

### Audit Committee Action Plan for Mid-Year Management Report for 2009/10 Draft Annual Report

| No. | Findings  | Management Response   | Action Required   | Time lines   | Responsible Department    |
|-----|---|---|---|--------------|---------------------------|
| 1.  | Non Compliance with Legislation   | The 2010/2011 annual report includes a column for improvements planned for the next financial year. This will include the overview and summary of functional areas for each municipal department. | Compile the details of an improvement plan for next year (where the target was not met).          | January 2012 | PMS Unit                  |
| 2.  | Performance of service providers not assessed & included in the Annual Report                 | The 2010/2011 annual report will include an analysis of the performance of its service providers.   | Make an analysis of the performance of its service providers in the next annual report (2010/11). | January 2012 | Administration Department |
| 3.  | No comparison of the performance of both the municipality and service providers with previous | The 2010/2011 annual report will include a comparison of the performance of both the municipality and service providers with previous financial year's performance                                | Make a comparison of the performance of both the municipality and                                 | January 2012 | Administration Department |

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|-----|---|---|--|--------------|--------------------------------|
|     | financial year's performance  |   | service providers with previous financial year's performance   |              |                                |
| 4.  | No assessment of arrears on municipal taxes and service charges                                   | The 2009/10 Annual Report has included an assessment of arrears on municipal taxes and services charges.                                  | The Assessment Report on arrears on municipal taxes and services charges was submitted for consideration to Council on the 28 <sup>th</sup> January 2011                                   | January 2011 | Treasury and Budget Department |
| 5.  | No assessment of performance against the measurable performance objectives for revenue collection | The 2009/10 Annual Report has included an assessment of performance against the measurable performance objectives for revenue collection. | The Assessment Report of performance against the measurable performance objectives for revenue collection. was submitted for consideration to Council on the 28 <sup>th</sup> January 2011 | January 2011 | Treasury and Budget Department |

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|-----|---|---|--|--------------|--------------------------------|
| 6.  | No actions taken or to be taken in response to issues raised in the audit reports | The 2009/10 annual report has included actions taken or to be taken in response to issues raised in the Audit Committee reports | The Action Plan was submitted for consideration to the Audit Committee on the 25 <sup>th</sup> January 2011. | January 2011 | Treasury and Budget Department |
| 7.  |   |   |  |              |                                |