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| **DIRECTORATE** |  |

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**CALL FOR NOMINATIONS/VOLUNTEERS TO SERVE AS MEMBERS OF THE ADVISORY BODY**

**2025**

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1. **PURPOSE**
2. The Honourable MEC for the KwaZulu-Natal Department of Public Works and Infrastructure, as part of his commitment to the advancement and empowerment of women in the built environment sector in KwaZulu-Natal, has announced the establishment of an Advisory Body.
3. **The Women’s Advisory Committee** is an initiative aimed at fostering inclusivity and enhancing the participation of women in the construction and built environment sector. It emerged from engagements within the Department of Public Works and Infrastructure (DPWI), which underscored the need for targeted support mechanisms for women in the industry.
4. The primary purpose of the committee is to identify and address barriers to women’s inclusion in departmental processes, recruitment practices, procurement opportunities, and broader industry participation. It will function as an informal advisory body to the MEC, offering recommendations and strategic insights to promote gender transformation within the sector. Furthermore, the committee will focus on mentorship, capacity-building, and policy advocacy to support the growth of women-led businesses.
5. An exploratory meeting was convened on 7 February 2025 at the MEC’s Office in Durban to deliberate on the establishment of the advisory body. Fifteen (15) identified women in the built environment, representing various Districts across the province, were invited to participate in the meeting to kick-start the discussion. The session provided a platform to outline the committee’s objectives and strategic focus areas. Key discussion points included:

* The scope and function of the advisory body.
* Challenges faced by women in the construction industry.
* Proposed Terms of Reference for the committee.

1. The meeting underscored the necessity of establishing a dedicated advisory structure to advocate for policy reforms, facilitate mentorship programmes, and improve access to economic opportunities for women in the built environment sector. Following the deliberations, there was consensus on the need to formally establish the advisory body, which was subsequently named ‘SheBuilds’. A task team comprising five (5) members was nominated to operationalise the Women’s Advisory Body.
2. The Advisory Body will comprise fifteen (15) women from various industries within the built environment, appointed to represent and promote the interests of women in the sector. The Advisory Body will advise the MEC on the following areas:

* Strategies to eliminate barriers that restrict access to opportunities within the built environment.
* The impact of existing legislation and policies on the empowerment of women.
* Financial challenges limiting access to opportunities for women-owned businesses.
* Procurement challenges limiting access to opportunities for women-owned businesses.
* Effective methods for engaging with women in the built environment to identify their needs.
* The impact of payment delays and tendering processes hindering fair competition.
* Strategies to engage the Construction Industry Development Board (CIDB) regarding the complexity of the grading system.
* The approach is to support the development of skills in all aspects of running a business.
* Strategies to improve safety for women on construction sites, particularly considering threats from construction mafia and business forum extortion.
* Interventions to mitigate the impact of unreliable electricity supply on business operations.
* Methods to monitor and influence the provision of long-term, sustainable support for the continued growth and stability of women-led small businesses.
* Any other matters the MEC may deem appropriate.

1. **INTRODUCTION**
2. The MEC, through an open and transparent consultative process, shall determine a constitution for the Advisory Body.
3. The role and responsibility of the Advisory Body is to provide advice and recommendations to the MEC.
4. The advisory body will consist of fifteen (15) members. The MEC may appoint up to two (2) members from outside of the nominated/volunteered members to ensure broader representativity. These two (2) appointees must form part of the total 15 members.
5. The Department will provide the secretariat support and any other support deemed necessary by the Departmental Executive to ensure the effective functioning of the Advisory Body.
6. **CRITERIA FOR NOMINATION/VOLUNTEERING**
7. The selection criteria will be a hybrid approach where both the nominations and volunteering methods will be considered. The nominated or volunteered members may include, but not be limited to, person (s) with expertise and experience in the one or more of following areas:

* Contractor Development
* Financial Management
* Built Environment expertise
* Legal expertise
* Consultants and contractors
* Any other expertise deemed necessary by MEC
* Representation of KZN demographics in terms of race, geographical (urban and

peri-urban), disability and other sectors.

1. These qualities should be demonstrated through at least one or all of the following:

* Governance experience in the private or public sector.
* Experience in the contractor development, consultancy or any other built

environmental field.

1. Holding any professional experience in the area including financing, legal, incubation and contractor development, monitoring and evaluation, legal and any other relevant disciplines.
2. While it is not expected that every member of the Advisory Board should possess all the relevant experience and skills, the nominees/volunteers must demonstrate any attributes and/or above skills.
3. Members must commit to participate in the deliberations of the Body or exercise any delegated function in the best interests of women in the built environment.
4. **RENUMERATION**
5. The current membership will be on a voluntary basis.

**NOMINATION OR VOLUNTEER FORM FOR SUITABLE CANDIDATES TO BE SUBMITTED FOR POSSIBLE APPOINTMENT ON THE ADVISORY BODY**

1. This section is to ensure that the appointees do possess the necessary experience, skills and expertise required to be part of the advisory body to the MEC.
2. Nominee and member information will be kept confidential.
3. The application form comprises of three (3) sections:

* Section 1: Nominee/volunteer form
* Section 2: Advisory Body member qualification/skills
* Section 3: Consent and declarations

**Note: Please complete all sections (including signing and dating of consent and declarations)**

1. **NOMINEE INFORMATION FORM**

|  |  |
| --- | --- |
| **Title** |  |
| **Surname** |  |
| **Name/s** |  |
| **Address** |  |
| **Suburb** |  |
| **Town/City** |  |
| **Province** |  |
| **Gender** |  |
| **Disability (Y/N)** |  |
| **Military Veterans (Y/N)** |  |
| **Type of Disability** |  |
| **Date of birth** |  |
| **Race** |  |
| **Profession** |  |
| **Attach Comprehensive CV** |  |
| **Highest academic record** |  |
| **Are you a South African citizen** |  |
| **If not, please state citizenship** |  |
| **Have you served as of an advisory body/board/ council member before** |  |
| **If yes, please state the name of body, board/ council and the period of appointment** |  |

1. **ADVISORY BODY QUALIFICATIONS**

The institutional statute contains grounds which disqualify persons from Advisory Body Membership. Please answer the following questions to determine whether you are eligible for membership to the Advisory Body.

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| Have you in the past been involved in activities that could call into question your reputation? |  |
| Please do list any currently held board/body/council membership/trusteeship of any company, organisation or trust. |  |
| Have you, in terms of your current work and/or other commitments, the capacity to diligently discharge your duties to the Advisory Body? |  |
| List any matters of which the MEC should be aware of considering your suitability for the appointment |  |

1. **CONSENT AND DECLARATIONS**

I, …………………………………………………………………..., hereby declare that:

1. I give consent that the Department of Public Works and Infrastructure to recommend my name to the MEC of Public Works and Infrastructure for consideration and appointment to the Advisory Body.
2. I disclose all my interests in matters relating to public institution.
3. The information provided in this form is accurate and not in any manner intended to misconstrue any of the requirements by Department of Public Works and Infrastructure.
4. I acknowledge that the information contained in this form will be used by the Department of Public Works and Infrastructure for the purposes of confirming my eligibility to serve as a member of the Advisory Body
5. I note that all information I provide will be secure and kept confidential, except as may be required to be disclosed by law.

**Disclaimer**

I acknowledge that this nomination/volunteering does not mean acceptance as a candidate or automatic appointment.

The MEC reserves the right not to select any nominee/volunteer as a candidate.

Correspondence will be limited to the appointed candidates.

Signed: …………………………………….

Date: ………………………………………