

9. PERFORMANCE AS PER DIRECTORATE FINANCIAL SERVICES

		Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	TOTAL ACHIEVED	% ACHIEVED	REMEDIAL ACTIONS
9.1.1	Billing & Revenue Services	Fully effective rating	Fully effective	Not applicable	Fully effective	Fully effective rating	Fully effective	100%	Not applicable
Reason for Variance (Positive/Negative)		Not applicable							

		Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	TOTAL ACHIEVED	% ACHIEVED	REMEDIAL ACTIONS
9.1.2	Finance and Asset Management	Fully effective rating	Fully effective	Not applicable	Fully effective	Fully effective rating	A Fully effective ACHIEVED QUARTER 1	100%	Not applicable
Reason for Variance (Positive/Negative)		Not applicable							

		Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	TOTAL ACHIEVED	% ACHIEVED	REMEDIAL ACTIONS
9.1.3	Supply Chain Management	Fully effective rating	Fully effective	Not applicable	Fully effective	Fully effective rating	Fully effective	100%	Not applicable
Reason for Variance (Positive/Negative)		Not applicable							

		Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	TOTAL ACHIEVED	% ACHIEVED	REMEDIAL ACTIONS
9.1.4	Fleet Management	Fully effective rating	Fully effective	Not applicable	Fully effective	Fully effective rating	Fully effective	100%	Not applicable
Reason for Variance (Positive/Negative)		Not applicable							

9.2 Institutional Transformation

No.	INDICATOR	Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
		TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	TOTAL ACHIEVED	% ACHIEVED	REMEDIAL ACTIONS
9.2.1	Human resource Management								
	<ul style="list-style-type: none"> Number of planned staff interactions 	12 meetings	9 meetings	Not applicable	Fully effective	Monthly meetings (12 meetings)	13 of 12 meetings	108.3%	Not applicable
	<ul style="list-style-type: none"> Specialised GRAP training 	Training sessions attended	6 training sessions attended	Not applicable	Above expectation	Training sessions attended	3 training sessions due to budget constraints	Not applicable	Cash flow should be improved
	Performance Management related matters								
	<ul style="list-style-type: none"> Required information submitted for compilation of Performance Report by 31 August 2013 	Submit info by 31/08/2012	Required info submitted - 31/08/2012	Not applicable	Fully effective	Submit info by 31/08/2013	Required info submitted - 31/08/2013	100%	Not applicable

	<ul style="list-style-type: none"> Section 66 evaluations 	Quarterly evaluations	Evaluations completed and submitted	Not applicable	Fully effective	Quarterly evaluations (4 sets of evaluations)	4 of 4 evaluations completed	100%	Not applicable
Reason for Variance (Positive/Negative)		Not applicable							

No.	INDICATOR	Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
		TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	TOTAL ACHIEVED	% ACHIEVED	REMEDIAL ACTIONS
9.2.2	Billing and Revenue Collection Human resource Management <ul style="list-style-type: none"> Number of planned staff interactions Performance Management related matters	Monthly meetings	14 meetings	Not applicable	Above expectation	Monthly meetings (12 meetings)	15 Sets of minutes	125%	Not applicable
	<ul style="list-style-type: none"> Section 66 evaluations 	Quarterly evaluations	Evaluations completed and submitted	Not applicable	Fully effective	Quarterly evaluations (4 sets of evaluations)	4 of 4 sets of evaluations submitted	100%	Not applicable

Reason for Variance (Positive/Negative)		Not applicable							

No.	INDICATOR	Previous Financial Year				Financial Year Under Review			
		TARGET	ACHIEVED	% ACHIEVED	RATING	2013/2014			REMEDIAL ACTIONS
						TARGET	TOTAL ACHIEVED	% ACHIEVED	
		2012/2013							
9.2.3	Finance and Asset Management <ul style="list-style-type: none"> Maintain Asset Register Reporting on assets created – assets procured vs assets not bar-coded Obtain Council approval of assets to be disposed of that is not needed for basic service delivery 	100% compliant	100% maintained	Not applicable	Fully effective	100% maintained	Asset register maintained	100% maintained	Not applicable
		Above 90%	95.34%	95.34%	Above expectation	Above 90%	7 242 of 7 263	99.7%	Not applicable
		Council Approval	Council resolution - 3 August 2012. Auction was 13 December 2012	Not applicable	Fully effective	Council Approval	Council resolution is dated 3 January 2014. Auction was 10 – 11 April 2014.	100%	Not applicable

