

Governance and Procedures for the Swedish International Agricultural Network Initiative

Introduction to this document

The Swedish International Agricultural Network Initiative (SIANI) is a member-based network that supports and promotes Swedish expertise in agriculture and development. It provides an open and interactive platform for engagement and dialogue in a global context. SIANI's mission is to enable sustainable food security and nutrition for all.

This document describes the governing structure of and operating procedures for SIANI. This document comes into effect upon full consensus – including *ex officio* members – of the SIANI Steering Committee (SC), and any changes to this document must also be made by full consensus of the SIANI SC. If conflict arises between this document and SIANI Project Documents, this document takes precedence.

Roles and Responsibilities of SIANI Actors

SIANI Steering Committee

Context and composition

The SIANI Steering Committee (SC) is responsible for the strategic development of the SIANI network and replaces what was previously called the SIANI Advisory Group. The SC is comprised of a minimum of five and maximum of ten members. These members must collectively comprise a broad and varied experience and expertise in aspects of international agricultural development. More specifically:

- The SC members are elected in their personal capacities, though bring with them the perspectives and knowledge of the sector(s) in which they work. SC members should, to the extent possible, be representative of the full range of SIANI's boundary partner sectors.
- The SC elects a Chair from amongst itself. The Chair is responsible for convening, presiding over, and documenting meetings, with the support of the SIANI Secretariat. The Chair's term lasts the duration of the Chair's SC mandate, though the Chair or the SC may request that a Chair step down and be replaced by a new Chair, to be elected by the SC.
- The Swedish Development Cooperation Agency (Sida), the Stockholm Environment Institute (SEI) and the SLU Global are permanent *ex officio* members of the SC and can participate in debates, comment, and ask questions, but have no right to vote when decisions are made with the exception of cases where full consensus is required.
- SC members can be proposed by members of SIANI via email to the SIANI Secretariat. New SC members are then proposed by the SIANI Secretariat, and a final decision is made by Sida.

Role and decision-making process of SIANI SC members

- SC members are expected to:
 - Provide strategic guidance for the development and long-term sustainability of SIANI;

- Approve the SIANI annual plan for submission to Sida, including the work plans from expert groups and themes;
 - Review and monitor project development and implementation;
 - Keep the SIANI Secretariat informed of activities, networks or other items of relevance for SIANI's work;
 - Disseminate information about SIANI's activities to their boundary partner sectors;
 - Make recommendations to Sida before the annual contractual partner meeting;
 - Contribute with conceptual advice for the long-term sustainability of the SIANI;
 - Be available to the SIANI Secretariat to help resolve operational and technical challenges if and when these arise.
 - Attend and contribute to regular SC meetings (approximately two per year),
- Regular decisions by the SC can be taken when quorum (2/3 of non-*ex officio* SC members are present, including by video or teleconference). Regular decisions are by majority of members present. Where the Chair has circulated a document or decision item in advance of the meeting, an absent member's vote on a regular decision may be counted if communicated in advance by in writing (including electronic mail) to the Secretariat. A majority is defined as over 50% of non-*ex officio* members. In the case of a tie, consensus of voting members should be sought; where not possible, Sida as an *ex officio* member of the SC may break the tie.
 - Full consensus is required only when changes are made to the present document (Governance and Procedures for the Swedish International Agricultural Network Initiative). Full consensus requires both quorum and agreement by all SC members present, including *ex officio* members.
 - Exceptionally, a decision may also be taken by distance through electronic communication. For a decision by distance to be made, the SC Chair must circulate the proposed decision item in writing (email) to all SC members and allow at least ten working days for comment. Decisions by distance are by 'no objection': after the ten working days have elapsed, a decision by distance is adopted unless a majority of voting SC members have communicated their disagreement in writing. Changes requiring full consensus may not be made by distance.

Term of office

SC members are appointed by Sida upon recommendation of the SIANI Secretariat. SC members are appointed for three years (renewable once), though individuals who were initially members of the SIANI Advisory Group are appointed for one-and-a-half years (renewable for an additional 1,5 years).

Between 1/3 and 2/3 of the SC membership shall be replaced every 1,5 years to ensure a balance of continuity and renewal within the SC. It is the responsibility of the Secretariat to monitor and ensure that this rotation occurs. If this rotation does not occur independently through SC members deciding to step down at the end of their appointment period, the SIANI secretariat shall consult with SC members and then propose the new SC composition to Sida, and Sida will make a decision.

The SIANI Secretariat

SIANI is a project hosted by a SIANI Secretariat within the Stockholm Environment Institute (SEI). The Secretariat is responsible for the day-to-day functioning and financial management of SIANI. The mandate of the Secretariat is defined in the SIANI Project Document, and the specific tasks and focus of the

Secretariat may be reviewed from time to time between Sida and the SIANI Secretariat. The SIANI Secretariat will support the Chair of the SC in her or his functions.

SIANI Member Organizations

SIANI membership is open to all interested individuals working on issues of agriculture and food security and registered via the SIANI website. Members are invited to attend the Annual Meeting, and are entitled to participate in all SIANI activities, to support of the Secretariat, to recommend and be nominated as new SC membership, and to consult the SC directly with questions and recommendations.

Annual Meeting

The SIANI Annual Meeting is held in Sweden early each calendar year. Details are announced in the fall of the preceding year.

The Contractual Partners

SIANI is governed by a framework contract. The contracting partners, SEI and Sida, shall meet once per year to discuss the Annual Report and the Work Plan for the coming year.

Approved by the SIANI SC, 2014-08-27

Namn				Institution			
Göte Frid				Jordbrukverket			2010
Amalia Garcia Thärn				Eu Kommissionen			2010
Karin Höök				Svenska Naturskyddsföreningen			2010
Katarina Eriksson				Tetra Laval			2010
Christina Furustam				LRF			2010
Kristina Mastroianni				NIRAS			2013
Ngolia Kimansu				Salvation Army			2010
ex--officio							
Anders Malmer				SLU			2014
Hanna Marsk				Sida			2013
Jakob Granit				SEI			2013