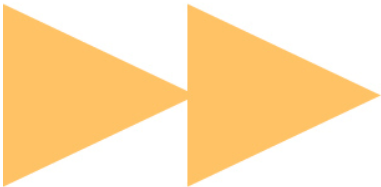


The Seventh Programme Steering Committee

Trgovište, 18 April, 2012

Minutes



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I Agenda

1. Welcome and introduction speeches
2. Approval of the minutes of the previous Steering Committee held in Leskovac
3. Presentation of the Quarterly Report for January-March 2012
4. Overview of critical projects and discussion
5. Presentation of requests for funding commitments
 - Development of planning documentation
 - Networking of the Citizens Assistance Centre in Novi Pazar
 - Development of technical documentation
 - Implementation of inter-municipal and municipal infrastructure projects
 - Development of branding plans and implementation of the selected projects
6. Voting
7. Report on the progress of consultations about possible EU PROGRES successor
8. Other business

II Minutes

Agenda item 1:

Welcome and introduction speeches

- **Darko Tomić the Mayor of Trgovište**, thanked all participants for attending the meeting, and said this was the most important event in Trgovište in the past 20 years. Tomić introduced and welcomed the Mayor of Macedonian municipality Staro Nagoričane.
- **Ognjen Mirić, Deputy Director of the Serbian European Integration Office (SEIO) and the Chairman of the Steering Committee** said this was his first visit to Trgovište, and that this gave him the opportunity to see from the relevance of support to underdeveloped areas. Mirić added that the previous period was a busy one for EU PROGRES, especially having in mind that the number of critical projects reduced in comparison to the last Steering Committee. However, it was important for municipalities to be as efficient as possible in project implementation since there was no room for delays in activities. Mirić saw potential for a new programme which could be even larger than EU PROGRES.
- **Andrew Heady, the Head of the Operations Section of the Delegation of the European Union (DEU)** said it was extremely important for the municipalities to keep up the momentum in implementation of projects. He was pleased to see that there were less critical projects. Heady hoped that the forthcoming elections would not be much of distraction to projects' implementation and concluded that he was very pleased to see that EU PROGRES continued to yield very good results.
- **Petar Vasilev, the National Programme Officer from the Swiss Cooperation Office in Serbia** welcomed the participants, and praised the opening of the Citizens Assistance Centre (CAC) in Trgovište. He was pleased that good governance campaign has been launched and underlined importance of activities linking good governance principle with implementation of infrastructure projects.



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Agenda item 2:

Approval of the minutes of the previous Steering Committee

- The Programme Steering Committee voting members unanimously approved the minutes of the sixth Steering Committee meeting held in Leskovac on 23 February 2012.

Agenda item 3:

Presentation of January-March 2012 Quarterly Report

- **Marko Vujačić**, EU PROGRES Deputy Programme Manager (DPM) presented the Quarterly Report for January - March 2012. He pointed out there was no room for further delays in the implementation and reaffirmed Programme's commitment to good governance.
- Ognjen Mirić observed that despite the fact that the reporting period was short, numerous activities had been carried out.

Agenda item 4:

Overview of critical projects and discussion

The overview of the critical projects was presented by EU PROGRES Component Managers: Dragan Mladenović (1), Dobrivoje Stančić (2), and Jasmina Ilić (3).

COMPONENT 1

GOOD GOVERNANCE

- **Educational Centre in Priboj.** The only employee of the Priboj Youth Office, the Project Coordinator, quit the job at the end of December 2011 without informing the EU PROGRES. Since the Youth Office was the signatory of the grant, the EU PROGRES got in touch with the Priboj Municipality and received reassurance that the project would be completed. However, Priboj failed to submit the request for the grant contract extension and, although announced, the Project Coordinator did not return. In the meantime the contract expired and the EU PROGRES agreed with the municipality the reimbursement of unused funds.
 - Mirić asked about achieved results and if there were options to enable completion of the project
 - **Ana Stanković, the DEU Project Manager**, expressed concern regarding project sustainability
 - Mladenović explained that the project has fulfilled two-thirds of planned results, including provision of computers and printers to Technical School. The equipment is already in use for pupils' education. The school is also working to secure additional funding for the renovation of one premise that will, with provided equipment, enable opening of service for IT equipment. This would enable the school to generate income and ensure full sustainability of the project.
 - Since the Contract expired there were no options to continue spending of funds.
- **Gender Equality in the Service of Development:** This project produced very good results in terms of gender work in the South West Serbia and the Toplica District but experienced four months delay. The grant contract has been extended for five months, until the end of April 2012. Any further delay would endanger the project.



