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Ministria e Administrimit të Pushtetit Lokal
Ministarstvo Administracije Lokalne Samouprave
Ministry of Local Government Administration

Department for European Integration and Policy Coordination

**Work Report of the Ministry of Local
Government Administration**

(January – December, 2022)

Prishtine, January, 2023

This report presents the work of Ministry of Local Government Administration for the period January – December 2022.

The report summarizes activities of all MLGA departments/organizational units focusing on four main areas, which constitute work objectives of the ministry according to the annual plan for the year 2022.

The Report is drafted by the Division for Policy Coordination.

The accuracy of the data is a responsibility of the Departments and organizational units of MLGA.

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Abbreviations

EA	European Agenda
AKM	Association of Kosovo Municipalities
WB	World Bank
BIRN	Balkan Investigative Journalism Network
COVID 19	Coronavirus – the pandemic
ECDC	European Center for Disease Prevention and Control
GIZ	German Society for International Cooperation
EI	European Integration
KIPA	Kosovo Institute for Public Administration
NIPH	National Institute of Public Health
LLSG	Law on Local Self-Government
MESTI	Ministry of Education, Science, Technology and Innovation
MFT	Ministry of Finance and Transfers
MIA	Ministry of Internal Affairs
MLGA	Ministry of Local Government Administration
SAA	Stabilization Association Agreement
MoH	Ministry of Health
OSCE	Organization for Security and Cooperation in Europe
LG	Local Government
NPISAA	National Program for the Implementation of the Stabilization Association Agreement
PQ	Central Government
OCMIAPA	Operational Center of the Ministry of Internal Affairs and Public Administration
CDPC	Centers for Disease Prevention and Control
WHO	World Health Organization
EOC	Emergency Operations Center
SDC/DEMOS	Swiss Agency for Development and Cooperation
SIDA	Swedish International Development Agency
MPMS	Municipal Performance Management System
SVL	Strategy on Local Self-Government
EUs	Emergency Units
SLED	Strategy for Local Economic Development
UNDP	United Nations Development Programme
USAID	US Agency for International Development
OSP	Office for Strategic Planning

Introduction

Ministry of Local Government Administration (MLGA) based on its legal mandate, the objectives of the Strategy on Local Self-Government 2016-2026, and the Annual Work Plan for 20122, has carried out the planned activities for the period January-December 2022. The report reflects the achievements according to defined areas, which are integrated in the Government's Work Plan for 2022, and the Operational Strategic Plan 2022 - 2025. The reported activities fall into five strategic objectives, as follows:

- Increasing local economic development through financial support of municipalities based on performance;
- Advancement of inter-municipal, international municipal and cross-border cooperation;
- Advancement of policies and legal framework for local self-government;
- Increase of municipal performance, promotion of human rights and capacity development;
- Administration and finances, audit and procurement.

The annual report is based on the data regarding activities carried out by MLGA departments and units / divisions, such as:

- Department for Sustainable Municipal Development;
- Department for Inter-municipal and Cross-border cooperation;
- Department for European Integration and Policy Coordination;
- Legal Department and Monitoring of Municipalities;
- Department for Municipal Performance and Transparency;
- Department of Finance and General Services;
- Division for Public Communication;
- Internal Audit Division;
- Procurement Division.

Concerning the report methodology, reports from the respective units of the MLGA have been taken into account, which have been analyzed and set according to the objectives and activities set in the annual work plan. The report is based on the quantitative and qualitative indicators for the activities carried out and is a report on the activities of MLGA for the period January - December 2022.

Executive summary

Ministry of Local Government Administration has achieved to implement the activities foreseen with the annual work plan for the period January –December 2022. The annual plan is a document based on the main objectives of the Strategy on Local Self-government 2016-2026, and in other relevant documents of the government. During the one year-period a considerable progress has been made in the field of local economic development, such as: completing the legal and sublegal framework on local self-government, improvement of the efficiency of municipal services, strengthening of municipal transparency, promotion of gender equality, e-government, expanding of the cooperation with partners/donors through mutual projects, cooperation with the civil society, improvement of the inter-sectorial cooperation, inter-municipal cooperation, international municipal and cross-border cooperation, increase of professional capacities of municipalities and many other fields.

After the emerging of the Coronavirus COVID-19 as a global pandemic, the Government of Kosovo took the adequate measures, thus MLGA has had an important role in the coordination and development of inter-institutional activities and in relation to the municipalities. As a result of this, a research was carried out and published to identify the problems and effects caused by the COVID 19 pandemic.

In the framework of the development of policies for Local Self-Government, the focus has been placed on the monitoring of the Strategy for local economic development, and a report has been prepared regarding the implementation of the action plan for the Strategy for Local Economic Development. Whereas, in cooperation with KLGAI, the model for drafting the strategy for local economic development of the municipalities and the guide for drafting the strategy for local economic development have been drafted, which have also been published in the official website of MLGA. Also the process of drafting the National Plan for local economic development has started.

Programs for financing capital projects of municipalities are one of the main instruments of direct support of municipalities in the field of economic development. The fund was launched from the CIF 2 and CIF program, 5 information sessions were held in 5 regions. Within the CIF 2 program, there are 7 beneficiary municipalities for 7 projects in the amount of €1,080,768.38. For infrastructure projects for communities, 28 projects were selected in 20 municipalities, in the amount of €1,000,000.00. For CIF projects, agreements have been signed for 12 projects. The municipal performance grant, in the total amount of €8,000,000.00, of which €3,000,000.00 from the budget of the MLGA and €5,000,000.00 from the donor budget, thus there were in total 14 beneficiary municipalities with 60 projects, of which from the MLGA budget there were 8 beneficiary municipalities with 25 projects and from the budget of DEMOS there were 6 beneficiary municipalities with 35 projects.

MLGA in cooperation with SDC-DEMOS, SIDA and the Norwegian Embassy in Kosovo, have completed the selection process of the municipalities benefiting from the grant for municipal performance for the municipalities which during 2019 have shown higher performance in the provision of services. For the 21 beneficiary municipalities, 57 projects in the amount of €3,615,474.00 have been financed from the program for co-financing with donors based on the grant scheme for the performance of municipalities in cooperation with the DEMOS project and other donors. Whereas, the evaluation of the municipalities for the performance of 2021 has begun, the data from the municipalities have been received, the data processing has been done. Regarding the evaluation of the performance of the municipalities for the performance grant for the year of allocation 2023, according to the results of the performance of 2021, an analysis has been prepared for the minimum conditions of the MPG. The government has taken initiatives to negotiate the international

agreement on MPG, the negotiating group has been established, the draft agreement has been prepared, and after finalization it will be sent to the assembly for approval.

In this year, the advancement of cross-border cooperation has continued within the framework of three programs: Kosovo - Albania, Kosovo - Macedonia and Kosovo - Montenegro. During this period were realized, 10 initiatives for inter-municipal cooperation, and 7 initiatives for international municipal cooperation, whereas there were signed 2 agreements for inter-municipal cooperation and 2 agreements for international municipal cooperation. Also, it is done assessment of an initiative for twinning of the Municipality of Peja with the Municipality of Kirklareli - Republic of Turkey.

As part of the M4Y project, digital and media outreach has been done by creating 13 digital posters with young people and focusing on women, in order to encourage them and apply for training and grants, and 50 target communities have been selected which have started the activities of mobilization and covering all municipalities. Youth groups have been formed for the first cycle of grants, and youth leaders have been identified. Subprojects have been reviewed for eligibility for the first cycle of grants. The sub-grant evaluation committees were established, the call for proposals for sub-grants for teenagers (15-18) and adults (18-24) for the first grant cycle was made, and the list of sub-grant winners was presented for the first grant cycle. The M4Y website has been designed, which will be launched in October of this year. The First Call for Proposals was opened in ten partner municipalities in May 2022. Thus 185 applications were received.

This year, MLGA has given special focus to the legal and sub-legal acts in the legislative program for 2022 and other documents, including the drafting of two concept documents and an ex-post evaluation, as well as the amendment/completion of 4 sub-legal acts. MLGA has concluded the Feasibility Study for Local Government, also this year the report and program of medium and long-term orientations of the local government system were drawn up, which were proceeded to the government for approval. The government has reviewed the aforementioned documents and they have been published. A model integrity plan for municipalities and a manual for the implementation of the integrity plan in municipalities have been drafted.

