



Caribbean Action Learning Group on Small and Micro Enterprises
Terms of Reference
Draft
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1. Background

- 1.1 A regional dialogue towards development of a new economy in the Caribbean is being facilitated by the Caribbean Natural Resources Institute (CANARI) since 2010.
- 1.2 The first phase was supported by the International Institute for Environment and Development (IIED), through UK aid from the UK Government, for the international Green Economy Coalition (GEC) and the Commonwealth Foundation. Drawing on existing analyses in key relevant literature, stakeholders were involved in the dialogue through interviews, focus groups, and a regional workshop held in Trinidad in February 2011. Out of this, a draft position paper was developed and disseminated through direct mailings and discussions at key meetings around the region.
- 1.3 IIED also provided support for Phase 2 to build on this work by facilitating wider communication of the messages in the position paper (including development of a policy brief), further discussion to broaden and deepen the dialogue process in the Caribbean, and initiating plans for establishment of a Caribbean Green Economy Action Learning Group (GE ALG) and a regional programme of work.
- 1.4 Phase 3 included formal establishment and launch of the GE ALG and development of a draft research agenda. IIED provided support for this work.
- 1.5 Phase 4 built on this foundation by mobilising the GE ALG to deepen the analysis of needs and opportunities for change in policy and practice in the Caribbean and to prepare for implementation of action research and learning in priority areas. The GE ALG met in May 2013 to draft a [programme of work](#), building on the research agenda but expanding this to include communication and capacity building components. They also developed preliminary work plans for three of the priority areas in the programme of work. Eight [background papers](#) prepared by GE ALG members exploring various aspects of the programme of work were also presented and discussed. (See Appendix 1 for priority areas)
- 1.6 Phase 5 seeks to implement one component of the programme of work, namely to ***explore how to nurture Small and Micro Enterprises, including those operating in the informal or semi-formal sectors, to be an engine for green and inclusive economic transformation in the Caribbean using an action research and learning approach with SME ALG members and other key partners in the region.***
- 1.7 As part of this work, CANARI will establish and facilitate a Caribbean Small and Micro Enterprise Action Learning Group (SME ALG).

2. Purpose of the ALG

2.1 The overall purpose of the SME ALG is to contribute to creation of a sustainable green enterprise sector (formal and informal) through assessing ***“How can we catalyse, support and empower Small and Micro Enterprises (SMEs) so that they bring co-benefits (economic, environmental sustainability, social equity)?”***

This will require examining:

- a. What are the opportunities?
- b. What are the potential threats?
- c. What could be a Caribbean strategy for economic development using SME development as a focal point?

2.2 The objectives of the SME ALG are to:

- a. Build and share evidence-based knowledge to build understanding and capacity
- b. Advocate to influence policy and build commitment
- c. Act to deliver transformational results within the sector

2.3 The SME ALG achieves this purpose by:

- a. benchmarking against best practice where such exists or recommending a Caribbean-wide benchmarking practice, where applicable;
- b. analysing emerging views, ideas, perspectives, and information on improving the contribution of SME's to green economy approaches in the Caribbean;
- c. participating in meetings of the SME ALG called by CANARI to:
 - a. share information relevant to their country or sector;
 - b. advise CANARI on priorities and strategies for shaping a Caribbean vision, position and action on green economy;
- d. organising and participating in sectoral, national, and/or regional meetings and other processes to facilitate and/or contribute to discussions and action on green economy in the Caribbean;
- e. sharing and promoting the Caribbean vision and position on empowering at sectoral, national, regional, and/or international meetings and other processes;
- f. identifying potential areas for action on SMEs and the green economy and catalysing action by partners (which may include organisations with which SME ALG members are affiliated);
- g. facilitating sharing of information among partners involved in action around green economy in the Caribbean;
- h. using an action learning approach that includes mutual support among ALG members to reflect on lessons from action on the experiences from the SME sector;
- i. develop and build the capacity of the SME ALG membership to create a cadre of regional experts on and advocates for approaches that contribute towards achievement of a new vision of economic development in the Caribbean.
- j. recommending actions for policy and practice deemed expedient and feasible for the successful development of SMEs that are socially and environmentally responsible in specific islands and territories and industries.

3. Membership of the ALG

3.1 The SME ALG includes a diversity of Caribbean perspectives.

3.2 The SME ALG is comprised of persons appointed in their individual capacity from government agencies, civil society organisations (national, regional and international and including community-based organisations

[CBOs], non-governmental organisations [NGOs], academic institutes, media and labour), technical assistance agencies and donors from or actively working in the Caribbean as well as SME leaders and owners.

3.3 The SME ALG will consist of 10 to 20 members

3.4 Important considerations for the composition of members include:

- a. representation of Micro and Small Business owners;
- b. representation of support agencies across government, CBOs, NGOs, academic institutes, media, labour, technical assistance agencies and donors;
- c. representation across countries in the Caribbean;
- d. involvement in SME initiatives in their sector, country, regionally or internationally;
- e. involvement in social equity and environmental sustainability initiatives;
- f. gender and ethnic diversity and a range of language skills (particularly English, French, Spanish and Creole).

3.5 Members of the ALG can identify additional expertise needed and propose new members.

3.6 A steering committee to coordinate development and implementation of the programme of work may be established from the membership of the SME ALG.

3.7 Other committees of the SME ALG may be established as needed.

Appendix 1: Priority Areas in the programme of work:

1. Physical and land use planning for green economies
2. Inclusive and participatory governance models to guide new economic development processes and approaches
3. The role of creative industries, including cultural events sustainable economic development strategies
4. Catalysing, supporting, and empowering SMEs, including the informal sector
5. Managing sustainable energy investments
6. Green economy approaches to public, private local and foreign investments
7. Sustainability indicators for measuring a green economy
8. Developing a Caribbean “road map” towards green economies