



**FINAL RESPA LIST OF DECISIONS**  
**14<sup>TH</sup> SESSION OF THE RESPA STEERING COMMITTEE**  
**PODGORICA**  
**16 June 2010**

**14<sup>th</sup> ReSPA Steering Committee, 16 June 2010, Podgorica**

According to art 14 of the Rules of Procedures, the Secretary submits to the members of the Steering Committee the list of decisions within 7 days after the session. If no objection is made during the following 2 weeks, the list of decisions is considered informally approved.

Art 14 of the Rules of Procedures stipulates that formal approval should take place at the beginning of the following session.

*Committee action*

The Steering Committee is invited to:

**Approve** the list of decisions of the 14<sup>th</sup> Session of the Steering Committee.

Before starting work on the agenda for the 14<sup>th</sup> Steering Committee (SC) meeting, the Chairman

- welcomed Mr Mikhail KRASNOSHCHEKOV from UNMIK who was replacing Mr Shahzad BANGASH.
- welcomed Ms Valentina MILIČIĆ, Senior Advisor at the Civil Service Training Centre, Croatian Ministry of Public Administration. She has been delegated to substitute Mr Davor LJUBANOVIC (SC Member) and Mrs Tatjana ČORLIJA MILIVOJEVIĆ (Substitute SC Member) due to their unavailability;
- welcomed Ms Ivana DJURIC, Head of Section from the Serbian European Integration Office, who as previous times had been delegated to represent Serbia in the meeting due to the unavailability of the Steering Committee member and deputy member; and
- thanked Montenegro's SC member, Deputy Director Ms. Jadranka DJURKOVIC, for hosting the meeting for the second time this year.

The Chairman hereafter initiated work on the agenda of the SC meeting:

In its 14<sup>th</sup> session, the Steering Committee chaired by the European Commission took the following decisions:

<b>1. Adoption of the agenda</b>	<b>RESPA/SC(2010)A2</b>
<p>Mr Pascal HERRY from the EC announced that for the last agenda point (any other business) he would like to discuss the collaboration with other institutions. Apart from this comment, there were no other comments to the agenda and the agenda was <b>adopted</b>.</p>	

<b>2. Approval of the list of decisions, 13<sup>th</sup> session of the Steering Committee, Podgorica, 2 February 2010</b>	<b>RESPA/SC(2010)M1-FINAL</b>
The list of decisions of the 13 <sup>th</sup> Steering Committee Meeting was <b>adopted</b> and it was <b>decided</b> to post it on the ReSPA website.	

<b>3. Update on signature/ratification of the International Agreement (IA)</b>	
<p>Croatia and Serbia <b>updated</b> the SC on the above. As regards Croatia, Ms Valentina MILIČIĆ informed the SC that the ratification is in urgent procedure. On 10 June the Spring session of the National Assembly has commenced. When the ratification of the IA will exactly take place is not known, but by 15 July - the date of the last session - the decision on the ratification would have been made. The legal procedure will take 1 month. As regards Serbia, Ms Ivana DJURIC informed the SC that the adoption of the Draft Law on Ratification has passed and that the ratification is in urgent procedure. The ratification is on the agenda of the National Assembly during the current Spring session. The voting date is 29 June. No problems are expected.</p> <p>For both Croatia and Serbia it will take place 8 days before publication in the official Gazette.</p> <p>According to article 27, paragraph 2 of the agreement on establishing ReSPA, <i>the agreement shall enter into force on the first day of the month following the date on which five of the seven Parties, incl. Montenegro, have deposited their instruments of ratification, acceptance or approval with the Depositary.</i> Taking this article and the above update on the ratification of the IA into account, the first possibility to organise the first BoG Meeting will be in August. Consequently, the date of 16 July in principle set for the first BoG Meeting and official opening of the ReSPA premises in Danilovgrad, has to be postponed. It has been <b>decided</b> that by exchange of e-mails the new date will be set in the period of 21 – 30 September, for instance on 24 September. The deadline for confirmation of the new date is set on <b>9 July</b>, after the 5<sup>th</sup> ratification.</p> <p>Preparation to be discussed during the relevant points on the agenda.</p>	

