

**African Training and Research  
Centre in Administration for  
Development**

**المركز الإفريقي للتدريب  
و البحث الإداري للإتماء**

**Centre Africain de Formation et de  
Recherche Administratives pour le  
Développement**



## **Developing Capacities in Leadership for Better Coordination of Networked and On-line Government Services**

### **CONFERENCE FOR SECRETARIES TO CABINET**

## **DRAFT PROGRAMME**

**Birchwood Conference Centre  
(BOKSBURG), Johannesburg (South Africa)  
23 – 25 April, 2008**

**WEDNESDAY 23 APRIL 2008**

14.00 Registration

19.00 Welcoming dinner at conference venue.

**Opening address: The Changing Role of Government in the Context of Globalisation and Modernisation of the State and the Re-invention of Government:** South Africa: Minister for the Public Service and Administration: Minister GJ Fraser-Moleketi.

Discussion from the Floor. (All announcements with regards to the Conference can also be done here).

**THURSDAY, 24 APRIL 2008**

**SESSION I: Chair person: .....**

9.00 – 9.30 **The Relationship Between Politicians and Governments in the context of Democratic Pluralism: conflict or collaboration?:** H.E. Mr. EG Pahad, Minister in the Presidency, Republic of South Africa

9.30 – 10.30 Discussion

10.30 – 11.00 Tea/Coffee

11.00 – 11.30 **The Leadership Role of Secretaries to Cabinet in the achievement of the Government's vision, mandate and mission and in promoting ethics, integrity and professionalism:** Rev Frank Chikane, Secretary to Cabinet, Republic of South Africa.

(The role of Secretaries to Cabinet in communicating vision, mandate and mission to all Government entities and stakeholders. The Secretaries to Cabinet and the sequenced implementation of the vision, mandate and mission of the Government, Ethics Codes/Charters and the promotion and upholding of ethics, integrity and accountability in the Civil Service)

11.30 – 13.00 Discussion

13.00 – 14.30 Lunch – Conference Centre

**SESSION II: Chair person: .....**

14.30 – 15.00 **Implementation of Government Action and Interventions on the Basis of Results Based Management (RBM):** Prof. S.S. Sangweni, Chairperson of the Public Service Commission – South Africa.

(Setting results/outcomes in the Upper Civil Service. Holding Senior Manager accountable for governmental performance, Conflicts of Interest Guideline, whistle blower protection, etc., and the relevant legislative instruments. Merit based recruitment and career progression and professionalism in the Civil Service. The use of RBM for enhanced synergies and coherence among Government entities to cost-efficiently deliver results).

15.00 – 16.00 Discussion

16.00 – 16.30 Tea/Coffee

16.30 – 17.00 **Planning for the use of ICT in managing and coordinating Secretariats activities – Architecting and Automating Organization/Cabinets for better service delivery: Department of Public Services and Administration: South Africa.**

(To encourage proper business planning in such a way that organizational planning and delivery of services are coherent throughout the organization in order to ease the deployment of ICT Services and solutions, best practices like Service Orientated Architecture and how to align your ICT's with your organizational strategy)

17.00 – 18.00 Discussion

### **FRIDAY, 25 APRIL 2008**

#### **SESSION III: Chair person: .....**

9.00 – 9.30 **ICT infrastructure requirements in support of Cabinet:** Department of Public Services and Administration South African ICT Partners and Service Providers (Internet Service Provider: Internet Solutions, Applications: State Information and Technology Agency (SITA), Network Infrastructure: Nelkom/Neotel, Contact Centre: SITA and Communication Security: SA Communication Security Agency (COMSEC)/SITA

(The introduction of key ICT building blocks needed for Cabinet. This will be delivered by different service providers, including other government institutions)

9.30 – 10.30 Discussion

10.30 – 11.00 Tea/Coffee

11.00 – 11.30 **The use of ICT in managing and coordinating Activities (Practical Presentations):**

- (HR Connect, Integrated Financial Management System, CabEnet) (South Africa, DPSA)

- ICT applications for Planning scheduling, coordinating, assessing and tracking implementation of Government Work plans by Secretariats to Cabinet; (Tunisia)

11.30 – 13.00 Discussion

13.00 – 14.30 Lunch

**SESSION IV: Chair person: .....**

14.30 - 15.00 **Presentation of practical cases from selected countries**

- ICT applications for preparation of Cabinet Memorandum and Cabinet Meetings; (Cap Vert)
- ICT application in maintaining liaison, coherence and synergy among government entities; (Angola)
- Ensuring Confidentiality and Security of the Network. (Egypt)

15.00 – 16.00 Discussion

16.00 – 16.30 Tea/Coffee

16.30 – 17.00 Presentation and discussion of the proposal on the On-line Pan-African Network to link Secretaries to Cabinet to exchange leadership capacity development best Practices and Challenges.

17.00 – 17.30 Presentation of the synthetic report of the conference, conclusion and way forward.

17.30 – 17.45 Closing Session.