

Terms of Reference

1. Purpose of the Executive Committee:

- 1.1. Act on behalf of the Lead Group to oversee the development and implementation of the Movement's strategy and its operating modalities; and
- 1.2. Support the Coordinator to galvanise political commitments to nutrition and to promote the ethos and values of the Movement.

2. Roles and responsibilities:

- 2.1. Provides guidance and support to the Coordinator's focus on results for improving the nutritional status of mothers and children;
- 2.2. Oversees efforts to align support for all SUN countries to achieve results by encouraging that:
 - a) Appropriate mechanisms are in place to track the impact and implementation of the strategy and advise the Coordinator on the course-corrections required;
 - b) The work of the Secretariat and Networks is aligned with the Movement's strategic objectives and that they are adequately resourced;
 - c) The providers of assistance are organised in ways that enable support that is timely and predictable, efficient and effective, relevant and prioritised.
- 2.3. Develops its expected deliverables, for approval by the Lead Group.

3. Reporting and Accountability:

- 3.1. Oversees the development and implementation of the Movement's strategy;
- 3.2. Reports to the Lead Group. The chair of the Executive Committee will be an *ex officio* member of the Lead Group;
- 3.3. Provides guidance and support to the SUN Movement Coordinator;
- 3.4. Oversees the work of the Secretariat, the Networks and the mechanism for organising assistance providers;
- 3.5. Oversees the delivery of the annual SUN Movement progress report and provides an account of progress to the SUN government focal points at their annual Global Gathering; and
- 3.6. Has no legal status or binding obligations and its members have no legal or fiduciary responsibility for the Movement.

4. Ways of working:

- 4.1. Uses the updated SUN Movement Strategy 2016-2020 as its guiding framework;
- 4.2. Once formed will transparently develop its rules of procedure, rhythm of work, expected deliverables and a

process for the appointment of its chair for agreement by the Lead Group;

- 4.3. The chair of the Executive Committee will serve as an *ex officio* member of the Lead Group, the body appointed by the UN Secretary General to have overall responsibility for the Movement's progress;
- 4.4. Members serve for the good of the Movement in a personal capacity, rather than representing any particular nation, organisation or network. As an exceptional measure, Executive Committee members may designate *one* person to deputise in their absence;
- 4.5. Carry out its oversight and support functions in an impartial manner and towards the benefit of the Movement's goals. Executive Committee members will recuse themselves from discussions where there is a potential conflict of interest that might inappropriately influence the committee's decisions. The recusal may be initiated by the relevant member, or by the Chair. An *in-camera* session will be a standing agenda item;
- 4.6. Meet no less than four times a year, and at least once in person at the SUN Global Gathering. Additional meetings may be called by the chair of the Executive Committee;
- 4.7. A quorum of more than 50% will be needed to hold the meeting;
- 4.8. Decisions will be reached on a consensus basis, followed by a simple majority;
- 4.9. Should a member resign from the Executive Committee a replacement will be sought; and
- 4.10. Network facilitators will be invited to observe the meetings of the Executive Committee, unless an *in-camera* session is required.

5. Executive Committee members profile:

- 5.1. Members should be aligned to the aims of the SUN Movement, its values, ethos and principles;
- 5.2. Membership will reflect, but not represent, the diverse countries, organisations and networks of the Movement. Consideration will be given to a SUN country's state of scaling up nutrition, its economic status and its region.
- 5.3. Members should be senior persons within their own organisations, and be prepared to serve in a personal capacity *for the good of the Movement*.
- 5.4. Members must be available to serve for at least two years, and should be prepared to commit sufficient time to the role;
- 5.5. The role is without remuneration, although some funds will be available to support travel expenses for specific occasions. Rates will follow – as guidance – the UN system's rules and procedures; and
- 5.6. The working language of the Executive Committee will be English.