

SUN Movement Executive Committee Call  
12 November 2020, 15:00-17:30 CEST, Webex  
Summary Note

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## Participation

**Participants:** Meera Shekar (chair), Tumaini Mikindo (Vice-Chair), Azucena Dayanghirang, Rob Bertram, Cecilia Gamboa, Lawrence Haddad, Abdoulaye Ka, Christelle Huré, Lauren Landis, Anna Lartey, Asma Lateef, Jo Moir, Gladys Mugambi, Felix Phiri, Kiran Rupakhetee, Fokko Wientjes, Shawn Baker, Moin Karim, Gerda Verburg

**Apologies:** Tatjana von Steiger

**Observer:** Christopher Twiss, Emily Heneghan, Melanie Bruns, (UNOPS), Wahab Moez (UNOPS), Ilaria Schibba (WFP), Karin Gross, Laurent Michiels, Allison Oman, Julia d'Aloisio, SMS Strategic Management Team

**Attending:** Victor Aguayo, Adam Leach (Facilitator – independent consultant), Jane Keylock (Facilitator – independent consultant)

## Agenda

1. Introduction
2. Presentation of edited SUN 3.0 Strategy
3. Approach to SUN 3.0 Strategy operationalisation & change management
4. AOB

## Decisions and follow up

- The strategy was approved unanimously by the Executive Committee and will be shared with the Lead Group for discussion and decision making.
- The ExCom agreed to start the functional review of the SUN Movement Secretariat as soon as possible by the UNOPS change management unit. A decision regarding a functional review for the Global Support System will be taken once the SMS functional review findings have been presented .
- A group or mechanism will be initiated to take the operationalisation of the strategy forward with wide membership and reflecting a balance of countries and global, and including GSS and Lead Group; possible inclusion of Jo Moir (SDN), Gladys Mugambi (SUN Country Focal Point), Ellen Barclay (SMS), Asma Lateef (CSN), Victor Aguayo (LG/UNICEF), Abdoulaye Ka (SUN Country Focal Point), Tumaini Mikindo (CSN), Emily Henegan (SBN), Fokko Wientjes (SBN), Jeffrey Tudor (SMS)
- The Chair stated that she would share a proposal to address the ExCom renewal before the next ExCom Meeting.

## Summary note

### Introduction

The Chair opened the meeting and thanked all participants for their contribution to the strategy, particularly Christelle Huré, Anna Lartey and Lauren Landis who will leave the Executive Committee (ExCom).

### Presentation of edited SUN 3.0 strategy

The facilitators thanked all who contributed to the strategy and flagged that additional proofreading will be done. All ExCom members approved the strategy. One ExCom member highlighted that regionalisation needs to be clarified during the operational phase while it was agreed that further clarifications/details on governance will be clarified during the operational phase. The Chair and Vice-Chair will send a cover note to accompany the strategy when sent to the Lead Group which will first be shared with the Lead Group Chair and then with the Lead Group as a whole.

### Approach to SUN 3.0 strategy operationalisation and change management

The task team for Secretariat 3.0 arrangements presented an update on the proposed functional review process. It was stressed that the current high staff turnover, fuelled by the COVID-19 pandemic is putting a strain on the SUN Movement Secretariat (SMS) and the exercise is needed to ensure the SMS is fit for purpose to deliver on their tasks and responsibilities in SUN 3.0 and that staff members have the right expertise and contracts. On behalf of the Task Team, the Chair suggested to go ahead with the functional review of the SMS as soon as possible through the change management unit within UNOPS, who will present recommendations to the ExCom. The process will take 4-12 weeks. Optionally, as a second phase of the functional review, the UNOPS change management team could make recommendations on whether Global Support System is fit for purpose for SUN 3.0. The ExCom agreed on the functional review of the SMS and will decide later about the review of the whole GSS once the recommendations for SMS have been delivered.

The facilitator suggested a group or mechanism to guide the operationalisation of the strategy for 2021-2025. This would be made up of different members to the Strategy Working Group and should include representation from across the SUN Movement. Leadership of the group will be decided from amongst those nominated, to be a shared responsibility to accommodate capacity constraints. The group will be inclusive and engage commitment, with scope to coopt others as needs determine.

ExCom Members also flagged that key questions remain regarding the Terms of Reference of the ExCom, the accountability framework, requirements for technical assistance, the pooled fund and knowledge management. There should be a clear timing for this process to avoid losing momentum. The Ex-com chair confirmed that draft TORs for the new Ex-com will be shared in advance of the Dec 11 meeting for discussion and approval.

Several ExCom members noted that the operational planning process should be performed under the auspices of the Lead Group. It was suggested that operational planning also should focus at the regional level. It was agreed to shape a group which can go wider than the ExCom with a clear mandate, including country representatives, the networks, Lead Group and SMS and to call on expertise as needed from within and outside the SUN Movement. Suggested members and volunteers are Jo Moir (SDN), Abdoulaye Ka (SUN Country Focal Point), Ellen Barclay (SMS), Asma Lateef (CSN), Victor Aguayo (on the behalf of the Lead Group Chair), Gladys Mugambi (SUN Country Focal Point), Tumaini Mikindo (CSN), Emily Henegan (SBN), Fokko Wientjes (SBN), Jeffrey Tudor (SMS).

### AOB

The CSN facilitator flagged that Christelle is leaving and that other ExCom terms are expiring. They asked to replace Christelle with an interim ExCom member to have sufficient representation. The Chair proposed that she share a proposal to address the ExCom renewal (including the CSN seat) before the next ExCom Meeting on Dec 11, for discussion and agreement on a way forward.