In the period January - December 2022, 38 municipalities of the Republic of Kosovo were operating, holding regular meetings. Municipal assemblies held 513 meetings. The meetings of the municipal assemblies were monitored through the telepresence system, as well as the physical presence of officials responsible for the municipalities: North Mitrovica, Zubin Potok, Zvečan and Leposaviq. During this period, a total of 2280 acts were received, of which 107 regulations and 2173 decisions. Out of a total of 2280 acts, MLGA has evaluated 1160 acts, while 1120 acts have been sent to the line Ministries.

Regarding the preliminary consultation of the acts of the sectoral ministries and their compatibility with the local self-government legislation, a total of 13 legal and sub-legal acts have been received from them: 2 draft Laws, 1 draft Regulation, 8 draft Administrative Instructions and 2 concept documents. Whereas, regarding the notification letters addressed to the municipalities, during this period 70 requests and 10 complaints from natural and legal persons have been received and examined.

In order to reflect the activities developed by the municipal assemblies, the Report on the functioning of the municipal assemblies for the period January - December 2021, and January - June, and July - September 2022 has been drafted and published. In cooperation with the OSCE mission in Kosovo, the integrity plan for municipalities and the manual/guideline for monitoring the implementation of the integrity plan in municipalities have been drafted. The same was launched during the information sessions/trainings with the municipalities which were held in May.

MLGA has led a very important process for addressing the obligations of municipalities arising from the European agenda. During this period, it is drafted the Report on the fulfillment of the obligations of the municipalities arising from the European Agenda for the period January-December 2021, as well as the report January-September 2022. The periodical report for the period July-September 2022 was also prepared for the

measures of MLGA within the framework of National Implementation Program of the SAA. The obligations of the municipalities have been identified by NPISAA and have been incorporated into the general plan of the municipalities for fulfilling the obligations arising from the European Agenda for 2022. The conclusions reached by the subcommittee for justice, freedom and security have been identified and reported to the Prime Minister's Office.

Regarding the field of promoting gender equality in municipalities, it is raised the awareness of municipal officials for the need for concrete steps in the integration of the gender perspective in municipal policies, where MLGA has continuously made efforts for municipalities to achieve gender representation in accordance with the legal framework. The Ministry of Local Government Administration and the Ministry of Education, Science, Technology and Innovation have recently signed a Memorandum of Cooperation for financial support for students from the Ashkali, Egyptian and Roma communities who study in public universities in Kosovo.

MLGA has provided continuous information to the public, media, civil society, international organizations, as well as interested parties regarding the developed activities. However, regarding open government as one of the basic principles of the work of the Government of the Republic of Kosovo, at the initiative of the MLGA the Government of the Republic of Kosovo has decided to start drafting the National Action Plan for open government within the Partnership for Open Government - POG. The National Action Plan 2023-2025 has been drafted, and has gone through the two processes of preliminary consultation and public consultation until September 30, 2022 and has been approved by the Government.

MLGA has started the process of digitalizing municipal services through the development of the E-MUNICIPALITY platform. In cooperation with DEMOS, the Terms of Reference have been drafted for the engagement of the expert for carrying out the feasibility study for the E-MUNICIPALITIES platform, as well as the cooperation agreements have been signed with the Academy for E-Government of Estonia for the development of the E-MUNICIPALITIES platform. On September 2, 2022, the E-MUNICIPALITIES platform was launched within the E-KOSOVA state portal.

As for the coordination of policies, the involvement of civil society continued in the drafting of policies and legislation for local self-government and in the implementation of the strategy for local self-government 2016-2026. Likewise, the cooperation with the Consultative Forum for Local Government has continued, which is a "success story" and has been mentioned as an achievement in the Country Report 2021 for Kosovo by the European Commission. Meetings were held with departments and organizational units of MLGA for the coordination of activities planned in 2022 and the drafting of the annual work plan of MLGA for 2023 has been completed, which has been sent to the coordination secretariat of the government, the same is published also in the official website of the MLGA. In this period, the mid-term strategic priorities were identified, and the National Development Plan, 2023-2025, was drafted. The Integrity Plan for MLGA was also drafted, and the model integrity plan for municipalities and a manual/guideline for monitoring the implementation of the integrity plan in municipalities. The same has been translated into the official languages and was launched during the (5) five information sessions with the municipalities which were held during May. There were 6 trainings organized according to the program and the planned period of time. In cooperation with KIPA and with the support of OSCE, 1-day trainings were organized in the 5 regions of Kosovo, related to the drafting and monitoring of the implementation of the Plan for Integrity in the Municipalities.

The budget of MLGA for the year 2022, (*based on the report dated 05.01.2023*) together with Donations (*93 Council of Europe and WB-World Bank*) is €7,799,564.44. From this amount, from the MLGA budget were spent 4,190,507.22 € or 69.75% of the budget. In the category of donations, €155,971.64 or 74.97% of the budget was spent from the 93 Council of Europe, while €718,933.00 or 45.41% was spent from the WB-World Bank donation. In total, the MLGA Budget and Donations have been spent in the amount of 5,064,411.86 or 64.94%.

In the field of Audit, during this period, 2 meetings of the Audit Committee were held. The audit process: "*Management of wealth in MLGA*", the Audit process "*Management of payroll in MLGA*" has been completed. In addition, the audit was carried out: "*Procurement Management System*", the report was sent to the stakeholders. In this report, one (1) recommendation was given. The audited unit prepared the action plan for the implementation of the recommendations. It is in the process of audit the "*Budget management system*", and the ad-hoc audit "*Fulfillment of contracted obligations for website maintenance*" which started on 01.09.2022.

While, with regards the procurement, during this period, the planned activities were developed such as: **Supply Contracts** (*office supply, office supply for CBC, IT supply, IT supply for CBC, and supply with other IT equipment*), **Contract for Services** (*services for car cleaning, technical control and car insurance*).

I. Actions undertaken by MLGA upon the emergence of the COVID-19 Coronavirus

After the emergence of the COVID-19 coronavirus as a global pandemic, the institutions of the Republic of Kosovo have taken adequate and necessary measures to prevent its spread.

1.1. Actions undertaken by MLGA in relation to municipalities due to COVID-19

The Ministry of Local Government Administration, in accordance with its responsibilities and according to the objectives of the Strategy for Local Self-Government, its mission and vision, during this period has paid an important attention to the municipalities, with the aim of supporting and taking adequate measures to prevent the spreading of the global pandemic of COVID-19. In this regard, MLGA has addressed a series of requests and notices to mayors of municipalities, chairpersons of municipal assemblies, the Emergency Operational Center (EOC), the Operational Center of the MIAPA (OPMIAPA) and the Centers for Disease Prevention and Control (CDPC), as and in other institutions.

Also, MLGA has held virtual coordination meetings with the mayors of the municipalities of the Republic of Kosovo, with the aim of discussing new measures related to the COVID-19 pandemic and overcoming the challenges together.

1.2. Identifying and addressing the problems caused by the COVID 19 pandemic at the municipal level

As part of this activity, a study was carried out regarding the problems caused by Covid-19 pandemic. After the regional workshops related to the data of municipalities, businesses and NGOs on the problems caused by the Covid-19 pandemic, as well as after the development of empirical research in the field, the experts engaged by UN-HABITAT have processed the data which are within this study. This year is prepared **the Report related to the problems caused by the Covid-19 pandemic at the local level, which was published on September 8, 2022.**

II. Increase of local economic development through financial support of municipalities based on performance

The activities implemented within the first objective, are grouped into 3 main areas as follows:

- Drafting of policies for local economic development;
- Financing of municipal projects;
- Management of municipal performance.

