



Funded by
European Union
Humanitarian Aid &
Civil Protection



SEE URBAN
South East Europe Urban Resilience Building Action Network



Empowered lives.
Resilient nations.

South-East Europe Urban Resilience Building Action Network

SEE URBAN

ECHO/SUB/2016/740183/PREV01

Project Progress Report

31 December 2017

Table of Contents

1.	Executive summary.....	4
1.1.	List of tables.....	5
1.2.	List of figures.....	5
2.	Project implementation process Summary	6
2.1.	General overview of the process.....	6
2.2.	Comparative analysis	8
3.	Project management/implementation process Evaluation	2
3.1.	Positive aspects / opportunities	2
3.2.	Internal and external difficulties encountered	3
3.3.	Partnership/core group cooperation.....	5
3.4.	Cooperation with the Commission	6
3.5.	European value added	7
3.6.	Lessons learnt and possible improvements	8
4.	Project activities	10
4.1.	Quantitative monitoring, evaluation and dissemination	10
4.2.	Qualitative evaluation of the activities.....	10
5.	Technical results and deliverables	10
5.1.	Kick-off meeting presentation prepared	10
5.2.	Working plan for each activity prepared	10
5.3.	Internal communication Strategy between partners developed	11
5.4.	First Progress report to EC.....	11
5.5.	Minutes of coordination meetings conducted online	11
5.6.	Pull of experts/working group sharing regional know-how established in Croatia	11
5.7.	Working group established in every respective project country/territory	12
5.8.	Local level urban DRR cooperation/connectivity presentation materials prepared	12
5.9.	One working meeting/presentation of CCCP model organized in each country/territory respectively	13
5.10.	Local level DRR connectivity/cooperation modality developed for each country respectively	14
5.11.	One local level experience exchange roundtable discussions organized in each country respectively	16
5.12.	Regional best practise sharing working meetings organized in Croatia	18
5.13.	Identified, collected and disseminated urban risk DRR data for each country respectively	18
5.14.	All relevant urban risk DRR documents made available in local languages	18
5.15.	SEE URBAN DRR e-library created and maintained.....	19
5.16.	Short activity/media reports, press releases on project activities and events on relevant CB/AB web sites	19
5.17.	SEE URBAN social network profiles established and maintained	19
5.18.	Project visibility material.....	19
5.19.	Press conferences organized during DRR workshops and DRR regional conferences.....	20
6.	Evaluation of the technical results and deliverables	21
6.1.	Kick-off meeting presentation prepared	21
6.2.	Working plan for each activity prepared	21
6.3.	Internal communication Strategy between partners developed	21
6.4.	First Progress report to EC.....	21
6.5.	Minutes of coordination meetings conducted online	21
6.6.	Pull of experts/working group sharing regional know-how established in Croatia	21
6.7.	Working group established in every respective project country/territory	21
6.8.	Local level urban DRR cooperation/connectivity presentation materials prepared	21
6.9.	One working meeting/presentation of CCCP model organized in each country/territory respectively	21
6.10.	Local level DRR connectivity/cooperation modality developed for each country respectively	24
6.11.	One local level experience exchange roundtable discussions organized in each country respectively	25
6.12.	Regional best practise sharing working meetings organized in Croatia	26
6.13.	Identified, collected and disseminated urban risk DRR data for each country respectively	26
6.14.	All relevant urban risk DRR documents made available in local languages	26

6.15.	SEE URBAN DRR e-library created and maintained.....	26
6.16.	Short activity/media reports, press releases on project activities and events on relevant CB/AB web sites 27	
6.17.	SEE URBAN social network profiles established and maintained	27
6.18.	Project visibility material.....	27
6.19.	Press conferences organized during DRR workshops and DRR regional conferences.....	27
Annex II – Promotional material design / SEE URBAN project infographics.....		5

DRAFT

1. Executive summary

Project South East Europe Urban Resilience Building Action Network (SEE URBAN) is the prevention project financially supported by European Union (EU) Directorate-General for humanitarian aid and civil protection (DG ECHO) answering to “pilot and demonstrate replication capacity focusing on urban resilience to disasters built up upon existing knowledge and good practices”. This 2-year project is coordinated by United Nations Development Programme (UNDP) in partnership with Croatian Counties / Cities Disaster Risk Reduction Platform (CCCCP), The Centre for Development of the South-East Region (CDSER) from the former Yugoslav Republic of Macedonia and representing Bosnia and Herzegovina, Association of Municipalities and Cities of FBiH (AMC) and Association of Local Authorities of RS (ALA). It is implemented in 7 countries/territories in the SEE (Albania, Bosnia and Herzegovina, Croatia, Kosovo¹, Montenegro, Serbia and the former Yugoslav Republic of Macedonia) via field presence of 6 UNDP Country Offices and UNDP Istanbul Regional Center. It is demand driven as it was conceived so to answer to the devastating 2014 floods in SEE during which 2,6 M people were affected, 137.000 people evacuated from their homes and 79 lost their lives².

SEE URBAN aims to formalize cooperation in urban DRR at both local and cross-border level through establishment of network of urban local level DRR stakeholders. It is also strengthening local level DRR practitioners' knowledge on urban risks through knowledge exchange, workshops and development of SEE URBAN electronic DRR library (www.SEEURBAN.eu). With that, SEE URBAN is fully in line with the SDG 11 targets so to reduce the vulnerability of people against the disasters, reduce disaster economic losses and supporting local governments to implement local DRR strategies.

Besides that, SEE URBAN became the first global project which is answering to the Sendai Framework of Action by establishing and strengthening local level DRR Platforms, forging partnerships through regional DRR Platform, enhancing DRR collaboration at the local level by supporting user-friendly DRR information exchange systems.

SEE URBAN evaluations have shown that 230 local authority DRR representatives in 7 countries/territories taking part of this project so far (out of which 17% were women) stated that 97% of them are describing the idea of local level/regional DRR Platforms as above average whilst 74% of them stated that the project success potential is also above average. That said, SEE URBAN plans to be continued pass the 2018. This scaling up is to be done two-ways namely through thematic expansion focused on DRR private-public-partnerships (PPP model) and regional awareness raising and geographic expansion in PPRD and DPPI countries (Georgia, Moldova, Armenia) and Central Asia countries (Kyrgyzstan, Tajikistan).

Moreover, this project will indeed become, as the 97 participants of the first regional SEE URBAN meeting held last year have said, truly a «never-ending story» and SEE would be able to share their experience worldwide as they were the first to fully observe SDG 11 and Sendai Framework of Action related to the establishment of local and sub-regional DRR Platforms.

¹ References to Kosovo shall be understood to be in the context Security Council Resolution 1244 (1999)

² <https://reliefweb.int/disaster/ff-2014-000059-srb>

1.1. List of tables

Title	Number	Page
Original vs Actual schedule of SEE URBAN Introductory meetings	1	
Original vs Actual schedule of SEE URBAN Roundtable discussions	2	
SEE URBAN project timeline	3	
Planned vs Used human resources	4	
Number of participants taking part of SEE URBAN introductory meetings disaggregated by gender	5	
Number of participants taking part of SEE URBAN roundtable meetings disaggregated by gender	6	
SEE URBAN media reports disaggregated by type of media and country/territory	7	
Evaluation of success potential during introductory meeting	8	
Evaluation of success potential during roundtable discussion	9	

1.2. List of figures

Title	Number	Page
SEE URBAN Project Organization Structure	1	
	2	
	3	
	4	

2. Project implementation process Summary

2.1. General overview of the process

As planned by the SEE URBAN annual working plan that was delivered once it was agreed and communicated with all the project beneficiaries and all the respective UNDP COs the general implementation process began in a way that at one end:

- CCCP as the BE1 has formed a working group which was tasked in producing all the relevant materials that will be used to transfer knowledge and best practice experience from Croatia, as the EU member state, into the 6 other countries/territories taking part of the SEE URBAN project. All of these preparatory works were supported by the work of SEE URBAN Regional Technical Advisor who was overseeing the entire process;
- At the national level of all 6 other participating countries/territories coordinating role was played by the respective COs in collaboration with three other project beneficiaries (namely in Bosnia and Herzegovina and the former Yugoslav Republic of Macedonia). Therefore, at the very beginning of the implementation of the project, introductory meetings were held with all relevant DRR counterparts in all the respective SEE URBAN countries/territories. These meetings were used to discuss detailed objectives and activities as well as work plan with all the relevant partners representing national and local DRR authorities. Such informative sessions were first and foremost conducted with relevant municipal staff in order to support the future establishment of respective local level DRR networks and to build their knowledge about DRR interventions. The aim was to inform the participants about SEE-urban project, establishment of DRR local network model, and to determine the municipal assigned official for the establishment of local DRR network i.e. future members of respective national working groups. Besides that, such meetings were used to elaborate the supportive role and responsibilities of each department/official at municipal level the likes of Finance, Procurement, Gender and Human rights, etc in the future implementation of Inter-Municipal Agreements and further DRR network activities.

Being that the overall objective of the SEE URBAN project is to prevent the effects of urban disasters, to protect people, the environment and property by sharing and adapting best municipal level DRR connectivity model of institutionalized and capacity building cooperation at local and regional level that will feed into the work of state level Civil Protection agencies thus promoting a common understanding of urban cross-border disaster risks and raising DRR public awareness, SEE-Urban project supported adapting best municipal level DRR connectivity model of institutionalized and capacity building cooperation at local level as part of knowledge transfer from EU member state i.e. Croatia into all the other SEE URBAN countries/territories. Therefore, the entire process called for constant communication with the relevant national and local level DRR stakeholders via organization of meetings, workshops and roundtables that eventually also improved the vertical cooperation between DRR stakeholders at national and local authority level. Crucial role in supporting this transfer of knowledge were played by working groups formed first and foremost within CCCP as the BE1 and subsequently by all the working groups established in all of the SEE URBAN countries/territories who were to use this previously acquired knowledge and adapt it to the conditions and success opportunities of their respective countries/territories.

Therefore, in order to transfer the EU best practice from Croatia concerning the DRR networking models at local level 6 introductory meetings were organized in all of the SEE URBAN countries/territories. Meetings were used to present the SEE URBAN project idea and goals and most importantly to introduce the potential and the need for local level DRR networking. CCCP, as the project beneficiary and the local DRR network which model is to be replicated/adapted regionally, has prepared presentations and materials

to facilitate experience sharing in order to buy-in participation and interest of respective municipalities/cities/counties within project countries/territories. At the same, so to improve the knowledge exchange CCCP established the project website: <http://www.seeurban.eu/> and maintained it on a regular basis. UNDP as the project coordinator via its respective COs and in communication with all the relevant national DRR partners have collected significant DRR documents and materials from all the SEE URBAN countries/territories which then became part of the SEE URBAN e-library.

Besides that, in order to ensure project visibility, CCCP in communication with the UNDP as the project coordinator and inputs received from all the other project beneficiaries have designed SEE URBAN logo and promo materials that were later on translated, adapted and produced in all of the SEE URBAN countries/territories respectively thus by increasing the project awareness and at the same time passing the same message all across the entire SEE region.

Following the introduction of the CCCP model, UNDP and other project beneficiaries have worked with respective national working groups so to discuss and eventually develop their own DRR cooperation/networking modalities. Their results were presented at another set of roundtable discussions organized in all of the 6 best-practice receiving countries/territories. CCCP as the BE1 was once again supporting the entire process from the technical level of previous expertise, UNDP via Regional Technical Advisor supported the project goals planning and results distribution whilst the CDSER as the BE2 presented and shared their knowledge and positive experience on using the EU funds in terms of project writing, development and implementation which was recognized as a bottleneck problem for all the respective DRR stakeholders all throughout the SEE.

As a result of this joint project endeavor, during the first year of project implementation all the SEE URBAN countries/territories have managed to determine and/or establish some sort of cooperation/connectivity modality between national and local DRR stakeholders. That said, vertical and horizontal DRR collaboration and best practice exchange has been significantly improved, aiming at further institutionalization of the DRR cooperation modality established, according to the identified common risks from disasters. Some DRR networking modalities have been more successful than other so for instance, local level DRR networking modality established in the Federation of Bosnia and Herzegovina is fully set and running with the Statute accepted and signed by the participating local level authorities. This is in fact in line with the project plan so to share the experience of Bosnia and Herzegovina as the external EU Civil Protection Mechanism country to all the other countries/territories taking part of SEE URBAN project. Furthermore, in Serbia an innovative agreement between local level authorities covering two respective river basins challenged with same DRR risks was formed, however in need of additional institutionalization. In the former Yugoslav Republic of Macedonia, the previous experience and success of CDSER as BE2 was used also aiming at further institutionalization of the DRR cooperation modality established in the south-east planning region. In Montenegro, further institutionalization of the DRR cooperation modality established on the level of Tara river basin, according to the identified common risks from disasters is to follow. In Albania, local counterparts have opted to pursue the idea of the local DRR platform of Albania being co-chaired and coordinated by the two associations of municipalities. And finally, in Kosovo the DRR cooperation between 4 municipalities was achieved and Inter-Municipal Agreement with supporting document drafted.

