

# THE AGENDA

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| <b>Wednesday, 30 May 2018</b>       |   |
| <b>08 :30 am</b>                    | <b>Welcoming and Registration of Participants</b>   |
| <b>Opening Session (30 minutes)</b> |   |
| <b>9 :00am</b>                      | <ul style="list-style-type: none"> <li>- Welcome address by Honorable Felix Mensah Nii Anang-La, President of the National Association of Local Authorities of Ghana (NALAG)</li> <li>- Welcome address of Honorable Mohammed Adjei Sowah, Mayor of Accra Metropolitan Assembly</li> <li>- Welcome address of Mr. Jean Pierre Elong Mbassi, Secretary General of UCLG Africa</li> <li>- Welcome address of Dr. Nana Ato Arthur, Head of Local Government Service of Ghana (LGS)</li> </ul>  |
| <b>Introductory Plenary Session</b> |   |
| <b>9:30am</b>                       | <p><b>Moderator: Mr. Jean Pierre Elong Mbassi, Secretary General of UCLG Africa</b></p> <ul style="list-style-type: none"> <li>- The Challenges and Reforms on HRM at Local Level in Africa, by Dr. Patrick Sokhela, Professor at the University of Pretoria (15mn)</li> <li>- The Best Practices in HRM at Local Level in Africa, by Dr. Nana Ato Arthur, Head of Local Government Service of Ghana (LGS),</li> <li>- The Observatory on HR at Local Level of UCLG-Africa, by Mr Ismael Kamate, Officer in charge of the Observatory, ALGA</li> </ul>  |
| <b>10 :15am</b>                     | Discussion  |
| <b>11 :00am</b>                     | Coffee-Break  |
| <b>11 :15am</b>                     | <p><b>1<sup>st</sup> Panel: Mapping of the Actors and Stakeholders involved in HRM at Local Level</b></p> <p><b>Moderator: Dr. Najat ZARROUK, Director of ALGA</b></p> <ul style="list-style-type: none"> <li>- <b>Dr. Nana Ato Arthur</b>, Head of Local Government Service of Ghana (LGS)</li> <li>- The Representative of the Ministry of Finances and Economic Planning, Ghana</li> <li>- <b>Mr. Kokro Amankwah</b>, Secretary General of National Association of Local Authorities of Ghana (NALAG)</li> <li>- <b>Mr. Akeen Olatunji Ambali</b>, National Treasurer of National Union of Local Government Employees, Nigeria</li> <li>- The Representative of Social Security and National Insurance Trust of Ghana</li> <li>- <b>Dr. Naro Leon Kuranti</b>, Senior Lecturer, Ghana Institute of Public Administration and Management (GIMPA)</li> <li>- <b>Dr. Sackey Margaret</b>, Ag. Dean for the Faculty of Local Government Studies, ILGS, Ghana</li> <li>- <b>Prof. Jonhson Bade Falade</b>, Expert, Special Advisor to the Secretary General of UCLG Africa , Nigeria</li> </ul> |

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| <b>12:00pm</b>   | <p><b>2nd Panel: HRM at Local Level in practice (Organization, management, challenges, reforms)</b></p> <p><b>Moderator: Hon. Jefferson Kojjee, Acting Head of the Association of Mayors and Local Government Authorities of Liberia (AMLOGAL)</b></p> <ul style="list-style-type: none"> <li>• The Political Perspective:</li> <li>• Experience of the Makeni City (Sierra Leone), <b>Mrs. Kabba Kamara Sunkarie</b>, Mayor of Makeni City,</li> <li>• Experience of Awutu Senya East Municipal Assembly, <b>Hon. Michael Yaw Essuman Mensah, Municipal Chief Executive</b>,</li> <li>• The Managerial and Technical Perspectives:</li> <li>• <b>Mr. Justice Kojo Antwi</b>, HRM of the Accra Metropolitan Assembly</li> <li>• Experience of Efutu Municipal Assembly, <b>The HR Manager of Efutu Municipal Assembly (Ghana)</b></li> <li>• <b>Mr. Prince Ahenkan</b>, HRM of the Awutu Senya District Assembly (Ghana)</li> </ul> |
| <b>12:40</b>   | Discussion  |
| <b>13:40</b>   | Lunch Break   |
| <b>14:30</b>   | <b>3 Parallel Workshops</b>   |
| <p><b>Group 1:</b></p> <ul style="list-style-type: none"> <li>• Recruitment</li> <li>• Staff and Career Management</li> </ul>                                  | <p><b>Facilitator: Dr. Patrick SOKHELA</b></p> <p><b>Rapporteur: Mr. Ismael KAMATE</b></p> <ul style="list-style-type: none"> <li>• The forecasting of HRM at Local Level</li> <li>• The assessment of workforce and skill needs</li> <li>• The process of recruitment: How? By Whom?</li> <li>• Skills template</li> <li>• Databases</li> <li>• Reforms ongoing</li> </ul>   |
| <p><b>Group 2:</b></p> <ul style="list-style-type: none"> <li>• Personal Status</li> <li>• Motivation Process</li> </ul>                                       | <p><b>Facilitator: Prof. Jonhson Bade Falade</b></p> <p><b>Rapporteur: Mr. ANTWI Justice Kojo</b></p> <ul style="list-style-type: none"> <li>• The Status of HR at Local level</li> <li>• The process of motivation of the HR at Local level: salaries, bonus, workplace, work environment, relationship, etc...</li> <li>• Reforms ongoing</li> </ul>  |
| <p><b>Group 3:</b></p> <ul style="list-style-type: none"> <li>• Evaluation</li> <li>• Training</li> <li>• Skills Development</li> <li>• Performance</li> </ul> | <p><b>Facilitator: Dr. Nana Ato Arthur</b></p> <p><b>Rapporteur: Ms. Lova Ramiljoana</b></p> <ul style="list-style-type: none"> <li>• Identification of training and capacity building needs</li> <li>• Existence of a national and/or local Strategy of Training and Capacity Building targeting the HR at Local Level</li> <li>• The process of evaluation of the HR at Local Level: Methods and Tools</li> <li>• The criteria of HR performance</li> <li>• Reforms ongoing</li> </ul>  |
| <b>16:00</b>   | Coffee Break  |
| <b>16:30</b>   | <ul style="list-style-type: none"> <li>- Restitution of the Workshops</li> <li>- General Discussion</li> <li>- Presentation of the Final Report, by Dr Najat Zarrouk, Director of ALGA of UCLG-Africa</li> </ul>  |

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| <b>18 :00</b> | <b>- End of the Work</b> |
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