Document SC8-05
Agenda item 6
16 May 2019

Advisory Services matters

Prepared by: Chair, System Council's Strategic Impact, Monitoring and Evaluation Committee
Document category: Working document of the System Council - There is no restriction on the circulation of this document.

Topics

1. ISDC membership and forthcoming transition of Chair role
2. Shared Secretariat staffing update
3. Evaluation budget recommendation for 2019
4. ‘Connecting the Dots’ - Recommended priorities for ISDC, SPIA and evaluation focus

1. ISDC membership matters

ISDC membership search

- 6 arising vacancies during 2019
- Nominations/applications deadline by 3 June (**please circulate to your networks**)
- Nominations panel to recommend candidates by 12 August 2019
- SC electronic approval by end August 2019
- Target commencement 1 September

Chair role

- Current term is to 30 June 2019
- Maggie Gill available to serve to 20 September 2019
- **Extension facilitates delivery of series of key transitional matters** that are discussed in the slides that follow

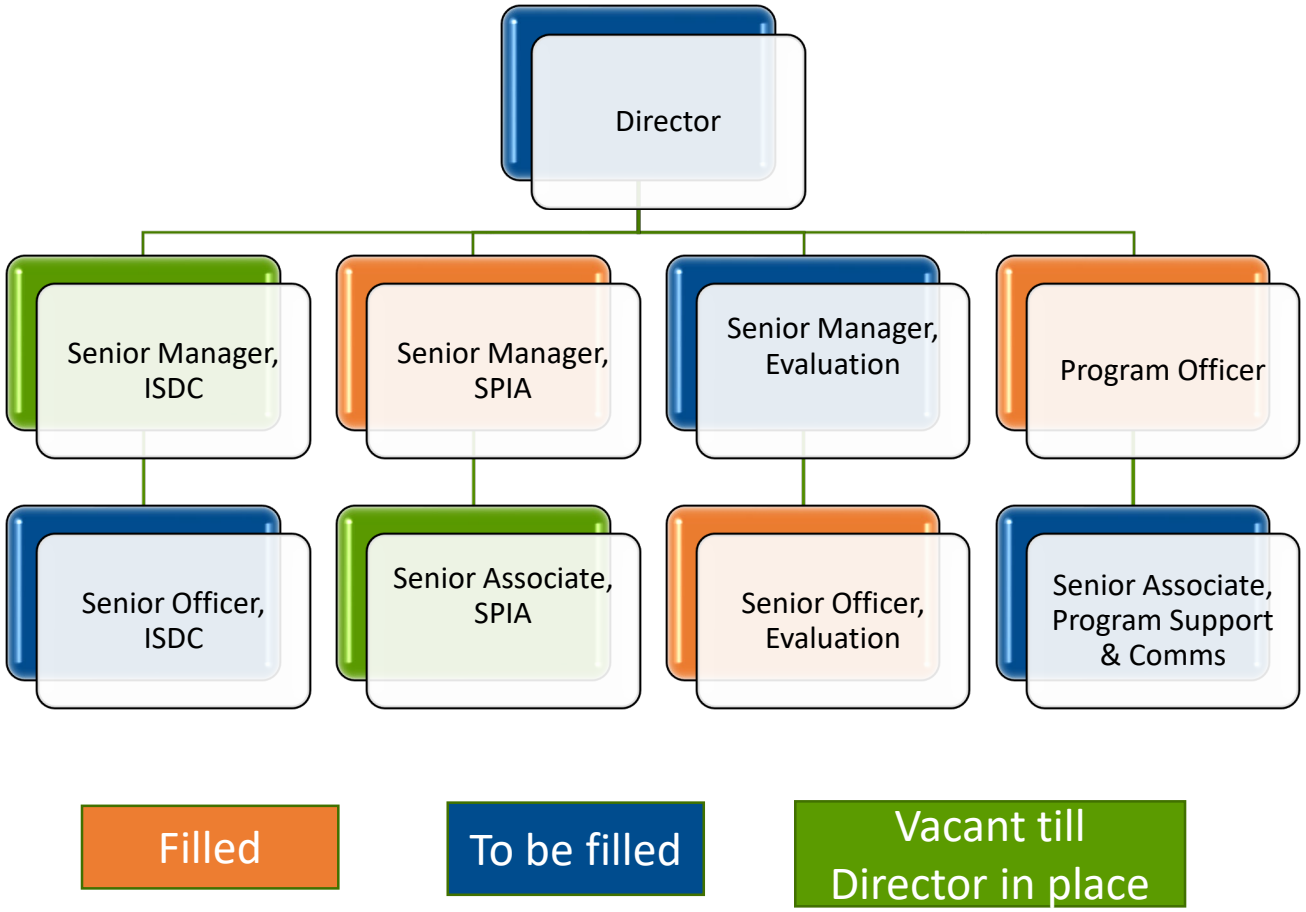
Decision session (agenda item 9) will include this proposal

