

Terms of Reference
System Council
Strategic Impact, Monitoring & Evaluation Committee

A. Purpose

1. The Strategic Impact, Monitoring and Evaluation Committee ('SIMEC') is a standing committee of the System Council. Its purpose is to assist the System Council in: (1) reviewing research program evaluations; (2) overseeing the strategic direction and efficiency of the System Organization; and (3) monitoring efficiency, effectiveness and impact of CGIAR Research.

B. Roles & Responsibilities

2. Strategy and Results Framework. The SIMEC shall advise and make recommendations to the System Council in areas related to the System Council's:
 - a. Review and approval of the CGIAR Strategy and Results Framework (SRF) submitted by the System Management Board, including: (1) requesting relevant foresight activities; (2) approving the process for developing the SRF; and (3) approving System-level strategic priorities.
3. Advisory Bodies of the System Council. The SIMEC shall advise and make recommendations to the System Council related to the System Council's:
 - a. Approval of the Terms of Reference for the Independent Science and Partnership Council ("ISPC") and the Independent Evaluation Arrangement ("IEA") and any other advisory bodies or committees of the System Council that set forth their purposes and functions related to strategic impact, monitoring, or evaluation;
 - b. Role in the selection of the ISPC Chair and members; and
 - c. Role in the selection of the Head of IEA.
4. Governance Related to Strategy, Impact, Monitoring and Evaluation. The SIMEC shall advise and make recommendations to the System Council related to the System Council's:
 - a. Approval of CGIAR Policies related to strategic impact, monitoring and/or evaluation that are critical to maintaining the reputation of the CGIAR System.

5. Performance Management and Reporting. The SIMEC shall advise and make recommendations to the System Council related to the System Council's:
 - a. Oversight of CGIAR's performance indicators - methodology and targets - to assess CGIAR's performance with respect to the SRF and research portfolio;
 - b. Annual review of work programs and financing plans on CGIAR Research, as proposed by the System Management Board, and provision of strategic guidance to the System Management Board;
 - c. Review and approval of an integrated framework for a performance management system for CGIAR Research;
 - d. Review and approval of relevant System entities' work programs and budgets¹;
 - e. Review the self-assessment, and evaluate the IEA's and the ISPC's effectiveness in fulfilling their functions under their terms of reference, and provide recommendations accordingly;
 - f. Review of the annual portfolio analysis and program reports on the CGIAR Portfolio.

6. Evaluations and Impact Assessment. The SIMEC shall advise and make recommendations to the System Council related to the System Council's:
 - a. Approval of a cost-effective multi-year evaluation plan proposed by IEA covering evaluation of the CGIAR Portfolio and the structures and functions of the CGIAR System²;
 - b. Review and endorsement of IEA evaluations of the CGIAR Portfolio and functions and structures of the CGIAR System, taking into account input from the System Management Board and Center management responses³;
 - c. Monitoring effective implementation of ISPC and IEA recommendations with regards to CGIAR Research Programs ("CRPs") and Platforms;
 - d. Oversight of work toward greater cost-effectiveness and complementarity in the overall system of evaluations and reviews at all levels;
 - e. Endorsement of plans coordinated by the System Management Board, with input from IEA, to periodically commission governance and management reviews of Centers to complement the evaluations of the CGIAR Portfolio;
 - f. Requests to IEA to commission periodic (8 to 10 years) independent evaluations of the effectiveness of the CGIAR System to deliver on CGIAR's vision and mission, and after considering the results of the evaluation and responses, recommend strategic follow-up action; and

¹ In line with the definition of System entities accepted by the System Council at its 23 November 2016 meeting ([SC3-04](#)), the term System entities includes CGIAR's ISPC and IEA.

² It is envisaged that the SIMEC would consider the appropriateness of such evaluation plans in the context of Risk Management Framework of the CGIAR System and in consultation with the Systems Council's Audit and Risk Committee.