<ul style="list-style-type: none"> • Report of proof that annual verification of assets took place • Insurance policy confirming insurance of assets • Report % of insurance claims incidents not concluded • Timeous payment of councillors and officials • Timeous payment of third parties • Timeous submission of IRP5's <p>Human resource Management</p> <ul style="list-style-type: none"> • Number of planned staff interactions <p>Performance Management related matters</p> <ul style="list-style-type: none"> • Section 66 evaluations 	1 Report	1 report - 3/06/2013	Not applicable	Above expectation	1 Report	1 Report was submitted	100%	Not applicable
	Insurance policy in place	Policy in place	Not applicable	Fully effective	Insurance policy in place	Policy in place	100%	Not applicable
	Quarterly report to Council	4 reports	Not applicable	Fully effective	Quarterly report to Council (4 Reports)	4 of 4 reports	100%	Not applicable
	12 x last day of each month	12 x last day of each month	Not applicable	Fully effective	Payment made on end of month (12 payments per year)	12 out of 12	100%	Not applicable
	12 x last day of each month	12 x last day of each month	Not applicable	Fully effective	Payment made on end of month (12 payments per year)	12 out of 12	100%	Not applicable
	31/05/2013	31/05/2013	Not applicable	Fully effective	31/05/2014	Submitted 2014/05/31	100%	Not applicable
	Monthly meetings	12 sets of minutes	Not applicable	Fully effective	Monthly meetings (12 meetings)	12 sets of minutes	100%	Not applicable
	Quarterly evaluations	Evaluations completed and submitted	Not applicable	Fully effective	Quarterly evaluations (4 sets of evaluations)	4 out of 4	100%	Not applicable

Reason for Variance (Positive/Negative)		Not applicable							
		Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
No.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	TOTAL ACHIEVED	% ACHIEVED	REMEDIAL ACTIONS
9.2.4	Supply Chain Management								
	• Arrange auction/s for the disposal of redundant stock	Arrange Auction	Auction not arranged	Not applicable	Not fully effective	Arrange Auction	Auction arranged. Auction date: 10 – 11 April 2014	100%	Not applicable
	• Percentage of items below the required stock levels	Less than 5%	14.63%	Not applicable	Not applicable	Less than 5%	Average for 4 quarters were 17.7%	Not achieved -254% variance	Financial System should be adjusted to ensure that a warning sign indicated low stock levels. Stock levels on system should be adjusted.
	• Report on monetary value of slow moving stock	Monthly reports	12 reports	Not applicable	Fully effective	Monthly reports (12 reports per year)	12 out of 12	100%	Not applicable
	• Report on annual stock take at year end	Annual Report	1 Report	Not applicable	Fully effective	Annual Report (1 report per year)	1 report submitted	100%	Not applicable
	• Approved yearly tender for general and electrical supplies through competitive bidding process	Completed 1/09/2012	Completed 27/08/2012	Not applicable	Fully effective	Completed 1/09/2013	Completed 20/05/2013	100%	Not applicable

	Human resource Management <ul style="list-style-type: none"> • Number of planned staff interactions 	Monthly meetings	22 sets of minutes	Not applicable	Outstanding	Monthly meetings (12 meetings per year)	18 Sets of minutes	150%	Not applicable	
	Performance Management related matters <ul style="list-style-type: none"> • Section 66 evaluations 	Quarterly evaluations	Evaluations completed and submitted	Not applicable	Fully effective	Quarterly evaluations (4 sets of evaluations)	4 out of 4	100%	Not applicable	
Reason for Variance (Positive/Negative)		Percentage of items below the required stock levels - Minimum stock levels on system incorrect								

No.	INDICATOR	Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
		TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	TOTAL ACHIEVED	% ACHIEVED	REMEDIAL ACTIONS
9.2.5	Fleet Management Human resource Management <ul style="list-style-type: none"> • Number of planned staff interactions 	Monthly meetings	12 meetings	Not applicable	Fully effective	Monthly meetings (12 meetings per year)	12 out of 12	100%	Not applicable
	Performance Management related matters <ul style="list-style-type: none"> • Section 66 evaluations 	Quarterly evaluations	Evaluations completed and submitted	Not applicable	Fully effective	Quarterly evaluations (4 sets of evaluations)	2 out of 4 sets	50%	Unit was transferred to another directorate. Controls were implemented to ensure that evaluations are quarterly performed.
Reason for Variance (Positive/Negative)		Unit was transferred to another directorate. Controls were implemented to ensure that evaluations are quarterly performed.							

