



11 October 2017

Starting up Technical Working Group no. 3

Performance management – impact assessment methodology (IPA II CBC)

1. Introduction and background

Following the recommendations of the 2nd CBC Regional Consultative Forum held in Sarajevo (BiH) on 11-12/09/2014, this note aims to serve as introduction and incentive for the establishment of a technical working group that will

- comment and agree on a strategy for exploiting lessons learnt and synergies;
- discuss the main findings of the analyses conducted over the responses to questionnaires filled out by grant beneficiaries and unsuccessful applicants under the 2007-2013 CBC programmes in the Western Balkans, as well as other questionnaires filled out by CBC stakeholders;
- discuss the monitoring tool/system proposed by CBIB+2 and endorsed by the European Commission;
- comment on a proposal for templates of the AIR and the final narrative report of grant contracts; and
- discuss the CBIB+2 proposal for reporting at CBC programme level and for all IPA II CBC programmes.

Further down, we will first recall what the purpose, characteristics and functions of such a technical group would be, the names of those who have volunteered or been appointed to participate in the discussions of the group and the way in which these discussions should lead to an agreement that could be carried out in all of the CBC programmes involving bilaterally the following Beneficiaries: Albania, Bosnia-Herzegovina, the former Yugoslav Republic of Macedonia, Montenegro, Serbia as well as Kosovo*.

Further to a long process of consultations and comments on the text, the CBIB+ project team submitted to discussion the final draft of the Rules of Procedure (RoP) during the 2nd Forum, when all Beneficiaries acknowledged the benefit of regional coordination and harmonisation of practices in the implementation of CBC programmes and accepted to participate in the proceedings of the Forum, and,

*This designation is without prejudice to positions on status, and is in line with UNSCR 1244 and the ICJ Opinion on the Kosovo declaration of independence.

where required, in the technical/thematic working groups (TWGs) that would be created under its umbrella.

2. Purpose of the TWG

As it is stated in the latest version of the RoP, “the purpose of the TWG lays on the professional exchange of best practices and the identification of bottlenecks. The issuance of guidelines, the endorsement of templates and the adoption of decisions with programme implementation consequences are the prerogative of the EC”.

Within the present TWG, the participants aspire to agree upon the text of a strategy for exploiting lessons learnt and synergies, as well as on those annexes still under discussion. As emphasised by the 2007-2013 evaluation of CBC programmes, the performance framework was totally under-developed. There is therefore a need to improve monitoring, reporting and evaluation to ensure a more systematic assessment of CBC programmes under 2014-2020 financial cycle. Furthermore, the European Commission has encouraged the IPA II beneficiaries in writing (ref. note of Director Ruiz Calavera to Heads of Delegation of 4 August 2017) to discuss and put in practice the monitoring tools that belong to the impact assessment methodology prepared by the CBIB+2 project team.

3. Characteristics and functions of the TWGs

The characteristics and functions of the TWGs are as follows:

- They have no official seat.
- The means of work and communication is the on-line e-forums at the CBIB+ website¹, and occasionally simple electronic correspondence or a video conference. If the participants opt for holding an exceptional meeting, these will be organised in each of the territories of the participating Beneficiaries on a rotating basis.
- English will be the official language for the proceedings.
- Depending on the theme and the availability of staff, the management structures of the beneficiaries or the contracting authorities (CAs) may appoint one or two members each.
- Minutes, conclusions or outputs will be circulated to the OSs, CAs and the Commission by the administrative secretariat, that is, the CBIB+2 project team, who will prepare the agenda, distribute documents for discussion and draft minutes or any follow-up strategy, in coordination with the chairperson or moderator of the TWG.

¹ Please note that you have to log-in first at <http://www.cbibplus.eu/user>, where you will have to type in your username and password. Afterwards, you will have to select <http://www.cbibplus.eu/forums/general-discussion> and then click at that webpage on the link titled *performance management – impact assessment methodology (IPA II)*.

- A chairperson or moderator on a voluntary basis may discharge this duty for six months, or shorter if an agreement has been reached by the TWG members before the end of his or her term. In the event that the discussion is channeled through the CBIB+ forum, the chairperson or moderator is supposed to steer and follow up the discussions, keep them focused, help to reach consensus when serious discrepancies appear and draft conclusions, with the assistance of the secretariat.

4. Names of those who have volunteered to participate in the discussions of the group

To date, the following individuals have manifested their willingness to participate in the discussion of the TWG:

Subject of the TWG	Names of the participants
1. Performance management – impact assessment methodology (IPA II)	Ms Nada Bojanić, Head of Department, DEI, BA Mr Tarik Džajić, Programme Manager, DEI, BA Mr Renato Radić, Head of the JTS BA-ME Ms Nita Krlju Hajrullai, MoLSG, MK Mr Arsim Fidani, Advisor, MoLSG, MK Mr Goce Toleski, Head of the JTS MK-AL Mr Berat Limani, Project Officer, JTS XK-MK Ms Famire Berisha, Programme Manager, MoLGA, XK Ms Edona Morina, Project Officer, JTS AL-XK Ms Ana Savjak, MEA, ME Ms Nina Dakić, MEA, ME Ms Milica Nunić, CFCU, ME Ms Sanja Todorović, Head of the JTSs ME-AL & ME-XK Ms Nikola Đonović, Officer, JTSs ME-AL & ME-XK Mr Branimir Mitrović, MEI, RS Ms Snežana Novković, MEI, RS Ms Vladanka Raković, CFCU, RS Ms Milica Cvetanoski, CFCU, RS Ms Ana-Sorina Canea, Evaluation Officer, DG NEAR A3

5. Planned steps

1. Registration of the participants at the CBIB+ website and e-forums.

Target date: **16 October 2017.**

Please find enclosed the CBIB+ e-forum instructions for your reference.

2. Exchange of opinions on

- the strategy for exploiting lessons learnt and synergies;
- the main findings of the analyses conducted over the responses to questionnaires filled out by grant beneficiaries and unsuccessful applicants under the 2007-2013 CBC programmes in the Western

Balkans, as well as other questionnaires filled out by CBC stakeholders;

- the monitoring tool/system proposed by CBIB+2 and endorsed by the European Commission;
- a proposal for templates of the AIR and the final narrative report of grant contracts; and
- the CBIB+2 proposal for reporting at CBC programme level and for all IPA II CBC programmes.

The updated text of the draft strategy will be distributed in the **second half of October 2017**, while this note is already accompanied by the background report on CBC performance framework.

It is expected that the exchange will have commenced from **23 October 2017**, after the CBC Regional Consultative Forum scheduled in October in Struga.

3. First conclusions and possible agreement: Target date **5 February 2018**.
4. Draft final conclusions: Target date **23 March 2018**.
5. Presentation of these conclusions and agreements: at the next Regional Consultative Forum to be held tentatively in **June 2018 (to be confirmed)**.
6. Final conclusions and agreement: **28 September 2018**.
7. Circulation of any output: **November 2018**.

Encl Background report on the CBC performance framework (to be found at CBIB+ website: <https://www.cbibplus.eu/templates-and-presentations>)
CBIB+ user instructions for the e-forums