

Standardized Oversight, Accountability and Reporting for Gauteng Province
(SOAR-GP)

Quarter Performance Report of g-Fleet MANAGEMENT for:
Quarter Four of the 2021 / 2022 Financial Year

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[i] EXECUTIVE SUMMARY

[i] EXECUTIVE SUMMARY -

The executive summary should be a Strategic Statement of Performance by the Director-General/Head of Entity. The executive summary provides a high-level overview of the financial and non-financial performance of the Entity for the Period under review (without going into detail).

QUARTER PERFORMANCE OF THE ENTITY

Internal Environment

2. Financial performance for the Fourth Quarter.

The financial performance of the Department during the quarter under review is outlined below:

Budget

- The adjusted annual Budget is R789 012 550. A total of R758 799 612 was spent to date which is 96% of the total budget.

Expenditure

- The Entity's total spending (R189 045 660) at the end of quarter four (Q4), was 5% lower than the projected expenditure of R198 044 214. The reported underspending was mainly located within the units of Technical Support Services and Fleet Maintenance which remain impacted by the slow turnaround periods/slow performance by the appointed service provider, i.e. Wesbank in relation to the transversal RT46 contract.

Payment statistics

- A total of 483 which is 99% of valid invoices were paid within 30 days of receipt. The Entity continues to work with service providers and Gauteng Provincial Treasury to ensure 100% of invoices are paid within 30 days.

[i] EXECUTIVE SUMMARY –

Revenue

- For the quarter under review, the entity surpassed its projected billings by approximately 17% (R33.5 million). This was driven by the increased client usage and the issuing of new replacement vehicles. The revenue collections for the quarter was 16% (R35 million) higher than projected. The increased revenue collection was driven by the improved debt collection processes which were instituted during the 3rd quarter of the financial year.

2.1. Non-financial performance for the Fourth Quarter.

The Entity continued to adopt and implement various risk adjusted strategies in response to COVID-19 Lockdown levels to minimise disruptions and ensure business continuity in its business operations both within the Entity and its clients. The Entity had during the quarter under review, nine (09) planned targets for reporting. Out of the 9 targets due for reporting, a total of eight (08) targets were achieved namely:

- Percentage of in-service vehicles tracked.
- Percentage of rental days utilised for VIP self-drive vehicles.
- Percentage of rental days utilised for Pool vehicles.
- Percentage of passenger vehicles with CO2 emissions below 120g/km
- Average age of fleet
- Percentage of vehicles auctioned
- IFMS Modules 1 and 2 mapped and developed (Registration of transport officers and drivers) and Implementation of the eDRMS

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[i] EXECUTIVE SUMMARY –

- Percentage of the Entity's discretionary procurement spend directed towards township suppliers.

The underachieved targets related to firstly, to the percentage decrease in average debtors' collection days (excluding outstanding balances of clients which have payment arrangements with the Entity). The underachievement was due to key client departments not settling their outstanding amounts within the required 30-day payment period due to cash flow challenges. These Departments have escalated their challenges with the relevant treasuries for support.

The Entity has implemented various mitigation interventions such as continuous engagements with defaulting departments with aim of recovering all outstanding monies. Non-responsive departments issues are raised at the respective CFO forums and letters are issued to defaulting departments of the intention to suspend petrol cards when the client fails to pay.

RISK MANAGEMENT

- **External and Internal Audit Resolution/ Implementation Plan**

- The Auditor General issued a final report in the 2021 financial year.
- The analysis highlights the following significant issues requiring immediate attention:
 - Fair value of vehicles available for disposal.
 - The impairment of assets.
 - The non-compliance with legislation.

[i] EXECUTIVE SUMMARY –

- 30 days' payment of service providers.
- Performance indicator not clearly defined.
- The Entity has developed the spreadsheet to ensure the timely tracking of AG and internal audit findings on a monthly basis through a tracking sheet in preparation for the regularity audit process.
- The Entity has managed to implement 59% of its Audit Improvement Plan with the aim of achieving an unqualified audit opinion. The remaining 41% are still in progress.
- The capacity constraints within the Entity, particularly the Finance Unit, continues to play a negative role in preventing the Entity's progress towards the achievement of a clean audit outcome. Officials continue to assume acting roles and responsibilities and remain fatigued year on year. The Entity is addressing the issue with the filling of advertised positions.
- The Auditor General was requested to commence with the annual audit earlier in the year to resolve the qualification issues. The AG process has commenced. The Audit Strategy and Plan was presented to the Audit Committee in the previous audit committee meeting.