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COMPONENT 2

MUNICIPAL MANAGEMENT AND DEVELOPMENT PLANNING

- **Plan for identification of water source sanitary protection zones for water supply of Bujanovac:** The project is delayed for nine months, mostly because of poor tender documentation followed by inefficient processing of the first payment to the contractor. Contrary to the grant agreement, Bujanovac processed the payment without EU PROGRES co-signature and without the bank guarantee. Component 2 Manager informed the PSC that Bujanovac addressed the mistake. The project will remain on critical list because any further delay would endanger it.
 - **Fazila Azemović, the Head of Bujanovac Local Economic Development (LED) office** apologized for delays. She commented that it was very difficult to start the project due to the complexity of procurement. The works have started, further progress will be efficient, and there was possibility to shorten planned implementation period by one month.
- **Detailed Regulation Plan for Centre 1 in Blace** is implemented with six months delay due to late municipal payments and difficulties in preparation and conduct of procurement processes.
 - **Gordana Kitanović, Blace Project Manager,** commented that the most important is that contractor has started works. She added that there is no time for further delays and therefore activities must be implemented according to project timeline.
- Stanković has asked for clarification in regard to tender for introduction of Quality Management System (QMS) and reasons for cancelling the Contract for the provision of equipment for Citizens Assistance Centres (CACs) with JM Solutions.
 - Stančić explained that EU PROGRES received the financial offer from the Faculty of Organizational Science (FON) from Belgrade that was several times lower than other bidders. After FON confirmed they properly understood tender requirements, there was no obstacle to proceed with the activities. The lower costs will possibly create the opportunity for establishment of QMS in five instead of three municipalities as well as conduct of QMS certification in some municipalities. Stančić also explained that the JM Solution requested extension of contract and change of contracted price with no valid justification. EU PROGRES had no alternative but to cancel the deal with JM Solutions and immediately contract the second ranked company at the tender.
- Stanković asked about the names and competence of LED experts.
 - Stančić said that the selected LED experts were Radmila Graždanić, Professor at the Singidunum University, and Nenad Popović, Deputy Executive of the Regional Development Agency from Kragujevac. Detail LED assessment presentation will be held at the next PSC meeting in July.



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COMPONENT 3

INFRASTRUCTURE

- **Project Improvement of the Wood Processing Industry in Medveđa** was again noted as a critical project. Although the municipality made concrete steps to address problems, it has still not finalised the Scope of Works (SoW) and Bill of Quantities (BoQ), both preconditions for tendering.
 - **Slobodan Drašković, the Mayor of Medveđa**, apologized for delays on behalf of the municipality. He indicated that initially selected Grant Implementation Team (GIT) has not been efficient. The Municipality addressed the issue and replaced the Grant Manager, the GIT leading person. The main problem, however, was the lack of technical information regarding positioning of machines in the factory, which prevented the Municipality to finalise the SoW and BoQ. Medveđa would obtain the missing technical information and since all public utility companies have issued technical conditions for building permit, SoW and BoQ will be finalised within couple of days.
 - Mirić asked what was the deadline for the preparation of the SoW and BoQ. Drašković said they would be ready by 25 April.
 - Stanković reaffirmed the SoW and BoQ need to comply both in financial and technical terms with what was approved. Drašković confirmed this would be the case.

Agenda item 5:

Presentation of requests for funding commitments

The Component Managers presented requests for approval of funding:

- Development of planning documentation, modernisation of CAC Novi Pazar and clusters, Component 2 Manager
- Preparation of technical documentation and implementation of inter municipal and municipal infrastructure projects, Component 3 Manager
- Development of branding plans and implementation of selected projects, Dejan Drobnjak, Component 4 Manager

Comments/Discussion:

- With regards to the project of social issues of Roma population, Component 2 Manager confirmed the activities are planned in the original settlements and not in those inhabited by Roma IDPs from Kosovo, with the aim to improve the quality of living of Roma population. He further explained that this project, if approved, would be financially supported from the budget lines of Components 2 and 3.
- Vasilev asked what was the cooperation and coordination with the USAID on the Meteris Landfill project, bearing in mind that they were also engaged in similar activities. Component 3 Manager explained that EU PROGRES and USAID were in regular contact, that the EU PROGRES has the USAID Action Plan and that the organizational model will be developed in parallel with other activities.
- Mirić informed the participants that SEIO would participate in an international donor's conference in Sarajevo on 24 April 2012. In this regard he stressed out the importance for development of technical documentation of projects.



