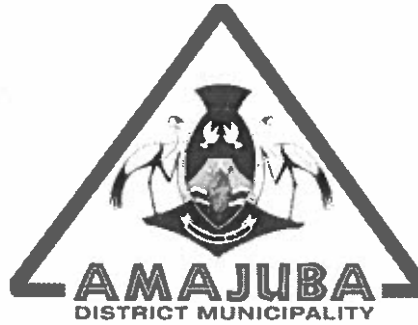


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NOTICE

07 MAY 2024

Honourable Councillors, Inkosi yeSilo and Honourable Chairperson of BTO & CorpS PSC

**Cllr LN Zulu
Cllr ME Hlatshwayo
Cllr SN Ndlovu
Cllr PS Mgcina
Cllr MTD Makhoba
Cllr ECJ Cronje
Cllr SB Buthelezi
Cllr AT Nkosi**

Officials:

CFO

Deputy Director: Finance
Deputy Director: Finance
Assistant CFO
Assistant CFO
Manager Procurement
Manager SCM Compliance
Manager Assets
Accountant: Expenditure
Accountant: Revenue
Accountant: AFS
Accountant: Budget

DCS

Deputy Director: Corp Services
Deputy Director: Corp Services
Assistant Director: GSS & RM
Manager: Property & Fleet Management
Manager: Human Resources Management
Manager: Admin, Governance & IGR
Manager: Records Management
Chief Technology Officer
Admin Officer Committees

PORTFOLIO STANDING COMMITTEE MEETING FOR BTO AND CORPORATE SERVICES

Notice is hereby given that the Hybrid Budget & Treasury Office (BTO) and Corporate Services Portfolio Committee Meeting No. **BTO&CSP/11/2023-2024** **WILL BE HELD ON TUESDAY, 14 MAY 2024 AT 10H00 IN THE ADM COUNCIL CHAMBER AND VIRTUALLY IN THE MS TEAMS PLATFORM**, to deliberate on the matters in the sub-adjointed agenda.

Yours sincerely

HONOURABLE CLLR PRINCE MN ZULU

**BTO & CORPORATE SERVICES PORTFOLIO COMMITTEE CHAIRPERSON
AGENDA**

- 1. OPENING AND WELCOME**
- 2. NOTICE CONVENING THE MEETING**
- 3. GRANTED LEAVE OF ABSENCE**
- 4. ACCEPTANCE OF THE AGENDA**
- 5. DECLARATION OF INTEREST**
- 6. ANNOUNCEMENTS**
- 7. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING AND RESOLUTIONS REGISTER**

7.1 Ordinary BTO/CORP Portfolio minutes for **12 APRIL 2024**

7.2 BTO/CORPS Portfolio Resolutions Register Implementation for **APRIL 2024**

8. REPORTS FOR CONSIDERATION AND NOTING

SECTION 1-BUDGET & TREASURY OFFICE ITEMS

- 8.1 SCM Monthly Report
- 8.2 SCM Policy Approval
- 8.3 MFMA Section 71
- 8.4 MFMA Monthly Reconciliation Reports
- 8.5 Final Budget (MTREF) 2024/2025
- 8.6 Final Budget Related Policies 2024/2025
- 8.7 Budget Funding Plan
- 8.8 Cash Analysis
- 8.9 mSCOA Report
- 8.10 Feedback on Draft Budget by Provincial Treasury
- 8.11 Overtime Report
- 8.12 Response to Early Warning
- 8.13 Report on critical and non-critical posts for Budget & Treasury Office

SECTION 2-CORPORATE SERVICES DEPARTMENT ITEMS

- 8.14 Admin, Governance & IGR Section Monthly Report for April 2024
- 8.15 Attendance of Councillors and Amakhosi in Council and Council Committees
- 8.16 General Support Services/ Records Management Section Report for April 2024
- 8.17 Property Management Section Monthly Report for April 2024
- 8.18 Human Resources Management Section Report for April 2024
- 8.19 Functionality of Local Labour Forum (LLF) Report for April 2024
- 8.20 Customer Relations/Care Section Monthly Report for April 2024
- 8.21 Information & Communication Technology (ICT) Section Monthly Report for April 2024

- 8.22 Information & Communication Technology (ICT) Functionality Monthly Report for April 2024
- 8.23 SALGA KZN Monthly Report for April 2024
- 8.24 Service Delivery Improvement Plan (SDIP) 2023/2024 Quarter 3 Assessment Report
- 8.25 Corporate Services 2023/2024 Quarter 3 SDBIP Performance Progress Report
- 8.26 Workplace Skills Plan 2024/2025
- 8.27 Revised Human Resources Plan 2024/2025
- 8.28 Organogramme Related Policies
- 8.29 Revised Proposed Organogramme
- 8.30 Report on critical and non-critical posts for Corporate Services
- 8.31 Integrated Calendar and Schedule of Meetings for 2024/2025

9. DATE OF NEXT MEETING: 12 JUNE 2024

10. CLOSURE