ORGANISATIONAL STRUCTURE AND FILLING OF CRITICAL POSTS:

Two parallel processes are still being pursued by the Entity for the development of the organisational structure. The first is the review of the current organisational structure and second is the form and shape of the organisation.

[i] EXECUTIVE SUMMARY –

It is envisaged that the revised 2012 organisational structure will be submitted to the Department of Public Service and Administration (DPSA) by April 2022.

Further to the Organisational Review: Project Steering Committee meeting held in February 2022, the Entity had to abandon the procurement processes that were undertaken to appoint a service provider to undertake an assignment to prepare a feasibility study and a comprehensive business case on “form and shape” of the organisation to create an autonomy from GDRT for approval by the relevant authorities. This has however changed and will now be done internally with assistance of OoP in line with decision taken in the Organisational Review: Project Steering Committee meeting held in February 2022. The feasibility study and the comprehensive case will be submitted by June 2023

The shortlisting and interviewing process for the critical vacant posts is currently underway to be completed by 28th June 2022. An agreement was reached with organised labour to allow for the urgent re-advertisement and filling of the critical positions.

The Entity has a total of 275 positions in the approved structure, with 191 filled positions and 84 vacant positions. The current vacancy rate is at 30.5%.

At senior management level, there are 8 positions with 3 positions filled by women, with one filled in an acting capacity. Five (5) positions are vacant, translating to a 63% vacancy rate. The Entity has identified and appointed official from the Department and internally to act in the vacant positions to ensure available capacity is provided for service delivery.

The Department seconded for a period of 12 months a Finance Chief Director to perform the functions of the Chief Financial Officer.

[i] EXECUTIVE SUMMARY –

Thirty-one (31) critical positions were subsequently advertised in December 2021 and the closing date was 28 December 2021. Shortlisting and interviews are envisaged to be completed in the 1st Quarter of the financial year 2022/23.

GEYODI INITIATIVES

The following progress was achieved against planned GEODYI targets:

Youth	34% (Planned Target: 10%)
People with Disabilities	7% (Planned Target: 2%)
Women	29% (Planned Target: 30%)

The planned targets for Youth and People with Disabilities were exceeded during the quarter under review due to improvements in the procurement strategy for targeted groups.

[i] EXECUTIVE SUMMARY –

INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)

g-Fleet considers ICT as a strategic partner to its overall business strategy. This resulted in ensuring that modernisation and digitalisation becomes a critical part of the g-Fleet's five-year strategy. In addition, the COVID-19 business continuity operation is largely dependent on efficient ICT infrastructure for flexibility and ability for employees to work remotely as and when required.

The five (5)-year ICT Strategy was completed by SITA in the first half of the financial year. The Department of e-Gov agreed to map and develop the Integrated Fleet Management Solution. Information gathering process for mapping commenced in mid-September 2021. Two (2) modules have been mapped and developed as planned for the 2021/22 financial year, namely, Registration of Transport Officers and Drivers. The eDRMS - software configuration was completed and the scanners were received. The Entity is in the process of resolving the licencing issues with the Gauteng Department of Roads and Transport (GDRT). DRT have made licenses available to gFleet. Records Management unit to begin with back scanning process.

INFRASTRUCTURE PROJECTS

The Entity completed the rehabilitation of three (3) buildings at its Head Office. The projects commenced in October 2020 and was concluded in November 2021. Completion Certificates have been signed. There are delays with the handing over of buildings, however, DID is handling the mater.

- **Wellness Centre**

[i] EXECUTIVE SUMMARY –

In line with the vision of the Employee Health and Wellness (EHW) Strategic Framework for Public Servants, November 2012, which is to provide programmes that can develop, maintain healthy, dedicated, responsive and productive employees. The Entity undertook the refurbishment of a Wellness Centre.

- **Panel Beating Workshop**

To provide efficient and economical fleet repair services, together with providing a training hub for the youth in panel beating Learnership Programme.

- **Carwash ablution facilities**

The facilities are provided for internal employees at the Carwash Centre.

The completion certificate for the three (3) buildings mentioned above was received and the retention funds will be released after the final snagging has been completed. The Ekurhuleni Municipality also conducted an assessment to issue an Occupancy Certificate on 12th January 2022. The Municipality advised the Entity to erect ramps at the wellness centre. The ramps have been erected as advised.