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- Trgovište Mayor said that environment is very important for development of the town and added that the Ministry of Environment has assisted Trgovište with ten million dinars for reconstruction of three water collectors on the Pčinja River. He stressed out the importance of construction of other water collectors and said that municipality has the project design which is worth 400,000 EUR.
- Mirić explained that although Serbia did not have agreement with Macedonia on Cross Border Cooperation, each year the SEIO has a budget of 600,000 EUR for this purpose, and encouraged everyone to think about suitable project proposals. He further said that the SEIO has good cooperation with the Ministries in Macedonia and stated that he will use the opportunity to discuss this issue with them next week in Brussels.
- Miodrag Jovanović, the Mayor of Staro Nagoričane greeted the participants and said it was completely new for him to see this kind of support provided to underdeveloped municipalities. He briefly presented of his town and supported the idea of Trgovište Mayor for construction of water collectors on the Pčinja River, saying that his town also suffered consequences during the floods.
- Biljana Stanković, the Director of the Centre for Development of Jablanica and Pčinja, said that the EU PROGRES communications has been the best and confirmed the stakeholders were always aware of Programme's work. She highlighted the newsletter as an example of best practice. Stanković said that the Centre, in cooperation with the municipalities of Jablanica and Pčinja, agreed priority regional projects and called EU PROGRES to consider those ideas when selecting larger projects. She also thought that the Programme and the Centre should enhance cooperation.
- Mirić said he supported cooperation with regional development agencies but also stressed that identification of priority projects does not always mean that they were ready for implementation.

Agenda item 6: Voting

All motions presented were endorsed:

- The Programme Steering Committee voting members adopted the Quarterly Report for January- March 2012 without any comments
- 14 grants for planning documentation and instruments for geodetic surveys, up to 300,000 EUR
- Modernisation of CAC Novi Pazar, up to 26,500 EUR
- Main design for the bypass road to industrial zone in Vranje, up to 106,200 EUR
- Development of technical documentation for the regional landfill Meteris, up to 125,000 EUR
- Main technical designs for five projects, up to 65,000
- Construction of water supply system in Džepnica village, Blace municipality, up to 76,353 EUR
- Reserve projects list from CfP2:
 - Regulation of vegetable market in Kuršumlija up to 69,821 EUR
 - Restoring of national library "Desanka Maksimović" in Vlasotince, up to 66,000 EUR
 - Installation of heating in sports hall of the recreation centre in Novi Pazar, up to 89,631 EUR



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- Implementation of the Regional Waste Management Plan for Nova Varoš, Prijepolje, Priboj and Sjenica, up to 220,000 EUR
- Regional Centre for Day Care and Vocational Training for People with Disabilities, up to 21,600 EUR
- Improvement of the sanitary conditions of the water intake and protection of the Vlasina River basin, up to 198,000 EUR
- Flood protection in the Raška River watercourse, up to 398,000 EUR
- Improvement of accessibility to water supply system in Roma settlements in South and South West Serbia, up to 456,000 EUR
- Effluent metres for Pčinja District municipalities – part of the South Morava waste water management project, up to 25,000 EUR
- The Steering Committee supported in principle funding of seven suggested branding projects, up to the 200,000 EUR.

Agenda item 7:

Report on the progress of consultations on the possible EU PROGRES successor

- Mirić thanked the Mayors of 25 Programme municipalities for sending letters in support of development of EU PROGRES successor project. He confirmed that the Delegation of the European Union has shown interest to support this initiative. Mirić also said that the SEIO would explore interest of other donors to support the new programme, in the first place the Government of Switzerland.
- Vujačić presented findings of five consultation meetings that Programme organised from 7 March until 4 April about the SEIO initial concept for the EU PROGRES successor. About 120 representatives of municipalities, development agencies, Chambers of Commerce and civil society who participated in the consultations strongly supported the initial concept, confirming that infrastructure, planning and technical documentations were areas where municipalities needed strongest support. The interlocutors pointed out there was a need to pay more attention to quality and effectiveness of activities, especially of those tackling capacity building.

Agenda item 8:

Other

- Ognjen Mirić said that the next PSC meeting would probably be held in Nova Varoš but that this was subject to further confirmation.



