NALAS Activity Plan 2010

	2010											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1. STRENGTHENING OF LOCAL GOVERNMENTS IN SEE TO PROVIDE BETTER SERVICES FOR CITIZENS PRIMARILY IN THE AREAS OF:												
1.1 Fiscal autonomy / decentralization												
1.1.1. Task Force Meetings			x			x				x		
1.1.2. Continue implementation of the Projects: Municipal Finance Database, Local Government Borrowing	x	x	x	x	x	x	x	x	x	x	x	x
1.1.3. Develop and implement follow up activities for completed task force projects: Country specific interventions; Regional capacity building activities	x	x	x	x	x	x	x	x	x	x	x	x
1.1.4. Develop and implement new project ideas based on priorities						x	x	x	x	x	x	x
1.2 Urban development capacity												
1.2.1. Task Force Meetings			x			x				x		
1.2.2. Accomplish implementation of Project: Urban Integration of Informal Settlements	x	x	x									
1.2.3. Start implementation of new projects developed in 2009						x	x	x	x	x	x	x
1.2.4. Implement follow up activities for the completed Urban Integration of Informal Settlements project	x	x	x	x	x	x	x	x	x	x	x	x
1.2.5. Develop and implement new project ideas based on priorities			x	x	x	x	x	x	x	x	x	x
1.3 Solid Waste and Water Management												
1.3.1. Task Force Meetings of the Solid Waste Management Group	x				x				x			
1.3.2. Task Force Meetings of the Water Management Group		x				x					x	
1.3.3. Implementation of developed Projects: Municipal Solid Waste Management Database, Cost Estimation of Solid Waste Management Services, Efficient Landfill Management in SEE, Landfill Sitting and Recycling Potential in SEE	x	x	x	x	x	x	x	x	x	x	x	x
1.3.4. Develop and implement projects on water management		x	x	x	x	x	x	x	x	x	x	x
1.4 Energy Efficiency												
1.4.1. Task Force Meetings		x			x						x	
1.4.2. Fundraising for implementation of Energy Efficiency project, in partnership with UNECE, RCC, EnEffect, Energie-Cites etc.	x	x	x	x	x	x						
1.4.3. Implementation of Energy Efficiency project	x	x	x	x	x	x	x	x	x	x	x	x
1.5 EU Integration												
1.5.1. Fundraising and implementation of EU Integration project (EU Officers Network, EU Group of Mayors, Brussels Office)	x	x	x	x	x	x	x	x	x	x	x	x
1.5.2. Cooperation with InWent on its program “EU Integration of Local Administration in SEE”	x	x	x	x	x	x	x	x	x	x	x	x
1.5.3. Mainstream EU standards and perspectives in all NALAS Task Force activities	x	x	x	x	x	x	x	x	x	x	x	x
1.6 Other Emerging Areas												
1.6.1. Address new emerging areas through Quick Response (see 2.1.2)	x	x	x	x	x	x	x	x	x	x	x	x
1.6.2. Establish ad-hoc group on tourism development and support its functioning	x	x	x	x	x	x	x	x	x	x	x	x
1.6.3. Review initiative(s) within CLO meeting	x	x	x	x	x	x	x	x	x	x	x	x
1.6.4. Follow-up activities	x	x	x	x	x	x	x	x	x	x	x	x

2. STRENGTHENING THE ROLE OF MEMBER LOCAL GOVERNMENT ASSOCIATIONS (LGAS) IN THE DECENTRALIZATION PROCESS												
2.1 Association Development Activities												
2.1.1. Task Force meetings		x			x					x		
2.1.2. Continuous implementation of the projects: Quick Response, Shadowing /Internship Program	x	x	x	x	x	x	x	x	x	x	x	x
2.1.3. (Mini) Peer Reviews (in combination with CLO's meting)		x			x					x		
2.1.4. Create and strengthen networks on working level between sector specialists of the associations: IT, PR, Training, Project Managers; new in 2010 - coordinators of policy committees		x		x			x		x		x	
2.2 Reinforce LGAs negotiation power												
2.2.1.Organize training on budget negotiations, in line with the produced guidelines and the policy declaration (see Activity 1.1.3)				x	x	x	x	x	x	x		
2.2.2. Organize exchange of experiences on advocacy and lobbying tools and techniques (mainly through activities 2.1.2, 2.1.3 and 2.1.4)	x	x	x	x	x	x	x	x	x	x	x	x
2.2.3. With support of the European partners (CLRAE, EU CoR, CEMR), develop and adopt policy recommendations to support LGAs in negotiating with central governments on priority topics (using Quick Response, meetings with presidents, General Assembly and Task Forces)	x	x	x	x	x	x	x	x	x	x	x	x
2.2.4. Upgrade database on relevant legislation from NALAS members and beyond – as part of the NALAS Knowledge Center	x	x	x	x	x	x	x	x	x	x	x	x
2.3 Improvements in LGAs structure including networking capabilities												
2.3.1. Organize survey on good practices and workshop on LGA organizational models, including committee structure		x										
2.3.2. Information exchange on LGA tools and models of efficient networking among LGs										x		
2.3.3. Upgrade and maintain directory of NALAS members (including its committees and other bodies), as well as of donors and other relevant partners - as part of the NALAS Knowledge center	x	x	x	x	x	x	x	x	x	x	x	x
2.4 Improve LGA service delivery to their members												
2.4.1. Information exchange on good practices of LGA service delivery					x							
2.4.2.Develop possible models for LGA service provision adapted to the needs and position of NALAS members and support implementation						x	x	x	x			
2.5 Improve LGAs financial sustainability												
2.5.1. Support fundraising activities of LGAs in SEE and their members	x	x	x	x	x	x	x	x	x	x	x	x
2.5.2. Information exchange on good practices for financial sustainability												+
2.5.3. Propose models and formulas for membership fee collection adapted to SEE circumstances												+
3. POSITIONING NALAS AS VIABLE REPRESENTATIVE OF SEE LGAS AND LGS WITHIN THE EUROPEAN AND BROADER INTERNATIONAL SCENE												
3.1 Advocacy and lobbying in Europe and beyond												
3.1.1. Develop and maintain strategic partnerships	x	x	x	x	x	x	x	x	x	x	x	x
3.1.2. Disseminate NALAS policy positions and contribute to policies developed by other relevant institutions	x	x	x	x	x	x	x	x	x	x	x	x
3.1.3. Develop cooperation at technical and political level with international lobbying organizations	x	x	x	x	x	x	x	x	x	x	x	x
3.2 Increased co-operation with Council of Europe and its Congress and with the EU Committee of Regions and its working groups on accessing countries												
3.2.1. Deepen the institutional cooperation with CLRAE and Center for Expertise of the CoE	x	x	x	x	x	x	x	x	x	x	x	x
3.2.2. Operationalize the observer status at the Committee of Regions (working groups of accessing countries)	x	x	x	x	x	x	x	x	x	x	x	x
3.2.3. Establish coordination activities of working groups of pre-accession countries	x	x	x	x	x	x	x	x	x	x	x	x