Phase II Infrastructure project (Bedfordview)

The Phase II of the infrastructure project relate to the construction and refurbishment of identified buildings at Head Office to address the shortage of office accommodation, security issues and enhance business operational flow.

- A new Administration Block and renovations of other buildings to align to the g-Fleet Operating Mode/Business Operational Flow.

(I) EXECUTIVE SUMMARY –

- Security Infrastructure Upgrade (e.g. High Walls, Security Control Room, Auction offices and Carports for vehicles to safeguard against weather and theft.

A meeting was held between the DID Senior Management and gFleetT Senior Managers with the Project Managers of 4 March 2022 to ascertain the DID state of readiness to rollout the Infrastructure Projects.

DID advised that they can confirm their state of readiness after the following has been submitted: -

- A request letter to DID Head of Department.
 - Confirmation that there are no outstanding Legal implications with the former professional service provider that the Infrastructure was initiated with.
 - Confirmation that all outstanding amounts have been paid to the former professional service provider
 - Confirmation that the Infrastructure Projects are reflected on the DRT Infrastructure Programme Management Plan (IPMP).
- In the meetings with DID representatives of 25 March 2022, g-FleetT Management representatives confirmed:-**
- that there are no outstanding Legal implications with the former professional service provider
 - There are no outstanding monies owed to the former professional service provider and that
 - That DRT Infrastructure Programme Management Plan reflects the planned Phase 2 Infrastructure Projects.
 - This has been confirmed by g-FleetT Management at the meeting with DID Senior Management.

[i] EXECUTIVE SUMMARY –

A Risk Register will be compiled after DID has acknowledged receipt of the request letter to implement the Infrastructure Projects.

A memo has been drafted and will be sent for sign off by HOD to request DID to implement the projects and also to assign a Risk Register Specialist for the project.

1) STRATEGIC PRIORITIES

ENTITY ACHIEVEMENT OF STRAEGIC PRIORITIES



[1.1] ENTITY ACHIEVEMENT OF STRATEGIC PRIORITIES					
STRATEGIC LINKAGES		STRATEGIC PLANNING		STRATEGIC REPORTING	
1	2	3	4		
NDD/MTSF Priority	GGT Priority	Outcome as per approved Dept. Strat Plan	Summarised Dept. Performance during Q4		
<p>Captured exactly as it is from MTSF 2019-2024</p> <p>Decent employment, through inclusive economic growth</p>	<p>Captured exactly as it is from GGT-2030 Plan of Action</p> <p>Economic transformation and job creation (Speeding up growth and transforming the economy to create decent work and sustainable livelihoods)</p>	<p>Exactly as per Strat Plan / APP</p> <p>Revitalize township economy</p> <p>Improve efficiency & customer service</p> <p>Maximise return on investment</p>	<p>High level performance summary in relation to the adjoining columns for the Quarter under review</p> <p>For the quarter under review, the Entity could contribute 51% of its procurement spend towards township suppliers.</p> <p>The Entity managed to keep the average of vehicles at less than 4 years. The progress at 4th quarter is 3.7 years.</p> <p>The Entity auctioned 94% of vehicles against the target set of 80%.</p> <p>The average percent of rental days for VIP self-drive vehicles was 82.28% during the quarter under review, this was due to an increase in client demand.</p> <p>The average percentage of rental days for Pool vehicles was 96.41% during the fourth quarter, this too was due an increase in client demand.</p> <p>The Entity achieved the target of 90% of in-service vehicles tracked during the quarter under review.</p> <p>This output was reported in quarter two of the financial year.</p>		
<p>An efficient, effective and development orientated public service and empowered, fair and inclusive citizenship</p>	<p>Building a capable, ethical and developmental state</p> <p>(Building a developmental state, including improvement of public services and strengthening of democratic institutions)</p>	<p>Safeguard state assets</p> <p>Clean Administration</p>			



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<ul style="list-style-type: none"> ○ Create a better South Africa, a better Africa and a better world ○ Promotion of the energy efficiency and reduction of emission in all transport modes. 	<ul style="list-style-type: none"> ○ A better Africa and world ○ (Pursuing African development and enhanced international cooperation) 	<p>Improved Debt Collection</p> <ul style="list-style-type: none"> ○ Reduce the Entity's Carbon footprint 	<ul style="list-style-type: none"> ○ The Entity decreased the average debtors' collection days during the quarter under review. ○ During the quarter under review, 5% of the passenger vehicles have CO2 emissions below 120g/km.
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1.2 PERFORMANCE AS PER APP TARGETS



