

## Summary Note

### SUN Movement Executive Committee Retreat

Geneva, 28-29 January 2019

**Participants:** Shawn Baker (Chair); Tumaini Mikindo (Vice-Chair); Robert Bertram; Francesco Branca; Maria-Bernardita Flores; Lawrence Haddad; Abdoulaye Ka; Uma Koirala; Lauren Landis; Asma Lateef; Daysi de Marquez; Felix Phiri; Meera Shekar; Fokko Wientjes; Moin Karim (UNOPS, ex-officio); Gerda Verburg (Coordinator, ex-officio)

**Apologies:** Gladys Mugambi; Aslam Shaheen

**Observers:** Purnima Kashyap (UNN Facilitator); Chris Leather (SDN Facilitator); Anushree Rao (CSN Chair); Jonathan Tench (SBN Facilitator); William Axelsson (UNOPS); Wahab Moez (UNOPS); SUN Movement Secretariat (SMS)

#### Introduction

The SUN Movement Executive Committee held its annual retreat on 28-29 January 2019 at the SUN Movement Secretariat in Geneva. The main focus of the retreat was on the outcomes of the SUN Movement Mid-Term Review (MTR). The Executive Committee discussed the findings and recommendations and offered guidance on the way forward. During the two days, members reviewed progress on the implementation of the SUN Movement Strategy and Roadmap 2016-2020, reflected on achievements and challenges of the Movement in 2018, and reviewed milestones for the period 2019-2020. Members of the Executive Committee discussed how best to support the Movement in coming years and offered guidance to the Secretariat and the Networks.

#### Guidance & Action Points

This report highlights decisions reached and action points identified by the Executive Committee, while indicating the main responsible actors taking the issue forward.

#### ***Governance and accountability***

Reflecting on the MTR findings and recommendations, and taking into account guidance from the SUN Lead Group, the Executive Committee committed to **increase its role in governance and accountability of the Movement**, including through:

- Providing strategic guidance and acting as an accountability mechanism for the SUN Movement Secretariat (SMS) and the SUN Coordinator on key decisions. (ExCom)
- SMS, Networks or other SUN stakeholders should elevate key issues which require ExCom attention, so the Committee can support and give guidance to SUN Countries and the Global Support System, and manage and mitigate risks.

- Internalizing the SUN Principles of Engagement, fostering behaviour change and acting as SUN Movement champions in their own institutions. (ExCom)
- Develop charters for both the SUN Lead Group and Executive Committee to set out clear expectations and opportunities for participation in the Movement. (SMS)
- Arranging two face-to-face Executive Committee meetings per year, while the winter meeting focuses on the global level and the summer meeting on the country level. In 2019, the second in-person meeting will be held at the SUN Movement Global Gathering. (SMS)
- Planning Executive Committee meetings well in advance and circulate agenda and documents two weeks ahead of meetings. (SMS/Chair)
- Networks reporting annually to the Executive Committee (2 Networks face-to-face, 2 Networks virtually). In 2019, all 4 Networks will meet the Executive Committee face-to-face at the SUN Movement Global Gathering. (Networks)
- Taking forward the Global Support System Collaboration Framework 2019-2020 to increase coherence between SMS and the four SUN Networks. (Networks/SMS)
- When feasible, Executive Committee members joining the SUN Coordinator for country visits or attend Joint Annual Assessments (JAA) of SUN Countries. (ExCom/SMS)

#### ***Strengthen linkages between Executive Committee and SUN Government Focal Points***

- Members of the Executive Committee participating in SUN Focal Point retreats and SUN Country Joint Annual Assessments. SMS to inform ExCom members, as possible, about six weeks in advance of such events. (ExCom/SMS)
- Organize a meeting with SUN Government Focal Points ahead of the SUN Movement Global Gathering. (SMS)
- SUN Government Focal Points on the Executive Committee should link up with SUN Focal Points from their region. (ExCom)

#### ***Strengthen country level action and impact***

- Encourage institutionalisation of SUN arrangements at country level to ensure continuity in case of government and Focal Point changes. (SMS/Coordinator)
- Recognising that the SUN Movement is also building on the efforts of partners to support countries on the ground, building on the collective efforts of all SUN partners at country level, and fostering behaviour change of all SUN Movement actors. (all)
- Strong Country Liaison Team is critical for the success of the SUN Movement. (SMS)
- Improve follow-up to Coordinator's country visits to maximize impact. (SMS/Networks)
- Executive Committee members should visit one SUN country per year. (ExCom)

#### ***Monitoring, evaluation, accountability and learning system (MEAL)***

- Revise the Joint Annual Assessment materials and encourage stakeholders to turn the event into a celebration at country level. (SMS)

- Integrate more food systems and sustainability indicators in MEAL. (SMS)
- Explore strengthening MEAL indicators to make them more gender-sensitive. (SMS)
- Explore potential indicators of trust / behaviour change drawing on existing ones. (SMS)

### ***Capacity development***

- Set up a team (1 ExCom member, SMS, Networks, learning expert) to develop a proposal for a 'SUN Academy'. (SMS)
- Develop profile what is expected from SUN Government Focal Points, building on country needs and SUN Principles. (SMS)

### ***Technical Assistance (TA)***

Many national and global partners provide TA to countries based on demands/needs on various aspects of nutrition. In addition, some TA requests from countries are received by the SMS.

