Formation of the System Management Board’s Standing Committee on Strategic Impact, Monitoring and Evaluation ("SIMEC")

**Purpose:** To outline an overall suggested approach and timetable for the formation of the System Management Board’s SIMEC for feedback at SMB5 on 28 and 29 March 2017.

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17 March 2017
1. Actions for SMB5

2. Background and Introduction
   a. Charter specific provisions on SIMEC
   b. SMB preliminary decisions on SIMEC at SMB1, July 2016
   c. System Council SIMEC equivalent
   d. Possible breakdown of roles for SMB and SC SIMECs

3. Proposals
   a. Principles for formation of SIMEC
   b. Approach for membership of SIMEC
   c. Timetable

4. Reminder: Actions for SMB5
1. Action(s) for SMB5, 28-29 March 2017

Seeking inputs on the SMB SIMEC role and functions to be used in the development of the Terms of Reference

Endorsement of the principles, membership approach and timetable for the formation of the SMB SIMEC
2a. Charter provisions for SMB SIMEC

1. **Formed by Article 9.11 of the Charter:** as a Standing Committee of the Board

2. **Purpose of the SIMEC:** to assist the Board in-
   - the review of research program evaluations,
   - oversight of the strategic direction of the CGIAR System organization; and
   - efficiency, effectiveness and impact of the CGIAR Research according to a robust and rigorous results based management framework.
1. **SIMEC membership:**
   1. To be appointed after consultation amongst the Board on composition,
   2. Engagement of external independent subject matter experts
   3. According to the scope of the Terms of Reference

2. **Suggested priority areas of work:**
   1. Framing the Board’s input into the TOR of the ISPC and IEA
   2. Oversee and provide inputs into development of integrated framework for a performance management system for CGIAR research
   3. Oversee the development of guidelines and criteria for prioritization and annual allocation of Unrestricted Funding across the CGIAR Portfolio
2c. System Council SIMEC

- The System Council, according to Framework, Article 8.2 (a), will also have a standing committee on Strategic Impact, Monitoring and Evaluation.
- Purpose of the Council’s SIMEC: to assist the System Council in review of research program evaluations, oversight of the strategic direction of the System Organization and efficiency, effectiveness and impact of CGIAR Research.
- The Council’s SIMEC is currently being established with a timetable of:
  - **March 2017** - Terms of Reference to be developed with consultation and call for membership
  - **April 2017** - Voting for membership and proposed first virtual meeting of SIMEC - 28 April (tbc)

**Important to note:**
- Since both SIMECs will cover similar purpose and functions, there is a critical need to avoid duplication and confusion over roles and responsibilities.
- Intentionally the timetable for the SMB SIMEC formation follows that of the SC SIMEC in order to be clear on each Committee’s mandate.
2d. Possible breakdown of roles for SMB and SC SIMECs by main functional areas

<table>
<thead>
<tr>
<th>Main functional areas</th>
<th>SMB SIMEC Role: (linked to functions in Charter Article 6.1)</th>
<th>SC SIMEC Role: (linked to functions in Framework Article 6.1)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategy and Results Framework</td>
<td>Developing (a, b)</td>
<td>Reviewing (a), Approving (a)</td>
</tr>
<tr>
<td>Advisory Bodies of the System Council</td>
<td>Inputs (h), Collaboration</td>
<td>Approving (e), Overseeing, Assessing (f, g)</td>
</tr>
<tr>
<td>Governance related to strategy, impact, monitoring and evaluation (e.g. CGIAR Policies)</td>
<td>Recommending (q), Monitoring compliance (r), Taking corrective action (r)</td>
<td>Identifying(k), Approving (k)</td>
</tr>
<tr>
<td>Performance management and reporting</td>
<td>Recommending (ii, mm), Reviewing reports (jj), Taking corrective action</td>
<td>Providing strategic guidance, Reviewing (r, w, x, aa), Approving (u, v, y),</td>
</tr>
<tr>
<td>Evaluations</td>
<td>Inputs in to plans, Reviewing (tt), Management responses (uu), Strengthening system evaluation (ww)</td>
<td>Commissioning (ee), Reviewing and endorsing(ff), Approving (cc, gg), Strengthening system evaluation (hh)</td>
</tr>
<tr>
<td>Other advice</td>
<td>As necessary</td>
<td>As necessary</td>
</tr>
</tbody>
</table>
3a. Proposed principles for formation of SMB SIMEC

Functions-

i. The SMB SIMEC functions should be complementary to, but not duplicating those of the SC SIMEC

ii. Terms of Reference for the SMB SIMEC to be developed through consultation with relevant stakeholders and in consideration of the SC SIMEC ToR

Operation-

iii. Find effective collaboration mechanisms between the Council and Board’s SIMEC, so that these two important committees can provide effective value to the system

Membership-

iv. Membership should aim to capture broad, diverse views that can help filter information in a meaningful way to provide valuable guidance to the Board

v. Membership of the SMB SIMEC should reflect key technical expertise, an understanding of the importance of the topic as well as a key understanding of the value for money concept.
3b. Proposed approach for membership of SIMEC

1. **Members**, five in total, to include:
   - 3 members of the System Management Board
   - 2 members **not** from the System Management Board, including:
     - 1 Independent member *(not involved in CGIAR for past 2 years)*
     - 1 member from a Center Board

2. Invitation by SIMEC Chair to the following, as **additional resources** when needed:
   - Head of IEA
   - Head of ISPC
   - Chair of the System Council SIMEC

3. **Support** to be provided by the System Management Office

4. Approach to **establish membership**:
   - Interim Board Chair to plan Nominations Process and establish an adhoc Nominations Committee
   - Nominations Committee to carry out processes to identify members
### Proposed Timetable for SMB SIMEC Formation

#### April-May 2017: Planning Terms of Reference and Nominations Process
- **April**
  - Collate inputs on SIMEC formation from SMB5, and take into consideration the SC SIMEC ToR
  - SMB Interim Chair to plan Nominations Process

- **May**
  - Consulting on SMB SIMEC role and functions with SC and other appropriate stakeholders
  - SMB Interim Chair to establish Nominations Committee

#### June-July 2017: Establishing Terms of Reference and Membership
- **June**
  - Drafting SMB SIMEC ToR
  - Nominations Committee to launch nominations process for 2 non-SMB members for SMB SIMEC

- **July**
  - Nominations Committee to launch nominations process for 3 SMB members for SMB SIMEC, after Board membership is confirmed for 1 July 2017

#### August-September 2017: Formation and Operation
- **August**
  - Nominations Committee to finalize selection of members for SIMEC
  - Selected members notified and sent draft ToR for consideration
  - Planning for first virtual meeting in September

- **September**
  - SIMEC virtual 1st meeting to discuss:
    - Terms of Reference
    - Priority actions
    - Meeting timetable
  - SIMEC seek approval of ToR by SMB
4. Action(s) requested at SMB5, 28-29 March 2017

• **Seeking inputs** on the SMB SIMEC role and functions to be used in the development of the Terms of Reference

• **Endorsement** of the principles, membership approach and timetable for the formation of the SMB SIMEC