Nevertheless, in all of the SEE URBAN countries/territories cooperation/connectivity modality between national and local DRR stakeholders have been improved, meaning that the transfer of knowledge and the EU best practice has been successful. The entire process of best practice sharing at regional level was even more strengthened during the 3-day regional conference in Opatija, Croatia, in October 2017, with the main aim to share best practices in municipal DRR connectivity among the countries of the South-East Europe.

2.2. Comparative analysis

When it comes to analyzing the level of achievement of set up project technical results it needs to be noted that this process has been the most time consuming and as such has involved most of the financial and human resources. Setting up the appropriate model of local level DRR networking was not only about passing the best EU practice experience from Croatia but it was most importantly about adapting this model to the model that would be in line with the legal framework for the functioning of the Civil Protection services and local authorities in all of the SEE URBAN countries/territories respectively.

In that context, each country/territory had to first and foremost explore the connections between respective Laws on Local Self-Governments and the Laws on Civil Protection ³. The comparative analyses has shown that with only minor differences Civil Protection is indeed part of the organizational structure of municipalities which are also to carry out protection and rescue services within their respective territories. Besides that, common thing is that the legal framework for forming and functions of the local level Civil Protection service is provided by the respective Laws on Local Self-Government, whilst the activities, functioning, coordination and legal status of employees is regulated by the respective Civil Protection Acts.

Therefore, the possible mechanism of cooperation i.e. establishment of local level DRR networking modalities have been discussed:

- Non-governmental association / non-governmental organization:
This model would be the in fact the one that would most resemble the model used in Croatia however it was concluded that such connectivity would be too complicated at this point of time. Besides that, even the Croatian model hasn't originally started at this level since at first, they too have first of all initiative their cooperation and coordination via the inter-municipal/local level agreements. Only later on, their model evolved to become and function in today's format. In general, again with minor differences between participating countries/territories, it was concluded that non-governmental associations / non-governmental foundations are established by domestic and / or foreign natural and / or legal entities. On the other hand, local level authorities i.e. cities, municipalities etc., as legal entities, are represented by their respective heads i.e. mayors, presidents of the municipalities etc. so this clearly indicates inability of the protection services to form NGOs, since they themselves do not have the status of a legal entity. Starting from the legal principle that no one can transfer to another entity more rights than he himself has, clear conclusion is that at this point of time establishment of an NGO in a form of cooperation Platform was not feasible and that it would be the third and final step in establishment of a successful local level DRR platform.
- Inter-municipal (local level) cooperation
Experiences in the application of inter-municipal cooperation solutions lead to conclusion that the existing legal frameworks in SEE countries are not fully adequate, primarily due to the complexity of procedures and the necessity of forming bodies that should perform "joint" tasks on behalf of the founders. This has the consequence of bulky and expensive structures that represent an obstacle. However, it is to be expected that these issues would be addressed and that Law amendments are to simplify the inter-municipal/ local level cooperation in all areas, including civil protection, thus allowing for more appropriate use of Cooperation Agreements.
- Cooperation Agreement
This model is recognized as the most optimal at this time thus allowing for project results to be fully achieved in a form of an intermediary solution and at the same time laying the foundation for future strengthening and adaption of the proposed model of local level DRR connectivity. However, it needs to be noted that such model can only be functional within the Civil Protection which is not fully centralized and as such this model can function based upon the previously stated interests and the need for

³ Such Laws referring to the duties and obligations of national and local level services in terms of civil protection are not necessarily named the same in all the of SEE URBAN countries/territories

cooperation following the certain cooperation agreements. Cooperation can therefore be established based on the principle of voluntarism, and not as a formal process of establishing inter-municipal cooperation with all necessary authorities and means of joint bodies.

Table 1. Original vs Actual schedule of SEE URBAN Introductory meetings

Introductory meetings			
Original schedule	Location	Actual meeting time	Location
March 9	MAC (Strumica)	Apr 18:	MAC (Strumica)
March 17	BIH (Bijeljina)	Mar 17:	BIH (Bijeljina)
March 24	SRB (Belgrade)	Mar 24:	SRB (Belgrade)
March 31	MNE (Podgorica)	Mar 31:	MNE (Podgorica)
April 07	ALB (Tirana)	Apr 07:	ALB (Tirana)
April 20	KOS (Pristina)	Apr 20:	KOS (Pristina)

When it comes to initial and actual project time schedule it needs to be noted that there has only been one activity that was organized outside of the planned schedule. This activity is related to the organization of meeting in Bosnia and Herzegovina, namely in the Republic Srpska where the entire process was delayed due to longer consultations between Association of Municipalities and Cities of Republic of Srpska and Civil Protection Administration of Republic of Srpska. However, eventually the meeting took place on December 20 even though originally planned for the second quarter of 2017. The positive this is that the partners decided to build up on existing civil protection network of municipalities in Republic of Srpska that is being supported through Civil Protection Administration of Republic of Srpska meaning that by signing of The Memorandum of Understanding they were back on track and with no delays when compared to technical results achieved in the Federation of Bosnia and Herzegovina and other SEE URBAN participating countries/territories.

Besides that, certain time delays were noticed in regard of the organization of meetings and roundtable discussions. However, these changes were caused by either postponed elections and political insecurities and still did not significantly influenced the implementation process. What actually, happened is that some of the originally planned meeting dates had to be delayed but were still implemented in the same project implementation quarter.

Table 2. Original vs Actual schedule of SEE URBAN Roundtable discussions

Roundtable discussions			
Original schedule	Location	Actual meeting time	Location
May 16	SRB (Belgrade)	May 16	SRB (Belgrade)
May 22-26	Albania (Tirana)	July 05	Albania (Tirana)
May 29-June 02	BIH (Sarajevo FBIH, Banja Luka RS)	June 20	BIH (Sarajevo)
		December 21	BIH (Teslic)
June 09	MNE (Podgorica)	July 07	MNE (Podgorica)
June 13	MKD (Strumica)	June 13	MKD (Strumica)
June 14	KOS (Pristina)	June 14	KOS (Pristina)

As presented by the table 1, only the first introductory project meeting in the former Yugoslav Republic of Macedonia was postponed from originally planned March 9 onto the April 18 (noted with red color in the table 1). This was done due to the parliamentary elections and the fact that it took 6 months to set up a government in Skopje. However, even being postponed for the end of the process of introductory session this meeting was still organized within the planned project frame. In the case of the roundtable discussion in Albania, this meeting was postponed from originally

planned May 22-26 onto the July 5 (noted with red color in the table 2). Problem, again were the general elections that took place in Albania however, the meeting was still timely organized. In the case of Montenegro, roundtable discussion meeting was postponed from the originally planned June 9 onto the July 7 (noted with red color in the table 2) due to the fact that the deliberation on the acceptable model of local level DRR networking applicable as per Laws and regulations in Montenegro took a little longer than anticipated. The good thing that came out of those two noted delays in Albania and Montenegro was the fact that within those new altered dates those two roundtable discussions were organized back to back which in fact reduced the costs of travel. The last meeting that was delayed although originally planned for beginning of June was the meeting in Bosnia and Herzegovina covering the local authorities from the Republic of Srpska (delayed until December 21 as already described earlier in the text – also noted with red color in the table 2).

And finally, in terms of delays that took place but did not hamper project implementation it needs to be noted that besides these external problem, one internal problem was noticed in the case of BE1. What happened was that right about the time when the BE1 was supposed to sign the grant agreement with the CO, CCCP had to undertake their internal elections which take place every four years. However, since the President of the CCCP was changed which then caused a series of changes within the executive board and even with the personnel taking part of the CCCP working group tasked with best practice knowledge transfer, the process of signing the grant agreement was delayed. This delay consequently caused delays with the design of promotional materials which was a crucial activity to be performed timely so that EU visibility was covered as part of the SEE URBAN meetings. Fortunately, in a joint effort of UNDP and CCCP this delay was timely remedied and SEE URBAN promo material design timely produced. Thus by all the SEE URBAN project activities were in line with the proposed project implementation timeline presented in table 3 below.

[illegible]

[illegible]

Table 3 SEE URBAN project timeline

DRAFT

And finally, when it comes to personnel supporting the implementation of the SEE URBAN project it needs to be noted that a total of 33 persons have been originally reported to be taking part of the SEE URBAN project. Out of those 33 persons, 26 persons are employed by the UNDP as the project coordinator and are positioned at the regional level of Europe and CIS and most importantly within 6 countries/territories of SEE where SEE URBAN project is to be implemented. As far as the beneficiaries are concerned they were originally represented by a total of 7 persons. However, only 2 beneficiary employees representing CDSER were in fact reported to be financially contributing to the project via their salaries whilst the contribution of others is regarded as in-kind. Furthermore, during the project implementation some of the personnel originally planned to be taking part of SEE URBAN project implementation have changed their positions and however they were all replaced by equally valuable and professional staff members. Table 4. Presents planned vs used human resources where it is visible that instead of 33 originally reported persons 31 of them have been taking part and involved in the financial tables of SEE URBAN budget. Out of those persons, as previously mentioned, 5 persons representing BE1, BE2 and BE4 were noted as an in-kind contribution. Most importantly to note is that the 31 persons that were reported as per SEE URBAN budget have increased their work time involvement in the project implementation. Moreover, as the project implementation was quite complex in terms of organizing travels, finances and media features additional persons were added so to ensure successful SEE URBAN project implementation. Therefore, table 4 is showing that additional 7 UNDP personnel and 9 beneficiary personnel have been extra added towards supporting project implementation. They will all be reported as in-kind contribution and will not cause any changes to the project budget. As a conclusion, it needs to be noted that a total of 46 persons have been implemented in SEE URBAN project implementation in 7 countries/territories representing 4 beneficiaries (16 staff in total) and 7 respective country/regional UNDP offices (31 staff in total).

Office/Partner	UNDP							BE				TOTAL
	IRH	ALB	BIH	MNE	MKD	SRB	KOS	BE1	BE2	BE3	BE4	
No. of planned project personnel	3	3	4	4	3	4	5	3	2	1	1	33
No. of confirmed project personnel as part of project budget	3	3	3	4	5	3	3	3	2	1	1	31
Additional resources used (not part of project budget)	+2	+1	+1			+2	+1	+2	+2	+2	+3	+16

Table 4. Planned vs Used human resources

3. Project management/implementation process Evaluation

3.1. Positive aspects / opportunities

When it comes to the project management and project implementation, as already noted, a total of 31 UNDP staff representing UNDP Regional Hub for Europe and CIS and 6 respective UNDP COs have been working to support the implementation of SEE URBAN project. UNDP technical staff involved are in fact part of the respective Environment, Climate and Disaster Resilience Programme Teams and were therefore well suited to deal with the topic of SEE URBAN project. That said, their experience acquired from previously implemented DRR projects has been beneficial for the success of SEE URBAN. Besides that, the fact that SEE URBAN to strengthen coordination with national counterparts which is extremely important and utterly needed for successful implementation of the disaster risk reduction policies SEE URBAN experience has now become foundation for other UNDP implemented projects.

On top of that, SEE URBAN have supported inter-institutional dialogue on DRR among various ministries, institutions and agencies representing national level and local self-governments as primary DRR responders. With that, SEE URBAN has initiated a top-down DRR dialogue in SEE countries/territories which is crucial for successful DRR project implementation. However, there is a clear need for this dialogue between the central Government and local self-governments to be continued so that modalities for advanced implementation of DRR activities and measures are fully agreed upon. Moreover, SEE URBAN has opened up an area of both vertical and horizontal DRR cooperation. At the horizontal level, there is a clear interest of local level authorities to work together as part of the newly formed local level DRR Platforms. However, SEE URBAN also instigated the interest of vertical cooperation between National and Local level DRR Platforms. For that matter, e.g. in Albania which is the country that still hasn't established functional National DRR Platform, this project provided an excellent opportunity to push this agenda as well since the work of local level urban DRR networking will inevitably feed into the national level DRR Platforms.

Furthermore, it needs to be mentioned that all the positive initiatives, opportunities and best practice example are being shared and discussed on a day-to-day basis as part of UNDP staff project operations and in constant communication with other project beneficiaries. Project is therefore being monitored in accordance with the outlined UNDP programming policies and procedures. Attention is in that sense being given not only to risk logs and/or progress reports but the entire process discusses lessons-learned as well. This particular monitoring segment is in fact being used to best recognize project ideas and opportunities.

And finally, as a particularly interested project success it needs to be noted that the first meeting in Bosnia and Herzegovina brought together representatives of two country entities namely Federation of Bosnia and Herzegovina and Republic of Srpska. This positive aspect definitely present an opportunity to be additionally supported thus by creating joint and unified approach of the two Civil Protection Administrations functioning in Bosnia and Herzegovina.

