

## SUN Movement Executive Committee Call 9 December 2019, 15:00-16:00 CET, WebEx Summary note

---

### Participation

**Participants:** Meera Shekar (Chair), Tumaini Mikindo (Vice-Chair), Nicola Brennan, Lawrence Haddad, Uma Koirala, Lauren Landis, Asma Lateef, Gladys Mugambi, Aslam Shaheen, Tatjana von Steiger, Shawn Baker, Karim Moin and Gerda Verburg

**Apologies:** Robert Bertram, Daysi De Márquez, Maria-Bernardita Flores, Abdoulaye Ka, Anna Lartey, Felix Phiri and Fokko Wientjes

**Observers:** Purnima Kashyap (UNN), Melanie Bruns (SDN), Jonathan Tench (SBN), Emily Heneghan (SBN), Yngvil Foss (UNOPS), Wahab Moez (UNOPS), Patrizia Fracassi (FAO), Brenda Killen (SMS), Marlen Schuepbach (SMS), Mairead Peterson (SMS), Ophélie Hémonin (SMS), Elena Gaino (SMS), Maria Pizzini (SMS) and Renée de Jong (SMS)

### Summary note

#### 1) Opening and welcome

The Chair welcomed all Executive Committee (ExCom) members and opened the meeting. Due to time restrictions the Chair suggested to first address issues under AOB.

#### 2) AOB

- **Executive Committee self-assessment**

The Chair reminded all ExCom members to complete the self-assessment before the end of the year.

- **Location of the Executive Committee retreat 2020**

The ExCom members reconfirmed the decision to hold the ExCom Retreat planned for spring 2020 in Rome at WFP.

- **Announcement by Director of SUN Movement Secretariat**

Brenda Killen, Director of the SUN Movement Secretariat, announced that she will step down from her current post as of mid-January 2020. Executive Committee members thanked her for her service and contribution to the SUN Movement.

#### ***Decision and action points***

- *All Executive Committee members will fill out the self-assessment before the end of the year.*
- *The ExCom Retreat 2020 will take place at the WFP HQ in Rome.*

### **3) Discussion and decision on the end process of the SUN Movement Strategic Review and the way forward, including draft TOR facilitation services**

The Executive Committee had a discussion on the proposed end process of the Strategic Review (till end March 2020) and the following process to develop recommendations on the future direction of the SUN Movement for approval by the Lead Group in September 2020. Members expressed appreciation for the inclusive nature of the Strategic Review process and underlined the importance to ensure the process going forward remains inclusive and independent. The SUN Coordinator highlighted the need to further clarify roles and responsibilities of different actors in the process, including what is expected from the SUN Movement Secretariat, and to define the scope of the Terms of Reference (TOR) for facilitation services. Members of the Executive Committee reminded of lessons from the Independent Comprehensive Evaluation (ICE) process and recommended using existing structures and complement them with additional support where needed.

While the proposed timeline until the end of March is extremely tight, the Executive Committee wants to stick to the agreed timing of key milestones. To allow sufficient time for translation of the draft Strategic Review report, consultation with SUN stakeholders and consolidation of their inputs, the Executive Committee considered moving the ExCom retreat by one week to the second week of March. SMS is exploring feasibility of this proposal. The retreat will focus on 1) discussing the draft Strategic Review report and feedback from stakeholder groups; and 2) developing draft recommendations on the future direction of the SUN Movement to the Lead Group. A suggestion was made for the retreat to include one session with Network Facilitators and one session with the Strategic Review team, while the remaining time is reserved for discussions amongst Executive Committee members.

Ahead of the call draft TOR for facilitation services were circulated for review and input. The proposed role for the consultant covers a broader scope than initially agreed in Nepal. The Executive Committee agreed to extend the period of the TOR from February to end June 2020, covering tasks including facilitation of the ExCom retreat and consolidation of feedback from stakeholders on the first draft of the Strategic Review. The SUN Coordinator flagged that such an expanded consultancy will require additional funds which have not been budgeted by the Secretariat. The Executive Committee member tasked to develop the TOR will revise them based on the discussion and add a budget estimate. Options will be explored on how to hire the consultant. Recommendations for suitable candidates are welcome.

With regards to the movement-wide consultation on the draft Strategic Review report. The Strategic Review Team will use feedback merely to correct mistakes if needed, while the direction of their recommendations might not undergo significant change between the draft and final report.

The Executive Committee decided that they ensure communication with all SUN Movement stakeholders during the process.

**Decision and action points**

- *Nicola Brennan will update the Terms of Reference for a consultant to provide facilitation services to support the process from February to June 2020 and include a cost estimate (by 13 December).*
- *While the SMS will update the timeline of the process, certain steps still require further clarification with regards to roles and responsibilities of different actors.*
- *The ExCom retreat will most likely be moved by one week to the second week of March. SMS to provide a Doodle poll to determine availability of members and exact new dates.*
- *The SMS will ensure well in advance that translators are available for translation of the Strategic Review report to ensure this happens using timelines in the best possible way.*

**4) Closing of the meeting 5'**

The Chair thanked participants for their contributions and wished everyone Happy Holidays.