

**BOARD NOTICE 78 OF 2018****CALL FOR NOMINATION OF THE NON-EXECUTIVE DIRECTORS TO  
SERVE ON THE BOARD OF THE COMMUNITY SCHEMES OMBUD  
SERVICE**

Honourable Minister Nomaindiya Mfeketo, the Executive Authority for Human Settlements invites the public to nominate candidates to serve as Non-Executive Members to the Board of the Community Schemes Ombud Service.

The Community Schemes Ombud Service is a public entity established in terms of the Community Schemes Ombud Service Act, 2011 (Act No. 9 of 2011). It is an entity classified under Schedule 3 of the PFMA. The Service is mandated to:

- (a) Develop and provide a dispute resolution service in terms of this Act;
- (b) Provide training for conciliators, adjudicators and other employees of the Service;
- (c) Regulate, monitor and control the quality of all sectional titles scheme governance documentation and such other scheme governance documentation as may be determined by the Minister by notice in the *Gazette*; and
- (d) Take custody of, preserve and provide public access electronically or by other means to sectional title scheme governance documentation and such other scheme governance documents as may be determined by the Minister by notice in the *Gazette*.

The Board is the accounting authority of the Service and is responsible for:

- (a) Implement the mandate contemplated in section 5 and any strategic plan of the Service in order to achieve the objectives of the Service;
- (b) Make decisions on behalf of the Service and ensure that these decisions are carried out;
- (c) Provide guidance to the chief ombud in the performance of his or her functions in terms of this Act;

- (d) Notify the Minister immediately of any matter that may prevent or materially affect the achievement of the objects or financial targets of the Service; and
- (e) Refer to the Minister any matter concerning the adverse functioning of the Service.

## REQUIREMENTS

Nominated candidates should have expertise *and* substantial experience in one, or more, of the following fields:

- (i) Risk management;
- (ii) Financial management;
- (iii) Dispute resolution in community schemes;
- (iv) Public education and training;
- (v) Management of community schemes;
- (vi) Community schemes governance documentation; or
- (vii) Development of community schemes;

The following sort after attributes, when viewed collectively, will serve as an advantage for the nominated candidates:-

- Commitment to development and the principles of good corporate governance;
- Visionaries, who are able to formulate and implement strategy, define policies and priorities consistent with the housing delivery responsibility of the government;
- Representative of the population of South Africa.

## **DISQUALIFICATION**

A person shall not be appointed as director if he or she:-

- (a) Is an unrehabilitated insolvent or becomes insolvent and the insolvency results in the sequestration of that person's estate;
- (b) Has been declared by a competent court to be mentally ill;
- (c) Has been convicted, in the Republic or elsewhere, of theft, fraud, forgery, perjury or any other offence involving dishonesty;
- (d) Has been convicted of any other offence, whether in the Republic or elsewhere, committed after the Constitution of the Republic of South Africa, 1993, took effect, and sentenced to imprisonment without the option of a fine;
- (e) Has been, or is, removed from an office of trust on account of misconduct in respect of fraud or the misappropriation of money;
- (f) Is otherwise disqualified from serving as a member of a Board in terms of the Companies Act, 2008 (Act No. 71 of 2008); or
- (g) Has or acquires an interest in a business or enterprise, which may conflict or interfere with the proper performance of the duties of a member of the Board.

## **TERMS AND CONDITIONS**

Non-executive members of the Board will hold office for a period not exceeding three years and may be eligible for reappointment but may not serve for more than two terms consecutively.

## **NOMINATION PARTICULARS**

Nominations should be submitted in writing and must have the following details:-

1. Full name and address of the person(s) or organization(s) nominating the candidate.

2. A Curriculum Vitae (CV) of the candidate. The CV must include:
  - The candidate's full names, ID number and gender.
  - Contact address, telephone, faxes numbers and email address (if any).
  - Experience, knowledge and skills.
  - Certified copies of academic qualifications and supporting information.
  - At least 2 names and contact details of referees.
3. A signed letter of acceptance of the nomination from candidate.
4. Strict compliance with the nomination requirements is essential.

### **CLOSING DATE FOR NOMINATIONS**

Nominations must be posted to Mr Neville Chainee, the Acting Chief of Operations, Department of Human Settlements, Private Bag X644, Pretoria, 0001 or hand delivered to Govan Mbeki House, 240 Justice Mahomed Street, Sunnyside, Pretoria on or before 16 July 2018. Enquiries may be directed to Ms Tsepiso Moloi at 012 421 1472.

**N.B Correspondence will be limited to the successful candidates.**