SEE URBAN Project Organisation Structure

Project Board (Governance Mechanism)

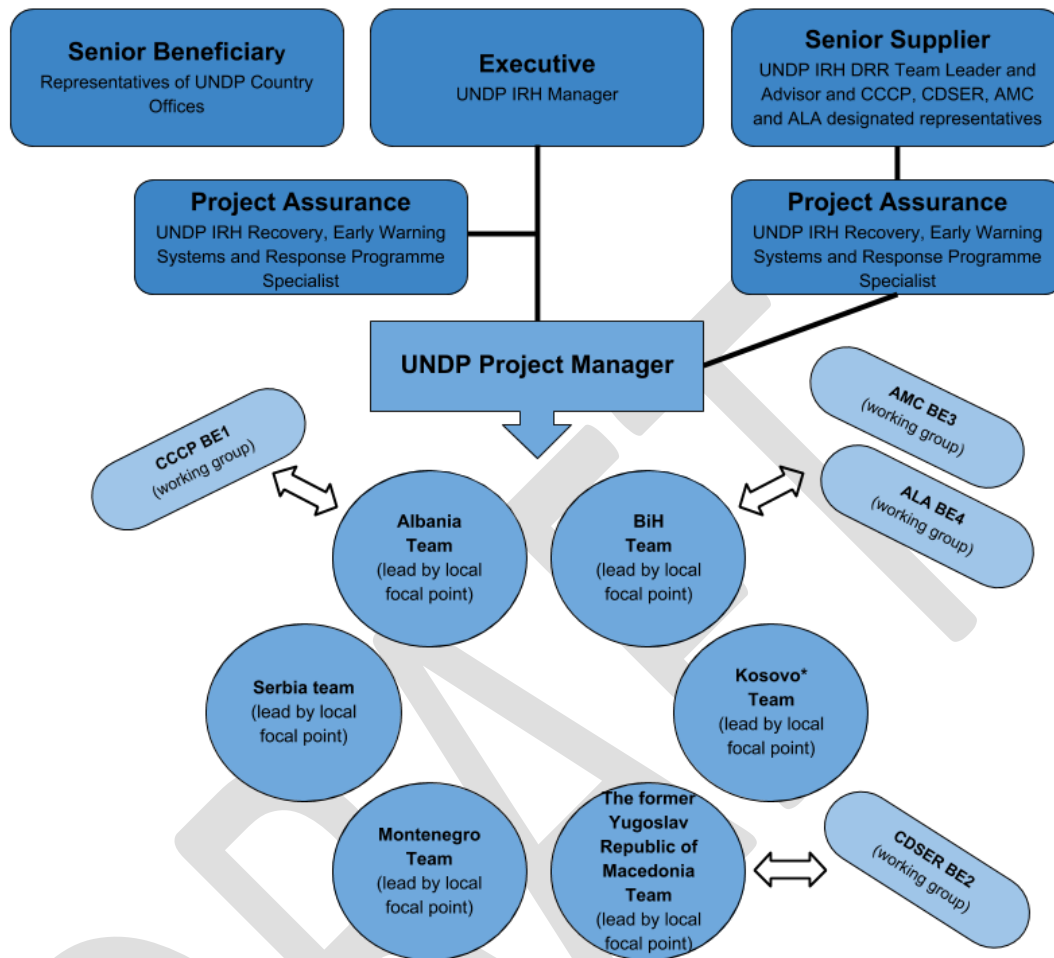


Figure 1. SEE URBAN Project Organization Structure

3.2. Internal and external difficulties encountered

During the process of SEE URBAN project implementation there were several delays recorded, however, none of them seriously threatened to jeopardize the entire implementation process and technical results delivery. In particular, in the case of Bosnia and Herzegovina, namely the Republic of Srpska the process was delayed due to longer consultations between Association of Municipalities and Cities of Republic of Srpska and Civil Protection Administration of Republic of Srpska. The partners decided that the best way forward for Republic of Srpska is to build up on existing civil protection network of municipalities in Republic of Srpska that is being supported through Civil Protection Administration of Republic of Srpska. In order to further strengthen the existing network, The Memorandum of Understanding was signed between Civil Protection Administration of Republic of Srpska and Association of Municipalities and Cities of Republic of Srpska.

This Memorandum is the starting point for the development of partnership in the area of civil protection and disaster risk reduction. The aim is to facilitate the bilateral cooperation of the signatories in terms of cooperation and improvement of the readiness of local self-government units. This particular event, even though originally planned for the second quarter of 2017 only took place in December 2017. However,

the good point is that even with this timeline SEE URBAN delivery of project technical results in Bosnia and Herzegovina will continue as planned within the 2018.

In the case of Kosovo, project implementation team has recorded the challenge concerning the lack of human and financial capacities at the municipal level. However, to ensure sustainability of the project, a participative planning process was put in place that ensures that all stakeholders are consulted both at central and local level. SEE URBAN project takes a multi-stakeholders approach and therefore facilitates coordination between local authorities. Furthermore, Emergency Management Agency officials were actively engaged to assist with promotion of DRR concept in order to support establishment of local level DRR network. So far, this approach has resulted with a relationship that is characterized as a successful cooperation.

In Montenegro, it was noted that inter-institutional coordination and possible overlapping of jurisdictions required careful approach, which has been performed all throughout the project implementation in 2017. Main challenge in the implementation of planned activities was in fact a legislative framework limiting possible models for establishment of formal cooperation platform between municipal rescue services. In addition to staff turnover and limited capacities, this represented main concern for project initial phase. This challenge was partially overcome by exploring possible models and, relying on consultative process, selecting the most appropriate one. Following the model identification project undertook consultations with local level DRR representatives and initiated signing of cooperation protocol with those municipalities that proved to be most proactive and interested in cooperation establishment, with intent of using this as a stable platform for involvement of other municipalities in the future.

In the case of Serbia the issue of inter-institutional coordination and possible overlapping of jurisdictions was noted as potential obstacle. Besides that, being that the UNDP CO in Serbia supported activities in Croatia alongside CCCP several challenges in regards of inadequate translation services were noted. This was particularly important re the use of e-library as part of SEE URBAN website. The general conclusion was that the establishment of English as a working language simplified all project activities enabling equal participation with minimal required costs. Another challenge noted was in regard the organization of regional working meeting in Opatija, Croatia participated with representatives of 7 different countries/territories which called for timely planning and professional organization which was to fit everybody's schedule. Another risk that was considered in connection to the regional working meeting was the organization of attached civil protection exercise. However, favorable weather conditions did not postpone or in any other way changed originally planned activities even though they required open field implementation.

In the former Yugoslav Republic of Macedonia, the prolonged period for establishment of the Government (the Government was established at the end of May 2017, almost 6 months after the Parliamentary elections) and the local elections that took place in October 2017 affected the timeframe implementation of the project. There were certain delays and postponement of the activities namely introductory meeting and roundtable discussion because the attention of the main stakeholders was directed towards the outcomes of both elections.

Besides that, the country has a complicated legal and institutional system for disaster risk management, with two emergency agencies and number of other institutions with some responsibilities in this area. This set up proved to be inefficient and not well coordinated, so there is a growing understanding that a serious reform of the system is needed. This at the same time is a risk but also it presents an opportunity for the project to influence the process and strengthen the DRM on regional and local level.

Another challenge faced in the former Yugoslav Republic of Macedonia was the fact that the Center for Development of the South-East Region has limited knowledge and experience in the area of disaster risk

management. However, on the other hand they have extensive experience in coordination and support of the local governments in the south-east region. Therefore, they were able to bring together different stakeholders and facilitate the decision-making process on regional level which is the value added for the operationalization of the DRR/Urban Resilience network on local level.

In Albania, the project's 2nd event namely roundtable discussion coincided with Albania's general elections of June 2017. This, somehow affected participation as compared to the 1st event, but also the subsequent media attention, even though the event was further postponed following postponement of election date. However, once again project technical results were not affected as the Albanian local level DRR networking modality was indeed discussed and finalized during the July 5 roundtable. The positive thing in terms of this event in Albania being postponed was the fact that being the last in line to organize the national roundtable discussion they have also contributed from the analysis of the local DRR networking modalities already discussed in the former Yugoslav Republic of Macedonia, Bosnia and Herzegovina and Serbia and not only from Croatia, as originally planned.

And finally, in Kosovo, the Association of Kosovo Municipalities (AKM) despite initial agreement to become a part of the SEE URBAN project and to support the establishment of local DRR network, later on conditioned partnering with immediate funding and request to exclude SEE URBAN project from any direct communications with beneficiary municipalities. Thus for, UNDP Kosovo in consultation with Kosovo Emergency Management Agency (EMA) and respective municipalities, redesigned the Kosovo model for DRR local network. During the online coordination meeting held on 12 September 2017, with SEE URBAN Regional Technical Coordinator and the SEE URBAN Project manager at UNDP Istanbul Regional Hub, the UNDP Kosovo discussed this issue in detail which resulted with an agreement to go ahead with the revised model of Kosovo DRR local platform.

3.3. Partnership/core group cooperation

As planned by the SEE URBAN organizational structure, UNDP Regional Advisory Hub in Istanbul, Turkey was tasked with providing policy and programmatic support to UNDP's development activities in the region of SEE. That said, Istanbul Regional Hub (IRH) Disaster Risk Reduction team for Europe and CIS acted as SEE URBAN project coordinators ensuring project is well coordinated regionally. This was a particularly important task since SEE URBAN is simultaneously being implemented in 7 different countries/territories of SEE. Therefore, UNDP Regional Hub has been constantly supporting the impact of project activities being implemented at the national level by assisting UNDP Country Offices through coordination/advisory services and technical support.

That said, so to ensure adequate project national level implementation respective UNDP Country Offices (COs) in the project countries/territories were in charge of implementing tasks and actions within their countries/territories. UNDP COs and their respective management and DRR experts are present in all the countries/territories implementing SEE URBAN project. It was in fact those UNDP COs who enabled proper project implementation since if it wasn't for this field presence, SEE URBAN presumably would not be as successful. UNDP COs have been the one who have established and formalized cooperation via respective grant agreements with the four other project beneficiary namely UNDP Bosnia and Herzegovina with the Association of Municipalities and Cities of FBiH (BE3) and Association of Local

Authorities of RS (BE4), UNDP Macedonia with the Centre for Development of the South-East Region (BE2) and UNDP Serbia⁴ with the Croatian Counties / Cities Disaster Risk Reduction Platform (BE1).

Therefore, at the regional level UNDP IRH facilitated direct communication with respective UNDP COs in order to ensure adequate and prompt information exchange via Quarterly online discussions. At the same time, UNDP COs were in charge of respective day-to-day communication with the BE1, BE2, BE3 and BE4 in order to adequately process and communicate any given project information.

And finally, it needs to be noted that since the main project goal was to establish the partnerships between many different DRR actors the entire project team primarily focused on facilitating proper information exchange between national and local level DRR stakeholders. In that sense, communication with the working groups and coordination of activities between 7 different countries/territories within SEE was challenging but in the end successfully implemented. This information/best practice exchange and close collaboration between 6 different UNDP COs and 4 Project Beneficiaries was crucial in bringing together all the relevant DRR policy maker and practitioners from all the respective institutions and organizations at national and local level.

3.4. Cooperation with the Commission

In terms of the cooperation with the European Commission namely DG ECHO, UNDP as the project coordinator following the points stipulated within the signed agreement has been the sole point of contact re all the SEE URBAN project issues. In that sense, SEE URBAN regional technical advisor has been in contact with the designated DG ECHO project officer discussing mostly the issues of project visibility and appropriate terms to be used by both EU and UNDP. Besides that, EU DG ECHO have been informed about the project event timeline and in particular concerning the only regional SEE project event so far organized in October 2017 in Croatia.

Moreover, regarding the organization of the national events it needs to be noted that respective EU delegations have also been timely informed and invited to take part of the project activities. That said, Mr. Karl-Heinz Vogel representing EUD in Serbia took part of the meeting organized in Belgrade on 16 May, 2017. Mr. Vogel spoke very positively about the SEE URBAN project idea and stressed that cooperation in Civil Protection area is the foundation for all future DRR success.

Roundtable meeting organized in Pristina on June 14, 2017 was attended by the EU office representative in Kosovo, Mr. Gazmend Selimi. It is to be noted that the UNDP Senior Management and senior representatives of Emergency Management Agency and relevant central and local project counterparts were also present at this event.

And finally, the meeting organized in Tirana on July 5, 2017 was also attended by EUD representative, Mr. Antoine Avignon, who contributed with a short presentation of EU work on post disaster needs assessment and recovery programme following the last flood of February 2015 in Albania. He informed on the implementation status of the 3 components of the EU assistance programme, and stressed the importance of municipalities' cooperation within Albania and in the region for DRR, as well as the need to collaborate in the framework of other similar programmes.

⁴ In the absence of UNDP Croatia which ceased with its activities in the 2016.