- Better coordination between intl. TA providers and SUN country demand / tracking and sharing of TA requests received by SMS and Networks. (SMS/Networks)
- SMS to encourage convergence with Networks in knowledge management. (SMS)
- Consider recommendation for SUN Movement Pooled Fund (Phase III) to allow facilitation of TA. (SMS/Networks)

### ***Stronger involvement of SUN Movement in food systems approach***

- Develop country level narrative focusing on opportunities and solutions (double duty actions etc.) and provide stronger messaging on food systems. (SMS)
- Offer SUN multi-stakeholder platforms (MSPs) as platforms for actions for food systems. (SMS/Networks)
- Make food systems approach a key topic, amongst others, of the 2019 Lead Group meeting and a focus area for SUN Movement Global Gathering. (SMS)
- Lead Group and Executive Committee members should open doors to NCD community. (LG/ExCom)
- Include CAADP Focal Points (or adequate for other regions) in SUN Focal Point retreats. (SMS)

### ***Gender equality and women's empowerment***

- All Executive Committee members play a proactive role as gender champions. (ExCom)
- All institutions under the SUN umbrella should apply the tool '[Global Health 50:50](#)'. (SMS)

### ***Strategic review of the SUN Movement***

- The Executive Committee agreed to launch a Strategic Review of the SUN Movement, building on the recently completed Mid-Term Review, to get recommendations on the vision, strategy and structure for the next phase of the Movement (2021-2025). The Secretariat was tasked to launch the process as soon as possible and to explore funding options (incl. procurement requirements). (SMS)
- The Executive Committee will have an oversight function, approve the TOR, serve as key informants and be available for regular check-ins with the Strategic Review Team to provide guidance. (ExCom)
- A SUN Movement strategy and roadmap 2021-2025 will be developed from May-November 2020, after conclusion of the Strategic Review (March 2020).

### ***SUN Movement Global Gathering***

- SMS was requested to undertake exploratory visits (end February) to the two potential host countries Indonesia and Nepal, while UNOPS is conducting a market research to inform the final selection of the host country. SMS to validate political leadership within region and involvement of regional bodies, and validate logistical services, by 20 March. (SMS)
- Executive Committee mandated a Working Group (Abdoulaye Ka, Lauren Landis and Bernie Flores) to discuss remaining issues laid out in SUN Global Gathering concept note, and guide Secretariat where necessary through the process leading up to the SUN Movement Global Gathering 2019. (ExCom)

### ***SMS Budget and Pooled Fund***

- Executive Committee endorsed revised SMS budget 2019-2020. (ExCom)
- Executive Committee advised to request a proposal from UNOPS on enhanced contract modalities that offer more stability and security to SUN Movement Secretariat personnel. (UNOPS)
- SUN Movement Pooled Fund: Executive Committee endorsed proposal for Pooled Fund Window II, to strengthen multi-stakeholder platform collaboration for nutritional impact at the national and sub-national level. (ExCom)

### ***Guidance on further issues***

- Develop strategic communication materials about SUN Movement. (SMS)
- SMS to prepare list of key decisions the SUN Movement will have to take in coming 2 years. (SMS)
- Identify individual tasks for each member of the Executive Committee, based on volunteering. (Chair/Coordinator)

***Executive Committee membership and Chair election***

- Achieved consensus that the Executive Committee Chair position should be independent, hence agreement to create an additional seat for the Chair. This requires approval from the Lead Group Chair. SMS will then update these adjustments in the procedures of the Executive Committee. (LG Chair /SMS)
- Shawn Baker was appointed as Special Adviser to the Executive Committee until 31<sup>st</sup> December 2020. Following approval from the Lead Group Chair, TOR will be developed for this new position and the TOR of the Executive Committee amended accordingly. (SMS/ExCom)
- Meera Shekar, Global Lead Nutrition at the World Bank, was elected as new Chair of the SUN Movement Executive Committee for the term 2019-2020. Tumaini Mikindo, Executive Director PANITA, continues his term as Vice-Chair until end 2019.

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