<b>4. Progress Report for January – May 2010</b>	<b>RESPA/SC(2010)2-001</b>
<p>The ReSPA Secretariat presented its report describing the training and networking activities which had taken place during the reporting period. Some of the activities were still part of the first service contract with the EC, some are part of the second 18-month service contract awarded to EIPA as of 1 April 2010.</p> <p>On the report, the following comments were made by the SC:</p> <ul style="list-style-type: none"> <li>○ Deadlines set at SC Meetings should be taken into account. Mr Metodija DIMOVSKI commented that in the previous LoD a deadline of May 2010 was set for submission of a report with the results of a survey on the campus. He regretted that this deadline was not met.</li> <li>○ Mr Hysni VESELI would be in favour of a further development of institutional cooperation with other organisations.</li> <li>○ The number of networking activities should be increased. Apart from attending in the 18<sup>th</sup> NISPAcee Conference by 5 representatives of the SC, no other networking events in which the SC was directly involved took place. It should be investigated whether the participation of ReSPA in EUPAN meetings can be formalised. The EC will explore possibilities for ReSPA to be involved in EUPAN.</li> <li>○ The PoW 2010 does not include a meeting with the representatives of the National Schools of Administration from the Member States. It is suggested that such an event should be organised in 2011.</li> <li>○ A suggestion was made as to the creation regular annual meetings involving external stakeholders (non-ReSPA members) with a view to discussing possible collaborations in the region ("Advisory Board" Meeting).</li> <li>○ The SC was pleased to hear that in November two local co-trainers will be involved in a ReSPA training. In addition to the approved POW 2010 in which it was formulated that the involvement of local trainers would go along the lines of ToT activities and involvement of local trainers together with EU trainers, the SC would like to see more training programmes which are fully delivered by local</li> </ul>	

trainers. Therefore it is now decided and agreed to organise another ReSPA training with exclusively local trainers to take place late November / December (apart from the already scheduled training). It was decided that the ReSPA Secretariat will issue a request for local trainers to the SC. A specification of the required level of the local trainers will be circulated by **15 July** upon which the SC Members will provide EIPA with a list of high quality local trainers incl. CVs by **15 September**.

- The dates for the Community of Practice in the Autumn which are planned to take place in Danilovgrad will be communicated before the summer break.

With these comments, the SC **took note** of the report and **agreed** on the actions to be undertaken as follow-up of the comments made.

## 5. Monitoring Report

The EC summarised the monitoring report over the year 2009 which was provided and circulated to the SC Members and Secretariat. The monitoring report - which provides an external opinion on contract/project performance - has a slightly better scoring than last year. In particular, the role of Montenegro as leading the establishment of the school was praised. An unplanned positive effect appears to be the impact which the role of ReSPA premises has for the local community of Danilovgrad.

Some points to be taken into account for improvement:

- the need for donor coordination;
- the need for increasing visibility ReSPA;
- the goal of introducing local trainers;
- the need of fine tuning certain training needs;
- the question of the language used in training sessions (making use of interpreters where required);
- the need for a feasibility study with regard to the running of the campus. The Secretariat commented that this issue was discussed at the previous SC Meeting. Then it was agreed that after the Secretariat had submitted the outlines for a business plan, the further elaborating including the feasibility of ReSPA will be done in close cooperation with the ReSPA Director.
- the need for respecting the reporting deadlines by EIPA;
- the need to improve the web site in terms of design, logo, structure and content. It was commented that documents are sometimes difficult to find or cannot always be downloaded.

The SC **took note** of the summary and **agreed** to take on action where necessary.

## 6. Preparation of the first Governing Board Meeting

RESPA/SC(2010)2-002  
...RESPA/SC(2010)2-012<sup>1</sup>

In view of the first BoG Meeting the ReSPA Secretariat prepared a table of actions and a set of documents.

The SC **checked** the table of actions and **discussed** the enclosed set of documents provided. Following the discussions, some of the documents have already been amended, others will be verified by the SC and finalised by the deadlines set (see enclosures).