1.2 PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS]							
Programme Nr	Programme Name	Operational Management Services	One	Programme Name	Operational Management Services	One	
Purpose of the Programme							
This programme is responsible for providing fleet management services that are effective and client focused.							
PLANNING			REPORTING				
Outcome (as per approved Dept Strat Plan)	Output	Output Indicator	Annual Target	Q4 Target	Q4 Actual Achievement	Reason for Deviation	Mitigating measure (with timeframe)
Exactly as per Strat Plan / APP	Exactly as per APP	Exactly as per APP	Exactly as per APP	Exactly as per APP	State exact actual achievement for this Quarter	Why was this target not achieved (or overachieved)	What will be done to ensure target is achieved or that similar deviation does not recur
Reduced Carbon footprint from the Entity	Passenger vehicles with CO2 emissions below 120g/KM (environmentally friendly)	% of passenger vehicles with CO2 emissions below 120g/KM	4% of passenger vehicles with CO2 emissions below 120g/KM	4% of passenger vehicles with CO2 emissions below 120g/KM	5% of passenger vehicles with CO2 emissions below 120g/KM	Purchased vehicles with CO2 emissions below 120g/KM	N/A
Improve efficiency and customer service	Average age of fleet	Average age of fleet	≤4 years	≤4 years	3,7 years	Acquisitions of new vehicles and the de-fleeting of old yielded a positive outcome of the entity's fleet age.	N/A
Maximised return on investment	Percentage of vehicles auctioned	% of vehicles auctioned as per approved list by 2024	80% of vehicles auctioned throughout the year	80% of vehicles auctioned throughout the year	94% of vehicles auctioned throughout the year.	There was an increase in the number of vehicles which became available for auction as recommended by the entity's Board of Survey Committee.	N/A

1.2 [PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS]

Programme Nr	One	Programme Name	Operational Management Services				
Purpose of the Programme This programme is responsible for providing fleet management services that are effective and client focused.							
PLANNING		REPORTING					
Outcome (as per approved Dept Strat Plan)	Output	Output Indicator	Annual Target	Q4 Target	Q4 Actual Achievement	Reason for Deviation	Mitigating measure (with timeframe)
Safeguard state assets	Vehicles tracked	% of in-service vehicles tracked	90% of in-service vehicles tracked.	90% (5784) of in-service vehicles tracked	90% (5802)	Letters written to Departments with the intention of suspending petrol cards contributed to the achievement of the output.	N/A

1.2 [PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS]

Note:

Create a similar table for each Programme in the Entity

Programme Nr	Two	Programme Name	Corporate and Financial Management
Purpose of the Programme	This programme is responsible for ensuring a well-run organization by designing and maintaining effective systems and processes that will result in optimal use of the Entity's assets in delivery of services.		

PLANNING				REPORTING			
Outcome (as per approved Dept Strat Plan)	Output	Output Indicator	Annual Target	Q4 Target	Q4 Actual Achievement	Reason for Deviation	Mitigating measure (with timeframe)
Exactly as per Strat Plan / APP	Exactly as per APP	Exactly as per APP	Exactly as per APP	Exactly as per APP	State exact actual achievement for this Quarter	Why was this target not achieved (or overachieved)	What will be done to ensure target is achieved or that similar deviation does not recur
Maximise return on investment	Average % of rental days utilised	Average % of rental days utilised by VIP self-drive vehicles.	52% of rental days utilised for VIP self-drive vehicles.	52% of rental days utilised for VIP self-drive vehicles.	82,28%	Increased client demand	N/A
Maximise return on investment	Average % of rental days utilised	Average % of rental days utilised for Pool vehicles.	73% of rental days utilised for Pool vehicles.	73% of rental days utilised for Pool vehicles.	96,41%	Increased client demand	N/A
Clean Administration	Unqualified opinion from Auditor General.	Unqualified opinion from Auditor General.	Unqualified opinion from Auditor General.				