³ Material presented to the SIMEC must fully disclose the steps taken and documents relied on to undertake the evaluation, including an accountability matrix as well as who is responsible for implementation of recommended actions and respective timeframes.

- g. Approval of plans and financing of ex-post impact assessment of the CGIAR Portfolio proposed by the ISPC after consultation with the System Management Board.
7. Other. The SIMEC shall advise and make recommendations to the System Council related to the System Council's:
- a. Exercise of any other functions, at the discretion of the System Council, with a three-quarters majority vote of the System Council needed to give additional roles or responsibilities to the SIMEC.

C. Composition

8. Membership. Membership of the SIMEC shall be composed of a maximum of nine (9) persons who represent voting member constituencies of the System Council.⁴
9. SIMEC members are nominated and appointed by the System Council.
10. Skills and experience. Persons serving as members of the SIMEC who are not a System Council member or alternate member shall have the following experience and skills:
- a. Knowledge of CGIAR, its vision, mission, goals, objectives, and processes;
 - b. Experience in evidence-based strategic planning in agricultural research and development organizations; and
 - c. Familiarity with results frameworks, impact assessment, programmatic evaluation, and programmatic reporting.
11. Chair. In the usual course, the members of the SIMEC shall elect a Chair from among themselves. If the SIMEC members determine that an external chair would enhance the committee's operations, and upon System Council approval, the Chair may be an independent person. In such cases, the System Council approved terms of reference for an external Chair, once approved, would guide the identification and appointment process for that person, including the required skills and competencies and honorarium arrangements.
12. If circumstances require, the Chair may delegate duties to an individual of his/her choosing if acceptable to the other SIMEC members.
13. Terms of members. Each SIMEC member (including the Chair) shall serve on the committee for up to three-years⁵, and may be renewed. Renewal of terms shall be

⁴ Representatives who serve as members of the SIMEC would ordinarily be the member or alternate member of the System Council, or another person who is a member of a voting constituency that is well linked to the System Council discussions and can participate in a proactive and informed way.

⁵ Considering Article 4.1 of the CGIAR System Framework (three-year basis for membership of the System

determined by the System Council.

14. Meeting attendance. Whilst typically, SIMEC meetings will be held amongst the members, a SIMEC member may attend a meeting with another member of his/her constituency to bring additional topic specific expertise after consultation with the Chair. Should a SIMEC member be unable to attend a particular meeting and wish to send a substitute, the member will ensure that the person standing in for them will be fully briefed on current SIMEC business in advance of meeting attendance.

D. Operations

15. Meetings. The SIMEC shall meet at least twice per year, preferably in-person and prior to System Council meetings. The SIMEC shall meet virtually as determined by the Chair in consultation with the other members.
16. Engagement with other parties: The Chair of the SIMEC shall interact regularly with and report to the System Council on the results of the committee's deliberations, as well as any issues relevant to its discussions. The Chair, at his/her discretion, will interact with a relevant committee of the System Management Board as relevant to SIMEC deliberations.
17. Disclosing conflicts of interest. Where a member has a conflict of interest on a specific topic under discussion, they will make the circumstances of the conflict known to the SIMEC, to ensure that discussions proceed in an open and transparent manner.
18. Quorum. A majority of members, one of whom is the Chair or his/her delegate, shall constitute a quorum for the transaction of business.
19. Meeting support. The System Organization's budget for system costs must include the cost of reasonable support for the SIMEC operations to ensure its efficient and effective functioning.
20. Access to expertise, including consultants. The SIMEC, in fulfilling its duties under this TOR, will draw on expertise from the System Management Office, IEA and ISPC. The System Council may decide to provide additional support in the form of external consultants to assist the SIMEC with its work.
21. Delegation of Authority. The SIMEC shall have the power to delegate on an exceptional basis its authority and duties to the Chair or individual committee members as it deems appropriate. Individual SIMEC members may call on members of their own constituency to support them in their role as a SIMEC member.

Council), inaugural members of the SIMEC are recommended to be appointed until 30 June 2019, the end of the first three-year term for System Council members.