9.3 Financial Viability

NO.	INDICATOR	Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
		TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	TOTAL ACHIEVED	% ACHIEVED	REMEDIAL ACTIONS
9.3.1	Financial Administrative control of Directorate budget <ul style="list-style-type: none"> Actual operational expenditure of approved expenditure Actual operational revenue of approved revenue Actual capital expenditure of approved capital expenditure 	95%	99.89%	99.89%	Not Fully effective	95%	57 957 592 of budgeted amount of 51 566 489 was spend as per AFS (Unauthorised)	112.39%	Unauthorised expenditure should be limited. Finance should ensure that expenditure is recognised in the correct financial period.
		99%	62.60%	62.60%	Fully effective	99%	133 588 047 of budgeted amount of 136 987 794 was received as per AFS	97.5%	Capital budget should be inspected to ensure that capital budget is sustainable.
		95%	100%	100%	Above expectation	95%	154 161 of budgeted amount of 196 000 as per AFS	78.7%	Ensure that supplier can provide services within the prescribed timeframes.
Reason for Variance (Positive/Negative)		Actual operational expenditure of approved expenditure – 13 th cheques are paid in Q2 and are pro rata budgeted for. PWC contract fees for July 2013 to December 2013 was received in January 2014 and has been paid in Q3 AG fees paid : R2,000,000 paid in Q4 Actual operational revenue of approved revenue – 75% equitable share received in Q2. No Equitable Share received in Quarter 4 Actual capital expenditure of approved capital expenditure - No capital budget and capital expenditure for quarter 2.							

		Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	TOTAL ACHIEVED	% ACHIEVED	REMEDIAL ACTIONS
9.3.2	Billing and Revenue Collection								
	• Timeous monthly accounts	Rendering accounts on the last day of month	All monthly accounts were posted ± 2 days before due date	100%	Above expectation	Rendering accounts on the last day of month	All monthly accounts were posted ± 2 days before due date	100%	Not applicable
	• Maintain billing system	100%	100%	100%	Fully effective	100% maintained	Billing system maintained	100%	Not applicable
	• % Water meters read	> 90%	90.21%	90.21%	Fully effective	>90%	86.59% meters read	86.59%	Process should be done internally
	• % Electricity meters read	> 95%	95.27%	95.27%	Fully effective	>95%	92.8% meters read	92.8%	Process should be done internally
	• Report on consumer debtors to Council	Monthly reports	12 reports	100%	Fully effective	Quarterly reports	4 of 4 Reports	100%	Not applicable
Reason for Variance (Positive/Negative)		% Water meters read - Poor service delivery by meter reader (external service provider) % Electricity meters read - Poor service delivery by meter reader (external service provider)							

Previous Financial Year	Financial Year Under Review
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		2012/2013				2013/2014			
NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	ACHIEVED	% ACHIEVED	REMEDIAL ACTION
9.3.3	Debtors administration								
	• Debtors test	60 Days	47.45 Days	47.45 Days	Outstanding	60 days	43.25 days	72.08%	Not applicable. Within target
	• Current debtors as a % of total debtors	34%	54.20%	54.20%	Not Fully effective	34%	49.8% of debtors	49.8%	Accounts should be followed up on regular intervals
	• Payment %	99.4%	95.83%	95.83%	Fully effective	99.4%	94.55% of payments	94.55%	Accounts should be followed up on regular intervals
Reason for Variance (Positive/Negative)		Current debtors as a % of total debtors - Closed accounts - debtors untraceable							

		Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			

NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	ACHIEVED	% ACHIEVED	REMEDIAL ACTION
9.3.4	• External Loans Register - 0% Principal repayments not honoured as a percentage of total loan repayment commitments	0%	0%	0%	Fully effective	0%	2 of 38 of payments	5.26%	Cash flow should be improved
	Annual budget								
	• Roll over capital budget	31/08/2012	Council resolution on 31/08/2012	Not applicable	Above expectation	31/08/2013	Approved 23/08/2013	100%	Not applicable
	• Approved process plan	31/08/2012	Council resolution 28/08/2012	Not applicable	Above expectation	31/08/2013	Approved 27/08/2013	100%	Not applicable