2.1. Development of the strategic framework for local economic development

MLGA on an annual basis monitors and reports on the implementation of the action plan of the Strategy for Local Economic Development 2019 - 2023. For this purpose, a letter has been sent to the municipalities and line ministries to report on the implementation of the activities arising from the action plan SLED. The data were received from 31 municipalities and from the line Ministries, as well as the action plan report was prepared, which was sent to the OPM-OGS. A model strategy for local economic development of municipalities and a guideline for drafting the strategy for local economic development have been drafted, which have also been published on the official website of MLGA. The final draft of the model economic profiles of the municipalities has been prepared, which was discussed with the Municipal Directors for Economic Development in the meeting held on 23.09.2022. The document has been finalized and sent to the municipalities.

Regarding the Drafting of the National Program for Local Economic Development 2023-2029, in February the decision was issued to establish the working group for the Drafting of the National Program for Local Economic Development 2023-2029. The working group held regular meetings, where two questionnaires were prepared, one for municipalities and the other for businesses. From these questionnaires, were received 31 responses from municipalities and 57 responses from businesses. The findings from the questionnaires were analyzed, and a meeting was organized with the directors of economic development of the municipalities of Kosovo. Thus in December, the Working Group prepared the draft plan, which will be finalized and approved in the first half of 2023. In regards to the preparation of the recommendations for the advancement of the municipal budget processes, a letter was prepared with the proposal of MLGA and the same was sent to the office of the Minister of the Ministry of Finance, Labor and Transfers. In addition, three regional workshops were held to improve the implementation of audit recommendations in municipalities.

- The report of the municipalities' expenses for the year 2021 has been drafted;
- The report of the own revenues of the municipalities for the year 2021;
- Report of capital investments in municipalities for 2021;
- The report related to the recommendations of the general auditor for municipalities for 2021;
- Draft comprehensive report for the years 2008/2021; and
- Draft comprehensive report for the years 2019/2021; and
- The budgetary impact assessment for the AI for the establishment and operation of the child rights team has been prepared.

2.2. Financing of municipal projects

Programs for financing capital projects of municipalities are one of the main instruments of direct support of municipalities in the field of economic development. MLGA has prepared the criteria for applying for the financing of municipal projects based on the CIF 2 program, as well as the criteria of the other program for support related to infrastructure projects for communities in the municipalities. The fund from the CIF 2 and CIF program was launched, 5 information sessions were held in the regions of the municipalities. Within the CIF 2 program, 44 applications were received from 35 municipalities, while for infrastructure projects for communities in the municipalities of Kosovo, 40 applications were received from 20 municipalities. The applications for infrastructure projects for communities were evaluated and 28 projects in 20 municipalities were selected, in the amount of €1,000,000.00, the 20 beneficiary municipalities for 28 projects were notified, and the agreements were signed. The review panel of CIF 2 has finalized the evaluation of the applications and 7 beneficiary municipalities have been notified for 7 projects in the amount of €1,080,768.38. For CIF projects, agreements have been signed for 12 projects. The total amount of the municipal performance grant is €8,000,000.00 of which €3,000,000.00 from the budget of the MLGA and €5,000,000.00 from the donor budget, thus there are 14 beneficiary municipalities with 60 projects, where from the MLGA budget there are 8 beneficiary municipalities with 25 projects and from the budget of DEMOS there are 6 beneficiary municipalities with 35 projects.

2.3. Assessment of municipal performance

During this period, the Ministry of Local Government Administration has given great importance to the advancement of the municipal performance system and the performance-based grant scheme. MLGA in cooperation with SDC-DEMOS, SIDA and the Norwegian Embassy in Kosovo, has completed the selection process of the municipalities benefiting from the grant for municipal performance, for the municipalities which during 2019 have shown higher performance in the provision of services. From the co-financing program with donors based on the grant scheme for the performance of municipalities in cooperation with the DEMOS project and other donors, there are 21 municipalities benefiting with 57 projects in total amount of €3,615,474.00. From these, there are 24 projects in 8 municipalities that are financed from the MLGA budget in the amount of €1,232,744.24 and from the budget of the DEMOS project there are 33 projects in 21 municipalities that were financed in the amount of €2,383,130.00. The evaluation process of municipalities for the performance grant for the year of allocation 2022 has been completed, according to the performance of 2020. The evaluation of municipalities for the performance of 2021 has been completed. Regarding the evaluation of the performance of municipalities for the performance grant for the year of allocation 2023, according to the performance results of 2021, the analysis for the minimum conditions of the MPG has been drafted. The government has taken initiatives to negotiate the international agreement on MPG, thus the negotiating group has been established, the draft agreement has been drafted, and after finalization it will be sent to the assembly for approval.

III. Advancement of inter-municipal, international municipal and cross-border cooperation

The activities under this objective were carried out by:

- Strengthening the inter-municipal and international municipal cooperation;
- Implementing cross-border cooperation programs;
- Project from the World Bank “Municipalities for Youth”.

3.1. Inter-municipal and international municipal cooperation

In the period January - December 2022, MLGA has carried out its activity related to the support of municipalities for the advancement of inter-municipal and international municipal cooperation. With the support of OSCE, five (5) workshops were organized in the region of Peja, Prizren, Prishtina, Mitrovica and Gjilan regarding the procedures of inter-municipal and international municipal cooperation. During this period, 10 initiatives for inter-municipal cooperation, and 7 initiatives for international municipal cooperation were realized, whereas 2 agreements for inter-municipal cooperation and 2 agreements for international municipal cooperation were signed. Also, it is carried out the assessment for the twinning of the Municipality of Peja with the Municipality of Kirklareli - Republic of Turkey. MLGA has drafted the Concept Document for Inter-municipal Cooperation, which has been sent to the Government for approval. A database has been created for all inter-municipal and international municipal cooperation agreements. In order to advance the process related to the twinning of the municipalities of the Republic of Kosovo with international municipalities/cities, a conference was organized for international municipal cooperation/local government where the representatives of the IOWA state participated.

Within the framework of the program - Instrument for Capital Investments (CIF), Memorandums of Understanding were signed with four (4) municipalities of the Republic of Kosovo: Inter-municipal cooperation agreement for the financing of the project "Development of road and agricultural infrastructure" for the municipalities of Istog and Peja as well as the inter-municipal cooperation agreement for the financing of the recreational-sports project entitled "Yellow Valley" for the municipalities of Kamenica and Novoberde.

3.2. Implementation of cross-border cooperation programs

The advancement of cross-border cooperation has continued within the framework of three programs: Kosovo - Albania, Kosovo - Macedonia and Kosovo - Montenegro.

3.2.1. IPA II Programme Kosovo-Albania 2014-2020

The IPA II Program Kosovo-Albania 2014-2020 - The implementation of two projects contracted by the Second Call has continued: Green Cross - Towards green local economies with smart investments with a time period: January 15, 2020 - May 15, 2023 and Clean Water Project - The project for clean water in Gjakova and Kukes with a time period: January 15, 2020 - January 15, 2023. The project is being implemented and monitoring visits have been paid to the beneficiaries in Kosovo and Albania. Of course, as far as management of the TAGC technical assistance contract is concerned, the decision was made on the new composition of the Joint Monitoring Committee Albania - Kosovo, as well as through the written procedure the Annual Implementation Report (AIR) for 2021 was approved.

There are contracted 4 projects selected within the 3rd call for the total financial amount of €1, 600, 00.00 (The road to the efficient use of local natural resources; Increasing biodiversity in the Drin River basin through Integrated Watershed Management - BIODRIN; Eco-Tourism Routes in the Cross-Border Area for the Promotion of Alternative Tourism (ECO ROUTES); Interconnection of Tourism through Cultural Heritage and Smart Solutions in Lezhe and Gjakova. The projects are at the beginning of implementation, will be

published on the website of the Program. The document regarding the IPA III Programming for the Albania - Kosovo Program, was approved on September 15, 2022 by DGNEAR in Brussels.

We are waiting for the acceptance of the official document of the Cross-Border Cooperation Program Albania - Kosovo IPA III, 2021-2027, from the European Delegation. It was published in Official Gazette, the Law no. 08/L-148 on the Ratification of the "Financial Framework Partnership Agreement between the Republic of Kosovo and the European Commission on Specific Arrangements for the Implementation of Union Financial Assistance to Kosovo under the Instrument for Pre-Accession Assistance (IPA III). The 8th meeting of the Joint Monitoring Committee - JMC was held during this year, on November 10, 2022. 2) The concept note for the fourth call for project proposals was approved. 3) All projects of the third call have started to be implemented and are in the initial phase of being executed. During the months of April - June 2022, monitoring visits were carried out in all projects.

