



**Regional School of Public Administration** (Phase 1)

A Joint Initiative of the European Union  
and the OECD, principally financed by the EU



RESPA/SC(2007)M3

## **RESPA LIST OF DECISIONS**

### **5TH SESSION OF THE RESPA STEERING COMMITTEE**

#### **5th ReSPA Steering Committee, 7 November 2007 Pristina**

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

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

#### *Committee action*

The Steering Committee is invited to:

- **Approve** the list of decisions of the 5th Session of the Steering Committee.

The Fifth Session of the Steering Committee was attended by the representatives of the parties of the ReSPA protocol of cooperation, with the exception of the State Union of Serbia and Montenegro (as the original signatory) and Serbia<sup>1</sup>. Pursuant to Article 11 of *the Rules of Procedure of the ReSPA Steering Committee* and the subsequent *Position of the Republic of Serbia related to the Agenda of the Fifth ReSPA Steering Committee to be held on 7 November 2007 in Pristina*, duly submitted to the Chair, the Republic of Serbia was represented by the Republic of Montenegro.

In its Fifth session, the Steering Committee, Chaired by the EC, took the following decisions:

<b>1. Adoption of the Agenda</b>	<b>RESPA/SC(2007)A3</b>
The agenda of the meeting was <b>adopted</b> .	

<b>2. Approval of the list of decisions, 4th session of the Steering Committee, Brussels, April 2007.</b>	<b>RESPA/SC(2007)M2</b>
The List of decisions of the April 2007 Steering Committee Meeting was <b>adopted</b> and it was <b>decided</b> to post them on the ReSPAweb.	

<b>3. Networking ReSPA with Other Institutions</b>	<b>RESPA/SC(2007)3/001</b> <b>RESPA/SC(2007)3/002</b> <b>RESPA/SC(2007)3/003</b> <b>RESPA/SC(2007)3/004</b> <b>RESPA/SC(2007)3/005a</b> <b>RESPA/SC(2007)3/005b</b> <b>RESPA/SC(2007)3/006</b>
<p>Article I of the Protocol of cooperation on the creation of the Regional School of Public Administration sets out the general cooperation objectives, and article II 1 a) specifies further the obligation to develop activities “stimulating cooperation between public administration institutions from the region and similar institutions in the European Union, as well as participation in international networks”.</p> <p>Pursuant to these objectives and the decision of the 4th session of the Steering Committee, the ReSPA Secretary reported on implementation of the additional training modules organised in 2007 in cooperation with the Greek EKKDA (on training management, September 2007), NISPAcee (on policy advisory capacities, September 2007), the French ENA (on expenditure management, October 2007), and with ILO-ITC and Sigma (on public procurement, November 2007). Cooperation with the Italian SSAP on a module on the European Senior Civil Servants, originally planned for November 2007 had to be postponed (now until March 2008) upon request from SSAP.</p> <p>Representatives of ReSPA also participated in meetings of prominent professional networks, including: NISPAcee Annual Conference (Kiev, May 2007), NSPSA</p>	

<sup>1</sup> The List of Participants of the 5<sup>th</sup> Meeting of the ReSPA Steering Committee is annexed.

Conference on the Impact of Europeanisation on the Public Administration (Bucharest, May 2007), XIX International Conference on Training and Development of Senior Civil Servants (Tallinn, June 2007), International Congress of Administrative Sciences (Abu Dhabi, July 2007) and EGPA Annual Conference (Madrid, September 2007). Reports were delivered and heard from all country/entity representatives on their participation in these events. All of them stressed the usefulness of these events for professional networking. It was further agreed that for the purposes of future reporting the ReSPA team at the OECD will prepare the attendance and reporting guidelines.

The Secretary also briefed the SC on the proposal from NISPAcee to co-organise with ReSPA in the Western Balkans the 2009 NISPAcee Annual Conference. The SC acclaimed the proposal and one proposal was heard (from Montenegro) to host the event.

