

UN African Regional Hub for Big Data

Steering Committee - 26 July 2022

Steering Committee Terms of Reference

The African Regional Hub will be coordinated by a Steering Committee composed of:

- Director ACS of UNECA, NISR and UNDESA
- Five national statistical office representatives from Africa, who will rotate every 2 years. The five representatives of the rotation will be the bureau membership of the UN Statistical commission for Africa (STATCOM) and membership will rotate in line with the STATCOM Bureau rotation which is every two years

Objectives

The Steering Committee will ensure the successful delivery of activities to support the functioning of the African Regional Hub, through utilisation of expertise and resource from the Committee and other partners. This includes:

- i. Provide the strategic direction and leadership and coordination to the African Regional Hub.
- ii. Promote and foster collaboration with other stakeholders – includes approving the objectives of the regional hub.
- iii. Provide strategic guidance to create synergy with other stakeholders and other Regional Hubs
- iv. Provide guidance on Regional Hub activities and issues and the delivery of its strategic objectives
- v. Approve work plan and communication plan prepared by the Regional Hub Programme Management Unit
- vi. Sign off relevant projects based on benefits they provide to members states/they bring to data science development
- vii. Conducting regular meetings to review the progress, resources and providing direction and recommendations to ensure that the agreed deliverables are delivered to a satisfactory standard
- viii. Mobilize resources for the implementation of the project
- ix. Review how the Regional Hub is working across Member States
- x. Keep the principles, policies, and procedures of the Regional Hub up to date

- xi. Resolve any high-level issues that inhibit the Regional Hub achieving its goals
- xii. Identify strategic risks to meeting Regional Hub objectives and provide guidance for their mitigation
- xiii. Oversee and guide public engagement and communication strategies
- xiv. Provide guidance on the opportunities for the development of the Regional Hub
- xv. Co-opt experts and organisations into the Steering Committee on a case-by-case basis and according to need

Method of working

The Steering Committee will:

- prioritise online activities along with periodic face-to-face meetings
- meet once every quarter
- operate using the official languages of English and French
- invite others, as needed, to meetings, without making them formal members, e.g. Academia, Civil Society, NGOs, global partners, private sector, invited experts, reports from the Project Teams
- Identify Champions/Ambassadors to represent the Regional Hub in other forums: UN Global Platform, Training, Communications, African Union

Responsibilities and Conduct of Steering Committee Members

The members of the Hub Steering Committee are required to be up to date with the trends in climate finance. They are also expected to study all documents and thoroughly prepare for the meetings of the Steering Committee. They should demonstrate commitment to the success of the Hub in enabling countries to access and effectively utilise available resources. They are to serve as ambassadors for the Hub's work to facilitate data science and big data adoption in Africa's national statistics institutes. Finally, they should respect confidentiality and privacy related information deliberated by the Hub.

Chairpersonship

The Steering Committee of the Africa Regional Hub for Big Data will be co-chaired by the Director of the United Nations Economic Commission for Africa and the Director General of the National Institute of Statistics of Rwanda.

Responsibilities of the Chairperson

The overall responsibility of the chairpersons will be to represent the Steering Committee, oversee and guide the deliberations of the Steering Committee and to ensure that decisions taken are actionable and are in line with the objectives of the Africa Regional Hub for Big Data.

Secretariat Services

The Programme Management Unit (PMU) for the Regional Hub shall render secretariat services to the Steering Committee. Secretariat services will include preparation of documents for the meetings of the Africa Regional Hub Steering Committee including invitations, agenda, minutes and other relevant documents. The PMU will also follow up on assignments related to the work of the Steering Committee.

Revision of terms of reference

The Steering Committee may revise its terms of references as and when necessary