3.2.2. IPA II Programme Kosovo-Macedonia 2014-2020

The programs of IPA III 2022 - 2027 have been approved and published on the official website of the European Commission. Within the framework of the 4th call for project Proposals, two projects have started to be implemented: the "CBCEko kid" project, where the beneficiary is the Municipality of Ferizaj in partnership with the municipality of Çairi and the project "Pilot interventions for waste water treatment and solid waste management in the cross-border region" where the beneficiary is the Municipality of Novoberda in partnership with the municipality of Gjorce Petrov. The Prizren-Tetovo project "Reviving Crafts and Building Culture for Joint Touristic Development" has started to be implemented from June 2022. Thus 10 monitoring visits have been paid to the above-mentioned projects by the JTS and MLGA staff. Trainings were held for the beneficiaries of the projects from the 4th call, for the guidance of the beneficiaries regarding the implementation of procurement procedures based on PRAG rules, narrative and financial reporting within the Program projects as well as other issues related to visibility rules.

Also during this period, two trainings were organized in Pristina and Skopje regarding the project management cycle. The Consultative Forum was held with the municipalities under the CBC Program Kosovo-North Macedonia, on March 16, 2022, where the concept of the 5th call for project proposals was presented. A guide package has been prepared with accompanying documents and the announcement of the 5th call for project proposals within the Kosovo-North Macedonia CBC Program. Information days for potential applicants were held on August 16 in Kosovo/Gjilan and on August 18 in North Macedonia/ Çair. The evaluation process of the concept notes or the first stage of the application is carried out by the EU Office in Kosovo. Thus 2 JMC meetings were held on February 14 and December 22. The bilateral meeting was held on September 29, 2022. The JTS staff participated in a regional forum in Tirana on May 15-18. The training package for the JMC members has been prepared and the trainings will be carried out at the beginning of 2023. The request for no cost extension for the continuation of the TAGC implementation until December 5, 2023 has been approved.

During the month of February, the second annual report of the Contract (TAGC) was finalized along with accompanying documents and sent for approval to the EU Office in Kosovo. The same were also approved at the meeting of the JM, for the year 2021, which was held on February 14, 2022.

3.2.3. IPA II Programme Kosovo - Montenegro 2014-2020

The project evaluation process within the third call has been completed. On December 14, the JMC meeting was held where a positive advisory opinion was given to 10 projects in the total value of €3,216,040.59, namely 3 for thematic priority 1 - Promotion of employment, labor mobility and social and cultural inclusion across the border; 3 for thematic priority 2 - Environmental protection, promotion of climate change adaptation and mitigation, risk prevention and management; and 4 for thematic priority 3 - Encouraging tourism and cultural and natural heritage. The contracting of the selected projects as well as the organization of the grant awarding ceremony will be carried out in January 2023 in Pristina. On January 26-27, 2022, the second meeting of the Program Steering Committee was held.

The twelfth Bulletin for Increasing Cooperation of the Joint Technical Secretariat for the CBC program Montenegro - Albania and Montenegro - Kosovo has been published, related to the projects financed under the 1st and 2nd call of the IPA Program II. The promotional videos related to the implemented projects and those that are under implementation of both calls have been finalized and published. The 8th JMC meeting was held on December 14, 2022. The Current TAGC IPA/2019/409-185 has been extended at no additional cost through addendum no. 2 until 04 April 2023, while the new TAGC No. IPA/2021/428-797 with the 2020 allocation in the amount of €120,000 for technical assistance within IPA II 2014 - 2020 enters into force on December 5, 2023 and ends on April 5, 2024. IPA III programs 2022 - 2027, have been approved and published on the official website of the European Commission. The project "Creation of Employment in Agriculture" within the II Call for Project Proposals (Podgorica, Tuz, Gollubovc & Peja/Istog) has continued its activities according to the plan and objectives of the project and has requested an extension without additional costs, which is approved by DEU in Montenegro. The project "Cross-border actions for the reproductive health sector" within the II Call for Project Proposals (Montenegro: Andrijevic, Bar, Berane, Bijelo Polje, Gusinje, Petnjica, Plav, Podgorica, Kolasin, Mojkovac, Rozhaje and Ulcin - Kosovo: Peja, Istog, Klina, Decan and Gjakova) ends on 01.03.2023. The project "Tourist center for a better touristic offer in less advanced mountain countries" within the II Call for Project Proposals (Andrijevic-Montenegro and Decan-Kosovo) has continued its activities according to the plan and objectives of the project and requested an extension at no additional cost, which was approved by the DEU in Montenegro. The project ends in May 2023. The project "Cultural heritage - treasure of the cross-border region" within the II Call for Project Proposals, (Gusinje-Montenegro, and Peja-Kosovo) has continued its activities according to the plan and objectives of the project and has requested an extension without additional costs, which was approved by DEU in Montenegro. The "PRAXIS" project within the II Call for Project Proposals, (Berane, Petnjica, Gusinje - Montenegro and Gjakova, Klina - Kosovo) has completed all activities according to the plan and objectives of the project. The programs of IPA III 2022 - 2027 have been approved and published on the official website of the European Commission. The bilateral inter-institutional agreement for cross-border cooperation with NIPAC Kosovo has been finalized and sent to NIPAC for review and approval before signing by both parties.

3. 3. Implementation of the World Bank project "Municipalities for Youth"

The project 'Municipalities for Youth - Component I' or M4Y Project is a \$2.7 million grant provided by the Japanese Government through the Japan Social Development Fund (JSDF), which is administered by the World Bank.

The project aims to increase socio-economic opportunities for marginalized youth (15-24 years) in Kosovo. Through this project, the selected municipalities will address the socio-economic needs of young people, financing the initiatives that originate from them, with the aim of increasing cooperation between young people and local institutions. The project is implemented in 10 municipalities, with the aim of improving the socio-economic inclusion of at least 3,000 marginalized young people in vulnerable communities in Kosovo through civic engagement and raising their capacities and skills. The project will be implemented in 10 municipalities, which have been selected, such as: Junik, Ranilug, Hani i Elezit, Zvecan, Kacanik, Skenderaj, Rahovec, Gillogoc, Vushtrri and Ferizaj. In the framework of the M4Y project, 157 orientation meetings were held where 1575 beneficiaries participated, 27 other meetings were held for the mobilization of the youth network with about 349 participants and a total of 53 community influencers were trained, out of a total of 50 targeted. Furthermore, digital and media outreach was done by creating 13 digital posters with youth and with a focus on women, in order to encourage and apply for training and grants. The ToT training manual and the visibility annex with the UPSHIFT methodology were approved, and the training was held for 30 mentors and trainers for all target municipalities. In addition, 50 target communities have been selected and mobilization activities have begun in all municipalities and over 2,200 applications for training have been accepted from young people, of which 1,500 have been trained from April 2022. Workshops have been organized for the application of training in municipalities and teenagers (15-18) were helped with training on application procedures and logistics. The implementing company CDF has collected the basic data for the first round of grants.

Youth groups have been formed for the first cycle of grants, and youth leaders have been identified. Subprojects have been reviewed for eligibility for the first cycle of grants. The sub-grant evaluation committees were established, the call for proposals for sub-grants for teenagers (15-18) and adults (18-24) for the first grant cycle was made, and the list of sub-grant winners was presented for the first grant cycle. The M4Y website has been designed and will be launched in October this year. The First Call for proposals was opened in ten partner municipalities in May 2022. There were 185 applications that were received. From 138 technically acceptable applications, 94 applications have been selected and the list of winners has been published on the municipalities' websites, and tripartite agreements have been signed with the beneficiaries. There were 255 volunteers selected, and a database with their data was created, as well as 51 people for monitoring.

IV. Advancement of policies and legal framework for local self-government

The activities carried out during this period that are related to the fulfillment of the objective for the advancement of policies and the legal framework for local self-government, for the year 2022, have been extended in the direction of:

- Development of primary and secondary legislation;
- Prior consultation of sectoral acts;
- Regular meetings with municipalities;
- Monitoring of municipalities;
- Addressing and implementing obligations from the European agenda;
- Policy coordination;
- Prepared reports.