1.2 [PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS]

Note:

Create a similar table for each Programme in the Entity

Programme Nr	Two	Programme Name	Corporate and Financial Management				
Purpose of the Programme	This programme is responsible for ensuring a well-run organization by designing and maintaining effective systems and processes that will result in optimal use of the Entity's assets in delivery of services.						
PLANNING				REPORTING			
Outcome (as per approved Dept Strat Plan)	Output	Output Indicator	Annual Target	Q4 Target	Q4 Actual Achievement	Reason for Deviation	Mitigating measure (with timeframe)
Township Economy Revitalization (TER)	Spending on Township businesses	Percentage of the Entity's discretionary procurement spend directed towards township suppliers	30% of the Entity's discretionary procurement spend directed towards township suppliers	30% of the Entity's discretionary procurement spend directed towards township suppliers	Actual achievement is 51% (YTD 29%).	Most of the TER supplier's appointment during Q3 were paid during Q4, thereby contributing to the over achievement.	N/A
Improved Debt collection	Reduced debtor's collection	Percentage decrease in average debtors' collection days. (excluding outstanding balances of clients that have payment	15% (excluding outstanding balances of clients that have payment arrangements with the Entity)	15% (excluding outstanding balances of clients that have payment arrangements with the Entity)	Preliminary actual achievement is 12.96%	Whilst the Entity made significant improvement in area of debt collection, the fiscal constraints being experienced by the Gauteng Department of Community Safety and Gauteng Department of Health continue to hamper the Entity's progress towards achieving this target.	The Entity continues to engage with all defaulting departments with aim of recovering all outstanding monies. Where clients do not respond positively to the engagements, the entity raises these issues at the respective CFO forums and ultimately undertakes a more

1.2 [PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS]

Note:

Create a similar table for each Programme in the Entity

Programme Nr

Two

Programme Name

Corporate and Financial Management

Purpose of the Programme

This programme is responsible for ensuring a well-run organization by designing and maintaining effective systems and processes that will result in optimal use of the Entity's assets in delivery of services.

PLANNING

Outcome (as per approved Dept Strat Plan)	Output	Output Indicator	Annual Target	Q4 Target	Q4 Actual Achievement	Reason for Deviation	Mitigating measure (with timeframe)
Improve efficiency and customer services.	Approved ICT Strategy Projects for implementation from the ICT Strategy: Integrated Fleet Management System (IFMS)	Number of Integrated Fleet Management Modules / Processes developed and implemented in the approved strategy.	2 IFMS Modules / processes mapped and developed. IFMS Module 1 and 2 mapped and developed.	IFMS, Module 1 and 2 mapped and developed. Module 1: Registration of Transport Offices Module 2: Registration of Drivers	2 Modules (registration of transport officers and drivers) have been mapped and developed by eGOV.	N/A	N/A aggressive approach of sending letters on its intention to suspend petrol cards and ultimately implementing such where the client fails to pay.

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1.2 PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS!

Note:

Create a similar table for each Programme in the Entity

Programme Nr

Two

Programme Name

Corporate and Financial Management

Purpose of the Programme

This programme is responsible for ensuring a well-run organization by designing and maintaining effective systems and processes that will result in optimal use of the Entity's assets in delivery of services.

PLANNING						REPORTING		
Outcome (as per approved Dept Strat Plan)	Output	Output Indicator	Annual Target	Q4 Target	Q4 Actual Achievement	Reason for Deviation	Mitigating measure (with timeframe)	
	Modular Development. Dashboard and digital screen solutions and technologies	Implementation of the Electronic Document Management System (eDRMS)	Module 2: Registration of Drivers. Acquisition of scanners and licenses.	Electronic Document and Records Management System Implemented (eDRMS)	eDRMS implemented. Business processes have been developed and deployed in the live environment. DRT have made licenses available to gFleet. Resources for back scanning have been identified and scanners have been procured.	N/A	N/A	
	Tracker system with integrated telematics CCTV camera and biometrics Electronic Document and Records		Implementation of the Electronic Document Management System (eDRMS)					

1.2 [PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS]

Note:

Create a similar table for each Programme in the Entity

Programme Nr Two **Programme Name** Corporate and Financial Management

Purpose of the Programme This programme is responsible for ensuring a well-run organization by designing and maintaining effective systems and processes that will result in optimal use of the Entity's assets in delivery of services.

PLANNING				REPORTING			
Outcome (as per approved Dept Strat Plan)	Output	Output Indicator	Annual Target	Q4 Target	Q4 Actual Achievement	Reason for Deviation	Mitigating measure (with timeframe)
	Management System (eDRMS)						
	Research Report on 4IR required skills						
	Security Information Policies for the Entity.						



