

## LOKALNA DEMOKRATIJA

Švajcarsko-srpska radionica  
Hotel „M-Best Western“, Bulevar  
oslobođenja (Bulevar JNA) 56a, Beograd  
www.hotel-m.com

**Četvrtak**  
**8. Novembar 2007.**

### Radna tema 1 ORGANIZACIJA OPŠTINSKE UPRAVE

✓ **Registracija učesnika**  
**Otvoravanje radionice (Tim Madigan)**  
**Lokalna demokratija, organizacija**  
**opštinske uprave i e-uprava**  
Prof. dr Stevan Lilić

**Organizacija i funkcionisanje**  
**opštinske uprave u Srbiji**  
Dragan Vujčić, SKGO

**Organizacija - prednosti i slabosti**  
**opštinske uprave**  
Prezentacija učesnika iz opština  
(tri prezentacije)

**Pauza (osveženje)**

**Organizacija - prednosti i slabosti**  
**opštinske uprave**  
Prezentacija učesnika iz opština  
(tri prezentacije)

**Pauza (osveženje)**

**Organizacija opštinske uprave –**  
**Iskustva Švajcarske**  
Mr Mirjam Strecker

**Diskusija**  
**Moderator**  
Prof. dr Predrag Dimitrijević

**Ručak**

**Rad po grupama:**  
**Efikasnost opštinske administracije**  
**(jednostavan v. složen model)**  
analiza tema

**Rezultati rada po grupama**

**Pauza (osveženje)**

**Rad po grupama:**  
**Projektni menadžment u skladu sa**  
**referencama NIP-a - iskustva**

**Rezultati rada po grupama**

**Diskusija o obrađenim temama**

**Večera**

**09:30**

**10:00-10:30**

**10:30-11:00**

**11:00-11:30**

**11:00-11:30**

**12:00-12:30**

**12:45-13:00**

**13:00-13:30**

**13:30-14:15**

**14:15-15:30**

**15:30-16:15**

**16:15-16:45**

**16:45-17:00**

**17:00-17:45**

**17:45-18:15**

**18:15-19:00**

**19:00**

## LOCAL DEMOCRACY

Swiss-Serbian Workshop Hotel „M-Best  
Western“, Bulevar oslobođenja (Bulevar JNA)  
56a, Beograd  
www.hotel-m.com

**Thursday**  
**November 8<sup>th</sup> 2007**

### Work topic 1 ORGANIZATION OF THE MUNICIPAL ADMINISTRATION

**Registration of participants**

✓ **Workshop Opening (Tim Madigan)**  
**Local Democracy, organization of the**  
**Municipal Administration and E-**  
**Government, Prof. dr Stevan Lilić**

✓ **Organization and functioning of the**  
**municipal administration in Serbia**  
Dragan Vujčić, SKGO

✓ **Organization – strengths and**  
**weaknesses of municipal administration**  
Presentation of participants from  
municipalities (three presentation)

✓ **Break (refreshments)**

✓ **Organization – strengths and**  
**weaknesses of municipal administration**  
Presentation of participants from  
municipalities (three presentations)

✓ **Break (refreshments)**

✓ **Organization of the Municipal**  
**Administration – Swiss Experience**  
Mirjam Strecker, LL.M.

**Discussion**  
**Moderator**  
Prof. dr Predrag Dimitrijević

**Lunch**

**Group work:**  
**Efficiency of Municipal Administration**  
**(Simple Model v. Complex Model)**  
topic analysis

**Presentation of group work results**

**Break (refreshments)**

**Group work:**  
**Project Management with NIP**  
**references - experiences**

**Presentation of group work results**

**Open discussion on topics**

**Dinner**

**Belgrade**  
**13. October 2007.**  
**Prepared by Maja Stojanovic**

## **Concept for workshop on Local Democracy** **8<sup>th</sup> – 9<sup>th</sup> November 2007**

### **1. Objective**

The suitable topic for the workshop planned for 8<sup>th</sup> and 9<sup>th</sup> November is addressing the Local Democracy. With this workshop MSP with the Serbian legal team will support the municipalities in analysing regulations at the national and local level, analyzing their municipal legal acts, making sure that they are coherent both with the Law and other local legal regulations. The objectives of the workshop are:

