

**Interview guideline political functioneers
(final version)**

The following interview guideline is for people actively involved in leading positions in the local political systems of the Municipals of Gostivar, Negotino & Strumica

Demography

- 1. Name of Municipality _____
- 2. Political function of interviewee _____
 - 2a. Gender of interviewee _____
 - 2b Ethnic affiliation of interviewee _____
 - 2c Name of village/town the interviewee is working _____
- 3. Number of inhabitants of the municipality _____
- 4. Number of settlements
 - of more than 20.000 Inhabitants _____
 - 10001 to 20000 inhabitants _____
 - 5001 to 10000 inhabitants _____
 - 2001 to 5000 inhabitants _____

Actual political structure of the municipality

The Municipal Council

- 5. How many members does the municipal council have? _____
- 6. How is the composition of the municipal council in terms of
 - 6.1 gender? (number of male & female members) m _____ f _____
 - 6.2 ethnicity?
 - Macedonians _____
 - Albanians _____
 - Turks _____
 - Serbs _____
 - Vlachs _____
 - Roma _____
 - Bosniaks _____
 - Others _____ (specify _____)

Municipal Council Commissions

- 7. Are there specific commissions which have been established in the municipality?

yes no

If yes,

8. Is there an ethnic commission?

yes no

9. Has a gender equality commission been established?

yes no

10. Is there an inter-communitary commission?

yes no

11. Has there a Consumer Council been established in the municipality?

yes no

12. Have there any other commissions been established?

yes no

13 If yes, which ones?

- 1 _____
- 2 _____
- 3 _____
- 4 _____

14. Have any specific measures been taken to secure the political participation of the poor and vulnerable parts of the population?

yes no

15. If yes, which ones? (*Please provide a summary description*)

16. How many people work actually in the municipal administration? _____

17 What is the actual percentage of persons belonging to the following groups working in the municipality administration? How many are

male _____% female _____%

18 How is the distribution according to ethnic criteria?

Macedonians _____
Albanians _____
Turks _____
Serbs _____
Vlachs _____
Roma _____
Bosniaks _____
Others _____ (*specify*_____)

19 Are there any persons with disabilities working the municipal administration?

no yes ⇨ How many? ____ (*indicate if % or absolute numbers*)

20 How many persons are currently working in public enterprises?

21 What is the actual percentage of persons belonging to the following groups, working in public enterprises?

male _____% female _____%

22 How is the distribution according to ethnic criteria?

Macedonians _____
Albanians _____
Turks _____
Serbs _____
Vlachs _____
Roma _____
Bosniaks _____
Others _____ (*specify*_____)

23 Are there any persons with disabilities working the municipal administration?

no yes ⇨ How many? ____ (*indicate if % or absolute numbers*)

24 Are there any measures taken to secure an appropriate and rightful representation of the different groups of citizens in municipal administration and public enterprises?

yes no

25 If yes, which ones?

- 1 _____
- 2 _____
- 3 _____
- 4 _____

Budgetary situation

26. How would you judge on a scale from 1- very good to 10-externely bad the budgetary situation of the municipality? _____

What are your main reasons for this judgement?

16. Does the budgetary situation allow an adequate execution of the decentralized tasks and duties the municipality is responsible for?

- yes no

17. If not, how would you describe the major problems? *(Please provide a summary description)*

Political Participation

18. Have neighbourhood self-governments been established within the municipalities?

- yes no

19. How many councils of neighbourhood government have been elected? _____

20. How many elected presidents of neighbourhood communities are in charge within the community? _____

21. Where do such neighbourhood communities exist?

<i>Name of community</i>	<i>Urban community (1) or a rural neighbourhood (2)?</i>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

22. Will new neighbourhood governments be elected at the next municipal elections?

yes

22.1 How many? _____ (approx.)

22.2 Which ones? 1 _____
 2 _____
 3 _____
 4 _____
 5 _____

no

23. Have competencies of the mayor of the municipality been delegated to the president of the council of neighbourhood government?

yes

23.1 which ones? 1 _____
 2 _____
 3 _____
 4 _____
 5 _____

no

24. Have funds been delegated to the neighbourhood governments?

yes

24.1 To which neighbourhoods? Amount of funds delegated

1 _____ Amount _____

2 _____ Amount _____

3 _____ Amount _____

4 _____ Amount _____

5 _____ Amount _____

no

25. Is the neighbourhood administration staff paid by municipal funds?

yes no

26. If no, are they paid for their work? yes no

27. If yes, by whom are they paid? _____

28. Which amount (absolute) of the municipal budget is dedicated to the execution of the direct participation of the citizens? _____

29. That accounts approximately for how many % of the municipal budget? _____

Which participatory political decision making processes have so far been established?

30. Do the citizens have the right to propose to the council to enact a certain act or to decide upon a certain issue within the council's authority?

yes, proposal right yes, decision right no

31. Have there so far been any civil initiatives yes no

citizens gatherings yes no

referendums yes no

Ask only if civil initiatives have taken place in the municipality

32. Have civil initiatives proposals been made in the last year?

yes no

33. If yes, how many? _____

34. What were the topics? 1 _____

2 _____

3 _____

4 _____

5 _____

35. Has the municipal council supported any of these initiatives? no

yes, the following

Indicate number of initiative

36. If not, what were the reasons for not supporting these initiatives?

- 1 _____
- 2 _____
- 3 _____
- 4 _____

37. Have there been any attempts for such initiatives that did not receive the minimal support of 10% of the voters of the municipality? yes no

Ask only if citizens' gatherings have taken place in the municipality

38. Have there any citizens' gatherings been held in the municipality?

yes no

38a If yes, how many? _____

38b How many of them in the last year?

