



# MEETING MINUTES

## HUMAN RESOURCE SUBCOMMITTEE MEETING

16 April 2021

12:30 to 14:30

Virtual meeting via Zoom

### Attendees:

#### Members:

Rwanda: Mr Obadiah Biraro (Chairperson)

Eritrea: Mr Amanuel Isaac (representing)

Eswatini: Mr Timothy S. Matsebula

Mauritius: Mr Deodutt Ramkishore (representing)

Ghana: Not present

#### Other SAI Representatives:

Ethiopia: Mr Sasho Mekonnen

Kenya: Mr Ben Muok

Liberia: Mrs Yusador Gaye

Rwanda: Mr Gentil Nkomezi

Rwanda: Mr Scovia Katarwa

Seychelles: Mr Gamini Herath

South Africa: Ms Tsakani Maluleke

The Gambia: Mr Karamba Touray

#### Secretariat:

Mrs Meisie Nkau

Mr Wynand Wentzel

Mrs Josephine Mukomba

Mrs Marianna van Niekerk

Ms Cynthia Mangaba

Mr Fredrick Bobo

Mr Andrew Kellei

Mr Joseph Mumbire

Ms Annerie Pretorius

#### Observers:

Ms Lise Hansen – OAG Norway

Mr Oivind Berg Larsen – OAG Norway

Mrs Ingela Ekblom – OAG Sweden

Mr Peter Jonath – GIZ

Ms Caroline Jorgensen – CAAF

#### Interpreter:

Mr Aly Lala

Proceedings	Decisions
<p><b>1. WELCOMING AND OPENING REMARKS</b></p> <p>The Chairperson confirmed that a quorum is present and welcomed all members and observers present. Mr Wentzel introduced AGs, SAI representatives and development partners.</p>	<p>Done.</p>
<p><b>2. ATTENDANCE REGISTER</b></p> <p>An attendance register was completed, the details of which are included above.</p>	<p>Completed.</p>
<p><b>3. ADOPTION OF AGENDA</b></p> <p>The agenda was presented to the members and adopted. No additional matters were identified for inclusion.</p>	<p>Agenda adopted.</p>
<p><b>4. ADOPTION OF PREVIOUS MINUTES</b></p> <p>Minutes of the virtual meeting held on 13 May 2020 were circulated to members before the meeting for inputs.</p> <p>The approval of the minutes was proposed by SAI Eritrea and seconded by SAI Eswatini and will be signed by the Chairperson and Secretary.</p>	<p>The minutes of the 2020 meeting was adopted as a true record of the proceedings.</p>
<p><b>5. MATTERS ARISING FROM THE MINUTES</b></p> <p>Mr Wentzel presented the status of the 2020 recommendations that was approved by the Governing Board.</p> <p>The members noted the document and that all recommendations were completed and implemented.</p>	<p>Noted.</p>

## 6. MATTERS FOR DISCUSSION

### 6.1 Secretariat's HR Strategy and organisational structure

Mr Wentzel briefed the meeting on the Secretariat's HR Strategy and organisational structure as detailed in the meeting document.

*The following comments and questions were raised:*

- Mr Deodutt Ramkishore: Goal 2 – Regularity Auditing to be replaced by Financial and Compliance Audit. Reference should be made in the document to figures.
- Change Figure 3 to Figure 2 in document.

### 6.2 Secretariat's new and updated HR Policies

Mr Wentzel briefed the meeting on the new or amended policies developed in 2020, and those that will be developed in 2021.

#### **Policies for development in 2021:**

- Recruitment Policy
- Performance Management
- Employee Relations
- Talent Management
- Exit Policy

*The following comments and questions were raised:*

- Mr Deodutt Ramkishore: Complaints Policy – were any complaints received? Mr Wentzel replied that no complaints were received, and that a register to capture complaints received will be developed and annual feedback will be given to the HR Subcommittee.
- Mr Amanuel Isaac: Retention and Development of Secretariat staff – Are there any plans in place? The CEO explained the Talent Management Strategy for the Secretariat staff.

The HR Strategy and organisational structure were accepted with proposed changes to the wording of Regularity Audit and the numbering of the figures.

The Subcommittee noted the new or amended policies from 2020 and those that will be developed in 2021, with it being aligned to those of the AGSA.

From 2022, the Secretariat should report to the HR Subcommittee on complaints received.

