

Market Systems Development (MSD) Working Group
Minutes of Teleconferences, 21st and 28th September 2017

29th September 2017

Participants in both calls

Patricia Seex (DFID)(Co-Chair)

Mike Albu (BEAM Exchange)

Andrea Inglin (SDC)(Co-Chair)

Jim Tanburn (DCED Secretariat)

Participants in call 21 Sept.

Gun Eriksson Skoog (Sida)

Tania Begazo (WBG)

Susanne Thiard-Laforet (ADA)

Julie Delforce (DFAT)

Participants in call 28 Sept.

Lindsay Wallace (MasterCard Foundation)

Steve Hartrich (ILO)

Neil Satchwell Smith (Gatsby Foundation)

Gabi Ott (UNIDO)

Kristin O'Planick (USAID)

Apologies: Stefanie Springorum (GIZ)

These conference calls were the first since the Working Group was formally established at the [2017 Annual Meeting](#). The group had, however, met already prior to the Annual Meeting; Minutes of that meeting are posted [here](#). Two calls were scheduled, to make it feasible for members from Australia, Europe and north America to all join at relatively convenient times. These Minutes record the discussions across both calls, which had the same agenda.

The Work Plan for the transition period October 2017 to February 2018 inclusive, and a report on consultations with [BEAM Exchange](#) users conducted during May 2017, were circulated before the calls. Minutes for the first call were circulated for information before the second call, to avoid repetition.

Update on transition of BEAM Exchange to DCED

Patricia welcomed participants, and Andrea spoke about SDC's sponsorship of the core BEAM team for the transition period from October 2017 to February 2018. Lindsay and Neil thanked SDC for stepping in. The work plan for the transition period was briefly discussed, to include gathering further evidence, and supporting the development of the training market for MSD.

Gun asked about how the transition will be managed, as core MSD functions become integrated with the DCED Secretariat. Patricia explained that the new Secretariat ToR, to be used in the tender for work from March 2018, include a section on ensuring coherence and synergy between DCED and BEAM. BEAM elements are defined, for example, as the website, the content and the core team, as they support the Working Group and provide thought leadership. There are also references throughout the Secretariat ToR to the work of the MSD WG (for details: see draft TOR for the tender of the DCED Secretariat circulated to members by Markus Pilgrim and Johan Veul in August).

Thus, the 'continuous supply' elements, for example around the website, building of relationships, awareness of what is happening and what people want, and representing the MSD WG at meetings, will be included in the Secretariat work. One-off events such as conferences and regional events, with a start and end date, deliverables etc., will need to be commissioned separately by the Working Group. In terms of the extra funds required to expand the Secretariat in this way, SDC and DFID have committed to contribute those for the next two years (SDC for rather longer), but are keen for others

to also contribute. In the first call, members agreed to explore whether they can make contributions in the future.

In the second call, it was noted that SDC and IFC had worked out a form of words as an amendment to the membership agreement; they would be happy to share that with other members interested to add to their membership contributions, for the MSD work. Lindsay said she would like to receive that, as MCF is interested to contribute too. Gabi enquired what would be appropriate contributions either to the additional Secretariat cost, or to the additional activities, for her and the DCED focal point to explore the possibilities with UNIDO. She informed the group that she was most likely not going to be the permanent representative in the Group for UNIDO, and will advise later, on who that is going to be.

Development of a more detailed work plan

In order to prepare a more detailed work plan, Mike proposed to have one-to-one conversations with individual members of the Working Group, to explore three questions:

- What are the main trends in your agency just now around Private Sector Development, with particular reference to Market Systems Development?
- How is Market Systems Development currently seen in your agency? At what stage is roll-out?
- How can BEAM/DCED support your aims in rolling out MSD?

He is already aware of the comments made to the DCED Secretariat as part of their broader member survey interviews with individual members, so will not be duplicating those. He will also take into account the findings of earlier surveys, including the recent one of BEAM Exchange users, shared before the calls. Finally, he will take into consideration the on-going work on training and capacity building, and the evidence agenda / map, in formulating a draft work plan for the Working Group to consider.

Gun noted that since BEAM Exchange is now to serve also the needs of DCED members, a specific survey of their MSD-related needs may be required. Besides, she was not entirely sure of the priority needs of some of her colleagues, and perhaps Mike could interview people more widely in member agencies. Patricia agreed, but questioned how we reach people who do not yet know that they would benefit from MSD support. Gabi suggested that members of the group could first conduct a mini-survey of their immediate colleagues, to understand their needs for support better. Tania considered that more dissemination of the approach is needed, for example through pilot projects with high visibility.

Lindsay asked how BEAM's capacity building offer fitted with those of Springfield, CGAP and others; Mike noted that BEAM is not a training organisation, and is keen not to use donor funds to undercut the private sector. So one-day orientations for member agencies could definitely be offered, as they are not competing.

In conclusion, members on both calls endorsed Mike's proposal; it was hoped that he could report back at the next conference call, in December, so that members could discuss next steps.

New Co-Chair

Patricia reminded participants that she will shortly move abroad, so would no longer be able to co-chair with Andrea; her successor, Francesca Brown, will join the group, but will not be able to co-chair. No-one on the first call was in a position to volunteer to replace her; in the second call, Lindsay noted that she did not have the time, but would ask MCF colleagues about their availability. Kristin

expressed interest in chairing, if USAID is able to join the DCED. Neil noted that Gatsby was making the case internally to join the DCED, but would anyway not have the resources to chair. It was agreed that Andrea would continue as sole Chair for the time being, while a co-chair is being sought.

Date of next meeting

Jim and Mike will propose a date for the next conference call once Mike's research is complete, and a more detailed work plan has been drafted; early December may be suitable. Gun considered that a face-to-face meeting would be especially useful, perhaps around the DCED/BEAM Seminar in Nairobi, in the week of 19th February 2018. The participants agreed to hold a MSD WG meeting around to the Seminar. Publicity materials for that event will be shared as soon as possible, to enable planning.

In conclusion, participants thanked DFID and SDC for so effectively managing the transition process to date; their efforts and contributions were greatly appreciated. Patricia was wished every success in her next posting.