2. Shared Secretariat staffing update

- **Initial goal** – 9 Shared Secretariat staff by 1 April 2019 to support the three operational workstreams
- **Reality** – number of challenges arising, so the 3 orange highlighted are in place
- **Director position** also remains vacant

To move forward

- Executive search firm for **Director role** (please do refer strong candidates)
- **Fill roles highlighted in blue**
- **Additionally -** provide small amount of weekly support through senior consultancy (not 'Interim Director', but work plan stewardship support)



3. Shared Secretariat evaluation budget for 2019

SC7 – November 2018

SC requested further refinement of the workplan and budget to take into account the feedback provided during the System Council meeting session

SIMEC recommendation to SC8

- Recommend approval of the 2019 budget ceiling as presented – which takes up the two recommended priorities from the 'connecting the dots' meeting
- SIMEC proposes to oversee the further development of the evaluation workplan

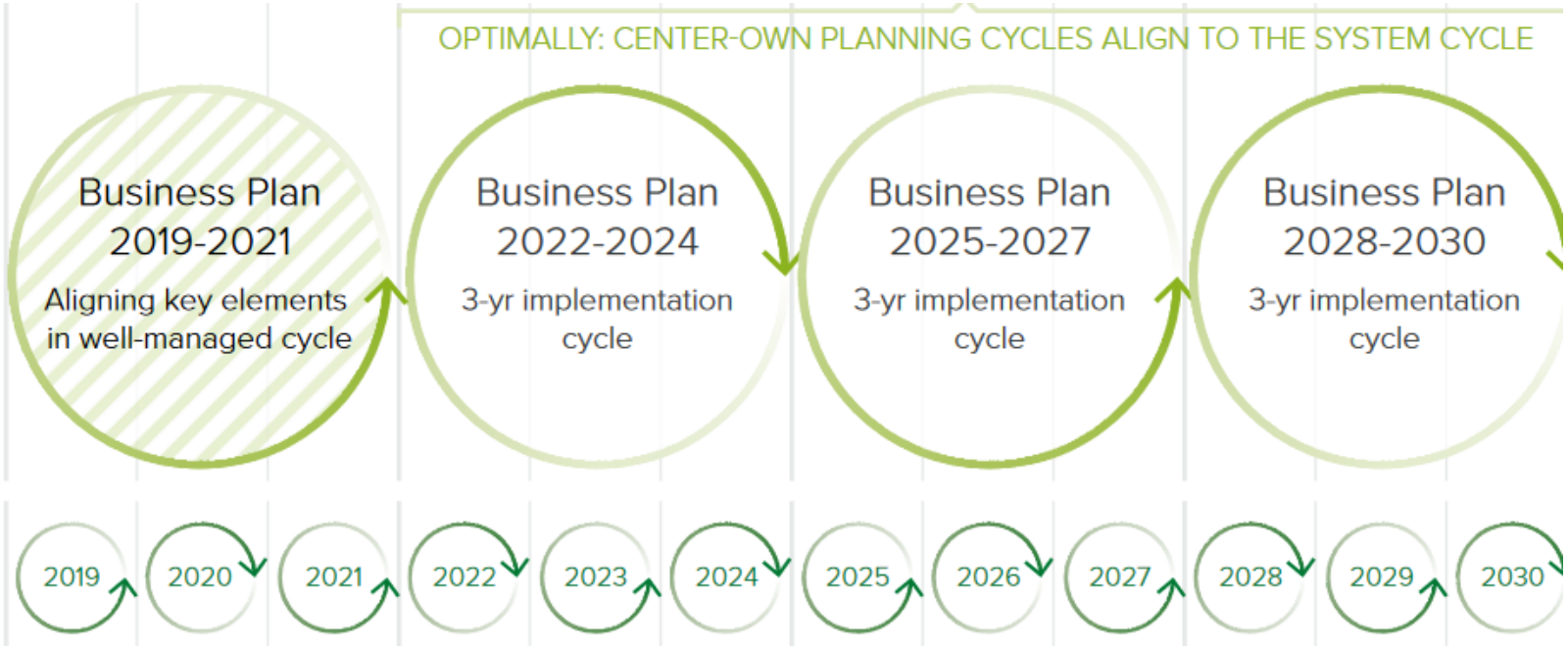
Activity Area	People/Days	Budget
Review of CRP progress		
Evaluation Panel	3/30	130
Review Consultants (initiating review process)	10/20	165
Evaluation Analysts	2/60	70
Performance Management Standards		
Review proposal process	2/3	10
Contracting agency to completed assessments	5/30	150
Travel		30
Meetings		50
TOTAL		**605**