3.5. European value added

Major importance of SEE URBAN project is that it does not only deals with the DRR issue recognized as a need driven in South-East Europe but in fact it deals with the underlying problems that disaster risk reduction system face in many other EU countries. In that sense, this transfer of valuable experience of formal affiliating of municipalities and counties from the EU member state namely Croatia over to the entire SEE region is of specific importance for the entire EU. In a way, this project will be a testing tool as per which DRR capacities and networking of local communities as first hand civil protection responders are to be strengthened so that similar model can be replicated anywhere else in the EU thus by making this project becoming “EU URBAN”.

This best EU practice of local level DRR networking has been quite successful in knowledge sharing since organization of national level introductory meetings and roundtable discussions, SEE URBAN e-library content and experience exchange and finally the regional working meeting organized in October 2017 in Croatia have all been invaluable methods of transferring EU acquired knowledge from one member state onto the 6 other countries/territories in the SEE which all aspiring to becoming a member of EU.

Important to note is that SEE URBAN project has strong interactions with other undertakings delivered by both UNDP and EU that support the cooperation and networking on central and local level. In that concern UNDP as SEE URBAN project coordinator has put a lot of emphasis on ensuring efficient coordination and creation of synergies. For instance, in Kosovo, consultations were made with the Decentralization and Municipal Support – (DEMOS 2013-2016) project of the Swiss Cooperation Office regarding the Inter-Municipal Cooperation. DEMOS project has developed the Handbook for inter-municipal cooperation and interstate municipal cooperation in line with existing laws in Kosovo that could easily be replicated within other SEE URBAN participating countries. Therefore, project synergies and European values were promoted in a way that UNDP Kosovo coordinated and agreed with Swiss Cooperation Office to using the same Manual for the establishment of the DRR local network as part of the SEE URBAN project.

And finally, once again it needs to be reiterated that the SEE URBAN is one of the few projects that is fully in line with the Communication from the Commission to the European Parliament, the Council, the European Economic and Social Committee of the Regions on “A Community Approach on the Prevention of Natural and Man-made Disasters” (Brussels, 23.2.2009 COM(2009) 82 final).⁵ Therefore, the SEE URBAN experience on the key elements on community approach on disaster risk prevention namely best practice exchange, linking the actors and policies throughout the disaster management cycle and finally reinforcing international cooperation in the field of disaster prevention (including candidate and potential candidate countries, ENP and PPRD countries).

On top of all this, SEE URBAN is fully in line with the objectives and the goals from the Sendai DRR Framework for Action (2015 – 2030), as well as the EU Action Plan on the Sendai Framework for Disaster Risk Reduction 2015-2030 (A disaster risk-informed approach for all EU policies)⁶. In fact, the entire project set-up lies on the recommendations given by the Sendai DRR framework which are, inter alia stating that we are: a) to build the knowledge of government officials at all levels, civil society, communities and volunteers, as well as the private sector, through sharing experiences, lessons learned, good practices and training and education on disaster risk reduction, including the use of existing training and education mechanisms and peer learning⁷; b) to empower local authorities to work and coordinate with civil society, communities in disaster risk management at the local level⁸; c) to promote the

⁵ [http://www.europarl.europa.eu/meetdocs/2009_2014/documents/com/com_com\(2009\)0082_/com_com\(2009\)0082_en.pdf](http://www.europarl.europa.eu/meetdocs/2009_2014/documents/com/com_com(2009)0082_/com_com(2009)0082_en.pdf)

⁶ http://ec.europa.eu/echo/sites/echo-site/files/sendai_swd_2016_205_0.pdf

⁷ Sendai priority 1, National and Local levels under g

⁸ Sendai priority 2, National and Local levels under h

development of quality standards, such as certifications and awards for disaster risk management, with the participation of the private sector, civil society, professional associations, scientific organizations and the United Nations; and finally d) to enhance collaboration among people at the local level so to disseminate disaster risk information through the involvement of community-based organizations and non-governmental organizations⁹.

That said, SEE URBAN project obviously goes beyond the European value added since this idea is not only to be replicated all throughout the EU member state countries but this project can actually become a knowledge product that could be transferred from the EU, being originally conceived and implemented within a member state country over to the all the other countries globally which are supporting Sendai Framework for Action.

3.6. Lessons learnt and possible improvements

The entire region of SEE is exposed to similar natural hazards, with most common ones being earthquakes, floods, droughts, heatwaves, wildfires and landslides. Besides that, many of the countries/territories taking part of the SEE URBAN project are sharing similar history. The numerous challenges the countries/territories are facing after the war in the 1990s, combined with political deadlocks and weak economic situation, placed disaster risks, traditionally connected with civil protection, at the bottom of priorities, never receiving enough political interest.

This lack of interest led not only to weak general capacities but also to unabsorbing of improvements and new approaches in dealing with disaster risks. Alarmingly, even today, institutions and citizens are at the very beginning of understanding that the way DRR and climate change (CC) are included in development will, among others, shape our future.

In that context, all throughout the SEE region there is a dysbalanced focus on higher-level governance structures, compared with those of local governments. As a result, municipalities/cities often remain disconnected from changes and progress happening at higher levels. This is the main cause for lack of important community DRR initiatives that proved to be most effective means of empowering citizens.

Therefore, one of the main lessons learnt is that strong and permanent coordination with national counterparts be that the national level institutions, ministries, agencies on one end and local level authorities and local DRR practitioners on another is extremely important and utterly needed for successful implementation of the disaster risk reduction policies.

Inter-institutional dialogue on DRR among various ministries, institutions and agencies at national level is highly beneficial as this is the way to establish horizontal DRR cooperation. Also, there is a clear need for improved dialogue, on modalities for advanced implementation of DRR activities and measures, between the central Government and local self-governments. That said, it is clear that effective and efficient disaster risk management requires strong inter-sectoral collaboration on all levels, and established and functional mechanism for a continuous dialogue and exchange of ideas and experience on vertical level as well. In this context, one of the most important lessons learnt as part of SEE URBAN project implementation is that newly established local level DRR Platforms can be an added value to the national DRR Platforms and its operationalization on sub-regional, national and local level.

And finally, even though always anticipated political changes still usually come as a surprise. In that context, and as already mentioned, political changes have affected the project implementation process in Croatia, Albania, the former Yugoslav Republic of Macedonia and Kosovo. SEE URBAN project indeed adapted to the political changes faced and adjusted respective schedule of activities however it is to be

⁹ Sendai priority 1, National and Local levels under o

noted that in terms of avoiding any effects of future political destabilization processes against the SEE URBAN implementation process, project coordinator and beneficiary representatives on the field are to regularly monitor respective national and local political situations and in case of need alert the SEE URBAN project board of any potential project impact so to initiate discussion on mitigation actions.

Closely related to this issue is the question of lack of commitment and coordination at the senior political level. In that concern, SEE URBAN project is supporting and practicing continuous advocacy related to the importance of effective, efficient and sustainable DRR system. By doing so, SEE URBAN project is to ensure regular participation of stakeholders in coordination forums and to establish transparent, effective, and inclusive communication and coordination among all the actors involved in the project development.

DRAFT

4. Project activities

4.1. Quantitative monitoring, evaluation and dissemination

In the meantime, in accordance with Action, the Micro Capital Grant Agreements were signed with Association of Municipalities and Cities of Republika Srpska, Association of Municipalities and Cities of Federation of Bosnia and Herzegovina.

4.2. Qualitative evaluation of the activities

MKD MEDIA The main objective of the visibility and communication plan is achieved at this stage of the project implementation. Positive results of EU and UNDP partnership has been communicated through round table discussions, joint press releases, and via social media.

The round table discussion which took place in Strumica had very positive media coverage by local and national media. Press release was sent additionally and was also published in the online media.

The round table was an excellent opportunity for the emergency agencies, NGO's and local authorities to share their experiences and talk about strengthening future cooperation in DRR activities. Promotional materials has been disseminated on this occasion.

Relevant project information was shared through media, as well as best practice stories and experiences were exchanged with other partners. This kind of activities were of great help to raise awareness on DRR urban risks within general population in the country and in the whole region.

Media briefing was held in Skopje to present the project and to raise awareness of the media on the issues related to urban resilience on national and regional level.

5. Technical results and deliverables

5.1. Kick-off meeting presentation prepared

5.2. Working plan for each activity prepared

On 06 February 2017 1st SEE URBAN Coordination Skype Call was conducted during which all the COs were invited to submit their comments/proposals in order to adjust the Annual Work Plan (AWP). Following received comments, SEE URBAN Annual Work Plan and Social and Environmental Screening (SESP) was developed and finalized. As part of AWP 7 respective outputs were developed covering activities, timeframe and budget for IRH and 6 respective COs in SEE whilst SESP has covered all aspects of Social and Environmental sustainability and risks. Additionally, 2017 SEE URBAN deliverables timeline was developed as per activities noted in the project document.

5.3. Internal communication Strategy between partners developed

On 13 February 2017 2nd SEE URBAN Coordination Skype Call was conducted during which all the COs were presented with the draft calendar of events with proposed dates for project activities for the period of February- June 2017. Most importantly, SEE URBAN Communication and Visibility plan was developed and communicated with all the project partners

Following the inputs received from respective COs SEE URBAN calendar of events covering all 6 respective 1st introductory meetings was adjusted and finalized. Following the completion of the first set of introductory meetings, another round of coordination calls was conducted with all the project partners resulting with the SEE URBAN calendar of events covering all 6 respective 1st roundtable discussions finalized.

5.4. First Progress report to EC

Following the inputs received via annual project progress reports covering respective activities of project beneficiaries namely CCCP, CDSER, AMC and ALA respective UNDP country offices in all 6 project countries/territories have prepared annual project progress reports. Based on the outputs/results of those reports IRH have coordinated development of annual SEE URBAN project progress report in line with the EU guidelines. The report is to be submitted within 60 days following the end of reporting period.

5.5. Minutes of coordination meetings conducted online

- MEETINGS MINUTES BEFORE THAT????

- In between 10 and 13 April in Belgrade, Serbia a coordination meetings were held so to discuss future steps. Issues concerning gender representation and media approach were particularly discussed.
- On 04 September coordination meeting was held in Osijek, Croatia with the President of Croatian Counties and Cities DRR Platform so to discuss organization matters re the upcoming SEE URBAN regional meeting to be held in Opatija, Croatia in between 16 and 18 October;
- During 11 and 12 September bilateral online coordination meetings were organized with all 6 UNDP COs participating the SEE URBAN project. During those meetings SEE URBAN project implementation and upcoming plans until the end of this year were discussed in detail;

5.6. Pull of experts/working group sharing regional know-how established in Croatia

Through a series of bilateral calls the entire 1st round meetings timeline was confirmed with the CCCP as the key partner in charge of presenting their DRR experience regionally who have formed a working group with designated personal in charge of covering each respective meeting location.

CHANGES IN THE GROUP

1. Tomislav JarmiĆ
2. Marijan Vundać
3. Stjepan Behin
4. Branko Herček
5. Ivka Ćorić
6. Denis Stipanov
7. Dalibor Šestak
8. Ružica Slišković Bartoloti

21 april

5.7. Working group established in every respective project country/territory

As planned by the project document, working groups were established in all of the 6 countries/territories in which the EU best practice model on local DRR networking was to be shared. Respective national Working Groups brought together policy makers and practitioners from all relevant institutions on central and local levels. They were tasked to provide information, knowledge and experience exchange among the key stakeholders in the country. At the same time, the members of the respective working groups had benefited from the collaboration with the working group formed by the Croatian Counties and Cities Disaster Risk Reduction Platform and shared the acquired knowledge all throughout SEE region.

Namely, in Bosnia and Herzegovina, it was decided to create an informal advisory group that will support the implementation of the project. The advisory group consists of UNDP, nominated representatives of BE3 and BE4 and Ministry of Security of Bosnia and Herzegovina, Civil Protection Administration of Federation of Bosnia and Herzegovina, Civil Protection Administration of Republic of Srpska and in addition of representatives of cities of Tuzla and Doboј in order to ensure the presence of the final beneficiaries.

In Montenegro, respective Technical Working Group has been established and included the representatives of UNDP and national and local level namely Ministry of Interior i.e. Directorate for Emergency Management, Municipalities of Kolasin, Pluzine and Mojkovac.

In Serbia, established Technical Working Group included representatives of UNDP, national and local level namely Ministry of Public Administration and Local Self-Government, Ministry of Finance, Sector for Emergency Management, Ministry of Interior, Public Investment Management Office, Public Water Company "Srbijavode", Standing Conference of Towns and Municipalities (SCTM) and cities of Kraljevo, Cacak, Kragujevac, Zrenjanin, and municipalities of Ub and Obrenovac.

In the former Yugoslav Republic of Macedonia Technical Working Group has been established which included UNDP and representatives of the key national and local level entities that have responsibilities related to disaster risk management namely Crisis Management Centre, Directorate for Rescue and Protection, Local Government of the 10 municipalities of the south-east region – Strumica, Radovis, Gevgelija, Dojran, Bogdanci, Valandovo, Konce, Novo Selo, and Bosilovo, as well as the Red Cross.