## 7. Official Opening of the ReSPA premises

RESPA/SC(2010)2-013<sup>1</sup>

As mentioned under agenda point 3, the official opening of the ReSPA premises can only take place after the 5<sup>th</sup> ratification. By exchange of e-mails, a new date for the opening in the period of 21-30 September, for instance on 24 September, will be set. It was agreed that the deadline for confirmation of the new date should be **9 July**, i.e. after the 5<sup>th</sup> ratification.

The SC **discussed** the enclosed document with regard to the opening of the premises.

As for the invitation of other stakeholders / 3<sup>rd</sup> parties, the SC **agreed** that the Secretariat will prepare and circulate (after discussion with the EC) a list with possible invitees by 30 June. Awaiting response from the SC Members, the list will be finalised by **25 August**.

The SC **decided** to have 3 opening speeches; by the EU Commissioner, the Chairman of the BoG

<sup>1</sup> Documents RESPA/SC(2010)2-002 and RESPA/SC(2010)2-013 constitute internal draft planning documents and are therefore not published.

(Albania) and the Prime Minister of Montenegro.

The Task Force established by the Montenegro government will take care of the ceremonial procedure as well as the guiding tour through the ReSPA premises (incl. Mrs Jadranka DJURKOVIC).

## 8. Running of the School – operational aspects

RESPA/SC(2010)2-014 <sup>2</sup>

The delivery of the IT & electronic equipment and furniture will take place as of 10 July. Until the institutionalisation of ReSPA is completed and the host agreement has been signed, the Government of Montenegro has agreed to put the premises and supplies at the disposal for ReSPA activities or any other EU funded programme. Ms Jadranka DJURKOVIC informed the SC that the signing of the host country agreement does not have to take place immediately after appointment of the ReSPA Director, but can also be done at a later stage.

ReSPA will not be operational immediately after its has been established as a legal entity – e.g. staff will not be recruited until later in the year. There will be an interim / transition period (at least during the period October-December 2010). The SC agreed to explore the possibility to organise 2-3 ReSPA events at the premises of ReSPA in Danilovgrad. It was **decided** that the Secretariat will prepare with Montenegro an interim plan which has to result in a draft interim arrangement. The interim arrangements will be put on the agenda of the BoG Meeting. Background documentation on this topic should be prepared well in advance.

A bank account should be opened in order to receive the first contributions from the ReSPA Members (€ 150,000 per ReSPA Member for the year 2010. The 2011 contributions have to be defined by the BoG). The bank account can be opened by a joint signature from the ReSPA Director and a representative from Montenegro. An alternative – to be put forward to, and agreed by, the Board of Governors - will need to be looked into, which will allow the Director to use the account during the transition period – when the ReSPA rules state that this should be the joint responsibility of the Director and the Head of Finance.

The SC **agreed** that ReSPA Secretariat needs to develop an induction plan for the ReSPA Director during the period that no other staff has been appointed.

## 9. Any other business

Mr Pascal HERRY informed the SC that the EC was contacted by some organisations which are interested in approaching ReSPA for training activities and/or networking; CEF (networking), the World Bank (networking and training on Public Procurement), the Joint Vienna Institute (capacity building for high quality finance management), Transparency International (fighting against corruption). Also EIPA is often approached by organisations which would like to offer their expertise to ReSPA.

The SC considered these contacts useful but not as a priority at short-medium term.

The EC **suggested** to organise a 2-day networking event in 2011. The first day could be a meeting with above mentioned institutions and the second day could be the meeting with the representatives of the National Schools of Administration from the Member States (or so-called Advisory Board Meeting).

Because of all the preparatory work in the framework of the upcoming first BoG Meeting, the SC **agreed** to the need for a 15<sup>th</sup> Session of the SC meeting, the date for which was fixed on **9 September 2010**. The meeting will also take place in Montenegro.

With this, the Chairman thanked everybody and **closed** the meeting.

<sup>2</sup> Document RESPA/SC(2010)2-014 constitutes an internal draft planning document and is therefore not published.



## 14<sup>th</sup> Session of the Steering Committee Meeting

Podgorica (ME), 16 June 2010

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