

# Report on the monitoring of local administration – The city municipality of Arandjelovac



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## Summary

The municipal administration of Arandjelovac responded in a timely manner to the requests for free access to information of public importance that *Ars Nova Club*, as part of the *Pratim JA* project, sent. The overall impression of mutual cooperation is positive. According to the results of the research, the Municipal Administration of Arandjelovac did not achieve high results in the final scoring, there is a lot of room for improvement and certain items need to be improved in order for the municipality to be productive, transparent, open, accountable and proactive.

## Conclusions

The municipal administration of Arandjelovac responded in a timely manner to the requests for access to information of public importance sent by the *Ars Nova Club*, regarding the research part of the *Pratim JA* project. The municipal administration did not adopt a planning document for improving the work of local administration. We recognized the improvement of the work of local self-government through special goals within the *Local Anti-Corruption Plan for the Municipality of Arandjelovac* from 2019 to 2022. However, we noticed that there are no reports on consultations with CSOs, nor on public discussions regarding the *LAP for the Municipality of Arandjelovac*, as well as that the municipal administration has not established local mechanisms for monitoring LAP. During the research on the transparency of the work of the council and the preparation of drafts and proposals in the Municipal Administration of Arandjelovac, the basic principle according to which they would score this indicator was not satisfied. The municipal administration of Arandjelovac does not have publicly available data on the sessions of the Municipal Council on its official website, as well as the decisions made at the sessions of the Council. In the research of inclusiveness and openness of policymaking in local self-government of Arandjelovac, the basic principle of indicators in order to score points is also not satisfied. According to the submitted evidence and a search of the website of the Arandjelovac Municipal Administration, we cannot conclude that consultations were held in 50% or more cases. In the process of making decisions about the budget, the website of the municipality was used for disseminating information, which is partly true. There is no publicly available report on the conducted public consultations. Within the framework of indicator 4 (*Institutionalization of human resources management in the local government of Arandjelovac*), we conclude that the Municipal Administration has not adopted a planning document that states the goals, measures and plans for

human resources management, and no institutional framework has been established for performing tasks related to human resources. The municipality of Arandjelovac could not provide personnel records, that is, evidence of its structure. Also, it was stated that analytical reports on the number and structure of employees are not prepared based on personnel records (except for the *Personnel Plan* and the *Rulebook on the Organization and Systematization of Work positions*). Within the framework of indicator 5 (*Openness and transparency of recruitment in the local administration of Arandjelovac*), the municipality provided us with all the necessary information. Information about public tenders in the Arandjelovac Municipal Administration is publicly available on the municipality's website, tenders are also published in daily newspapers. There are no decisions of competition commissions on the website of the Municipal Administration of Arandjelovac, the information is not publicly available.

During 2020 and 2021, the municipal administration of Arandjelovac had no unsuccessful public competitions. Within the framework of indicator 6 (*Effective protection of senior civil servants' position from unwanted political interference*), the municipality of Arandjelovac achieved high results. In the Arandjelovac Municipal Administration, we note that information about public competitions for filling the positions of civil servants is available to the public. In the municipal administration of Arandjelovac, there have been no cases of unsuccessful public competitions since the beginning of the implementation of the *Law on Employees in AP and LGUs*. Also, the Municipal Administration of Arandjelovac did not have a single case of dismissal of an official. Within the framework of indicator 7 (*Effectiveness of measures for promotion of integrity and prevention of corruption in local administration*), the Municipal Administration of Arandjelovac has adopted the Code of officers and officials of the *Municipal Administration*, the Attorney General's Office and the Expert Service of the Municipal Authorities of Arandjelovac. However, on the website of the municipality, the mentioned document is not publicly available and the Municipal administration does not prepare an annual report on the implementation of the Code. The municipal administration of Arandjelovac also adopted the *Local Anti-Corruption Plan 2019-2022* of the municipality of Arandjelovac, but no body was formed to monitor and report on the implementation of the given plan. Within indicator 8 (*Proactivity of the local administration in publishing information on the official website*) in the Municipal Administration of Arandjelovac, according to the valid acts, there are 9 organizational units, however, the website lacks information about individual organizational units, more precisely, there is no information about the *Department for Investments and public procurement*, as well as the *Expert Service of the Municipal authorities*. The published information is up-to-date and easily accessible on the website of the municipal administration of Arandjelovac, the Information sheet, last updated in March 2021, was published on the homepage. The information sheet contains everything prescribed by Article 19 of the Instructions, with some information not being complete, e.g. there is no data on public procurements, but reference is made to the Record of reports and procurements for 2020 as well as to the Public Procurement Plan published on the Public Procurement Portal. The Statute of the Municipal Administration of Arandjelovac has been published, but it is not easily accessible. Within the framework of indicator 9 (*Availability and quality of administrative services to citizens*), the Arandjelovac Municipal Administration did not achieve significant results during scoring. The municipal administration has not adopted a special document concerning the improvement of the quality of public services. In the Municipal Administration of Arandjelovac, a Single administrative point was established at the end of December 2021, however, no type of monitoring of citizens' satisfaction with the quality of services was carried out. None of the 3 listed services are available on the eUprava portal of the municipality of Arandjelovac. Within indicator 10 (*Degree of compliance with the budget calendar and successful planning of income and expenses*) according to the measurement of the degree of success of expenditure planning in the LGU budget according to the *Decision on the budget for 2021* and the *Decision on the final account for 2021*, the realized expenses amount to 1.746.366.000,00 and the planned 2.139.489.134,00 dinars – which means that the degree of deviation is 18.37%. Within indicator 11 (*Transparency and accessibility of the budgetary documents*), no high scores were observed. Most

of the budget decisions were published in the *Official gazette*, while the website of the Aranđelovac Municipal Administration contains only the *Citizen's Guide to the Budget 2022*. However, the website of the municipality does not contain the Budget Implementation Report, which is tailored to citizens. In the framework of indicator 12 (Public procurement procedures based on the principles of equal treatment, non-discrimination, proportionality and transparency), high scoring results were noted. On the website of the Municipal Administration of Aranđelovac, there is publicly available data on the outcomes of public procurement.

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