In Kosovo, DRR stakeholders involved in the process of establishing the local network were UNDP, Emergency Management Agency/Ministry of Internal Affairs; Ministry of Local Government Administration, Association of Kosovo Municipalities and representatives of 24 Kosovo Municipalities.

And finally, in Albania major group discussions were conducted between UNDP, General Directorate of Civil Emergencies and two Albanian associations of municipalities: Association of Municipalities of Albania (AMA) and Association for Local Autonomy (ALA) and UNDP representatives.

5.8. Local level urban DRR cooperation/connectivity presentation materials prepared

SEE URBAN Regional Technical Advisor has prepared project PowerPoint Presentation alongside associated questionnaire adjusted to the need of each meeting in all the respective countries. The

PPT presentation is to serve as the tool to present SEE URBAN goals and activities to the target audience i.e. in particularly local level DRR practitioners whilst questionnaires were developed so to better address/adjust future steps and also measure the project progress and statistics. CCCP have prepared materials to be shared as best practice experience so to enable introduction of the DRR networking modalities in all the project countries/territories.

5.9. One working meeting/presentation of CCCP model organized in each country/territory respectively

The project initial promotion has been conducted on 17th of March 2017 in Bijeljina in organization of Association of Municipalities and Cities of Republika Srpska and Association of Municipalities and Cities of Federation of Bosnia and Herzegovina. Around 50 participants attended the event, namely representatives of local self-governments dealing with DRR as well as representatives of key state and entity stakeholders in DRR (Ministry of Security of Bosnia and Herzegovina, Civil Protection Administration of Federation of Bosnia and Herzegovina and Civil Protection Administration of Republika Srpska)

More information on the SEE Urban project details have been provided by project coordinator, Mr. Krunoslav Katic, including the project partners, academic counterparts, the expected national and regional project events: round-tables and conferences, as well as the future DRR platform. He stressed the importance of urban and local networking and cross-border cooperation, in particular for accessing the international aid funding. Further on, in order to showcase what concrete experience and knowledge project can bring to the participating countries and their municipalities, Mr. Stjepan Behim presented the good practice of Croatian Counties / Cities Disaster Risk Reduction Platform, explaining its structure, organization and responsibilities. He underlined the importance of strengthening the DRR practice on the local level, but he draw attention to sometimes insufficient local capacities for e.g. disaster risks assessments or critical infrastructure determination. He highlighted the importance of territorial cooperation, spatial planning and construction standards, illustrating it by Slovenian examples of good practice. He initiated a valuable knowledge transfer and sharing of lessons learned that will also be supported under the SEE Urban project and its knowledge and information sharing platform.

Along with the SEE URBAN project presentation, during this meeting several national and local stakeholders presented their recent achievements in strategic, normative and financial spheres. Participants expressed strong interest in the SEE Urban project and its expected results.

MN OBJECTIVES Provide details of the overall project goal and project focus on preventing the harmful effects of urban disasters, protecting people, the environment and property, sharing information and adopting good practices and DRR model of linking and co-operation that build capacity building at both local and regional levels.

Initiate forming of a network of key actors of DRR at the local, urban level, thus creating preconditions for additional capacity for replication of good practices and experiences.

Initiate creation of an electronic DRR library that will contain all relevant documents related to DRR, and plans to strengthen electronic communication between the partners.

Consideration of possible mechanisms that are applicable in Montenegro, relying on existing practices with the possibility of improvement and institutionalization

Table 5. Number of participants taking part of SEE URBAN introductory meetings disaggregated by gender

Country	Female	Male	Total
Bosnia and Herzegovina	2	32	34
Serbia	22	78	100

Montenegro	9	11	20
Albania	9	36	45
The former Yugoslav Republic of Macedonia	7	20	27
Kosovo*	6	21	27

- On 17 March 1st round introductory meeting was organized in Bijeljina, Bosnia and Herzegovina with the support of UNDP BIH CO and two project partner organizations namely AMC and ALA. It was participated by a total of 34 local and national level DRR practitioners.
- On 24 March 1st round introductory meeting was organized in Belgrade, Serbia with the support of UNDP SRB CO and back-to-back with the Meeting of the Standing Conference of Towns and Municipalities' Network for Risk and Emergency Management. Around 100 participants attended the event, namely representatives of local self-governments dealing with DRR as well as representatives of key national stakeholders in DRR.
- On 31 March 1st round introductory meeting was organized in Podgorica, Montenegro with the support of UNDP MNE CO. The meeting was attended with a total of 16 local/national level DRR participants.
- On 07 April 1st round introductory meeting was organized in Tirana, Albania with the support of UNDP KOS CO. The meeting was attended with a total of 24 local/national level DRR participants.
- Following the cancellation of originally planned date for March 09 due to parliamentary election and associated political situation in the former Yugoslav Republic of Macedonia 1st round introductory meeting was organized in Strumica on 18 April with the support of UNDP MAK CO and Project beneficiary CDSER. The meeting was attended with a total of 17 local/national level DRR participants.
- In order to be as cost effective as possible, back to back 1st round introductory meeting was organized in Pristina, Kosovo* on 20 April with the support of UNDP KOS CO. The meeting was attended with a total of 21 local/national level DRR participants.

5.10. Local level DRR connectivity/cooperation modality developed for each country respectively

Following the introductory meetings when EU best practice model of local level DRR networking was presented each SEE URBAN participating country has continued to develop their own sustainable model of local level DRR connectivity. The results are as follows:

In Bosnia and Herzegovina, after the initial agreements and launch of the project, intensive consultations on the creation of civil protection networks of municipalities and cities in BiH were conducted. This resulted in creation of the The Civil Protection Network of the Association of Municipalities and Cities of the Federation Bosnia and Herzegovina. The Network was created as part of Association of Municipalities and Cities of Federation of Bosnia and Herzegovina. Expert networks are already envisaged through strategic documents of Association so no additional approvals are required

The Rulebook establishes this Network as an advisory body within the Association of Municipalities and Cities of the Federation Bosnia and Herzegovina, which adopts views, opinions and suggestions in its work, exchanges good practices and experiences, organizes expert meetings and consultations on topics related to the scope of the Network. The aim of the Networks is to apply and adapt the examples of good practice of connecting local self-government units; to reduce the risk of elemental disasters and other accidents in local self-government units and to reduce the consequences of these events and protect people, the environment and property.

Also, president and vice-president of the Civil Protection Network were nominated and later on elected for formal adoption to Presidency of Association of Municipalities and Cities of the Federation Bosnia and

Herzegovina. Important to note is that the first president of this first DRR network found as part of the SEE URBAN project is a woman thus by proving that this project is strongly supporting the gender component.

In Montenegro, Local self-governments from Tara river basin established Protocols of Collaboration, defining common goals, plans and obligations. SEE URBAN project supported analysis of the legal context and form of cooperation and facilitated signing of protocol between first three municipalities. Therefore, the municipalities of Kolasin, Mojkovac and Pluzine (municipalities of the Tara River Basin) signed a protocol on cooperation. The subject of the Protocol on Cooperation is the formalization and establishment of cooperation in the coordination, protection of people, the environment and property, exchange of information and linkage using the model of institutionalized cooperation that leads to capacity building at the local and state level in the field of protection.

In the case of Serbia, Local self-governments from two river basins (Western Morava and Kolubara) established Protocols of Collaboration, defining common goals, plans and obligations. SEE URBAN project supported analysis of the actions undertaken, further needs and regional perspective of such cooperation modality, by producing an Analytical Study of the Western Morava DRR Collaboration Example. The example from Serbia is interesting as it became the first example where two local level DRR networks were formed with their division established in geographic terms i.e. as per river basins. However, it is to note that being formed as part of river basins they do not deal solely with floods as a joint problem but instead they deal with multi-hazards threatening their geographic area.

The Macedonian model was selected based on the following principles related to the fact that CDSER is responsible for the preparation of the regional development programme and the action plan; coordinates its implementation; provides expert and technical support to the local self-governments and the Mayors of the region; provides expert services to the association of citizens and other interested stakeholders in all aspects of the regional development; enhances the inter-municipal cooperation in the region; implements projects that contribute to the development of the region, etc. Having such broad responsibilities and connections with all relevant stakeholder, the CDSER is therefore recognized as a platform and a hub for improvement of the connectivity and cooperation in the area of disaster risk management and resilience building on regional and local level. However, the legal formalization of this is still pending due to the negative impact of the elections in the country (Parliamentarian and local) which delayed and prolonged this process.

In the case of Albania, it was agreed that the local DRR platform of Albania will be co-chaired and coordinated by the two associations representing Albanian local self-governments namely Association of Municipalities of Albania (AMA) and Association for Local Autonomy (ALA). This model was selected so to ensure project ownership and sustainability as it was noted that it could be endorsed later on by Albanian municipalities, but also sustained in the long run as the most appropriate DRR networking modality in Albania. Local level DRR Platform is to serve to: promote mutual support among local, national, international actors involved in the field of disaster prevention and reduction; strengthen municipal capacities in preparing, responding, recovering and mitigating disaster risk as well as for incorporating them into local development plans, policies and programs; encourage dialogue and a comprehensive local decision-making based on the open exchange of information and risk data, broken down by gender, age, inability, easily accessible, up-to-date, comprehensible and complemented by local knowledge; develop cooperation programs and projects in the area of prevention and readiness for disaster response with similar associations within and outside Albania; support the establishment of systems and services for the exchange of information, best practices, technologies, lessons learned, and measures to reduce the risk of disaster and finally develop periodic campaigns for local community education and awareness on disaster risk and drafting local strategies for reducing it.

In Kosovo, following the deliberation on potential models of local level DRR networking the representatives of 5 municipalities namely Drenas/Glogoc, Malishevë/Mališevo, Klinë/a, Istog/k and Pejë/Peć have submitted to UNDP decisions signed by respective Municipal Mayors confirming their will to participate in the creation of first Kosovo local level DRR network. Following this decision, work group continued working on establishment of a DRR local network which resulted with draft model documents i.e. Inter-Municipal Cooperation Agreement between Municipalities for the establishment of the DRR network at local level, organogram and roles and responsibilities. Furthermore, a/m documents were later on revised by the Ministry of Local Government Administration so to clarify further steps for introduction of legal draft Agreement as defined by the Law for Inter-Municipal Agreement. Once again, the entire process was analyzed during the local workshop and additionally Manual for the establishment of the DRR local network presented alongside draft paperwork and procedures to follow up. Therefore, draft Inter-Municipal Cooperation for local level DRR networking was developed which included roles and responsibilities of municipality assigned officials. This local DRR network was named “Disaster Resilience Drenicë-Llapushë-Dukagjin” which in fact include geographical regions where 5 proposed municipalities belong.

5.11. One local level experience exchange roundtable discussions organized in each country respectively

BIH The First meeting of The Civil Protection Network of the Association of Municipalities and Cities of the Federation Bosnia and Herzegovina was held on June 20 in Sarajevo. The meeting was attended by representatives of over 50 municipalities and cities of Federation of Bosnia and Herzegovina as well as representatives of key state and entity stakeholders in DRR (Ministry of Security of Bosnia and Herzegovina and Civil Protection Administration of Federation of Bosnia and Herzegovina). UNDP Country Office representatives briefly presented former and current UNDP activities related to climate resilience and disaster risk reduction and introduced the SEE URBAN project. More information on the SEE Urban project details have been provided by project coordinator, Mr. Krunoslav Katic, including very informative statistical analysis and findings of the so far conducted SEE URBAN activities. Mr. Stjepan Behim presented the good practice of Croatian Counties / Cities Disaster Risk Reduction Platform, and shared overall Croatian experience in dealing with disaster risk reduction issues. The goals and activities as well as Rulebook of Civil Protection Network of the Association of Municipalities and Cities of the Federation Bosnia and Herzegovina were presented. Meeting was concluded with adoption of the draft of Rulebook of Civil Protection Network of the Association of Municipalities and Cities of the Federation Bosnia and Herzegovina that was later approved by Presidency of Association of Municipalities and Cities of the Federation Bosnia and Herzegovina for formal adoption.

BIH ADDITIONAL By the end of the year the Civil Protection Network of the Association of Municipalities and Cities of the Federation Bosnia and Herzegovina organize one more meeting in the form of public discussion on the draft law on firefighting was discussed. Important challenges and issues were highlighted, and all conclusions and remarks were submitted to Civil Protection Administration of Federation of Bosnia and Herzegovina.

MN Present details of the overall project goal and implemented project activities in Montenegro and other countries where the project is being implemented.

- Present project results and results of Analysis of possible mechanisms that are applicable in Montenegro, relying on existing practices with the possibility of improvement and institutionalization for Montenegro.