- To clarify the role and importance of the organization and functioning municipal administration
- To analyse and identify problems that exist in the municipal administration
- To exchange experiences with the organization and functioning of the municipal administration in Switzerland and using some of their experience in Serbian municipalities
- To clarify all aspects of the Law on Electronic Signature
- To build awareness on what citizens can expect from the E-Government

### **2. Specific objectives for each sub-topic**

The Inter-Municipal Working Group for Legal Issues has identified topics of importance for the municipalities related to the legal framework. Two topics identified as priorities for November Workshop are:

- 1) The Organization and Functioning of the Municipal Administration;
- 2) E-Government.

These topics would be analyzed and worked on together with the Swiss Legal Team (Prof. Walter Kaelin, Mirjam Strecker and Annina Schneider). From the Swiss Legal Team is expected that within the first topic they could be defined the topic and concept for group work. The lead for topics will be taken by the Serbian Legal Team (Prof. Stevan Lilic, Prof. Predrag Dimitrijevic and Dragan Vujcic). Swiss input will mainly be the transfer of Swiss experiences on municipal administration of human resources and possibly experiences and specific features of local self-government from EU countries. For the second topic "E-Government" the main objective is to introducing the participants to E-Government to see what they can get out of it. In this purpose, the specific objectives for this topic are:

- Introducing the participants how to set up the portal (compare various websites, what should be the content, how is it supported);
- Development of the transparency, participation and the rule of law at the local level since citizens could more easily get the legal documents (such as birth certificates) or get information on the voting registers or even take part in local decision processes.
- To exchange experiences of legal framework of municipal E-Government in Switzerland and see what is possible for using of their experience for legal framework of municipal E-Government in Serbia.

### **3. Approach**

The workshop will last for two days. It will be a combination of plenary sessions and working groups. The workshop will begin with the introduction into the topic by the Senior Experts of the Serbian Legal Team. Professor Stevan Lilic will make a short overview of the Local Democracy, Functioning of the Municipal Administration and E-Government. Then, Dragan Vujcic will have presentation on Organization and Functioning of the Municipal Administration in Serbia. The second day of the workshop the Serbian Legal Team will make presentations on the condition, perspectives and basic features of E-Government in Serbia with short overview of legal acts. The Swiss input for this topic will be give by Miriam Strecker and Annina Schneider. They could have a short presentation on experience of E-government in Switzerland, especially in Basel municipality. In the workgroup, the main stakeholders (Serbian Legal Team and Swiss Legal Team) and the participants will

- Analyse the legal framework of municipal E-Government in Serbia;
- Define some kind of Model Legal Act on E-government;
- Analyze the existing regulations at the local level and secure coherence with the Law;
- Analyse the needs for establishing of municipal E-government.

### **4. Expected Results**

Expected results from the workshop are:

- awareness and clear understanding of the organization and functioning of the municipal administration;
- Awareness of the need of established the municipal E-Government.