The SC Members also proposed that an own ReSPA networking event could be organised to bring together the representatives of other professional networks and institutions and the Secretary will explore the possibilities of accommodating this proposal.

*The Steering Committee:*

- **Took note** of implementation of the ReSPA cooperation with EU Schools and Institutes of Public Administration;
- **Took note** of the reports presented by the Steering Committee Members on their participation in the meetings of the established professional networks and **requested** that for the future networking purposes the attendance and reporting guidelines be prepared by the ReSPA team at the OECD;
- **Accepted** the invitation received from NISPAcee to co-organise the 2009 NISPAcee annual conference, **decided** to be hosted in Montenegro, and **invited** the Secretary together with Montenegro to follow up.
- **Invited** the Secretary to deepen and widen cooperation with other institutions sharing the same objectives, and in particular to consider organisation of an additional ReSPA networking event.

4. Progress Report by the Chair and the Secretary	ReSPA/SC(2007)3/007
<p>The Chair and the Secretary provided a short update on developments since January 2007. In particular, lessons learned from the first year of training delivery by ReSPA, implementation of the so called Option B and the tasks by the resources contracted in the countries and entities and the networking events were discussed.</p> <p>The training provided has been in general very useful and appreciated by the participants and beneficiaries; but the experience of one year work also highlights a number of issues for improvement: It was noted in particular that applications for participation in ReSPA events are submitted late and often require several reminders; participants are not always carefully selected to benefit from the training in terms of their professional qualifications and the ability to effectively communicate in English; cases of</p>	

last minute changes and cancellations are numerous and selected participants are not always responsive to requests for information. The SC Members agreed that an additional effort can be made to better respond to the ReSPA calls for training candidates, even though objective obstacles are being encountered on the ground with respect to the internal selection and coordination procedures. Language also remains an important obstacle since all ReSPA activities are held in English and not all possible participants are fluent in foreign languages. The ReSPA team at the OECD will, on its part, work to further adjust the training modalities and contents to the needs of the region, even though the SC Members expressed general satisfaction with the proposals so far. The ReSPA team at the OECD proposed to organise certain modules in the languages of the region next year as a pilot project, though it underlined the budgetary impact of translations and interpretations. This approach should not weaken the level of participants nor the technical content of the courses provided.

In order to build on the good practices for operating ReSPA in the countries/entities in relation both to the implementation of option B and to the selection of participants, the Chair requested Montenegro to prepare a manual/guidelines on the applied methods. The Chair offered to convey to the appropriate EC services the difficulties encountered to issuing of visas for participants of the ReSPA regional events, which has proven an important formal obstacle to this regional initiative. While ReSPA is not in a position to change the current visa situation; the issue however needs to be raised as an example of obstacles faced in implementation of a regional project for which important prerequisites are not in place. The Chair expressed the view that in the phase 2 of ReSPA visa facilitation for the participants to ReSPA events will be an important matter which will have to be addressed possibly as part of the Host country agreement.

Regarding the support and contributions by Option B resources it was noted that they have been mobilised though with significant delays, as well as, in some cases, with limited effectiveness and efficiency. The persons identified by the SC Members as ReSPA resources have all demonstrated interest in the cooperation; but in some cases do not always match the requirements of the ReSPA/OECD. The Chair stressed in particular the necessity to improve this area of cooperation and requested that trilateral meetings shall be held between the resources the EC and the ReSPA team at the OECD to address the problems encountered.

*The Steering Committee:*

- **Took note** of the implementation of the 2007 programme of work and **requested** trial modules to be provided with interpretation in course of implementation of the 2008 programme of work;
- **Committed** to meet deadlines for registering participants to ReSPA activities;
- **Took note** of the difficulties encountered by some participants in getting visa;
- **Took note** of the difficulties encountered by some countries and entities to contract resources locally, and of the contrasted quality of the contributions made by those local resources;
- **Recalled** the responsibilities of the Steering Committee members to ensure that the contracted resources are used effectively.

