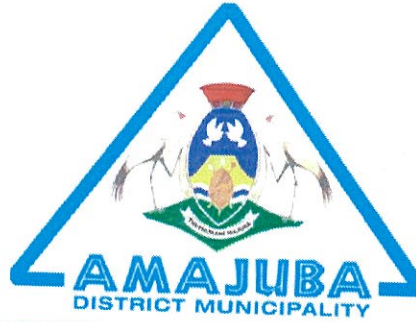


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NOTICE

08 OCTOBER 2024

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

**Cllr LN Zulu
Cllr ME Hlatshwayo
Cllr SN Ndlovu
Cllr A Khoza
Cllr MTD Makhoba
Cllr SW Mngomezulu
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/04/2024-2025 WILL BE HELD ON TUESDAY, 15 OCTOBER 2024 AT 10H00 IN THE ADM COUNCIL CHAMBER AND VIRTUALLY IN THE MS TEAM PLATFORM**, to deliberate on the matters in the sub-adjointed agenda.

Yours sincerely

10/10/2024

**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 17 **SEPTEMBER 2024**
 - 7.2 BTO/CORPS Portfolio Resolutions Register Implementation Report for **SEPTEMBER 2024**

8. REPORTS FOR CONSIDERATION AND NOTING

SECTION 1- BUDGET & TREASURY OFFICE ITEMS

- 8.1 Monthly SCM Report
- 8.2 Quarterly SCM Report
- 8.3 MFMA S52d Report
- 8.4 MFMA S71 Report
- 8.5 MFMA Monthly Reconciliation Report
- 8.6 Cost containment Q1 Report
- 8.7 Overtime Report
- 8.8 Quarterly Consolidated Finance Report
- 8.9 SDBIP 2024/2025 Q1 report

SECTION 2- CORPORATE SERVICES DEPARTMENT ITEMS

- 8.10 General Support Services/ Records Management Section Report for September 2024
- 8.11 Property Management Section Monthly Report for September 2024
- 8.12 Report on damaged TLB
- 8.13 Admin, Governance & IGR Section Monthly Report for September 2024
- 8.14 Functionality of Oversight Structures and DDM Hubs and Clusters for 1st quarter of 2024-2025
- 8.15 Attendance of Councillors and Amakhosi in Council and Council Committees Report for September 2024
- 8.16 Consolidated Exco and Council Resolutions Implementation Report for 1st Quarter of 2024-2025 (July-September 2024)
- 8.17 Participation of Inkosi A. Zwane and Inkosi T.G Khumalo in ADM Council
- 8.18 Human Resources Management Section Report for September 2024
- 8.19 Functionality of Local Labour Forum (LLF) Report for September 2024
- 8.20 Customer Relations/Care Section Monthly Report for September 2024

- 8.21 Information and Communication Technology (ICT) Section Monthly Report for September 2024
- 8.22 Information and Communication Technology Functionality Monthly Report for September 2024
- 8.23 SALGA KZN Monthly Report for September 2024
- 8.24 COGTA KZN Circular No. 11 of 2024 in respect of the use of official vehicles by Councillors including Office Bearers
- 8.25 Closure of ADM Offices for 2024 Festive Season

9 DATE OF NEXT MEETING: 14 NOVEMBER 2024

10 CLOSURE