	<ul style="list-style-type: none"> • Approved financial plan • Approved Budget • Approved adjustments budget • Monthly section 71 reports • Mid-year section 72 report 	31/05/2013	Council resolution 30/05/2013	Not applicable	Fully effective	31/05/2014	Approved 30/05/2014	100%	Not applicable
		31/05/2013	Approved 30/05/2013	Not applicable	Fully effective	31/05/2014	Final approved 30/05/2014	100%	Not applicable
		28/02/2013	Approved 28/02/2013	Not applicable	Fully effective	28/02/2014	Approved 28/02/2014	100%	Not applicable
		12 Reports	12 Reports	Not applicable	Fully effective	12 Reports	12 of 12 reports	100%	Not applicable
		25/01/2013	25/01/2013 completed	Not applicable	Fully effective	25/01/2014	Submitted 25/01/2014	100%	Not applicable
Reason for Variance (Positive/Negative)		External Loans Register - 0% Principal repayments not honoured as a percentage of total loan repayment commitments : Cash flow problems							

NO.	INDICATOR	Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
		TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	ACHIEVED	% ACHIEVED	REMEDIAL ACTION
9.3.5	Cash management <ul style="list-style-type: none"> • Number of direct deposits not receipted as a % of total direct deposits received • Investment s as a % of surplus cash 	< 1%	0.9%	0.9%	Above expectation	< 1%	0.74% of deposits	0.74%	Not applicable
		Measured as a percentage (no specified target)	328.93%	328.93%	Fully effective	Measured as a percentage (no specified target)	R162993522.4 of R107835205.99	151.1%	Not applicable

	<ul style="list-style-type: none"> 100% Maintained investments register 	Maintained Monthly	Updated monthly	Not applicable	Fully effective	Maintained Monthly	Register maintained	100%	Not applicable
	<ul style="list-style-type: none"> Monthly bank reconciliations 	Monthly (12 recons)	27 Reconciliations for annum	Not applicable	Outstanding	36 Bank reconciliations per quarter	205 of 144 reconciliations	142.3%	Not applicable
Reason for Variance (Positive/Negative)	Investment s as a % of surplus cash : December - not available as problems are being experienced with ABSA regarding the download of bank statements on the BIQ. March - not available as problems are being experienced with the BIQ System								

		Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	ACHIEVED	% ACHIEVED	REMEDIAL ACTION
9.3.6	Creditors administration <ul style="list-style-type: none"> Creditors older than 30 days as a % of total turnover (budget) Number of outstanding creditor payment queries as a % of total creditor payments 	< 0.25%	0.03%	0.03%	Outstanding performance	< 0.25% (Monthly)	R90671452.69 of R54939207087.36	0.165%	Not applicable
		< 0.25%	0.19%	0.19%	Outstanding performance	< 0.25% (Monthly)	94 of 23642	0.397%	Cash flow should be improved to address issue
Reason for Variance (Positive/Negative)	Creditors older than 30 days as a % of total turnover (budget) : Cash flow problems Number of outstanding creditor payment queries as a % of total creditor payments : Cash flow problems								
Remedial Action	Not applicable								
		Previous Financial Year				Financial Year Under Review			

		2012/2013				2013/2014			
NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	ACHIEVED	% ACHIEVED	REMEDIAL ACTION
9.3.7	Supply chain management process	Zero	1 qualification	Not applicable	Not fully effective	Zero	Zero qualifications	100%	Not applicable
	• Audit qualifications on SCM matters								
	• Monthly report on orders issued compliant with SCM Policy as well as deviations	Monthly reports	12 reports	Not applicable	Fully effective	Monthly reports	12 of 12 reports	100%	Not applicable
	• Quarterly report on tenders awarded	4 Reports	4 Reports	100%	Fully effective	4 Reports	4 of 4 reports	100%	Not applicable
	• Orders approved as a % of requisitions authorised	>90%	93%	93%	Fully effective	>90%	3732 of 4131	90%	Function have been centralised
Reason for Variance (Positive/Negative)		Orders approved as a % of requisitions authorised : Dependent on departments for finalisation. Downtime on system							

		Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	ACHIEVED	% ACHIEVED	REMEDIAL ACTION
9.3.8	• Maintenance of vendor database compliant with regulations – application received not	<5%	0%	0%	Outstanding	<5%	0	100%	Not applicable