5. Report on the implementation of the Public Sector Ethics Resource	
<p>At the 3rd ReSPA Steering Committee, 31 January 2007 held at the Headquarters of Human Management Resource Authority, Podgorica, Montenegro, it was decided not to implement the Public Sector Ethics Resource as an activity with the ReSPA work plan 2007. The representative of the former Yugoslav Republic of Macedonia expressed the interest of his country to develop a PSER project in 2007, and agreed to report on its implementation at the Fifth Session of the Steering Committee. Due to the change of ownership of the copyrights of the original toolkit during summer 2007, the implementation of the PSER has been delayed. It was thus suggested that further information be presented at the 6th session of the Steering Committee, in January 2008.</p> <p><i>The Steering Committee:</i></p> <ul style="list-style-type: none"> <li>o <b>Took note</b> of the postponement of the implementation of the PSER in the former Yugoslav Republic of Macedonia.</li> </ul>	

6. Training Needs Assessment	RESPA/SC(2007)3/008
<p>Pursuant to the decision taken in the 4th session of the SC, held in Brussels, in April 2007, the Secretary developed a Training Needs Analysis report based on contributions received from Steering Committee Members. The report provided the Steering Committee Members with an indication of the commonalities in terms of the needs for training, as well as indications of the needs for training that can best be addressed at a regional level.</p> <p>The SC Members acclaimed the conclusions of the report, though noted the need for certain factual updates and corrections. It was agreed that any such comments will be delivered to the ReSPA team at the OECD within a two-week time. It was further stressed that the document constitutes the first version of the analysis, which should be continued, resulting with subsequent annual updates.</p> <p><i>The Steering Committee:</i></p> <ul style="list-style-type: none"> <li>o <b>Took note</b> of the synthesis document developed by the Secretary;</li> <li>o <b>Committed</b> to deliver to the ReSPA team at the OECD the necessary information and factual updates and corrections within a two-week time;</li> <li>o <b>Invited</b> the Secretary to develop the future ReSPA training programme along the lines discussed.</li> </ul>	

7. Indicative Work Plan for 2008	RESPA/SC(2007)3/009
<p>Pursuant to Article III.3 of the Protocol of cooperation and Article 18 of the Rules of Procedure, the Steering Committee provided its guidance on the plan of activities for the following year on the basis of an Outline Plan of Activities for 2008 submitted by the Secretary.</p> <p>The SC Members agreed in principle to the proposals included in the Outline Plan of Activities and offered several detailed comments. With respect to the Steering Committee meetings in 2008 it was agreed that the 6th session should take place in Paris or Brussels at the end of January, the 7th session should take place in Brussels or Maastricht in April and the 8th session in the region in November 2008. Already Serbia and Croatia have proposed to host this meeting. The Secretary will follow up on the proposals to establish exact dates and venues for the SC meetings in 2008.</p> <p>More hosting proposals were heard from all SC Members and in particular (in the order of interventions):</p> <ul style="list-style-type: none"> <li>- Montenegro expressed general interest in hosting ReSPA activities, with more specific proposals to be agreed. Montenegro has proposed to host the NISPAcee conference 2009</li> <li>- Serbia submitted proposals to host one of the NISPAcee seminars on Institution Building for EU Membership and to host the third Annual ReSPA Conference,</li> <li>- the former Yugoslav Republic of Macedonia proposed to host one of the NISPAcee training events in the second half of 2008,</li> <li>- Kosovo (under UNSCR 1244) offered to host a ReSPA event in the second half of 2008;</li> <li>- Croatia declared its readiness to host ReSPA activities in its Civil Service Training Centre in Zagreb (if the number of participants is below 30), of which first could be scheduled already for February.</li> <li>- Bosnia-Herzegovina expressed general interest to host an event in course of 2008 and is to submit a proposal at a later stage,</li> <li>- Albania would like to host one of the NISPAcee modules for Policy Advisors, as well as the Second Meeting of the Heads of Schools and Institutes of Public Administration.</li> </ul> <p>Among other training and other activity proposals, the SC Members opted for the ENA training on anticorruption (possibly in cooperation with Slovenian anticorruption services) and project management training to concentrate on IPA related matters. With respect to the latter, the Chair proposed to explore whether such training could be delivered by the Commission services or IPA related tools. It was also noted that the project management training could be resourced also by experts from the region, in particular from Croatia. Among the proposals for the theme of the next Annual Conference, the Public Management in the EU perspective seemed to be the preferred topic, though Serbia who proposed to host the event has suggested the territorial organisation in the EU across levels of governance; and for the Meeting of the Heads of Schools and Institutes of Public Administration the topic of Training Needs Analysis was chosen, to develop further the analysis submitted by the Secretary to the present SC meeting. For that reason the Chair has invited the ReSPA SC Members to send in 2</p>	