4.1. Drafting of legal acts and bylaws

The Ministry of Local Government Administration has given special focus to the by-laws in the legislative program for 2022 and other documents, which are in the process of being drafted and supplemented/amended, as follows:

- Ex post evaluation of Law No. 06/L-092 for the Allocation for Use and Exchange of Immovable Property of the Municipality (*the final report related to the ex post evaluation was prepared and approved by the Legal Office of the Office of the Prime Minister*);
- Concept document for the Law No. 03/L-072 for Local Elections in the Republic of Kosovo (*is finalized and sent to the Government for approval*);
- Concept-document for the allocation for use of the municipal property (*the Working Group has been established, and the concept draft has been drafted, it is now in the public and preliminary consultation procedure, it will be sent to the Government for approval in the first three months of 2023*);
- The amendment/supplementation of the Regulation No. 04/2019 for the Internal Organization and Systematization of Workplaces of the Ministry of Local Government Administration (*it is in the process of being finalized*);
- Draft Administrative Instruction for Defining the procedures for the implementation of languages in municipalities (*has been approved and entered into force*);
- Draft Administrative Instruction (GRK) for the Establishment and Operation of the Team for Children's Rights (*it was approved by the Government and entered into force*).

4.2. Assessment of the impact of policies in the field of local self-government

MLGA has concluded the Feasibility Study for Local Government, also in this period the report and the program of medium and long-term orientations of the local government system have been drafted, which were proceeded to the government for approval. The government has reviewed the aforementioned documents and they have been published. The manual for public consultations in municipalities, the model plan for integrity for municipalities and the manual for implementing the plan for integrity in municipalities have been drafted.

Regarding the preliminary consultation of the acts of the sectoral ministries and their compatibility with the local self-government legislation, a total of 50 legal acts and bylaws have been accepted, from them: 15 Draft Laws, 2 Draft Regulations, 28 Draft Administrative Instructions and 5 Concept Documents. Whereas, regarding the notification letters addressed to the municipalities, during this time period 250 requests and 35 complaints from natural and legal persons were received and examined.

4.3. Monitoring of municipal assemblies

During the year 2022, the assemblies of 38 municipalities of the Republic of Kosovo operated, holding meetings regularly. In October, the chairpersons of the assemblies and the members of the assemblies from the Serbian community, of the municipalities: North Mitrovica, Zubin Potok, Zvecan and Leposaviq, resigned. After that the CEC replaced the members of the assemblies of the municipalities: North Mitrovica and Zubin Potok, while for the municipalities: Leposaviq and Zvecan, elections have been scheduled for April 2023, since there were no members on the waiting lists to replace the current assembly members. After the replacements by the CEC, the members of municipal assembly of North Mitrovica and Zubin Potok took the oath as provided by the LLSG. Municipal assemblies have held 511 meetings, of which 390 regular meetings, 55 extraordinary meetings, 10 urgent meetings and 56 solemn meetings. The meetings of the municipal assemblies were monitored through the telepresence system, as well as the physical presence of officials responsible for the municipalities: North Mitrovica, Zubin Potok, Zvecan and Leposaviq. During this period, a total of 2,280 acts were received, of which 107 regulations and 2,173 decisions of the municipal assemblies. All acts of assemblies have been subjected to the process of administrative review of legality. Out of a total of 2280 acts, MLGA has assessed 1160 acts, while another 1120 acts have been sent to the line Ministries.

MLGA, after reviewing the legality of acts of the municipalities, has assessed 1079 acts as legal, while 71 acts have been returned for review. Thus municipalities, after receiving the request for review, have re-examined and harmonized 61 acts, as requested by MLGA, while 10 acts remained reviewed, where for 6 acts a letter has been sent to the Ministry of Justice to be contested in court since the deadline for review has passed, while 4 other acts are within the legal deadline for review. As for the acts sent to the line Ministries, MLGA forwarded 1120 acts to these ministries for assessment, of which 1009 acts were confirmed as legal by the line Ministries, while 111 were found to be illegal. For all ascertained violations, the line Ministers forwarded requests for review to the municipalities, notifying the MLGA as well. After accepting the requests for review, the municipalities have reviewed 78 acts, for 11 acts which have not been reviewed and harmonized by the municipalities within the legal deadline, the MLGA has sent a follow-up letter to the Ministry of Justice to contest in court, while 22 other acts have not been reviewed by the municipal assemblies.

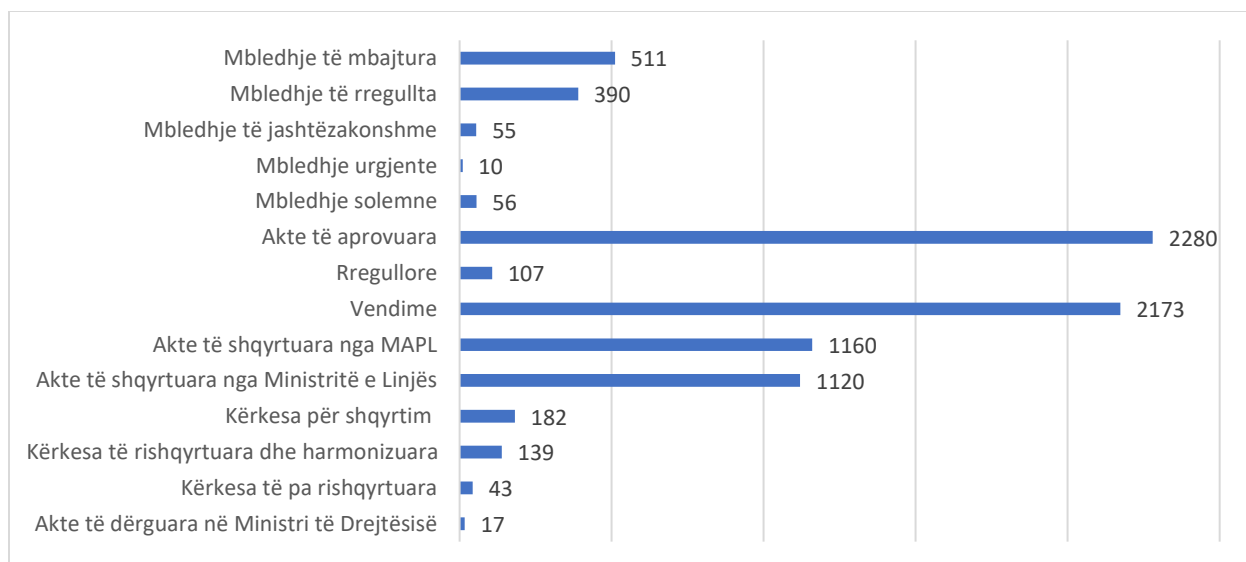


Diagram 1: The number of municipal meetings and acts reviewed during 2022.

MLGA, in accordance with the legal mandate defined by the legislation on local self-government, monitors the municipalities on the basis of which it drafts periodic reports on the functioning of the municipalities. Municipal

bodies are obliged to exercise their powers according to the Constitution, laws and by-laws of the Republic of Kosovo. At the end of March 2022, MLGA has drafted the annual report on the functioning of municipalities, which has been sent to the Government, Presidency and Assembly of the Republic of Kosovo.

4.4. Addressing the obligations deriving from the European Agenda

The Ministry of Local Government Administration has coordinated activities with municipalities to address and implement obligations deriving from the European integration agenda. During this period it is drafted the Report on the fulfillment of the obligations of the municipalities deriving from the European Agenda for the period January-December 2021, the Report January - July 2022, and the Periodic Report for the period July - September 2022 for the measures of MLGA within the National Program of Implementation of the SAA. Based on the data provided by the municipalities, during the period January-December 2021, the municipalities of the Republic of Kosovo have managed to fulfill 56% of the activities planned for implementation. In total, the municipalities have managed to fulfill 62% of the municipalities' obligations deriving from the European Agenda. The obligations of the municipalities have been identified by NPISAA and have been incorporated into the general plan of the municipalities for the fulfillment of the obligations of the European Agenda for 2022. The conclusions reached by the subcommittee for justice, freedom and security have been identified and reported to the Prime Minister's Office regarding the measures undertaken by MLGA regarding these conclusions. Also during this period, MLGA participated in the sixth meeting of the sub-committee for justice, freedom and security as part of the process of stabilization association. In October, it is received the EC Report for Kosovo for the year 2022. Within this report, the challenges of local governance were identified, thus a letter was prepared for Mayors of Municipalities and was forwarded to 38 municipalities.

