

## Terms of Reference for the SUN Movement Executive Committee as amended by the Ops Group – 27 September 2021

### **Preamble**

SUN 3.0 recognises the central role of the ExCom in the global governance of the SUN Movement to address all forms of malnutrition by bringing stakeholders together; by promoting country leadership; and aligning the resources of all Movement stakeholders behind country priorities.

These Terms of Reference have been developed as part of the work of the informal Operations Group and approved by the Lead Group during its session on 24<sup>th</sup> June 2021 and amendments were endorsed by the Executive Committee on 18 October 2021. They shall be applied together with the Rules of Procedures. The Terms of Reference enter into force on 1 October 2021. Substantive or strategic changes to the Terms of References and to the Rules of Procedure require the approval of the Lead Group.

### **1. Purpose of the Executive Committee:**

- 1.1. To represent the structures and membership of the SUN Movement and to create an inclusive, trusting and safe space where all constituencies of the SUN Movement work together in an accountable way to address malnutrition in all its forms;
- 1.2. To act on behalf of the Lead Group to oversee the development and implementation of the Movement's strategy and its operating modalities;
- 1.3. To ensure that the SUN Movement is rooted in country structures, responsive to country needs and supported by a global system that is equally country-focused; special attention shall be paid to fragile and crisis-affected countries;
- 1.4. To value the contribution of all stakeholders to address all forms of malnutrition and to promote nutrition and food security as a shared responsibility of all stakeholders.
- 1.5. To stimulate safe, inclusive and ethical behaviour based on the Principles of Engagement within the SUN Movement and in relations with all stakeholders.

### **2. Roles and responsibilities:**

On behalf of the membership of the SUN Movement, the Executive Committee:

- 2.1. Carries out its oversight and support functions in an impartial manner and towards the benefit of the Movement's goals and guided by the Movement's strategic framework

2.2. Oversees efforts to align support for all SUN countries and the Global Support System (GSS)<sup>1</sup> to achieve results by ensuring that:

- a) Appropriate mechanisms are in place to track the impact and implementation of the strategy;
- b) The work of the GSS is aligned with the Movement's strategic objectives and the SUN support system is actively supported in fundraising<sup>2</sup>;
- c) Country coordination and national multi-stakeholder networks/platforms/teams, are supported and equipped to finance country nutrition priorities and drive needs-based, context-appropriate, and evidence-based nutrition impact, at scale;
- d) Regular assessments of capacities and risks of multi-stakeholder platforms/country coordination teams are carried out and the provision of capacity development and technical assistance is facilitated;
- e) Review of SUN-relevant nutrition data and core indicators based on regular monitoring, evaluation, knowledge sharing, learning, and invigorate peer-to-peer and regional support.

2.3. Develops its expected deliverables, for approval by the Lead Group.

2.4. Provides guidance to the Coordinator to address all forms of malnutrition.

2.5. Approves the SUN relevant joint workplans and budgets of the Global Support System.

### **3. Executive Committee Members profile:**

3.1. Members should be aligned to the aims of the SUN Movement, its values, ethical framework and principles;

3.2. Membership will represent, origin, gender, and diversity of the Movement, and the respective organizations and networks of the Movement.

3.3. Members should be senior persons within their own organisations and represent their country, Network or constituency, *for the good of the Movement*.

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<sup>1</sup> This document uses the term «Global Support System» as defined in Strategy 3.0 (2020:33): «The GSS refers to the four SUN networks and the SUN Movement Secretariat in SUN 3.0. The GSS will work together as one to support optimal in-country nutrition impact».

<sup>2</sup> See Strategy 3.0, Table 3: Roles, responsibilities and accountabilities of the SUN Movement members and structures stating the EXCOM is «supporting SC, SMS and network leadership in fundraising for SUN support system» (2020: 32).

#### **4. Composition and Size:**

4.1. The Committee consists of a maximum of 18 members who represent the different constituencies of the SUN Movement, plus two ex-officio members and observers.

4.2. The members of the Executive Committee have voting rights and the allocation of seats are as follows:

- SUN Countries: 8 seats (proposed 6 SUN Government Focal Points/country coordinators, each nominated to represent one of the 6 regions of the SUN Movement, 2 seats representing national or regional stakeholders, e.g. from CSN or parliaments or regional organisation)
- Networks: 4 seats (1 seat SDN, 1 seat SBN, 1 seat UNN, 1 seat CSN)
- Co-Chairs: 2 seats (1 SUN country, 1 from among any other seat in the EXCOM membership)
- Youth: 1 seat
- Specialized experts: 3 seats (1 humanitarian expert, 1 analytics expert, 1 finance expert) with a possibility to reconsider competency profile of these expert roles and approve them in the Executive Committee accordingly.

4.3. Members serve on a voluntary basis for the good of the Movement, representing the SUN Country, network, organization, or specialised expert group rather than serving in a personal capacity. Members will be selected in an inclusive and transparent manner by members of each Network or constituency with an agreed process for representation and coordination within each Network or constituency, in accordance with the Rules of Procedures. The Lead Group shall confirm the membership of the Executive Committee through the Lead Group Chair.

4.4. The SUN Coordinator and the UNOPS as hosting organization are both non-voting ex-officio members of the Executive Committee with a standing invitation to participate in the sessions of the Executive Committee.

4.5. Observers may participate in the meetings upon invitation without voting rights. The Director or the designated representative of the SUN Secretariat serves as Secretary of the Executive Committee and as such has a standing, non-voting, invitation to the ExCom. Alternates to the Executive members are non-voting observers with a standing invitation to participate in all sessions.

4.6. Each member of the Executive Committee has an alternate to replace him/her in case of absence as set out in section VIII. of the Rules of Procedure. This is non-transferrable without express agreement of the Executive Committee.

4.7. The Executive Committee can appoint working groups or ad-hoc task forces as deemed appropriate upon receipt of a written proposal for a temporary period of time to examine specific issues, with the exception of a permanent task team on Finance.

#### **5. Ways of working:**

The members of the ExCom will work together as a team with global reach, in a trusting and transparent manner. Collaboration and behaviour will follow the values and principles of the SUN Movement. The ExCom should be considered a safe space for open dialogue and shared

responsibility. All ExCom members shall consider cross-cutting issues in their deliberations, in particular applying a gender lens.

The conduct of work of the ExCom is described in the Rules of Procedures.

## **6. Reporting and Accountability:**

6.1. The ExCom reports to the Lead Group through the Lead Group Chair. The Co-Chairs of the Executive Committee will be non-voting *ex-officio* members of the Lead Group. In case of conflict, the Lead Group is the overriding authority in decision-making.

6.2. The ExCom shall work within the parameters of a 360-degree accountability framework that is further described in the Rules of Procedures.

6.3. The ExCom oversees the delivery of the annual SUN Movement progress reports and provides feedback to SUN Countries of the support they provided to SUN Government Focal Points / Country Coordinators in achieving the national nutrition goals.

6.4. The ExCom has no legal status or binding obligations, and its members have no legal or fiduciary responsibility for the Movement.