	<ul style="list-style-type: none"> captured Percentage of suppliers on database with valid tax clearance certificates Request in writing and through an advertisement process present and prospective vendors to register / re-register on database 	90%	88.83%	88.83%	Fully effective	90%	1428 of 1607	89%	Suppliers should provide tax certificates	
		Advertisement placed 31/10/2012	Advertisement placed 31/10/2012	Not applicable	Fully effective	Advertisement placed 31/10/2013	Advertised on 4/10/2013	100%	Not applicable	
Reason for Variance (Positive/Negative)		Percentage of suppliers on database with valid tax clearance certificates : Department do not have any control over suppliers who do not submit tax certificates								

9.4 Good Governance and Customer Care

NO.	INDICATOR	Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
		TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	ACHIEVED	% ACHIEVED	REMEDIAL ACTION
9.4.1	Execute Council resolutions	80%	93.33%	93.33%	Above expectation	80%	54 of 59 executed	91.5%	Not applicable
	Required information submitted for compilation of	31/12/2012	14/12/2012 submitted	Not applicable	Fully effective	31/12/2013	Required information submitted	100%	Not applicable

	Annual Report <ul style="list-style-type: none"> Required information submitted for compilation of Annual Report to Auditor General 	Submit info by 31/10/2012	Required info submitted - 31/08/2012	Not applicable	Not applicable	Submit info by 31/10/2013	Required information submitted 31/08/2013	100%	Not applicable
Reason for Variance (Positive/Negative)		Not applicable							

		Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	ACHIEVED	% ACHIEVED	REMEDIAL ACTION
9.4.2	Policy guidance on institutional and financial matters <ul style="list-style-type: none"> Develop policies, by-laws and financial procedures Review policies, By-Laws and procedures Reviewed and approved Municipal Property Rates Policy and By-Law Reviewed and approved Tariff Policy and By-Law 	Updated register	100% Updated	Not applicable	Fully effective	Updated register	Updated 30/05/2014	100%	Not applicable
		Updated register	100% Updated	Not applicable	Fully effective	Updated register	Reviewed 30/06/2014	100%	Not applicable
		Updated 31/05/2013	Updated 30/05/2013	Not applicable	Fully effective	Updated 31/05/2014	Reviewed 30/05/2014	100%	Not applicable
		Updated 31/05/2013	Updated 30/05/2013	Not applicable	Fully effective	Updated 31/05/2014	Updated 30/05/2014	100%	Not applicable

<ul style="list-style-type: none"> • Reviewed and approved Cust. Care, Credit Control, Debt Col. and Ind. Household Policy and By-Law • Reviewed and approved Write-Off of Irrecoverable Debt Policy • Reviewed and approved Supply Chain Management Policy • Reviewed and approved Investment Policy • Reviewed and approved Asset Management Policy 	Updated 31/05/2013	Updated 30/05/2013	Not applicable	Fully effective	Updated 31/05/2014	Reviewed 30/05/2014	100%	Not applicable
	Updated 31/05/2013	Updated 30/05/2013	Not applicable	Fully effective	Updated 31/05/2014	Reviewed 30/05/2014	100%	Not applicable
	Updated 31/05/2013	Updated 30/05/2013	Not applicable	Fully effective	Updated 31/05/2014	No changes in policy	100%	Not applicable
	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	No changes in policy	100%	Not applicable
	Not applicable	Not applicable	Not applicable	Not applicable	Updated 31/05/2013	Updated 30/06/2014	100%	Not applicable
Reason for Variance (Positive/Negative)	<p>Reviewed and approved Investment Policy - Not applicable. No changes in policy</p> <p>Reviewed and approved Supply Chain Management Policy : No changes in policy</p> <p>Reviewed and approved Asset Management Policy : Updated 30/06/2014 to ensure completeness in line with GRAP standards. Target date to be amended</p>							

Previous Financial Year	Financial Year Under Review
2012/2013	2013/2014

NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	ACHIEVED	% ACHIEVED	REMEDIAL ACTION
9.4.3	Billing and Revenue Collection								
	<ul style="list-style-type: none"> Indigent households registered for free basic services 	10,277	10,622	Not applicable	Above expectation	11,077	11953 registered	107.9%	Indigents increased
	<ul style="list-style-type: none"> Indigent households as a percentage of total households 	43.50%	39.98%	39.98%	Above expectation	43.50%	36103 of 118440	30.48%	Indigents decreased
Reason for Variance (Positive/Negative)		Indigent households registered for free basic services : Indigents increased Indigent households as a percentage of total households :Percentage indigents decreased							

		Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	ACHIEVED	% ACHIEVED	REMEDIAL ACTION
9.4.4	Municipal property valuation role								
	<ul style="list-style-type: none"> Manage yearly IVR objections and appeals 	Approved IVR 31/03/2013	Approved 29/03/2013	Not applicable	Fully effective	Approved IVR 31/05/2014	IVR updated 31/03/2014	100%	Not applicable
	<ul style="list-style-type: none"> Update IVR into 	Update 31/05/2013	Updated 31/05/2013	Not applicable	Fully effective	Update 31/05/2013	Updated 30/05/2014	100%	Not applicable

	financial system								
Reason for Variance (Positive/Negative)		Not applicable							

		Previous Financial Year				Financial Year Under Review			
		2012/2013				2013/2014			
NO.	INDICATOR	TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	ACHIEVED	% ACHIEVED	REMEDIAL ACTION
9.4.5	Annual reporting • Approved audit plan	30/06/2013	30/06/2013 approved	Not applicable	Fully effective	30/06/2013	Engagement with AG 03/07/2014. To be evaluated in Q1 of 2014/2015	0%	To be evaluated in Q1 of 2014/2015

<ul style="list-style-type: none"> • Annual financial statements • Timeous completion of 2012/2013 audit particulars file as per audit plan • Reduction of financial related exceptions • Financial related audit exceptions not answered • Timeous submission of financial related comments on the findings of the 2012/2013 AG report • Reduce other matters (financial related) in 2011/2012 disclaimer to five other matters (2012/2013 unqualified report) by 30/11/2013 • Compile an Audit Outcome Recovery Plan for 2012/2013 AG Report (financial related matters) and implement it 	31/08/2012	Confirmation e-mail received from AG – 31/08/2012	Not applicable	Fully effective	31/08/2013	Submitted 30/08/2013	100%	Not applicable	
	31/08/2012	31/08/2012	Not applicable	Fully effective	31/08/2013	Submitted 30/08/2013	100%	Not applicable	
	37	87	Not applicable	Not fully effective	50	51	102%	Not applicable	
	<5%	80%	80%	Unacceptable	<5%	All answered	100%	Not applicable	
	15/01/2013	29/01/2013 submitted	Not applicable	Fully effective	15/01/2014	Submitted 31/01/2014	100%	Not applicable	
	0 other matters	4 other matters	Not applicable	Not fully effective	24 other matters	16 other matters	66.673%	Not applicable	
	15/01/2013	20/03/2013	Not applicable	Fully effective	15/01/2014	Compiled 31/01/2014	100%	Not applicable	
Reason for Variance (Positive/Negative)	Approved audit plan : Engagement with AG 03/07/2014. To be evaluated in Q1 of 2014/2015 Reduce other matters (financial related) in 2011/2012 disclaimer to five other matters (2012/2013 unqualified report) by 30/11/2013 – Baseline is 24 for annum								
Previous Financial Year					Financial Year Under Review				

No.	INDICATOR	2012/2013				2013/2014			
		TARGET	ACHIEVED	% ACHIEVED	RATING	TARGET	ACHIEVED	% ACHIEVED	REMEDIAL ACTION
9.4.6	Fleet Management								
	• Reporting on economic, effective & efficient fleet management	Monthly reports	12 reports	Not applicable	Fully effective	Monthly reports	12 of 12 reports	100%	Not applicable
	• The administering and maintenance of the vehicle satellite system	100%	100%	100%	Fully effective	100% maintained	Vehicle satellite system maintained	100%	Not applicable
	• The administering of licensing and road worthiness	100%	100%	100%	Fully effective	100%	234 234licences and 35 of 35 road worthiness	100%	Not applicable
	• The handling of accident reports	90%	100% completed	100%	Above expectation	90% completed	22 of 22 completed	100%	Not applicable
	• The keeping of a database on drivers licences and PDP's	95%	100% requests executed	100%	Above expectation	95%	18 of 18	100%	Not applicable
	• Percentage of logbooks captured	95%	100% captured	100%	Above expectation	95%	1372 of 1372 captured	100%	Not applicable
Reason for Variance (Positive/Negative)		Not applicable							