3.3 Involvement in the process of institutionalization of new territorial cooperation												
3.3.1. Cooperate with the UCLG Mediterranean Commission	x	x	x	x	x	x	x	x	x	x	x	x
3.3.2. Participate at the meetings of the Black Sea, the Danube and other regional intiatives	x	x	x	x	x	x	x	x	x	x	x	x
3.3.3. Play an active role in developing the concept and practicing of the City Diplomacy	x	x	x	x	x	x	x	x	x	x	x	x
3.4 Operationalize the mutual membership status with CEMR												
3.4.1. Maintain links between the NALAS Task Forces and the CEMR Policy Committees	x	x	x	x	x	x	x	x	x	x	x	x
3.4.2. Support utilization of the CEMR twinning database	x	x	x	x	x	x	x	x	x	x	x	x
3.4.3. Approach other NALAS strategic partners in EU organizations through CEMR	x	x	x	x	x	x	x	x	x	x	x	x
3.5 Facilitate twinning between LGs and twinning between LGAs, within and beyond the region												
3.5.1. Use NALAS online marketplace to encourage partnerships between member LGs	x	x	x	x	x	x	x	x	x	x	x	x
3.5.2. Create other opportunities for networking among LGAs and LGs	x	x	x	x	x	x	x	x	x	x	x	x
4. INSTITUTIONAL AND FINANCIAL CONSOLIDATION OF NALAS												
4.1 Networking and knowledge generation												
4.1.1. Implement NALAS strategy on international relations (see strategic goal 3)	x	x	x	x	x	x	x	x	x	x	x	x
4.1.2. Improve functioning of CLO and CLO meeting	x	x	x	x	x	x	x	x	x	x	x	x
4.1.3. Improve the work of the Task Forces - annual evaluation, strengtening links with associations	x	x	x	x	x	x	x	x	x	x	x	x
4.1.4. Knowledge identification and gathering from various external sources	x	x	x	x	x	x	x	x	x	x	x	x
4.2 Functioning of the NALAS Secretariat / knowledge management												
4.2.1. Human Resources at the Secretariat - staff development, internships	x	x	x	x	x	x	x	x	x	x	x	x
4.2.2. KNC - Upgrading and maintenance of IT resources	x	x	x	x	x	x	x	x	x	x	x	x
4.2.3. KNC - Research of resources within the network, development of content and dissemination	x	x	x	x	x	x	x	x	x	x	x	x
4.2.4. Knowledge centre administration	x	x	x	x	x	x	x	x	x	x	x	x
4.3 Intercommunication between NALAS Secretariat and member LGAs and among member LGAs												
4.3.1. Develop a functional model of National Knowledge Centre Coordinators in each member association	x	x	x	x	x	x	x	x	x	x	x	x
4.3.2. Implement NALAS Communication Strategy	x	x	x	x	x	x	x	x	x	x	x	x
4.3.3. Organize virtual meetings, phone conferences, web based discussion platforms etc.	x	x	x	x	x	x	x	x	x	x	x	x
4.3.4. Annual survey on satisfaction of NALAS members with services provided											x	
4.3.5. Visits to members - attend members events, general assemblies, project activities, etc.		x	x	x	x	x	x	x	x	x		
4.4 Financial sustainability of the NALAS network												
4.4.1. Activate model for financial independence of NALAS	x	x	x	x	x	x	x	x	x	x	x	x
4.4.2. Plan and organize a fundraising (and visibility) campaign (LGs, LGAs, national governments, private sector)						x	x	x	x	x	x	x
4.4.3. NALAS applies for EU funding				x	x	x	x	x	x	x	x	
4.5 Functioning of NALAS bodies / NALAS Strategic leadership												
4.5.1. Improve Statute/regulations											x	x
4.5.2. General Assembly Meeting												x
4.5.3. Executive Bureau Meetings				x					x			
4.5.4. Committee of Liaison Officers meetings		x			x					x		x
4.5.5. Development and approval of NALAS Action Plan 2011											x	x