- Presentation of the Platform of Croatian Counties and Cities for Disaster Risk Reduction.
 - Presentation of good practice examples of preparation and implementation of EU projects - South East Region Development Center.
 - Present Analysis of the legal framework for the functioning of the protection and responsibility service with recommendations for the networking
 - Present text proposal for the Memorandum of Understanding that will be used in creating the Platform in Montenegro.
- On 16 May 1st roundtable discussion meeting was organized in Belgrade, Serbia with the support of UNDP SRB CO.
 - On 13 June 1st roundtable discussion meeting was organized in Strumica with the support of UNDP MAK CO and Project beneficiary CDSER.
 - In order to be as cost effective as possible, back to back 1st roundtable discussion meeting was organized in Pristina, Kosovo* on 14 June with the support of UNDP KOS CO.
 - On 20 June 1st roundtable discussion meeting was organized in Sarajevo, Bosnia and Herzegovina with the support of UNDP BIH CO and AMC as the project partner organization in the Federation of BIH.
 - On 05 July 1st roundtable discussion meeting was organized in Tirana, Albania with the support of UNDP ALB CO.
 - On 07 July 1st roundtable discussion meeting was organized in Podgorica, Montenegro with the support of UNDP MNE CO.
 - SRB Training on QGIS software was organized for DRR practitioners from local self-governments in order to develop their technical capacities in Serbia to use innovative IT solutions for disaster risk reduction and management and to achieve better integration of environmental and resilience policies, as well as to improve cooperation modalities in local self-governments by data collection, data sharing and data analysis. The training was also used as a starting point for successful preparation of local risk maps, as integral part of local risk assessments and protection/rescue plans in emergencies.

Table 6. Number of participants taking part of SEE URBAN roundtable meetings disaggregated by gender

Country	Female	Male	Total
Bosnia and Herzegovina (Federation)	6	44	50
Bosnia and Herzegovina (Republic of Srpska)	6	39	45
Serbia	7	28	35
Montenegro	6	7	13
Albania	6	16	22
The former Yugoslav Republic of Macedonia	5	20	25
Kosovo*	5	21	26

5.12. Regional best practise sharing working meetings organized in Croatia

-As part of a preparatory phase, SEE URBAN regional meeting materials namely letter of invite, agenda, logistics note, concept note and registration form were developed and shared regionally with UNDP COs (which are to distribute it to their national counterparts) and EU whilst CCCP distributed those invites within the level of Croatia (so to include local level representatives, private businesses and academia).

-In between 16 and 18 October SEE URBAN regional best practice exchange meeting was organized in Opatija, Croatia. Main objective of the meeting was the presentation of respective local level DRR connectivity/cooperation modalities, discussion about regional implementation and assessment of the possibility of its replication within other European and EU accession countries. Respective national best practice examples of local level DRR connectivity/cooperation modality were presented, and regional cooperation enhanced, through sharing of regional know-how. Formalization of model of regional cooperation was also discussed.

-On the 18th October in Sapjane, Croatia as an integral part of the meeting a small scale civil protection exercise was organized with the purpose of sharing of experience and best practices.

5.13. Identified, collected and disseminated urban risk DRR data for each country respectively

KOS On 13 November 2017, the Kosovo CO sent the link of DRR materials for SEE-Urban E-library¹⁰. Some material¹¹ where sent as documents by email, and as were shared web-links of main DRR institutional in Kosovo¹². Most of the DRR documents shared for E-library where in Albanian, Serbian and English language. Thus, only the brochure was translated into local language

5.14. All relevant urban risk DRR documents made available in local languages

¹⁰ <https://gzk.rks-gov.net/ActDetail.aspx?ActID=2775>
https://ame.rks-gov.net/LinkClick.aspx?fileticket=n_673eJblrc%3d&tabid=118&portalid=0&mid=532&language=sq-AL
https://ame.rks-gov.net/Portals/0/Files/Vleresimi%20i%20Rrezeqeve%20nga%20Fatkeqesite%20Natyrore%20dhe%20Fatkeqesite%20tjera_eng.pdf
https://ame.rks-gov.net/Portals/0/Files/SZRrF%20anglisht_1-1.pdf
https://ame.rks-gov.net/Portals/0/Files/National_Response_Plan.pdf
<https://www.mpb-ks.org/repository/docs/Integrated%20Emergency%20Managment%20System.pdf>
<https://gzk.rks-gov.net/ActDetail.aspx?ActID=11679>
<https://gzk.rks-gov.net/ActDetail.aspx?ActID=8659>
http://www.ks.undp.org/content/kosovo/en/home/library/environment_energy/the-gender--drr--cca-report.html
http://www.gaia-geosystems.org/PROJECTS/VRAM/UNK/REPORTS/VRAM_UNK_short_report_Eng_final.pdf
http://www.gaia-geosystems.org/PROJECTS/VRAM/UNK/REPORTS/VRAM_UNK_long_report_Alb_final.pdf
http://www.kryeministri-ks.net/tfu/repository/docs/Draft_raporti_Hidrologjia_Eng1.pdf
http://www.kryeministri-ks.net/tfu/repository/docs/110421_Kosovo_Flood_Management_Framework.pdf
http://www.kryeministri-ks.net/tfu/repository/docs/Kosova_Dam_Safety_Review_Oct_2012.pdf
https://eeas.europa.eu/sites/eeas/files/1_final_report_vol_iii_conceptual_designs_v1.pdf
<http://www.worldbank.org/content/dam/Worldbank/document/eca/seer7-eng-report.pdf>

¹¹ Local PDNA, Early recovery Frameworks and Action Plan

2012 – Avalanche and Heavy snowfall

2014 – Flash floods

2015 – Flash floods

¹² Emergency Management Agency - <https://ame.rks-gov.net/al/>

Kosovo Environment Protection Agency - <http://www.ammk-rks.net/?page=2,1>

Ministry of Internal Affairs – <http://mpb.rks-gov.net/>

Ministry of Environment and Spatial Planning – <http://mmph-rks.org/>

Red Cross of Kosova – Disaster Management Programme - <http://redcross-ks.org/new/programme?content=152>

5.15. SEE URBAN DRR e-library created and maintained

5.16. Short activity/media reports, press releases on project activities and events on relevant CB/AB web sites

Table 7. SEE URBAN media reports disaggregated by type of media and country/territory

	BIH	MNE	ALB	SRB	KOS*	MKD	CRO	TOTAL
Newspaper	6					2		8
TV	6		1				3	10
Online publications	14	4	1	11		4		34
Social media	6		6	9	1	2	27	51
Radio	1							1
TOTAL	33	4	8	20	1	8	30	104

BIH total of 27 media fetures and 5 on social media (twitter). TASK produce a table with a total media features for each country divided as per tv, radio, newspaper and internet articles/clips (USE BIH as an example), produce table with social media info divided as per country/territory and division per twitter and facebook inputs

MN 6.4 Number of features promoting SEE URBAN project issued in Serbia
4 in 2017

- SRB There were media appearances and published articles on <http://www.rs.undp.org/> websites, as well as the social media:

5.17. SEE URBAN social network profiles established and maintained

5.18. Project visibility material

- MN Prepared promotional material was distributed during all organized events

In cooperation with the CCCP and in direct communication with respective COs the design of SEE URBAN logo and promo materials was initiated thus resulting with the finalization of acceptance of SEE URBAN logo by all project partners. As a result, promo material package was produced and translated/adapted so to cover the needs of all project partners. Besides that, in terms of project visibility EU DG ECHO visibility guidelines and SEE URBAN Communication and Visibility plan was communicated with all the project partners and additionally clarified with UNDP Brussels and EU DG ECHO.

KOS UNDP took all appropriate measures to ensure the visibility of the project's donor, EU. The project is using the SEE-Urban project roll-up banner which contains the EU logo, UNDP logo and name of the project in English, Albanian and Serbian. The roll-up banner is placed in a visible place in all project events. Moreover, the agendas for events organized by project or in cooperation with stakeholders have included the EU, UNDP and SEE-Urban logos. The donor logo is also added to printed materials.

- ALB A SEE Urban page under the *Projects | Democratic Governance & Regional Development* sub-site of UNDP Albania website was opened upon project kick-off. This page contains project fact sheet, description of activities and source of financing, as well as regular updates on SEE Urban achievements to-date, and links to the Regional project website [seeurban.eu](http://www.al.undp.org/content/albania/en/home/operations/projects/democratic_governance/south-east-europe-urban-resilience-building-action-network.html)
http://www.al.undp.org/content/albania/en/home/operations/projects/democratic_governance/south-east-europe-urban-resilience-building-action-network.html

5.19. Press conferences organized during DRR workshops and DRR regional conferences

Staviti da je prvi sastanak bio u BIH

- SRB SEE Urban project supported celebration of the International DRR Day (13 of October) by organizing competition for best practices and competitive achievements in DRR for municipalities in Serbia. Selection of winners was conducted at the event organized in the City of Krusevac on 13th of October. Representatives of the awarded municipalities were selected to attend the regional DRR conference organized under the SEE Urban project in Opatija, Croatia (16-18. October 2017).

6. Evaluation of the technical results and deliverables

6.1. Kick-off meeting presentation prepared

6.2. Working plan for each activity prepared

6.3. Internal communication Strategy between partners developed

6.4. First Progress report to EC

Individual consultant developed a simplified guide that was shared with all the COs in terms of reporting covering the SEE URBAN's first year of implementation. This guide included exact content of the CO report that is to be followed, timesheets to be filled, and respective and aggregated budget tables considering sub-contracting, travel/DSA and finally all the personnel costs.

6.5. Minutes of coordination meetings conducted online

6.6. Pull of experts/working group sharing regional know-how established in Croatia

6.7. Working group established in every respective project country/territory

6.8. Local level urban DRR cooperation/connectivity presentation materials prepared

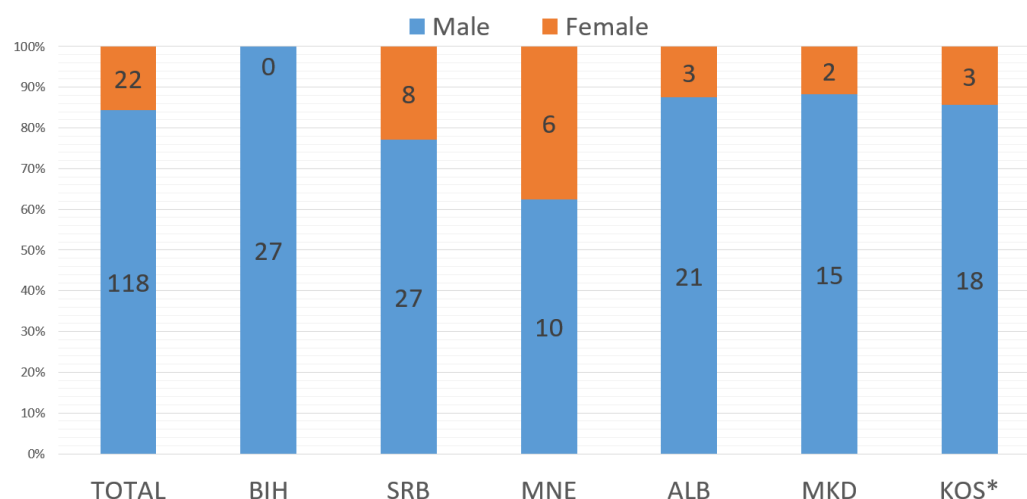
6.9. One working meeting/presentation of CCCP model organized in each country/territory respectively

Table 8. Evaluation of success potential during introductory meeting

Country	Bosnia and Herzegovina	Serbia	Montenegro	Albania	The former Yugoslav Republic of Macedonia	Kosovo*

No. of participants that filled in evaluation	27	35	16	24	17	21
Rating SEE URBAN idea as above average	93%	94%	100%	100%	100%	100%
Perceived regional success potential	37%	60%	88%	92%	80%	76%

DRR experts at SEE URBAN meetings – gender structure



Out of 27 participants from BIH, none were female.

Out of 16 participants from Montenegro, 6 were female.

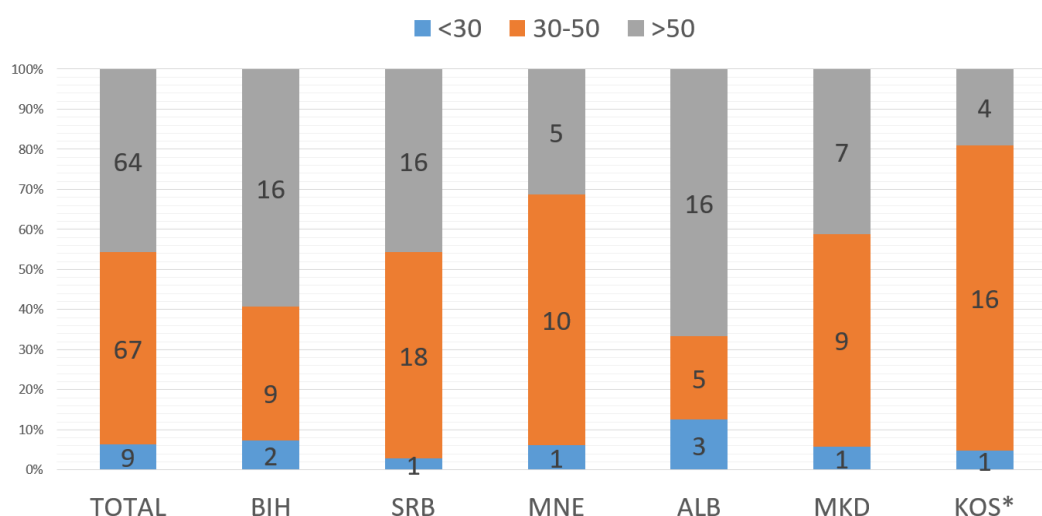
Out of 35 participants from Serbia, 8 were female.

