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**NOTICE**

**07 November 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/05/2024-2025 WILL BE HELD ON FRIDAY, 15 NOVEMBER 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

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**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 **15 OCTOBER 2024**
- 7.2 BTO/CORPS Portfolio Resolutions Register Implementation Report for **OCTOBER 2024**

## 8. REPORTS FOR CONSIDERATION AND NOTING

### SECTION 1- BUDGET & TREASURY OFFICE ITEMS

- 8.1 SCM Report for October 2024
- 8.2 MFMA Section 71 report
- 8.3 MFMA Reconciliation Report
- 8.4 Response to Early Warning Signal Q1
- 8.5 Consolidated Performance Report
- 8.6 Overtime Report
- 8.7 MIG Goedehoop Project dispute

### SECTION 2- CORPORATE SERVICES DEPARTMENT ITEMS

- 8.8 General Support Services/ Records Management Section Monthly Report for October 2024
- 8.9 Property and Fleet Management Section Monthly Report for October 2024
- 8.10 Progress Report on Damaged TLB
- 8.11 Admin, Governance & IGR Section Monthly Report for October 2024
- 8.12 Attendance of Councillors and Amakhosi in Council and Council Committees Monthly Report for October 2024
- 8.13 Participation of Traditional Leaders in the Executive Committee
- 8.14 Notice for Councillors Upper Limits for 2023/2024 and 2024/2025 Financial Years
- 8.15 Human Resources Management Section Monthly Report for October 2024
- 8.16 Functionality of Local Labour Forum (LLF) Monthly Report for October 2024
- 8.17 Employment Equity Plan for 2025 to 2029
- 8.18 Customer Relations/Care Section Monthly Report for October 2024



- 8.19 Service Delivery Improvement Plan (SDIP) 2024/2024 Quarter 1 Assessment Report
- 8.20 Information and Communication Technology (ICT) Section Monthly Report for October 2024
- 8.21 Information and Communication Technology Functionality Monthly Report for October 2024.
- 8.22 Corporate Services 2024/2025 Q1 SDBIP Performance progress report.
- 8.23 SALGA KZN Monthly Report for October 2024

**9 DATE OF NEXT MEETING: 06 DECEMBER 2024**

**10 CLOSURE**

A handwritten signature in black ink, consisting of a stylized 'M' followed by a circular flourish and a dot.