1.3 EMERGING PRIORITIES



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OR

1.3 ENTITY UNPLANNED / EMERGING PRIORITIES]

These are those projects / priorities that the Entity has had to action, but were not part of the APP [e.g. unforeseen, unplanned, urgent]

Nr	Name of Project	Detail of Project	Projected end date	Progress to date / current Status	Challenges / Risks / Requests for intervention	Why was this not planned for	How is it being funded?
	None	none	none	none	none	none	None



1.4 PERFORMANCE VERIFICATION AND EVIDENCE

1.4 [PERFORMANCE VERIFICATION AND EVIDENCE]

How does the Entity maintain portfolios of evidence to verify its reported performance information

Portfolio of Evidence for each output is prepared, verified and approved by the responsible manager. The POE is scanned and submitted together with the quarterly report for verification.

2) ENTITY PROJECT MANAGEMENT

2. [ENTITY INFRASTRUCTURE / CAPITAL PROJECTS]

Name of Project	Brief description of project	Start Date	End Date	Current Status	Challenges	Requests for Intervention
Renovations of 3 Buildings in Bedfordview (Wellness Centre, Panel beating and Car Wash Ablution)	To renovate the buildings which were erected and not finished due to challenges with the Contractors and Professional Team, the projects halted and Litigation process is underway.	22 October 2020	30 November 2021.	<ul style="list-style-type: none"> Renovations completed. Completion Certificate signed. 1st Retention will be released after the final snagging is completed and verified by 31 January 2022. 	Delays with handing over of buildings. DID is handling the matter.	None
	1) Wellness Centre: Building aimed for a Gyn and Canteen with Sick Bay and offices.			<ul style="list-style-type: none"> Assessments conducted on 12 January 2022 by Ekurhuleni Municipality in order to issue an Occupancy Certificate. 	Municipality advised the contractor to erect ramps at the Wellness Centre.	
	2) Panel beating building aimed at conducting in-house panel beating services with in-house Apprenticeships programme.			<ul style="list-style-type: none"> Assessments conducted on 12 January 2022 by Ekurhuleni Municipality in order to issue an Occupancy Certificate. 	Ramps have been erected.	
	3) Car wash abluition building aimed at providing abluition services (i.e. Kitchen/Pause Area, Showers and Toilets for staff washing vehicles and clients bringing vehicles for washing.			<ul style="list-style-type: none"> Final Retention will be released after defects period after 22 October 2022. 		

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2. [ENTITY INFRASTRUCTURE / CAPITAL PROJECTS]						
Name of Project	Brief description of project	Start Date	End Date	Current Status	Challenges	Requests for Intervention
Phase 2 Infrastructure Projects in Bedfordview	Renovations of Existing buildings. Building of a New Admin Block and renovations of other buildings to align to the g-Fleet Operating Mode/Business Operational Flow. Accommodation of all g-Fleet employees as other are temporarily accommodated at DRT Officers, 45 Commissioner Street in Johannesburg Security Infrastructure Upgrade (e.g. High Walls, Security Control Room, Auction offices and Carports for vehicles to safeguard against weather and theft.	Not started		Final Settlement Agreement Signed. Ditbane Consulting (DBI)- paid the Final Account. A meeting was held between the DID Senior Management and gFleet Senior Management with project managers on 4 March 2022 to ascertain the DID state of readiness to rollout the Infrastructure Projects. DID advised that they can confirm after the following has been submitted: - <ul style="list-style-type: none"> That a request letter has been submitted to DID Head of Department 	None	None.

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2. [ENTITY INFRASTRUCTURE / CAPITAL PROJECTS]						
Name of Project	Brief description of project	Start Date	End Date	Current Status	Challenges	Requests for Intervention
				<ul style="list-style-type: none"> That there are no outstanding Legal implications with the professional service provider that the Infrastructure was initiated with. That all outstanding amounts have been paid to the former professional service provider. That the planned Infrastructure Projects are reflected on the DRT Infrastructure Programme Management Plan (IPMP). This has been confirmed by gFleet Management at the meeting with DID Senior Management. 		