Decision session (agenda item 9) will include this proposal

4. Connecting the dots meeting early–April 2019

Process led by SIMEC, in consultation with representatives of ISDC, SPIA, the Shared Secretariat, the CGIAR System Internal Audit Function, CGIAR Centers and Programs, and the System Organization

Overarching goal - Set out (some of) the key advice needs of the System in the forthcoming years, to ensure effective informed decision making during the Business Plans through to 2030?



4. Recommended priorities for 2019 and looking to 2020-2021

	SC8, May — 2019 — SC9, Nov.	SC10 — 2020 — SC11	SC12 — 2021 — SC13
ISDC (Council + Shared Sec. ISDC Workstream)	• Moderating **assessment of proposals** for Gender Platform by panel of external experts • Synthesis of **foresight** material to support System Reference Group discussions and 2030 Plan development • Identifying **horizon scanning** needs for 2020	• Building QoR4D into key system processes • Identifying future **horizon scanning and foresight** needs	• Moderating **assessment of proposals** called for as part of 2030 Plan • Undertaking **horizon scanning & foresight**
SPIA (Panel + Shared Sec. SPIA Workstream)	• Commissioning impact assessment studies for **evidence of impact** (available 2024 onwards) • Developing a **joined-up strategy on impact assessment** across SPIA, Centers, Programs • Gathering inputs on driving change toward an **impact assessment culture**	• Implementing **strategy on Impact Assessment** • Driving change toward an **impact assessment culture**	• Implementing **strategy on Impact Assessment** • Driving change toward an **impact assessment culture**
Shared Secretariat- **Evaluation Workstream**	• Facilitate the assessment of **Performance Standards** by independent experts (Pilot) • Coordinate the process for a panel of evaluation experts to **review the portfolio progress** (not separate CRP evaluations)	• Providing **eval /review material** • Assess. **Perf. Stand.** • Stewarding revised **Evaluation Policy**	• **Reviews**, as needed • **Evaluation workplan** and joined-up strategy for 2022-2024 Business Plan

Additional resources

Recap of 2018 decisions on advisory services

Two key decisions:

- **At SC6 (**SC/M6/DP3): System Council **approved** the future functional areas and operational arrangements for the System Council's scientific advisory, impact assessment and evaluation services.
- **On 4 October 2019** (by electronic no-objection vote)**:** The System Council **approved** Terms of Reference for the following

Two external panels providing high level independent strategic advice & recommendations

Independent Science for Development Council ('ISDC')

- Membership: up to 8 persons (7 + Chair)
- Key functions: Foresight, Horizon scanning; priority setting exercise & analysis; guidance for periodic proposal assessment processes (but not direct proposal review)
- ISDC Chair: Active Observer at System Council meetings
- SIMEC: Preparatory forum for workflow delivery to SC

Standing Panel on Impact Assessment ('SPIA')

- Standing members: 2 + Chair, with option for up to 3 additional 'special initiative' members
- Functions: Expand and deepen evidence of impact of CGIAR Research; support further embedding of impact assessment culture; linking with other advisory bodies
- SIMEC: Preparatory forum for workflow delivery to SC

A small highly-skilled Shared Secretariat

CGIAR Advisory Services Shared Secretariat ('Shared Secretariat')

- Functions: ISDC secretariat support; SPIA secretariat support; supporting implementation of the CGIAR System multi-year evaluation plans, including providing quality assurance (*for all, to support process, but not do the expert advice themselves*)
- Director: Formal reporting line for accountability to ISDC Chair for overall Shared Secretariat performance; dual day-to-day operational engagement with ISDC Chair + SPIA Chair in terms of overall priority of Shared Secretariat deliverables
- Size: Director + 8 team members (possibility to grow with prior SC approval)

The Terms of Reference for each of the ISDC, SPIA and the Shared Secretariat are accessible at: https://www.cgiar.org/how-we-work/accountability/advisory-bodies/