Out of 17 participants from the former Yugoslav Republic of Macedonia, 2 were female.

Out of 21 participants from Kosovo*, 3 were female

Out of 24 participants from Albania, 3 were female

DRR experts at SEE URBAN meetings – age structure



For BIH, two out of 27 participants represented the age group of <30 which is better than average of participating countries.

For Montenegro, 11 out of 16 participants represented the age group of <50 which is better than average of participating countries.

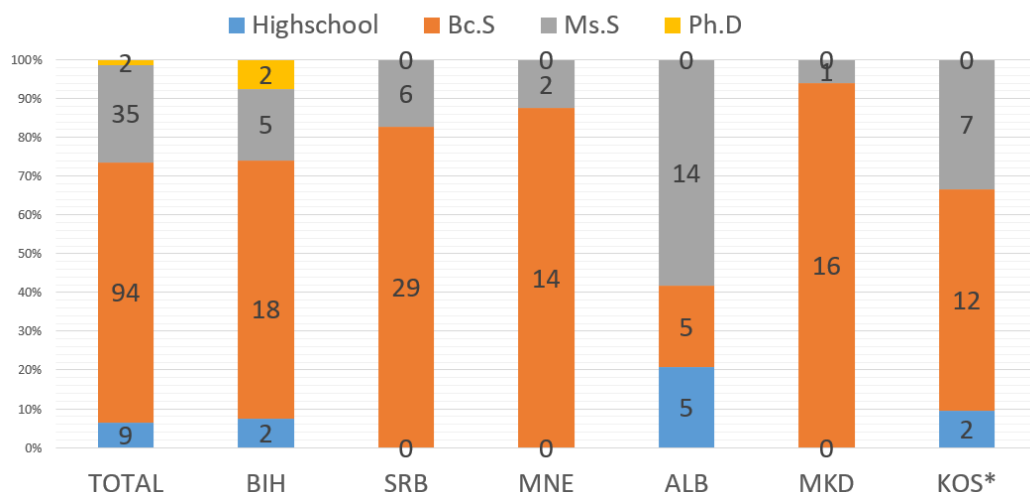
For Serbia, a majority of participants represented the age group of <50

For the former Yugoslav Republic of Macedonia, 10 out of 17 participants represented the age group of <50 which is better than average of participating countries.

For Kosovo*, 17 out of 21 participants represents the age group <50 which is the highest among participating countries.

For Albania, more than 10% of representatives was younger than 30 making it the highest quota among participating countries.

DRR experts at SEE URBAN meetings – level of education



For representatives from BIH, 92% have a Bc.S or higher.

For representatives from Montenegro, all have a Bc.S or higher.

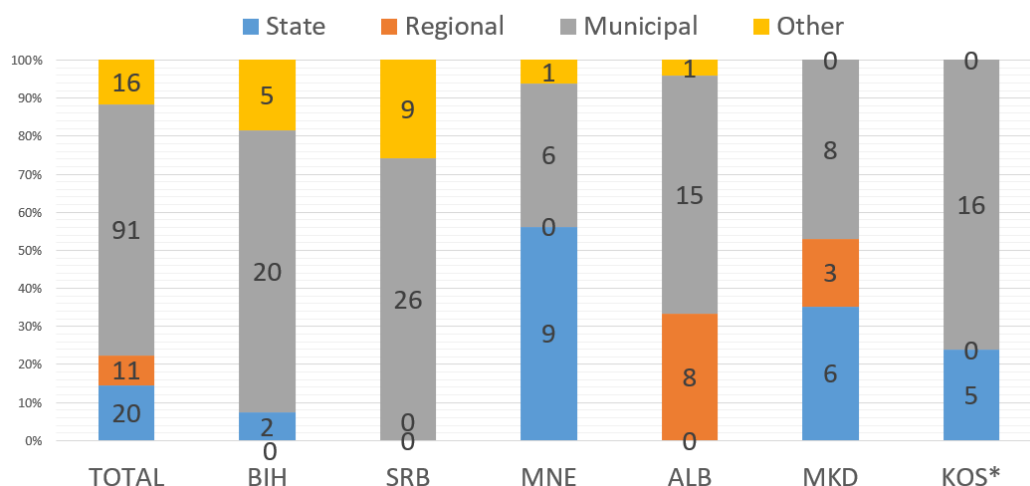
For representatives from Serbia, all have a Bc.s or higher.

For representatives from former Yugoslav Republic of Macedonia, all have a Bc.S or higher

For representatives from Kosovo*, a third holds a Ms.S degree.

For representatives from Albania, a majority holds Ms.s degree.

DRR experts at SEE URBAN meetings – level of authority



For representatives from BIH, a majority came from municipal level but also state level was represented.

For representatives from Montenegro, a majority came from state level but also municipal level was represented.

For representatives from Serbia, a majority came from municipal level.

For representatives from the former Yugoslav Republic of Macedonia, both state, region and municipalities was present at the meeting.

For representatives from Kosovo*, both state and municipal level was present at the meeting.

For representatives from Albania, both regional and state level was present at the meeting

- Introductory meeting was organized in Bijeljina, Bosnia and Herzegovina. As this was the first official meeting as part of SEE URBAN project it received very good media coverage. It was participated by a total of 34 local and national level DRR practitioners out of which 27 have filled-in presented SEE URBAN questionnaire. 92,60% of those who submitted respective questionnaires evaluated the SEE URBAN idea as above average whilst 37,03% of them believe that the SEE URBAN idea has above average success potential in Bosnia and Herzegovina.
- Introductory meeting was organized in Belgrade, Serbia. Around 100 participants attended the event, namely representatives of local self-governments dealing with DRR as well as representatives of key national stakeholders in DRR. 35 meeting participants have filled-in presented SEE URBAN questionnaire out of which 94,29% evaluated the SEE URBAN idea as above average whilst 60,00% of them believe that the SEE URBAN idea has above average success potential in Serbia;
- Introductory meeting was organized in Podgorica, Montenegro. The meeting was attended with a total of 16 local/national level DRR participants out of which 100,00% evaluated the SEE URBAN idea as above average whilst 87,50% of them believe that the SEE URBAN idea has above average success potential in Montenegro.
- Introductory meeting was organized in Tirana, Albania. The meeting was attended with a total of 24 local/national level DRR participants out of which 100,00% evaluated the SEE URBAN idea as above average whilst 91,66% of them believe that the SEE URBAN idea has above average success potential in Albania.
- Introductory meeting was organized in Strumica, the former Yugoslav Republic of Macedonia. The meeting was attended with a total of 17 local/national level DRR participants out of which 100,00% evaluated the SEE URBAN idea as above average whilst 80,00% of them believe that the SEE URBAN idea has above average success potential in the former Yugoslav Republic of Macedonia.
- Introductory meeting was organized in Pristina, Kosovo*. The meeting was attended with a total of 21 local/national level DRR participants out of which 100,00% evaluated the SEE URBAN idea as above average whilst 76,20% of them believe that the SEE URBAN idea has above average success potential in Kosovo*.

BIH During the event, SEE Urban Project Fact Sheets were distributed and questionnaires were filled-in by relevant representatives of local self-governments reflecting the positive feedback on the information received during the event. UNDP Country Office representatives briefly presented former and current UNDP activities related to climate resilience and disaster risk reduction and introduced the SEE URBAN project

6.10. Local level DRR connectivity/cooperation modality developed for each country respectively

6.11. One local level experience exchange roundtable discussions organized in each country respectively

Table 9. Evaluation of success potential during roundtable discussion

COUNTRY	BOSNIA AND HERZEGOVINA	SERBIA	MONTENEGRO	ALBANIA	THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA	KOSOVO*
No. of participants that filled in evaluation	33	19	7	9	13	-
Rating SEE URBAN idea as above average	94%	100%	100%	67%	100%	-
Perceived regional success potential	70%	95%	100%	89%	85%	-

- Roundtable discussion meeting was organized in Belgrade, Serbia. On this occasion 19 meeting participants have filled-in SEE URBAN questionnaire with 100% of them evaluating the SEE URBAN idea as above average whilst 94,73% of them believe that SEE URBAN idea has above average success potential in Serbia. This in fact, for both those figures represents increase when compared to the first meeting when those percentages were 94,29 and 60,00 respectively. Besides that, it is worth noting that the representation of women during the meeting has increased from 22,86% during the first meeting to the 31,58% women present at the roundtable discussion;
- Roundtable discussion meeting was organized in Strumica, the former Yugoslav Republic of Macedonia. On this occasion 13 meeting participants have filled-in SEE URBAN questionnaire with 100% of them evaluating the SEE URBAN idea as above average whilst 84,62% of them believe that SEE URBAN idea has above average success potential in the former Yugoslav Republic of Macedonia. This in fact, represents increase when compared to the first meeting when the success potential was evaluated at 80,00%.
- Roundtable discussion meeting was organized in Pristina, Kosovo*. At this point of time we are still in the process of collecting SEE URBAN questionnaires as the distribution was organized electronically.
- Roundtable discussion meeting was organized in Sarajevo, Bosnia and Herzegovina. On this occasion 33 meeting participants have filled-in SEE URBAN questionnaire with 93,94% of them evaluating the SEE URBAN idea as above average whilst 69,70% of them believe that SEE URBAN idea has above average success potential in Bosnia and Herzegovina. This in fact, for both those figures represents increase when compared to the first meeting when those percentages were 92,60 and 37,03 respectively (the success potential figure has substantively increased and in fact doubled its value since the first meeting). Besides that it is worth noting that the representation of women during the meeting has increased from 0% during the first meeting to the 12,50% women present at the roundtable discussion. Moreover, during this SEE URBAN roundtable discussion draft version of RULES OF PROCEDURE FOR THE WORK OF NETWORK OF DISASTER RISK REDUCTION EXPERTS WITHIN THE ASSOCIATION OF MUNICIPALITIES AND CITIES OF FEDERATION OF BOSNIA AND HERZEGOVINA was presented which made Bosnia and Herzegovina the first country as part of SEE URBAN project to have achieved this project goal. And finally, the first President of the Network of DRR Experts in the Federation of BIH was elected who is in fact a woman proving that SEE URBAN activities implemented in Bosnia and Herzegovina are fully gender sensitive.

- Roundtable discussion meeting was organized in Tirana. On this occasion 9 meeting participants have filled-in SEE URBAN questionnaire with 66,66% of them evaluating the SEE URBAN idea as above average whilst 88,89% of them believe that SEE URBAN idea has above average success potential in Albania. Besides that, it is worth noting that the representation of women during the meeting has increased from 12,50% during the first meeting to the 22,22% women present at the roundtable discussion;
- Roundtable discussion meeting was organized in Podgorica. On this occasion 7 meeting participants have filled-in SEE URBAN questionnaire with 100% of them evaluating the SEE URBAN idea as above average and 100,00% of them believe that SEE URBAN idea has above average success potential in Montenegro. Besides that, it is worth noting that the representation of women during the meeting has increased from 37,50% during the first meeting to the 57,14% women present at the roundtable discussion and this in fact presents a first example throughout all 12 meetings held as part of SEE URBAN that women were a majority during the meeting;

6.12. Regional best practise sharing working meetings organized in Croatia

-1st SEE URBAN Regional Meeting was attended by a total of 97 participants representing first and foremost local authorities dealing with DRR as immediate responders in SEE, SEE national DRR representatives, private sector, NGOs and academia stakeholders and finally international organizations (UNDP and UNESCO).

-40 % attendance of local DRR stakeholders ensured that the SEE URBAN project served its purpose in formalizing Local Level DRR Platforms and strengthening the knowledge and capacity of first DRR responders. Besides that, 21 % attendance of national DRR stakeholders secured vertical coordination of newly proposed models of Local Level DRR Platforms and respective National DRR Platforms. Furthermore, attendance of private sector, NGOs (Red Cross, Mountain Rescue Services) and academia pointed the direction to which SEE URBAN should follow in the future and that is to pursue Private Public Partnerships model in Disaster Risk Management. And finally, presence of respective UNDP Country Offices in SEE, UNDP Regional Hub for Europe and Central Asia and UNESCO Regional Office in Europe proved that the SEE URBAN project will continue receiving international support in the future.