### 6.3 Strengthening HR Capacity in the Region - Update on developing Regional Experts

Mrs Van Niekerk indicated that the assessment of SAI HR and Training Policies could not be done because of travel restrictions. However, virtual sessions were conducted with HR practitioners in terms of developing new HR Policies (COVID related) and staff health and wellness practices.

Mrs Van Niekerk explained the importance of the HR function in SAIs as a core organisational component. She outlined the ongoing work, online workshops and interactions with HR practitioners at country level, to strengthen the HR function and raise awareness of deficiencies in relation to the ICBF outcomes.

The online HR course on ALP was discussed and noted.

*The following comments and questions were raised:*

- Ms Tsakani Maluleke: Did course material take into consideration the global issues around COVID-19? If not, we should look to supplement the material. Mrs van Niekerk replied that the course has taken the global issues around COVID-19 into consideration and that specialists in staff wellness will be invited to the annual regional HR Workshop in July/August 2021.

### 6.4 Leadership development for Auditors-Generals

Mrs Van Niekerk briefed the members on the four objectives of the Leadership Development programme for AGs:

- AG Onboarding Toolkit with interactions between the CEO and Secretariat with newly appointed AGs,
- Building relationships and strategic partnerships,
- Leverage leadership competencies, and
- Understanding and relevance of the AG role.

She also gave feedback on the StrengthFinder pilot programme that was completed by four AGs and the two Executive Officers of the Secretariat and proposed that AGs be encouraged to take part in the Strength Finder Assessment. The Chairperson seconded this proposal.

Recommended for approval for Secretariat to assess the HR function in SAIs and make recommendations to further strengthen this critical area.

HR practitioners to be encouraged to complete the online course "Managing staff for greater engagement and performance."

The Secretariat was requested to engage with newly appointed AGs.

All AGs to be invited to complete the StrengthFinder Assessment for which funding is available from the Secretariat.

## **7. GOVERNING BOARD AGENDA ITEMS**

### **7.1 Revision of the AFROSAI-E Statutes and Regulations**

Mr Wentzel gave feedback on the work of the Statutes Review Committee and the development process to revise the AFROSAI-E Statutes and Regulations. The documents were circulated on 31 March 2021 for comments with a deadline of 3 May 2021. It will be presented to the Governing Board on 19 May 2021 for consideration and approval.

Members agreed to submit inputs and comments on the revised Statutes and Regulations by 3 May 2021.

### **7.2 Hosting of the Executive Secretariat**

Mr Wentzel gave feedback on the letter that was sent to all AGs on 9 December 2020 to express an interest in the hosting of the Secretariat for the period 1 January 2023 to 31 December 2028. The due date for expressing an interest was 15 March 2021. The only response received was from SAI South Africa, who expressed their willingness to continue hosting the Secretariat. Ms Tsakani Maluleke confirmed their commitment and honour to host the Secretariat. This matter will be discussed at the Governing Board meeting on 19 May 2021.

Hosting of the Secretariat to be discussed further in the closed session.

#### *Comments*

SAI Ethiopia – Thanked SAI SA for their willingness to host the Secretariat.

### **7.3 Election of Chair- and Vice Chairperson for the Governing Board and rotation of subcommittee members**

Mrs Nkai informed the members that a new Chairperson and Vice Chairperson should have been elected in 2020, but, as there was no Governing Board meeting, it was postponed to 2021. A new Chairperson and Vice Chairperson will be elected at the upcoming Governing Board meeting and Subcommittee members will be rotated for 2022 to 2024.

Process noted.

<p><b>7.4 A-SEAT</b></p> <p>Mr Bobo briefed the members on the implementation of A-SEAT in the region. SAls interested in the A-SEAT were urged to contact the Secretariat for more details.</p> <p>Mrs Nkau explained that A-SEAT was developed by the Secretariat at the request of SAls to assist them in their overall annual planning for audits and execution thereof.</p>	<p>Noted.</p>
<p><b>8. OTHER MATTERS</b></p> <p>No additional matters were raised for discussion.</p>	<p>None added.</p>
<p><b>9. CLOSING OF OPEN SESSION</b></p> <p>The Chairperson thanked the members for their contributions and closed the meeting at 14:25.</p>	

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CHAIRPERSON

\_\_\_\_\_  
DATE

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SECRETARY