**Petak  
9. Novembar 2007.**

**Radna tema 2  
E-UPRAVA**

**Stanje i perspektive  
E- uprave u Srbiji 09:00-09:30**  
Prof. dr Stevan Lilić

**Osnovne karakteristike  
E-uprave u Srbiji 09:30-10:00**  
Prof. dr Predrag Dimitrijević

**Pregled zakonskih akata 10:00-10:15**  
Maja Stojanović, LawDem

**Pauza (osveženje) 10:15-10:30**

**E-uprava – iskustva Švajcarske  
Pregled 10:30-11:00**  
Annina Schneider

**Diskusija  
Moderator 11:00-11:30**  
Prof. dr Stevan Lilić

**Pauza (osveženje) 11:30-11:45**

**Rad po grupama (2 grupe) 11:45-12:30**  
**Tema: Normativni okviri  
opštinske E-uprave**  
analiza tema

**Tema: Objektivni problemi – ljudski  
resursi, finansijska sredstva,  
tehnološka podrška**  
analiza tema

**Diskusija o obrađenim temama 12:30-13:00**

**Diskusija, zaključci i Evaluacija  
radionice 13:00-13:30**

**Ručak 13:30**

**Zaključci pravnih timova i MSP 14:30**

**Friday  
November 9<sup>th</sup> 2007**

**Work topic 2  
E-GOVERNMENT**

**The Condition and Perspectives  
of E-Government in Serbia**  
Prof. dr Stevan Lilić

**The Basic Features of E-Government  
in Serbia**  
Prof. dr Predrag Dimitrijević

**Overview of Legislation**  
Maja Stojanović, LawDem

**Break (refreshments)**

**Swiss Experience of E-Government  
Overview**  
Annina Schneider

**Discussion  
Moderator**  
Prof. dr Stevan Lilić

**Break (refreshments)**

**Group work (2 Groups)**  
**Topic: Legal Framework of Municipal  
E-Government**  
topic analysis

**Topic: The Objective Problems – Human  
Resources, Financial and Technological  
Support**  
topic analysis

**Presentation of group work results**

**Discussion, conclusion and Evaluation of  
workshop**

**Lunch**

**Debriefing (legal teams and MSP)**

**Petak  
 9. Novembar 2007.**

**Radna tema 2  
 E-UPRAVA**

**Stanje i perspektive  
 E- uprave u Srbiji 09:00-09:30**  
 Prof. dr Stevan Lilić

**Pregled zakonskih akata 09:30-09:45**  
 Maja Stojanović, LawDem

**Osnovne karakteristike  
 E-uprave u Srbiji 09:45-10:15**  
 Prof. dr Predrag Dimitrijević

**Pauza (osveženje) 10:15-10:30**

**E-uprava – iskustva Švajcarske 10:30-11:00**  
**Pregled**  
 Annina Schneider

**Diskusija 11:00-11:30**  
**Moderator**  
 Prof. dr Stevan Lilić

**Pauza (osveženje) 11:30-11:45**

**Rad po grupama 11:45-12:30**  
**Tema: Normativni okviri  
 opštinske E-uprave**  
 analiza tema

**Diskusija o obrađenim temama 12:30-13:00**

**Pauza (osveženje) 13:00-13:15**

**Rad po grupama 13:15-13:45**  
**Tema: Objektivni problemi – ljudski  
 resursi, finansijska sredstva,  
 tehnološka podrška**  
 analiza tema

**Diskusija i zaključci 13:45-14:15**

**Evaluacija radionice 14:15-14:30**

**Ručak 14:30**

**Zaključci pravnih timova i MSP 15:30**

**Friday  
 November 9<sup>th</sup> 2007**

**Work topic 2  
 E-GOVERNMENT**

**The Condition and Perspectives  
 of E-Government in Serbia**  
 Prof. dr Stevan Lilić

**Overview of Legislation**  
 Maja Stojanović, LawDem

**The Basic Features of E-Government  
 in Serbia**  
 Prof. dr Predrag Dimitrijević

**Break (refreshments)**

**Swiss Experience of E-Government  
 Overview**  
 Annina Schneider

**Discussion 11:00-11:30**  
**Moderator**  
 Prof. dr Stevan Lilić

**Break (refreshments)**

**Group work 11:45-12:30**  
**Topic: Legal Framework of Municipal  
 E-Government**  
 topic analysis

**Presentation of group work results**

**Pauza (osveženje) 13:00-13:15** *Press.*

**Group work 13:15-13:45**  
**Topic: The Objective Problems – Human  
 Resources, Financial and Technological  
 Support**  
 topic analysis

**Discussion and Conclusion**

**Evaluation of the Workshop**

**Lunch**

**Debriefing (legal teams and MSP)**

*Psychologopis - obuka  
 - virtualno logovanje  
 - pravne nepravne  
 e" - "i" - NBO -  
 portal - "dj" i "f"  
 schoolteacher vs. expert*

*approach*