-Important to note is that SEE URBAN project is also very much supportive of women taking part of DRR activities and therefore it should be stated that 25 % of women (24 out of a total of 97 participants) were present at the 1st Regional SEE URBAN Meeting meaning that every fourth SEE URBAN expert is in fact a woman.

6.13. Identified, collected and disseminated urban risk DRR data for each country respectively

6.14. All relevant urban risk DRR documents made available in local languages

6.15. SEE URBAN DRR e-library created and maintained

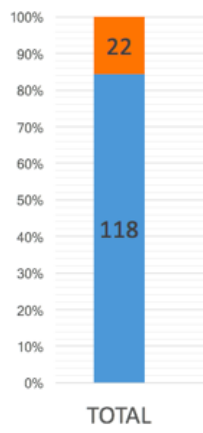
6.16. Short activity/media reports, press releases on project activities and events on relevant CB/AB web sites

6.17. SEE URBAN social network profiles established and maintained

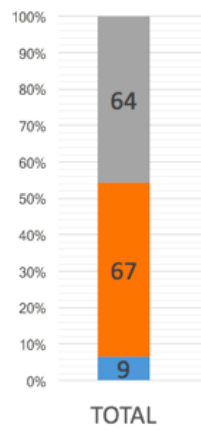
6.18. Project visibility material

6.19. Press conferences organized during DRR workshops and DRR regional conferences

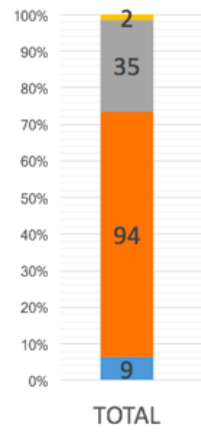
- Following the parliamentary election and associated political situation in FYR of Macedonia the meeting planned for Strumica on March 09 was cancelled with the new date proposed for 18 April;
- Due to parliamentary elections in Albania and additional time necessary for planning with partners in Montenegro and Bosnia and Herzegovina (particularly with the representatives of the Republic of Srpska) respective roundtable meetings were postponed for late June and beginning of July;
- Following the completion of first round of introductory meetings in all SEE URBAN project countries/territories PowerPoint Presentation was prepared that will be presented during the next round of roundtable meetings so to best present project achievements. A total of 140 local/national level DRR participants were present at 6 respective introductory SEE URBAN meetings in SEE region out of which 84% were men and 16% women with Montenegro. Majority of participants (47,86%) were of 30-50 age group followed by 45,71% of participants of above 50 y.o. and 6,43% participants younger than 30. Furthermore, in terms of education majority of participants (67,14%) had university education with 25,00% holding MA and 1,43% with PHD. 6,43% participants had high school education. Finally, it is worth noting that 14,29% of participant were representing national DRR level whilst 85,71% were representatives of local level (municipalities, cities, kantons, prefectures etc).



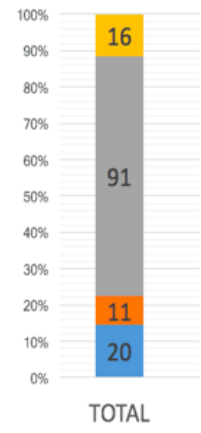
GENDER STRUCTURE



AGE STRUCTURE



EDUCATION STRUCTURE



LEVEL OF AUTHORITY

DRAFT

Annex I: Updated T2 & T3b forms
Form T2

		SEE URBAN				
A	Management, coordination and reporting	January 2017	December 2018	Action A.1: Kick-off meeting Action A.2: Mid-term and final report Action A.3: Final project meeting	Kick-off meeting presentation Working plan for each activity prepared Internal communication Strategy between partners developed Two progress reports to EC Final Report to EC Minutes of coordination meetings conducted online Minutes of Final project meeting	YES YES YES N/A ¹³ No ¹⁴ YES No ¹⁵

¹³ As per the Project document it was planned for the Project Coordinator to develop two project progress reports however this was later on changed as part of Grant agreement which stipulates that only one Project progress report is to be submitted annually.

¹⁴ This activity is to be completed once all the project activities end

¹⁵ This project activity is to be implemented pass the 31 December 2018

B	Institutional development of relevant participating city/municipalities/counties with focus on urban DRR through replication/adjustment of “Croatian counties/cities DRR platform” as a model of cooperation at local/regional level	February 2017	October 2018	Action B.1: Establishment of expert working group in Croatia tasked with regional know-how sharing	Pull of experts/working group sharing regional know-how established in Croatia	YES
				Action B.2: Meetings with established work groups in, Albania, Bosnia and Herzegovina, the former Yugoslav Republic of Macedonia, Kosovo, Montenegro and Serbia aimed at determining future connectivity/cooperation modality for each country respectively	Working group established in every respective project country/territory	YES
					Local level urban DRR cooperation/connectivity presentation materials prepared	YES
					1 working meeting/presentation of CCCP model organized in each country/territory respectively	Partially ¹⁶
					Local level DRR connectivity/cooperation modality developed for each country respectively	Partially ¹⁷
				Action B.3: Local level experience exchange roundtable discussions	2 local level experience exchange roundtable discussions organized in each country respectively	Partially ¹⁸
				Action B.4: Organization of regional best practise sharing DRR working meetings	2 Regional best practise sharing working meetings organized	

¹⁶ In 5 out of 6 project countries/territories Local level DRR Platforms were indeed successfully developed however in ????????????????????

¹⁷ First set of 6 local level experience exchange roundtable discussions was indeed organized in each country/territory participating the project. The second set of roundtable as set by the project document is to be take place in the first half of 2018

¹⁸ First Regional best practise sharing working meetings was organized in October 2017 in Opatija, Croatia whilst as per the Project document second Regional working meeting is to take place in the 4th quarter of 2018 in the former Yugoslav Republic of Macedonia

C	Capacity building of local level authorities through DRR mainstreaming and education in urban DRR and the use of regional DRR e-library	February 2017	December 2018	<p>Action C.1: Collection of all relevant national and international e-documents and materials related to urban DRR risk (cities, municipalities/counties)</p> <p>Action C.2: SEE URBAN DRR e-library created and maintained as part of CCCP website</p> <p>Action C.3: Capacity building workshop aimed at enhancing the knowledge of local authorities in the area of urban DRR</p>	Identified, collected and disseminated urban risk DRR data for each country respectively	YES
					All relevant urban risk DRR documents made available in local languages	YES
					GIS supported SEE URBAN DRR e-library created	YES
					Urban DRR training material for local level practitioners developed and translated	NO ¹⁹
					1 local level DRR workshop organized in each country/territory respectively	NO ²⁰

¹⁹ As per Project document this activity is planned for the first quarter of the 2018

²⁰ As per Project document this activity is planned for the second quarter of the 2018

D	Project visibility and awareness raising	January 2017	December 2018	Action D.1: Dissemination of all relevant project information and results	Short activity/media reports, press releases on project activities and events on relevant CB/AB websites	YES
				Action D.2: Public presentation announcing project kick-off and project end	SEE URBAN social network profiles established and maintained	YES
				Action D.3: Urban risk DRR public awareness campaigning through social and online media (Twitter, Facebook)	Project visibility materials	YES
					Layman's report	NO ²¹
					Press conferences organized during DRR workshops and DRR regional conferences	YES
					Presentation of deliverables at the end of the project cycle to media	NO ²²

²¹ As per Project document this activity is planned for the fourth quarter of the 2018

²² As per Project document this activity is planned for the fourth quarter of the 2018

Form T3b

		SEE URBAN		
	A		Management, coordination and reporting	
		01/01/2017	30/12/2018	24 months
January 2017	Kick off meeting presentation prepared			YES
February 2017	Working plan for each activity prepared			YES
February 2017	Internal communication Strategy between partners developed			YES
January 2017 – December 2018	Minutes of quarterly coordination meetings conducted online			YES
September 2017	First progress reports to EC			YES
May 2018	Second progress reports to EC			N/A ²³
October 2018	Minutes of Final project meeting			No ²⁴
December 2018	Final report to EC			No ²⁵

²³ As per the Project document it was planned for the Project Coordinator to develop two project progress reports however this was later on changed as part of Grant agreement which stipulates that only one Project progress report is to be submitted annually meaning that the second progress report will not be produced as it will be in fact represented as the Final Project Report

²⁴ This activity is to be completed once all the project activities end

²⁵ This project activity is to be implemented pass the 31 December 2018

	SEE URBAN		
B		Institutional development of relevant participating city/municipalities/counties with focus on urban DRR through replication/adjustment of “Croatian counties/cities DRR platform” as a model of cooperation at local/regional level	
	01/02/2017	31/10/018	21 months
February 2017	Pull of experts/working group sharing regional know-how established in Croatia		YES
February 2017	Working group established in every respective project country/territory		YES
March 2017	Local level urban DRR cooperation/connectivity model presentation materials prepared		YES
March – April 2017	1 working meeting/presentation of CCCP model organized in each country respectively		YES
May 2017	Local level DRR connectivity/cooperation modality developed for each country respectively		Partial ²⁶
May-June 2017	1 st Local level experience exchange roundtable discussions organized in each country respectively (introduction of the model)		YES
October 2017	1 st Regional best practise sharing working meeting organized in Croatia		YES
May-June 2018	2 nd Local level experience exchange roundtable discussions organized in each country respectively (supporting the adaption of the model to local needs)		No ²⁷
October 2018	2 nd Regional best practise sharing working meeting organized (lessons learned, modality for replication and scaling up) in the former Yugoslav Republic of Macedonia		No ²⁸

²⁶ In 5 out of 6 project countries/territories Local level DRR Platforms were indeed successfully developed however in ??????????????????

²⁷ The second set of roundtable as set by the project document is to be take place in the first half of 2018

²⁸ As per the Project document second Regional working meeting is to take place in the 4th quarter of 2018 in the former Yugoslav Republic of Macedonia

		SEE URBAN		
	C		Capacity building of local level authorities through DRR mainstreaming and education in urban DRR and the use of regional DRR e-library	
		01/05/2017	31/12/2018	20 months
May 2017	Identified, collected and disseminated urban risk DRR data for each country respectively			YES
October 2017	All relevant urban risk DRR documents made available in local languages			YES
November 2017 – December 2018	SEE URBAN DRR e-library created and maintained			YES
January-February 2018	Urban DRR training material for local level practitioners developed and translated			No ²⁹
March – April 2018	1 local level DRR workshop organized in each country/territory respectively			No ³⁰

²⁹ As per Project document this activity is planned for the first quarter of the 2018

³⁰ As per Project document this activity is planned for the second quarter of the 2018

	SEE URBAN		
D		Project visibility and awareness raising	
	01/03/2017	31/12/2018	24 months
January 2017 – December 2018	Short activity/media reports, press releases on project activities and events on relevant CB/AB web sites		YES
March 2017 – Dec 2018	SEE URBAN social network profiles established and maintained		YES
May - June 2018	Project visibility material		YES
December 2018	Layman's report		No ³¹
May 2017-October 2018	Press conferences organized during DRR workshops and DRR regional conferences		YES
October 2018	Presentation of deliverables at the end of the project cycle to media		No ³²

³¹ As per Project document this activity is planned for the fourth quarter of the 2018

³² As per Project document this activity is planned for the fourth quarter of the 2018

Annex II – Promotional material design / SEE URBAN project infographics

SEE URBAN Lace



SEE URBAN Rollup



SEE URBAN Pen



SEE URBAN Notebook with project summary



SEE URBAN Map with project summary



SEE URBAN Logo



SEE URBAN Badge



SEE URBAN Envelope



SEE URBAN Bag



Funded by
European Union
Humanitarian Aid &
Civil Protection



*Empowered lives.
Resilient nations.*



SEE•URBAN

South East Europe Urban Resilience Building Action Network



CROATIAN COUNTIES
CITIES DISASTER
RISK REDUCTION
PLATFORM

SEE URBAN Infographic on participants



European Union
Civil Protection and
Humanitarian Aid



SEE URBAN

South East Europe Urban Resilience Building Action Network



Empowered lives.
Resilient nations.

Participants

Croatia

Bosnia and
Herzegovina

Serbia

Montenegro

Kosovo*

Albania

the former Yugoslav
Republic of Macedonia



* Reference to Kosovo shall be understood to be in the context of UNSC resolution 1244

2017

Gender *Participation*

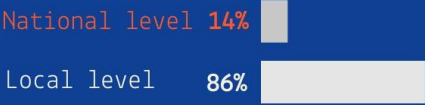
Introductory meetings



Round table discussions



Level of *Authority*



Infographic on SEE URBAN goals



European Union
Civil Protection and
Humanitarian Aid



SEE URBAN
South East Europe Urban Resilience Building Action Network



Empowered lives.
Resilient nations.

Building Resilience



Increased coordination

Strengthen collaboration to
reduce risk from shared river
basins and increase
resilience



Sharing of best practice

Disseminating regional best
practice through SEE URBAN
Electronic Library

**SEE
URBAN**



Response ability

Building cross-boundary
emergency response and
preparedness