weeks time a up-date of the their in-puts.

The representative of Croatia also raised the issue of possible other activities ReSPA should undertake in view of the Protocol of Cooperation (in particular Articles II.1.d and II.2.a). The Chair requested that Croatia elaborates on this proposal in due course for the 6th SC Meeting.

*The Steering Committee:*

- **Provided Guidance** on the Outline Plan of Activities for 2008 and **requested** the Programme to be amended for approval at the 6th SC Meeting;
- **Decided** in principle on the timing and locations of the 6th, 7th and 8th sessions of the Steering Committee.
- **Decided** that the first NISPAcee module will be held in Croatia in February.

## 8. ReSPA's future institutionalisation:

Reflections of the Steering Committee Members  
and of the Chair

In view of the provisions of Article V.1 of the Protocol of Cooperation, which obligated the parties to consider further institutionalisation of their cooperation, including participation by all parties in the funding arrangements, within two years from the entry into force of the protocol, i.e. May 2008, the Chair informed the SC of the latest developments with respect to the institutionalisation of ReSPA. In particular, he informed officially of the steps taken by the EC and the ReSPA team at the OECD to institutionally link ReSPA with the European Institute for Public Administration (EIPA), at least during the first years of its activities; as well as the steps to identify the location of ReSPA in the region and proceed with further steps leading to physical development of the institution by late 2008/early 2009.

Most of SC Members expressed willingness to host ReSPA and their intention to submit official proposals. Some members expressed dissatisfaction in relation to the timing of the procedure eg. Croatia and Kosovo indicating that national elections could jeopardise the quality of their proposals. Moreover, Croatia reiterated its earlier invitation to host ReSPA.

Preliminary contacts were held with EIPA on the future of ReSPA. While agreeing fully with outcome achieved by EC and the ReSPA team at the OECD, certain frustration was expressed by some members in relation to the discussions held without involvement of the SC Members. Clarifications were given by the Chair on the issue. All SC Members agreed that the final output on the plans for Phase 2 of ReSPA were very satisfactory."

Clarifications were requested regarding the physical, organisational and financial implications for the host of ReSPA in relation to the upcoming proposals.

Finally, the SC unanimously agreed that ReSPA should be located in the Western Balkan region, in one of the beneficiary countries/entities.

*The Steering Committee:*

- **Took note** of the institutionalisation process and **decided** on the location of ReSPA in the region;
- **Was given Information** on the preparations for Phase 2.

**9. Any other Business.**

No other point has been put on the agenda by Steering Committee Members.

The Chair announced the next Steering Committee in January 2008.

Following a review of the actions agreed upon during the meeting, the Chair concluded the meeting by thanking all participants for their fruitful contributions to the discussions.

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**Annex 1*****Participants List******FIFTH ReSPA STEERING COMMITTEE*****Centre Gorenje  
Veternik*****PRISTINA******7 NOVEMBER 2007*****In alphabetical order**

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