2. [ENTITY INFRASTRUCTURE / CAPITAL PROJECTS]

Name of Project	Brief description of project	Start Date	End Date	Current Status	Challenges	Requests for Intervention
				<ul style="list-style-type: none"> A Risk Register will be compiled after DID has acknowledged receipt of the request letter to implement the Infrastructure Projects. <p>A memo has been drafted and will be sent for sign off by HOD to request DID to implement the projects and also to assign a Risk Register Specialist for the project.</p>		

3 ENTITY FINANCIAL PERFORMANCE

3.1 ENTITY BUDGET EXPENDITURE FIGURES

Programme	Projected Budget for 4 th quarter	Actual expenditure for the 4 th quarter	Percentage Expenditure for the Q Under review	Final adjusted appropriation	Actual expenditure (Year to Date)	Percentage Expenditure (Year to Date)
OFFICE OF THE CEO	R 766 077	R 927 712	121%	R 3 328 707	R 3 173 754	95%
OFFICE OF THE CFO	R 6 312 860	R 475 156	8%	R 11 524 770	R 6 234 681	54%
FINANCIAL SERVICES	R 4 087 653	R 3 432 967	84%	R 17 958 200	R 14 676 535	81%
OPERATIONS AND CORPORATE SERVICES	R 186 877 625	R 184 209 825	98%	R 756 200 873	R 734 119 507	97%
TOTALS	R198 044 214	R189 045 660	95%	R789 012 550	R758 799 612	96%

3.2 [ENTITY KEY FINANCIAL INDICATORS]

If there was over / under spending of greater than 3% of projection, what were the main challenges that led to the over / under spending

The table above reflects the budget and expenditure trends for the 4th Quarter of the 2021/22 financial year. The overall spending for the quarter was at 5% lower than that budgeted for. The year to date expenditure amount is at approximately 96% of the final budget. The entity's push during month of March to receive and pay for motor vehicle acquisitions with the aim of reducing the entity's year end accruals and to deliver vehicles to the client Departments has paid dividend and is reflected in the entity's preliminary expenditure numbers

What are the mitigating measures to remedy over / under expenditure

N/A

What is the Department / Entity's achievement with respect to GEYODI responsive budgeting / procurement for the period under review

N/A

What is the Department / Entity's achievement with respect to township economy / SMME / Local procurement for the period under review

The Entity achieved 51% with respect to TER. (YTD: 29%)

A summary for the period under review with respect to overspending / underspending against projections

N/A

A summary for the period under review with respect to payment of service providers within 15-30 days

The Entity achieved 88% (i.e. 423 invoices totalling approximately R159 million) in terms of invoices paid within 15 days.

The Entity achieved 99% (i.e. 483 invoices totalling approximately R190 million) in terms of invoices paid within 30 days. Four (03) invoices totalling R1.5 million were not paid within 30 days due to system related and vendor registration challenges.

A summary for the period under review with respect to fruitless, wasteful and irregular expenditure

No Fruitless and Wasteful expenditure was incurred in the quarter under review



3.2 [ENTITY KEY FINANCIAL INDICATORS]

The Entity incurred irregular expenditure in terms of property rental to the value of R79 643 in relation to Quarter 4 of the financial year. The preliminary cumulative total for the financial year as at 31 March 2021 is R435 000.

The Entity is still assessing possible irregular expenditure arising from the continued use of the previous transversal cell phone contract which subsequently ended with the issuing of the new RT15 transversal cell phone contract. As at 31 March 2021, the Entity has paid R1.24 million in relation to this contract for the financial year under review.

A summary for the period under review with respect to spending on conditional grants

N/A

4 RESOLUTIONS AND PETITIONS MANAGEMENT

4.1 RESOLUTIONS MANAGEMENT

4.1 [RESOLUTION MANAGEMENT (for Resolutions received during the period under review)]					
Ref Nr	Date Received	Due Date	Detail / Title of Resolution	Progress to Date / Current Status	Date submitted to GPL
None	13 December 2021	21 January 2022	SCOPA House Resolutions for g-Fleet Management for the year ended 31 March 2021.	Progress submitted	Not yet due
None	13 December 2021	18 February 2022	Resolutions for responses on adopted oversight committee on roads and transport oversight report on the annual report of the Gauteng Department of Roads and Transport, Gautrain Management Agency and g-Fleet management for the 2020/21 financial year.	Progress submitted	Not yet due
<i>Add as many rows as required</i>					
Total number of Resolutions received from GPL during this Quarter					2
Total number of Resolutions responded to due to GPL during this Quarter					0
Total number of Resolutions responded to and submitted back to GPL during this Quarter					0

4.2 PETITIONS MANAGEMENT

4.2 [PETITIONS MANAGEMENT [for Petitions referred by the GPL during the period under review]]					
Ref Nr	Date Received	Due Date	Detail / Title of Petition	Progress to Date / Current Status	Date submitted to GPL
None.	None	None	None	None	
Total number of Petitions received from GPL during this Quarter					N/A
Total number of Petitions responses due to GPL during this Quarter					N/A
Total number of Petitions responded to and submitted back to GPL during this Quarter					N/A