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The list of participants

Nr.	Name	Institution / Organization	Function
VOTING MEMBERS AND DONORS			
1.	Andrew Headey	The Delegation of the European Union	First Counsellor – Head of Section - Operations
2.	Ognjen Mirić	The Serbian European Integration Office	Deputy Director
3.	Ana Stanković	The Delegation of the European Union	Project Manager – Operations Section
4.	Petar Vasilev	Swiss Agency for Development and Cooperation (SDC)	National Programme Officer
5.	Miloš Panjković	The Ministry of Environment, Mining and Spatial Planning	Director
6.	Milica Rodić	The Coordination Body for Preševo, Bujanovac and Medveđa	Advisor to Director
7.	Sandra Hadžagić	The Office for Sustainable Development of Underdeveloped Areas	The Head of Projects Development Section
PARTICIPANTS			
8.	Nicholas Hercules	PBILD	Programme Manager
9.	Darko Tomić	Trgovište Municipality	Mayor
10.	Mića Stanković	Lebane Municipality	Mayor
11.	Miroljub Stojčić	City of Vranje	Mayor
12.	Milka Kaplanović	Ivanjica Municipality	LED Office
13.	Dragoslav Nikolić	Ivanjica Municipality	LED Office
14.	Radenko Cvetić	Raška Municipality	Mayor
15.	Faruk Suljević	City of Novi Pazar	Mayor Assistant
16.	Bahir Hamidović	Tutin Municipality	LED Office
17.	Milivoje Ralić	Blace Municipality	Deputy Mayor
18.	Gordana Kitanović	Blace Municipality	Grant manager
19.	Vesna Jakovljević	Kuršumlija Municipality	Mayor
20.	Dejan Jovanović	Kuršumlija Municipality	Head of LED
21.	Urhan Šaipi	Preševo Municipality	LED Office
22.	Milorad Mladenović	City of Leskovac	Mayor Assistant
23.	Miloš Stanković	Vlasotince Municipality	LED office
24.	Marinko Đorđević	Vlasotince Municipality	LED office
25.	Slobodan Drašković	Medveđa Municipality	Mayor
26.	Dejan Simić	Medveđa Municipality	LED office
27.	Dejan Nikolić	Vladičin Han Municipality	Mayor Assistant
28.	Milan Vučković	Vladičin Han Municipality	LED office

The Programme is funded by the European Union, the Government of Switzerland and the Government of Serbia and is implemented by UNOPS, in partnership with 25 municipalities of the South and South West Serbia

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29.	Vatroslav Slavković	Crna Trava Municipality	LED office
30.	Ankica Milenković	Surdulica Municipality	LED office
31.	Aleksandar Petrović	Surdulica Municipality	Mayor Assistant
32.	Fazila Azemović	Bujanovac Municipality	LED Manager
33.	Vesna Đorđević	Leskovac Chamber of Commerce	Director
34.	Budimir Mihajlović	Pčinja District	Head of District
35.	Biljana Stanković	Centre for the Development of Jablanica and Pčinja Districts	Director
36.	Galip Bećiri	Albanian National Minority Council	President
37.	Saša Stevanović	Trgovište Municipality	Mayor Assistant
38.	Gordana Ristić	Generator Vranje	President of NGO Generator
39.	Milorad Nikolić	Trgovište Municipality	LED office
40.	Dragan Krstić	Trgovište Municipality	Deputy Mayor
41.	Tanja Simonović	Trgovište Municipality	Head of Municipality
42.	Saša Kusmanović	Staro Nagotičane Municipality	Mayor Assistant
43.	Miodrag Jovanović	Staro Nagotičane Municipality	Mayor
44.	Graeme Tyndall	EU PROGRES	Programme Manager
45.	Marko Vujačić	EU PROGRES	Deputy Programme Manager
46.	Dušan Čukić	EU PROGRES	Technical Programme Specialist
47.	Dragan Mladenović	EU PROGRES	Component 1 Manager
48.	Dobrivoje Stančić	EU PROGRES	Component 2 Manager
49.	Jasmina Ilić	EU PROGRES	Component 3 Manager
50.	Dejan Drobnjak	EU PROGRES	Component 4 Manager
51.	Radule Ristović	EU PROGRES	Senior Coordinator
52.	Nataša Dimitrijević	EU PROGRES	Finance/ Audit Assistant
53.	Mladen Cvetanović	EU PROGRES	Programme Assistant
54.	Evgjenije Islami	EU PROGRES	Coordinator
55.	Ivana Todorović	EU PROGRES	Coordinator
56.	Boris Zlatanov	EU PROGRES	Coordinator

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