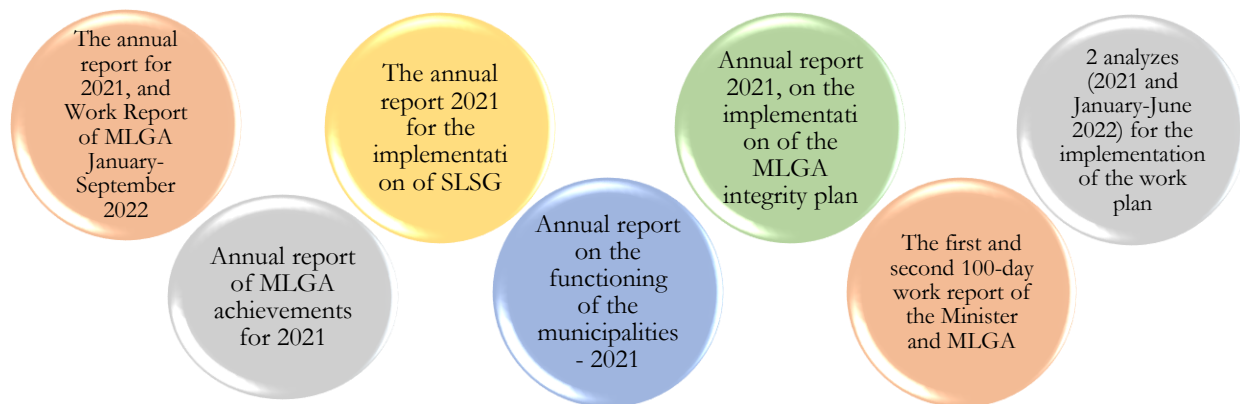
In addition, the obligations of the municipalities and MLGA have been identified and proposed by NPISAA, and it has been reported regarding the fulfillment of these obligations. The conclusions of the Subcommittee on Innovation, Information Society and Social Policies, respectively the Conclusions of the Ministerial Council for European Integration, have been accepted. Furthermore the report of NPISAA for the period October-December 2021 was prepared and launched on the platform, as well as the input of MLGA for the EC Report (July 2021- September 2022). During the period January-December, according to the request of the OPM, it was reported for the period K1, K2 and K3 regarding the implementation of MLGA measures within the National Program for the Implementation of the SAA.

In this period, with the support of OSCE, MLGA held a 4-day consultation with the MOEI (Municipal Official for European Integration), meetings were held with representatives from donors: USAID, OSCE, GIZ, DEMOS, SIDA, UNDP in order to support MLGA's activities and support the units and departments within MLGA for project benefits from IPA funds (*completion of four (4) project proposals for IPA 2023-2024*). Also, a three-day teleconference was held regarding TAIEX, the mission for Civil Protection - Flood Disaster Management, and the municipalities were supported according to their requirements for the procedures of the TAIEX instrument.

In cooperation with the Municipal Officials for European Integration, the Comprehensive Plan of the Municipalities for the year 2022 has been revised. Within this plan, the municipalities have reported on the Report on the fulfillment of obligations deriving from the European Agenda for the period January-June 2022. Also on December 13, 2022, the letter for reporting for the period January-December 2022, has been forwarded to 38 municipalities. The measures for the National Program for the implementation of the SAA for 2023 have been proposed by MLGA, and MLGA's Input for the European Commission's Report on Kosovo for the period April 1 – June 15, 2022 has been prepared. The municipality of Suhareka was supported for application to the TAIEX instrument with the proposal "Raising the capacities of officials in the management and treatment of sewage through sewage treatment", thus it received support from the EU.

4.5. Policy coordination

During the first period of 2022, meetings were held with departments and organizational units of MLGA for coordinating the planned activities for 2022, and the annual Work Plan of MLGA for 2022 has been finalized, which was sent to the coordinating secretariat of the government, the same has been published also on the official website of MLGA. Additionally, it has been finalized also the Work Plan for 2023. In this period, the mid-term strategic priorities have been identified, and the three-year Work Plan of MLGA has been drafted, as well as the strategic objectives have been set within the PSO, as well as its harmonization with the Mid-term Expenditure Framework (MTEF). It has been prepared the Integrity Plan for MLGA. In the framework of the request received by the Office of the Prime Minister for proposals of needs for Young Cells, MLGA has proposed 38 Young Cells for each municipality. In cooperation with the OSCE mission in Kosovo, a model integrity plan for municipalities and a manual/guideline for monitoring the implementation of the integrity plan in municipalities have been drafted. The same has been translated into the official languages and launched as part of (5) five information sessions with the municipalities which were held during the month of May. It is drafted also the National Development Plan, 2023-2025, as well as the Report on the Functioning of the municipalities for 2021, the Report and analysis of the implementation of the Work Plan of the ministry for 2021, and the periodic 3-month reports for 2022. Also, other documents have been drafted, such as:



V. Increase of municipal transparency, promotion of human rights and capacity development

The activities implemented during this period are related to:

- Monitoring the field of human rights in municipalities;
- Informing the public about MLGA activities;
- Transparency and accountability;
- Building municipal capacities; and
- Cooperation with civil society.

5.1. Activities in the field of human rights

MLGA continued to support municipalities in the implementation of policies in the field of human rights. The annual Report on human rights for 2021 has been drafted. The report includes the section of human rights from the field of gender equality, children's rights, domestic violence, the rights of persons with disabilities, the rights of minorities, prevention of human trafficking, language rights and protection from discrimination. A letter was sent to the mayors of the municipalities about the obligations of the municipalities arising from the Law on Protection from Discrimination, and their obligation to appoint the Officer for Protection from Discrimination (30 municipalities have appointed the Officer for Protection from Discrimination, while 8 municipalities have other officials who cover this field). Visits were paid to the municipalities (South Mitrovica, Gjilan, Gjakova, Peja, and Mamusha), to closely observe the implementation of human rights obligations at the local level. The workshop was held with the municipalities of the Peja region: Peja, Decan, Istog, Junik and Klina, where the obligations of the municipalities for the enforcement of the Law on Child Protection were discussed. MLGA has informed the municipalities, where it addressed 38 municipalities with a notice for the official opening of the one-month campaign against human trafficking. MLGA, within its legal mandate, has established the working group for the functional review of the municipal offices for communities and returns and the unit for human rights, while including these two mechanisms in a separate department for human rights. In this regard, the division for human rights in MLGA is carrying out an analysis for the reorganization of these mechanisms in a separate department. The general report has been drafted. In February 2023, the analysis of the assessment of the capacities of municipal structures and officials in municipalities assigned to work with non-majority communities and vulnerable groups will be published.

It has been drafted the National Strategy and Action Plan for the Management and Control of Dogs with and without Owner. Also, MLGA has drafted the Administrative Instruction (GRK) No. 06/2022 on the Establishment and Operation of the Child Rights Team in municipalities, thus it was approved by the Prime Minister. The purpose is to define the work rules, procedures, composition and mode of operation of the Child Rights Team, in the carrying out the mandate as defined in the Law on Child Protection. In this regard, DAHRM has notified the municipalities about their obligations that arise from the AI in question. The Child Rights Team has been established in the municipality of Gjakova and the work plan of the team has been drafted.

Three letters were sent to the municipalities of the Republic of Kosovo where they were asked to:

1. Announce the month of April as a FREE month for the registration of Roma, Ashkali and Egyptian communities;
2. Define the duties and responsibilities of the relevant Official for Protection from Discrimination as well as to identify the way to coordinate, report and cooperate with institutional mechanisms;
3. According to the Law on Children's Rights no. 06/L084, Article 14, the municipalities are obliged through the relevant directorates to appoint at least one Officer for the Protection of Children.