5 PUBLIC ENGAGEMENT BY THE ENTITY

5. [PUBLIC ENGAGEMENT BY THE ENTITY]
The steps / measures the Entity has taken to meaningfully involve the public / stakeholders in the course of its work / service delivery during the period under review
Not Applicable
Public Education programmes of the Entity during the period under review
Not Applicable
Feedback sessions conducted by the Entity during the period under review
Not Applicable

6 INTERNATIONAL RELATIONS



6. [INTERNATIONAL RELATIONS [This table applicable only to the Office of the Premier (OoP)]]			
<i>Only applicable to Office of the Premier (OoP)</i>			
All International treaties / Agreements that the Department / Entity has entered into.	Extent to which Department / Entity is implementing the Treatise / Agreements during the Quarter under Review	Challenges	Mitigating Measures

7 GEYODI EMPOWERMENT



7. GEYODI EMPOWERMENT

What has been the Entity achievement on actual EQUITY TARGETS during the period under review –	
HDI	88% (Target: 80%)
YOUTH	34% (Target: 10%)
DISABLED	7% (Target: 2%)
WOMEN	29% (Target: 30%)
MILITARY VETERANS	1% (Target: 30%)

8 REQUESTS FOR INFORMATION

8.1 AGSA REQUESTS FOR INFORMATION

8.1 [Auditor – General REQUESTS FOR INFORMATION RECEIVED DURING THE PERIOD UNDER REVIEW]	
Total number of AGSA Requests for Information received from AGSA during this Quarter	3
Total number of AGSA Requests for Information due during this Quarter	3
Total number of AGSA Requests for Information responded to and submitted back to AGSA during this Quarter	3

8.2 PSC REQUESTS FOR INFORMATION

8.2 [Public Service Commission REQUESTS FOR INFORMATION RECEIVED DURING THE PERIOD UNDER REVIEW]	
Total number of PSC Requests for Information received from the PSC during this Quarter	None
Total number of PSC Requests for Information due during this Quarter	None
Total number of PSC Requests for Information responded to and submitted back to the PSC during this Quarter	None

9 ENTITY CAPACITY

9.1 [HUMAN RESOURCE CAPACITY]			
During the period under review...			
Total number of posts on the Entity's Structure as at the last day of the period under review	Total number of posts currently filled as at the last day of the period under review	Total number of vacant posts as at the last day of the period under review	Total number of acting positions as at the last day of the period under review
275	191	84	4
Total number of suspensions during the period under review		Summarized information on the GEYODI / HDI compliance for the period under review	4
0		N/A	

10 CHALLENGES / REQUESTS FOR INTERVENTION

10.1 CHALLENGES

10.1 [CHALLENGES]	Consequence	Recommendation
Challenge	Consequence	Recommendation
<i>What is the challenge?</i>	<i>What consequence is it having</i>	<i>How the challenge can be resolved</i>

10.2 REQUESTS FOR INTERVENTION

What area / subject does this relate to	What intervention is sought from the Legislature?	Why is this intervention sought



11. ADOPTION

It is hereby certified that this Quarterly Performance Report accurately reflects the actual outputs for the quarter under review.

Ms. Ravanne Mathews
Director: Permanent Fleet

Signature:

Mr. Thulani Mkwanzazi
Acting Director: Finance

Signature:

Ms. Salomie Jaffa
Director: Transport Support Services

Signature:

Mr. Douglas Scott
Acting Director: VIP and Pool Services

Signature:

Mr. Chris Masombuka
Deputy Director: ICT

Signature:

Mr. Poobalan Govender
Acting Chief Financial Officer



Signature:

Ms. Ravanne Mathews
Acting Chief Operations Officer

Signature:

g-Fleet Management hereby presents this Quarter Performance Report to the Gauteng Provincial Legislature as a true and accurate representation of its work during the period under review.

Entity Approval

Name of Entity	g-Fleet MANAGEMENT		
Which Financial Year	2021/22		
Which Quarter	4 TH QUARTER		
Head of Entity (Acting)	MR POOBALAN GOVENDER	SIGNATURE:	
Head of Department	DR. DARIAN BARCLAY	SIGNATURE:	
MEC	MR. JACOB MAMABOLO	SIGNATURE:	