39 Who initiated these citizens' gatherings? (Multiple answers)

- local NGO's
- international NGO's
- private group of citizens
- Municipal Government
- political party

Ask only if citizens' gatherings have taken place in the municipality:

50. Have any appeals and proposals been submitted to the Municipal council regarding the work of the organs of the municipality and the municipal administration within the last year?

- yes no

51. Who made these appeals? (*multiple answers*) What were the topics?

- local NGO's _____
- international NGO's _____
- private group of citizens _____
- Municipal Government _____
- political party _____

52. Have in the course of preparation of the regulations of the municipality public hearings or surveys been organized to ask for citizens' proposals?

- yes, hearings yes, surveys no

53. Are there any additional measures taken to secure the political participation of all (interest) groups within society?

yes no

54. If yes, which ones? *(Please provide a summary description)*

55. Which political parties are represented in the municipal council? How many delegates represent the party in the council?

<i>Name of political party</i>	<i>Number of delegates</i>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

56. Who is/are the ruling party(ies)? _____ *(indicate numbers)*

57. The major belongs to party _____ *(indicate numbers)*

Infrastructure of the municipality

Pre-school, school and educational services within the municipality

51. How many kindergartens are there in the municipality? _____public
 _____private

52. How many of them are in rural areas and how many in urban ones? _____rural
 _____urban

53. How many primary schools are there in the municipality? _____public
_____private

54. How many of them are in rural areas and how many in urban ones? _____rural
_____urban

55. Are the primary schools free of charge? yes no

56. How many upper secondary schools are there in the municipality? _____public
_____private

57. How many of them are in rural areas and how many in urban ones? _____rural
_____urban

58. Are the secondary schools free of charge? yes no

59. Are there any special schools in the municipality? (*Def.: special school= schools for pupils with special needs, e.g. handicapped*)

yes no

60. If yes, which ones?

1 _____

2 _____

3 _____

4 _____

61. Are there opportunities for higher education in the municipality? (*Def.= higher education = tertiary education = universities, faculties, higher schools*)

yes no

62. If yes, which ones?

1 _____ public private

2 _____ public private

3 _____ public private

4 _____ public private

5 _____ public private

63. Are there opportunities for vocational and adult education available in the municipality?

yes no

64. If yes, which ones?

1 _____

2 _____

3 _____

4 _____

5 _____

Health services within the municipality

65. How many hospitals are there in the municipality? _____

66. Where are they?

1 _____

2 _____

3 _____

4 _____

5 _____

67. Are there any specialized hospitals in the municipality?

yes no

68. If yes, which ones & where are they?

1 _____

2 _____

3 _____

4 _____

5 _____

69. How many primary health care centres are there in the community? _____

70. Where are they?

1 _____

2 _____

3 _____

4 _____

5 _____

Poor and vulnerable parts of the population

71. Which social groups do you consider the most socially deprived ones in the municipality?

1 _____

2 _____

3 _____

4 _____

5 _____

72. Are there identifiable regions within municipality where these people live?

yes no

73. If yes, where are they?

1 _____

2 _____

3 _____

4 _____

5 _____

74. Why do you consider these groups to be the most socially deprived?

1 _____

2 _____

3 _____

4 _____

5 _____

75. Are these socially deprived groups also economically the poorest groups of the municipality?

yes no

76. If no, which groups do you consider to be the economically poorest ones?

1 _____

2 _____

3 _____

4 _____

5 _____

77. Are there identifiable regions within municipality where the poorest people live?

yes no

78. If yes, where are they?

1 _____

2 _____

3 _____

4 _____

5 _____

79. Which groups in the municipality are currently exposed to the greatest risk of becoming poor or to fall even deeper into poverty?

1 _____

2 _____

3 _____

4 _____

5 _____

80. Why do you consider these parts of the populations especially exposed to this risk?

1 _____

2 _____

3 _____

4 _____

5 _____

81. Are there identifiable regions within municipality where these people live?

Social welfare services within the municipality

82. How many social welfare centres are there within the municipality? _____

83. Where are they?	84. What are the central services they provide?	85. Who is financing these centres?

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86. Are there enough social welfare centres in the municipality?

yes no

87. If no, are there any initiatives to improve the situation?

yes no

88. If yes, which ones?

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Infrastructural services within the municipality

89. Which of the following services are provided by the municipality?

Waste disposal	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Water supply	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Energy supply	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Road maintenance	<input type="checkbox"/>	yes	<input type="checkbox"/>	no

Ask only if not provided by the municipality

90. If services are not provided by the municipality who provides them?

	State	private	not at all
Waste disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Energy supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Road maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

91. How many % of the households in the municipality have access to

Water supply _____

Energy supply _____

Waste disposal _____

Road maintenance _____

Ecological problems within the municipality

92. Are there any threats to biodiversity in the municipality?

yes no

93. If yes, which ones?

1 _____

2 _____

3 _____

4 _____

5 _____

94. Are there any protected biodiversity areas in the municipality?

yes no

95. If yes, which ones?

1 _____

2 _____

3 _____

4 _____

5 _____

96. Is there any problem with the quality of drinking water in the municipality?

yes no

97. If yes, in how far and where especially?

1 _____

2 _____

3 _____

4 _____

5 _____

98. Is there any problem with waste disposal in the municipality?

yes no

99. If yes, in how far and where especially?

1 _____

2 _____

3 _____

4 _____

5 _____

100. How many official waste disposal site exist within the municipality? _____

101. Are there waste disposals for toxic or industrial waste?

yes, toxic yes, industrial no

102. Are wild/unofficial waste disposals a problem in the municipality?

yes no

103. If yes, in how far and where especially?

1 _____

2 _____

3 _____

4 _____

5 _____

Thank you very much for the time and cooperation!