Regarding the coordination of joint activities from the Calendar of 2022, which was declared the year of Persons with Disabilities, the representatives of the Ministry of Local Government Administration have presented the activities and project proposal of the work progress in 5 municipalities according to the fourth component (4) from the Calendar of activities for the year 2022 (*initially in the identification of obstacles/barriers, up to the assessment of the accessibility of the roads-open environment or square, with design and cost*). Activities have begun in the municipalities that have been selected: South Mitrovica, Gjakovë, Mamusha, Peja and Gjilan, which were proposed by MLGA. This activity is implemented in cooperation with OGG/OPM, MESPI and municipalities. A draft proposal has been prepared for the progress of the work in identifying barriers, obstacles for the access of PWDs. Meetings were held with the mayors of the aforementioned municipalities. The municipalities have issued a decision on the establishment of the commission/Working Group, which will identify the obstacles, barriers for PWDs, and will report on the budget costs. As part of the calendar of activities for PWDs, the Municipality of Gjilan has abandoned sign language on the website of the municipality, as well as in the meeting of the assembly in the municipality.

The Ministry of Local Government Administration and the Ministry of Education, Science, Technology and Innovation have recently signed a Memorandum of Cooperation for financial support for students from the Ashkali, Egyptian and Roma communities who study in public universities in Kosovo. The purpose of this Memorandum is to promote education in these communities, encourage academic development, and create opportunities for students not to drop their studies due to difficult material conditions, as well as create new generations of teachers and lecturers from among the communities.

Regarding capacity building, MLGA has held a two-day training with officials for gender equality in municipalities, supported by the United Nations Development Program (UNDP). The purpose of this training was to raise professional capacities, strengthen local mechanisms in the field of human rights, also special importance was given to the exchange of experiences between municipalities (Prishtina, Fushe Kosova, Shtime, Lipjan, Gjilan, Kamenica, Dragash, Istog, Suhareka, Peja, Viti, Skenderaj, Obiliq, Podujeva, Glllogoc, North Mitrovica, Rahovec, Vushtrri, Zubin Potok, Zvecan, Mamusha).

Regarding the protection from discrimination "Promotion of Human Rights and Principles of Protection from Discrimination at the local level" MLGA is part of the project from the Office for Good Governance - Office of the Prime Minister, in partnership with the Office of the Council of Europe in Pristina and supported by the Office of the UN High Commissioner for Human Rights. This project will be implemented in 15 municipalities, the project in particular aims to standardize reporting on human rights in the municipalities of Kosovo, to better respond to the needs of citizens in this area. Also, MLGA is part of the inter-institutional team for encouraging and promoting employment for the Roma, Ashkali and Egyptian communities, according to the decision dated 01.06.2022- with no. 06/2022, where the first meeting was held in the promotion and employment of the communities in question.

In the cycle of visits to municipalities, the MLGA in cooperation with the MAFRD, have visited the municipality of South Mitrovica, with the aim of strengthening cooperation between the MLGA, MAFRD and the municipality. In order to monitor the farmers, to see closely the implementation of the Law on Protection from Discrimination and the Law on Child Protection. Regarding the Law on Child Protection, MLGA has started the cycle of workshops in the regions of the Republic of Kosovo. With the support of the NGO "Terre des Homes", the first regional workshop was held in the municipality of Istog, regarding the obligations of the municipalities arising from the Law on Child Protection. The focus of the workshop was to define/appoint the child protection officer in the municipality and to appoint the official at the Center for Social Work.

5.2. Drafting and approval of the National Action Plan 2022 - 2024 under the Open Government Partnership - OGP

In the framework of open government as one of the basic principles of the work of the Government of the Republic of Kosovo, at the initiative of the MLGA, the Government of the Republic of Kosovo has decided to start drafting the National Action Plan 2023-2025 for open government within the Open Government Partnership - OGP. MLGA as the leader of this process has created and functionalized the National Coordinating Committee, which is a comprehensive committee composed of relevant public institutions, civil society organizations as co-leaders, the business sector, other relevant local and international organizations and institutions. After the process of constitution of the National Coordinating Committee for OGP, the committee led by MLGA has held 10 committee meetings, held a series of public consultations in 7 regions of Kosovo for the drafting of the National Action Plan (NAP) 2023-2025, as well as 4 thematic workshops of the National Coordinating Committee were held. In the framework of these consultations, more than 250 to 300 entities (organizations, institutions, representatives of businesses, etc.) have been included. Also, two basic documents have been prepared for application, the evaluation of the minimum criteria and the letter of interest. The National Action Plan 2023-2025 has been drafted, has and has gone through the two processes of preliminary consultation and public consultation until September 30, 2022 and afterwards has been approved by the Government.

5.3. Development of the state platform E-MUNICIPALITIES

MLGA has started the process of digitalizing municipal services through the development of the E-MUNICIPALITIES platform. This platform will be at the service of citizens to increase their participation in decision-making at the local level and will be at the service of municipalities themselves for the digitalization of municipal services while increasing the efficiency of these services for citizens. Thus MLGA, as the leader of this process, has created and operationalized the Coordinating Council, which is a comprehensive council composed of relevant public institutions, civil society organizations, the business sector, other relevant local and international organizations and institutions. In cooperation with DEMOS, the process of the feasibility study for the E-MUNICIPALITIES platform has begun, as well as a cooperation agreement was signed with the Academy for E-Government of Estonia for the development of the E E-MUNICIPALITIES platform. The E-MUNICIPALITIES platform is included in the government document in the Program for Reducing the Administrative Burden and is in the process of being integrated into the National Strategy for Digitization. On September 2, 2022, the E-MUNICIPALITIES platform was launched within the E-KOSOVA state portal. On September 30, 2022, the tender file was published on the E-Procurement platform for the development of the second phase of the E-MUNICIPALITIES platform. The E-MUNICIPALITIES platform was launched on September 2, 2022.

5.4. Informing the public about MLGA activities



During this period, MLGA has provided continuous information to the public, media, civil society, foreign international organizations, as well as interested parties regarding the developed activities. Thus, information, documents, announcements have been published on the MLGA website, as follows: in the link News - 150 information, in the link Daily Activities - 55 information, in the link Decisions - 9 documents, in the link Procurement Notices - 13 documents, in the link Vacancies - 34 documents, in the link Publications - 47 documents, in the link Annual Reports of MLGA - 13 documents, in the link Annual Work Plans of MLGA - 4 documents, in the link Municipal Performance - 76 documents, in the Grant Rules link - 5 documents, in the Legal Review link - 596 documents, in the Administrative Instructions link - 3 documents, in the Call for Proposals link - 3 in Albanian and 26 documents in English, in the link Local Government Consultative Forum - 1 document. There have been 240 daily reports

of media monitoring which have been prepared, as well as 48 reports of the weekly activities of MLGA, which have been reported to the Office for Public Communication in the Government. During this period have been prepared: the six-month report on advertisements in municipalities, the quarterly report on announcements and releases in many languages for the Commissioner for Languages, the quarterly and six-monthly work report for the MLGA as well as the Office for Public Communication within the Prime Minister's Office. In the official e-mail of MLGA during this period, 67 questions from the media were received and 67 answers were provided, 102 requests for access to public documents were received, which were handled and answers were provided to the parties.

In addition, 29 different requests were received and 22 responses were provided, 24 media announcements, 19 invitations and 45 press releases were sent to the media. Thus 4 requests for interviews in the media were received and 2 were carried out. Hence 1 questionnaire was sent to businesses in Kosovo and 1 was completed. On the official MLGA Facebook there were published 214 information pieces, 6 info-graphics, 10 videos and 4 conferences. Also, 75 information pieces as well as 1 info-graphic, have been published on the official social network of MLGA, Twitter. Also, it was requested from the North municipalities to continually report on the current situation of the spread of the Covid-19 pandemic, and after the reporting of these municipalities, it has been reported to the Emergency Operational Center of the Ministry of Health.

