

Supportive document 3: Specific Methodology of the WG on Governance & Accountability

This paper provides an overview of the methodology used in the Working Group (WG) on Governance and Accountability, co-chaired by Allison Oman and Mathews Mhuru and supported by SMS and the Hi5 consultancy team, in order to achieve its deliverables and address the key questions as outlined its Terms of Reference.

Guiding principles, composition, and decision-making

The WG was facilitated in a participatory and inclusive manner, open to all SUN Movement actors. SMS has facilitated the outreach through all networks to encourage participation in this WG and a particular effort was undertaken to ensure the representation of countries and all networks in the WG. Participation in the WG is voluntary, requiring a time commitment in the initial phase of five weekly meetings of 1-2 hours and written feedback as appropriate.

Co-chairs were designated by the Ops Group to steer the discussions in the WG and to ensure progress is made. Decisions were taken in the WG by consensus and hence, all key documents were reviewed by the WG members before they were adopted as part of the agenda of the WG. Final versions of all documents endorsed by the WG were made publicly available on the SharePoint folder.

Collection of data

The data collection process relied on both secondary and primary data. *Secondary data* and existing information was reviewed, among others, from the following sources of information:

- Global reports about the status of nutrition, including the annual SUN Movement reports, the SOFI repots and the GNR report, as well as material related to global meetings like the FSS and the N4G;
- Written materials available regarding ongoing review processes that may link or impact on the WG’s deliberations, such as the JAA review, the Functional Review, the review of the SBN, as well as specific correspondence to the DSG and to the Ops Group WG Co-Charis;
- Strategic documents of the SUN Movement, among others, Strategic Review 3.0 and Annexes, materials related to the MQSUN process, the Independent Comprehensive Evaluation (“the Mokoro evaluation”), the Mid-Term Review, the Final Review, and the Unified Accountability Framework; as well as other information related to country-specific processes, such as minutes of the Kathmandu meeting and MSP meetings; and
- Information available either publicly or through SMS on the governance of the SUN Movement, including minutes of the Lead Group and ExCom meetings, feedback and minutes of consultations related to the SUN 3.0 process – as available -, and the report of the ExCom Special Advisor.

In parallel, *primary data* was collected through semi-structured interviews and focused group discussions with selected key informants. A list of key informants and the rationale for their selection is outlined in the table below, some proposed key informants were not available within the framework of this WG and were therefore not interviewed.

Name	Function	Rationale
Gerda Verburg	SUN Movement Coordinator	Governance perspective
David Nabarro	Member of the Lead Group	Governance perspective
Meera Shekhar	Chairperson of the EXCOM	Governance perspective

Glady Mugambi Cecilia Gamboa	SUN Government Focal Point and EXCOM Representative for specific region	Country perspective, as well as EXCOM perspective as regional representative
Connell Foley	Member of EXCOM	Representative of CSN in EXCOM
Fokko Wientjes	Member of the EXCOM	Representative of SBN in EXCOM
Rob Bertram	Member of the EXCOM	Representative of SDN in EXCOM
Shawn Baker	Special Advisor to EXCOM, Ex-officio EXCOM Member	Revisor of the ExCom TOR
Anne Lartey	Former member of the EXCOM	Former representative of UNN
Tatjana von Steiger	Former member of the EXCOM	Former representative of SDN
Wahab Moez	Member of the Ops Group; Portfolio Manager SUN	Functional Review, hosting organisation
Tumaini Mikindo	ExCom, Vice Chair, CSN	Individual interview upon request
Other proposed key informants (contacted but not available)		
Felix Phiri Azucena Dayanghirang Kiran Rupakthete Abdoulaye Ka	SUN Government Focal Point and EXCOM Representative for specific region	Country perspective, as well as EXCOM perspective as regional representative
Aslam Shaheen	Former member of the EXCOM	Suggestion by the WG

Further data was collected through the deliberations of the WG, and other bilateral conversations with the SMS, FACT, the Core Ops Group members and Ops Group members. The primary purpose of these conversations were to take stock, gather different perspectives on the key questions as outlined in the TOR of the WG, identify progress and challenges, filter common grounds, and expected results.

Synthesis of information, wider consultations, and formulation of recommendations

The gathered information was compiled, processed, structured according to the key questions outlined in the TOR, and fed into the deliberations of the WG for consideration. In the analysis of information, key words were defined and analysed with the help of a code-and-retrieve software. From this information a so-called *Option Paper* was developed to help guide the discussions in the WG. In addition, comparative information compiled by the Hi5 team and useful to the process was made available in the WG (e.g. comparison of governance structures of other movements). Building on this information, the WG members formulated and endorsed findings, options, and recommendations that formed the basis of the WG report.

Interim and final results of this and all other WGs were presented to and reviewed in the wider Ops Group meeting in order to guarantee cross-cutting cooperation and to avoid the creation of silo and isolated follow-up streams.

The ExCom was kept informed about the progress made in all WG through the Ops Group representatives in the ExCom.

Feedback loops, in form of an open consultation process, were built into the process once first interim recommendations were available, not only to ensure accountability of the WG to the membership of the SUN Movement but also to enable SUN members to feed into this strategic process and to cross-check the adequacy of the recommendations.

A written report with detailed recommendations and complementary information was fed into the consolidated Ops Group report.