



SAPVIA – Gender and Economic Working Group

Date: 19 November 2024

Time: 10:00 – 11:00

Chairperson: Zimkita Bilibana

Facilitator	Zimkita Bilibana (ZB)	Attendees:
Note taker	Thabang Molai (TM)	Janelle Krishna (JK)
		Katlego Modisane (KM)
		Cecillia Mulenga (CM)
		Helmut Hertzog (HH)
		Jennefer Gopane (JG)

Notes

1.	Welcome and Introduction The Chairperson began the meeting by extending a warm welcome to all attendees and thanking them for joining. Apologies Agreepa Neduvhuledza Mxolisi Nkosi	Chairperson
	Meeting's Objective <ul style="list-style-type: none">• The objective of the meeting was to introduce the reactivated SAPVIA Gender and Economic Development Working Group, provide context and background information, and outline the group's structure and objectives.• ZB provided context on the working group's history, including its previous collaboration with SEWEA and its reactivation as a standalone working group.• The working group will have a chairperson and deputy chairperson, who will be nominated by the group.• The group will focus on solar-related activities and work towards achieving specific targets and KPIs for the financial year.• The group will decide on the frequency of meetings, which may be quarterly or bimonthly.	

	<ul style="list-style-type: none"> The Terms of Reference will be shared, which will guide the working group's activities and structure. 	
2.	<p>Working Group TOR</p> <ul style="list-style-type: none"> ZB reviewed the terms of reference document, highlighting key points: The working group is accountable to the SAPVIA Governing Committee (Board). The chairperson will report on initiatives, activities, and achievements at the Annual General Meeting (AGM). The working group's mandate includes economic development and gender diversity. Economic Development Mandate: <ol style="list-style-type: none"> 1. Establish robust guidelines for community development. 2. Collaborate on regional functional task teams. 3. Analyze impacts and initiate industry conversations. 4. Lead dialogue on the Triple P/E EE Industry Charter. 5. Develop a comprehensive industry position paper for public dissemination. 6. Provide regular feedback to the association. 7. Address technical requests for information. 8. Create a compelling networking event or webinar. Gender Diversity Mandate: <ol style="list-style-type: none"> 1. Adopt the DMRE Women Empowerment and Gender Equity strategy. 2. Focus on creating an enabling environment and policies for gender equality. 3. Work on the Agenda Diversity Charter. 	
3.	<p>Focus Areas for The Year</p> <p>3.1 Financial Inclusion (proposed by Janelle and Katlego)</p> <ul style="list-style-type: none"> ZB opened the discussion by inviting members to highlight any specific challenges they are facing or areas the working group should address. JK shared her experience working with incubation hubs and supporting entrepreneurs, particularly in the renewable energy sector. Incubation hubs support entrepreneurs from ideation to revenue generation phases. 	

	<ul style="list-style-type: none"> • Hubs provide non-financial support, such as registration, tax certification, accounting, and marketing. • There is a need to identify and support entrepreneurs with innovative ideas in the renewable energy sector. <p>3.2 Digital Transformation (proposed by Janelle and Katlego)</p> <ul style="list-style-type: none"> • JK: • Introduced the topic of digital transformation, highlighting its growing importance across industries. • Referenced a recent event she attended where businesses discussed industry spending on digitalization and tech. • Suggested digital transformation as a key focus area for discussion. • KM: • Linked digital transformation to financial inclusion, emphasizing its role in business sustainability. • Noted the necessity for businesses to have the skill set to navigate digital changes. • Stressed the importance of inclusivity in digital transformation efforts to ensure success for SMEs, particularly women-owned SMEs. • Mentioned an existing product that supports SMEs in financial inclusion and digital transformation. • Highlighted additional benefits such as access to training and mentorship for women entrepreneurs. • ZB: • Identified two separate focus areas: • 1. Digital Transformation • 2. Financial Inclusion • Proposed defining key performance indicators (KPIs) and expected outcomes for both areas. • Requested attendees to draft their insights on these focus areas for consolidation. 	
4.	<p>Call for Chairperson and Deputy Chairperson</p> <ul style="list-style-type: none"> • A formal note will be sent out for a call for nominations. • Nominations: • Janelle • Katlego 	

5.	Meetings for The Year <ul style="list-style-type: none"> • A vote was conducted to finalize the meeting frequency: • Monthly Meetings: 2 votes • Bi-Monthly Meetings: 0 votes • Quarterly Meetings: 1 vote • Based on the voting outcome, the working group decided to hold monthly meetings. 	
6.	Closure With a vote of thanks ZB adjourned the meeting. <i>Next meeting: 18 February 2025</i>	Chairperson

Action Items

No:	Action	By Whom
1.	Circulate the Terms of Reference and Gender Diversity Charter to all the working group members for review and inputs.	ZB/TM