5.5. Creation of the internal control and budget transparency platform

As part of the changes and development policies, MLGA aims to improve internal controls and increase transparency. The project (online platform) for increasing institutional accountability and budget transparency, the project is co-financed by the British Embassy and MLGA, where the total value of the project amounts to 60 thousand euros, (*40 thousand euros from the British Embassy and 20 thousand euros from MLGA*), while the Project executor is UNDP. The platform for "Increasing the internal control and budgetary transparency of the expenditure of public funds of MLGA" is operating and trainings were held for MLGA officials for: the MTEF module, the budget module, the module my requests - official visits, the transparency and accountability module, the vehicle module, the *petty cash* module, the capital projects module, the procurement module and the expenditure module.

5.6. Internal reporting platform

Online reporting to the integrated monitoring and reporting system has continued, although there have been ongoing complaints from staff about the malfunctioning of this platform. At the same time, the proceedings of the acts have continued which are subject to the legality evaluation process.

5.7. Cooperation with civil society

The Ministry of Local Government Administration has continued with the involvement of civil society in the drafting of policies and legislation for local self-government and in the implementation of the strategy for local self-government 2016-2026. Likewise, cooperation with the Local Government Consultative Forum has continued, which is a "success story" and was also mentioned as achievement in the Country Report 2021 for Kosovo by the European Commission. During this period, the Forum held a meeting where the legal policies of MLGA that are in the process of being drafted were discussed, as well as a public meeting was held regarding the prior public consultation on the concept document for municipal property.

5.8. Capacity building of municipal officials

MLGA, in accordance with the objectives of the strategy for local self-government, namely building of the institutional capacities of the municipalities, has undertaken actions to implement the activities foreseen in this field. In this regard, meetings have been organized with KIPA and donors to coordinate activities regarding the organization of training for municipalities in accordance with the training plan and to provide support in the implementation of the training plan and the assessment of training needs.

In cooperation with KLGI, a 2-day training was held on the topic "*Changes in local self-government legislation in Kosovo*" and "*Municipal Performance Measurement*". Meanwhile, in cooperation with KIPA and DEMOS, a 4-day training was carried out with training sessions for the preparatory process of performance reporting for 2021. The training was held in the following areas: municipal transparency, accountability, pre-university education, primary health and gender equality. In all these trainings participated 151 municipal officials. Thus 6 trainings were organized according to the program and the planned time frame. In cooperation with KIPA and with the support of OSCE, 1-day trainings were organized in the 5 regions of Kosovo, related to the Drafting and monitoring of the implementation of the plan for integrity in the municipalities. In cooperation with OSCE and KIPA in the field of inter-municipal cooperation, 5 training sessions were held - 50 municipal officials participated. In cooperation with UNDP, a two-day training was held in the field of human rights with the theme "Gender Equality". The participants were 26 municipal officials. A total of 289 municipal officials were trained in 5 training sessions for the period January - October. In cooperation with the Public Procurement Regulatory Commission, a one-day training was held for MLGA officials, "Contract managers, the use of the electronic platform, the Contract Management module", thus there participated 20 MLGA officials. In cooperation with the OSCE, the training was carried out on the topic "Communication with the media and relations with the public, as well as the use of social networks" participants were a total of 69 municipal officials. The Training Needs Assessment Report was prepared based on the answers received from the questionnaire sent to all municipalities.

VI. Administration, finance, audit and procurement

6.1. Administration and finance

During the year 2022, the preparation of the standard acknowledgment of receipt form for petty cash and the setting of data for the requests made for Petty Cash were made. The Financial Statements for the year 2021 have been submitted. It has been reported to the Minister of Finance for the period January - December 2021, for the period January - March, and April - September. There have been continuously received initial requests for the pledge of funds to KFMIS, the registration of commitments and expenses in KFMIS. There were received documents and invoices for payment processing. It is analyzed and harmonized with the internal reports, the balance of the expenditure registration with the Treasury Department in the MF, which includes checking the KFMIS report, and reporting on a monthly basis. The self-assessment questionnaire, the list of risks, the work plan report, the follow-up reports have been submitted, and the budget report has been sent every end of the week. During this reporting period, the 2023-2025 Draft Mid-Term Expenditure Framework was prepared and submitted. After the acceptance of the first Budget Circular 2023/01, meetings were held with SG and heads of departments to identify budget needs and the Budget Request was submitted on 23.06.2022 to the Ministry of Finance. After the acceptance of the first Budget Circular 2023/01, the PIPs were prepared, and the notes were placed in the BDMS. There were also submitted: accounting reports for the period: January-May 2022 on general expenses, the capital projects monitoring report for the period January-December 2021 and unpaid invoices reports for the period January-May to the Ministry of Finance. All property and stock records have been completed. During the month of September, the periodic report on the implementation of the Auditor General's recommendations was prepared and submitted, as well as the action plan for improving the internal control system of public finances according to the government's decision. On 23.07.2022, the Budget Request 2023/01 was submitted to the Ministry of Finance. During this period, PIPs for capital projects were prepared. The report was prepared for the list of risks for the period January-December 2021 and on 13.06.2022 the list of risks for the period January-June 2022, and on 14.12.2022 it was reported for the period January-December. It is realized the balancing of the KFMIS report and analyzed with the expense reports for the period January - December 2021 and on a monthly basis for the period January - November 2022.

The budget of MLGA for the year 2022, (*based on the report dated 05.01.2023*) together with Donations (*93 Council of Europe and WB-World Bank*) is €7,799,564.44. From this amount, 4,190,507.22 € or 69.75% of the budget were spent from the MLGA budget. In the category of donations, €155,971.64 or 74.97% of the budget was spent from the 93 Council of Europe, while €718,933.00 or 45.41% was spent from the WB-World Bank donation. In total, the MLGA Budget and Donations have been spent in the amount of 5,064,411.86 or 64.94%.

For 2022, MLGA has prepared 15 recruitment procedures, of which three procedures have been successful, one was a move within the category, one promotion, one procedure with acceptance, and one procedure has failed, while the other procedures are in process. MLGA in cooperation with KIPA in the field of staff training has trained a total of 29 officials. Detailed monthly follow-up reports have been drafted for each official. Eighteen (18) requests for ID cards have been completed. During this period, there were implemented a total of 186 requests for salary changes, of which: 71 changes, 20 dismissals, 8 new employees, 1 temporary transfer, 1 permanent transfer, 6 bank account changes and 81 retroactive payments, and a total of eleven (11) draft decisions have been drafted for various compensations/ salary additions. Also, two (2) acts of appointments for civil staff and four (4) acts of appointments for political staff have been prepared. The electronic database of the MLGA staff data has been updated, the management of official visits, the management of annual and medical leaves has been prepared. Regarding the total number of employees in MLGA according to data in 2022, the number of employees is 107, of which 17 employees are political staff and 90 civil servants. Out of 90 civil servants, 42 are men or 46.66%; and 48 women or 53.34%. As for ethnicity, there are: 80 Albanians or

89%, 8 Serbs or 9% and 2 Turks or 2%. Regarding leadership positions, 1 secretary (deputy) is a woman, 2 department heads and 9 division heads are women. While men are: 3 department leaders and 7 division leaders.

6.2. Internal audit

The Internal Audit Unit (IAB) has completed the work of 2021 by drafting and proceeding to the senior management of MLGA and the Central Harmonizing Unit of Internal Audit (CHU-IA) the six-month report for the period July-December 2021 and the annual report for the year 2021 of the work of the IAU. The Internal Audit Unit, in accordance with the 2022 Annual Plan, has completed the following audits:

1. *"Asset management in MLGA"*,
2. *"Payroll management in MLGA"*,
3. *"Procurement Management System"*.

The six-monthly report of the work of the IAU for the period January-June 2022 has been prepared and processed in the CHU-IA and to the senior management of MLGA, and during this period, two meetings were held with the Audit Committee and the senior management of MLGA. The *"Budget management system"* audit is in process, and the ad-hoc audit *"Fulfillment of contracted obligations for website maintenance"* that started on 01.09.2022 at the request of the Minister

6.3. Procurement

During 2022, the procurement division has developed its planned activities such as: **Supply Contract** (*office supply, office supply for CBC, IT supply, IT supply for CBC, and supply of other IT equipment*), **Contract for Services**, (*services for car wash, technical control and car insurance*).