urged that the needed support should be extended to Ghana Open Data Initiative (GODI) to make it visible and ensure that the needed policy on data loaders is put in place.</p> <p>Ms. Mary Addah, Programmes Manager, GII also recommended that the Ghana Open Data Initiative should be selected since issues of data transparency and the critical nature of it could not be underestimated.</p>	

	<p>Ms. Domtie Sarpong, Principal State Attorney, Registrar General's Department also agreed that the GODI Portal was a good platform. She stated that it brings about transparency and accessibility which cannot be underestimated.</p> <p>The Ag. Chairman also agreed with the selection of the GODI Portal but indicated the need for visibility for more people to visit and use the portal.</p> <p>After further deliberations other members agreed and selected the Ghana Open Data Initiative for its innovative, impactful and sustainable agenda for the OGP 2021 Awards.</p>	
5.0	ANY OTHER MATTERS	
5.1	<p>Engagement with Parliament on OGP Activities</p> <p>Hon. Emmanuel Bedrah (MP) requested that a letter should be written by the Senior Presidential Advisor introducing the Open Government Partnership Initiative to the Eighth (8) Parliament and added that a request should also be made to the Rt Hon. Speaker to nominate Members of Parliament to be on the Steering Committee.</p> <p>He also advised that the OGP Secretariat would have to make efforts to visit and engage with Parliament on Open Government Partnership activities.</p>	OGP Point of Contact
5.2	<p>Announcements</p> <p>The OGP Point of Contact, Mrs. Thelma Ohene-Asiamah informed Steering Committee members that Ghana had been called upon to vote in the 2021 OGP Global Steering Committee elections.</p> <p>According to her, Ghana voted in the order listed below:</p> <ul style="list-style-type: none"> • Ghana voted Nigeria for Africa as No. 1 • Morocco for Africa Region as No. 2 • United Kingdom for Europe as No. 3 • South Korea for Asia Pacific Region as No. 4 • Ecuador for the Americans as No. 5 • Estonia for Europe as No. 6 	

<p>6.0</p>	<p>She also indicated that Ghana was not able to apply for candidature in the elections because of non-payment of its OGP subscriptions.</p> <p>According to her, Hon. Yaw Osafo-Mafo, Chairman and Senior Presidential Advisor had written to the Ministry of Finance requesting for payment of Ghana's outstanding OGP subscription bill. She indicated that with the settlement of Ghana's outstanding bill, Ghana could apply to be on the OGP Global Steering Committee.</p> <p>She also announced that a google drive had been created in the interim to help with the sharing of information on OGP activities. She revealed that the plan in the long term was to have a website and the OGP Support Unit had indicated that they could assist in funding the development of the website.</p> <p>The Ag. Chairman suggested that NITA should be contacted to see how best they could also support in the development of a website for OGP.</p> <p>CLOSING</p> <p>The Ag. Chairman thanked all members for their active participation and dedication towards the preparation of the 4th OGP National Action Plan.</p> <p>In the absence of any further deliberations the meeting ended at 1:15pm after the closing prayer was said by the OGP Point of Contact, Mrs. Thelma Ohene-Asiamah.</p>	<p>OGP Point of Contact</p>
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