

Standardized Oversight, Accountability and Reporting for Gauteng Province

(SOAR-GP)

**Quarter Performance Report of g-Fleet Management for:
Quarter Four for the 2022/23 Financial Year**

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[i] EXECUTIVE SUMMARY

[i] EXECUTIVE SUMMARY –

QUARTER PERFORMANCE OF THE ENTITY

Internal Environment

Financial performance for the fourth quarter

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

Budget

- The annual budget was R834, 536 171. For the quarter under review, the Entity spent 93% (R242 846 700) of the quarterly budget of R261 734 879. As of 31 March 2023, the Entity spent is R749,781,850 which is 90% of the total annual budget. The underspending/savings emanate from the following areas:
 - The delays in the filling of advertised vacant positions, payment of notch increases and bonus payments.
 - The delay by the Department for submitting invoices in relation to work undertaken by the Compliance Office on behalf of g-FleetT in related to audit support.
 - The delay in finalising the appointment and installation of surveillance and automated access controls at g-FleetT premise.
 - The application of strict cost containment measures.
 - Actual expenditure incurred fuel usage charge was less than that projected during the adjustment budget.
 - Delay in the delivery of new vehicles due to the application of the year end cut-off processes.

[i] EXECUTIVE SUMMARY –

Payment statistics

- A total of 445 invoices which is 100% of valid invoices were paid within 30 days of receipt. The year-to-date results reflects that 99% (1189) of all valid invoices were paid within 30 days, or which 84% were paid in 15 days.

Revenue

- For the quarter under review, the Entity billings were 9% (R19 million) higher than projected. The total revenue billings as of 31 March 2023 was 5% (R42 million) higher than the projected amount of R899.3 million. The revenue collections for the quarter were 15% (R22 million) higher than the projected amount of R254 million. The total revenue collections as of 31 March 2023 were 16% (R160 million) higher than the projected amount of R1 billion.

2.1. Non-financial performance for the fourth quarter.

It must be noted that initially the Entity had eleven targets for reporting in the approved 2022/23 APP. The targets dropped to ten in line with the adjusted APP approved in January 2023. The target that was removed from the APP is as follows:

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

The reason the indicator was removed from the APP was due to the indicator not being well defined as indicated by AG. It was then resolved during a meeting with GDED to remove the indicator from the APP pending finalization of work to be done by the GDED in relation to the database.

[i] EXECUTIVE SUMMARY –

During the quarter under review, the Entity had ten output indicators to be reported on as set out in the approved adjusted 2022/23 APP. For the period under review, the Entity will be reporting on nine targets, as one target was reported on during the second quarter of the 2022/23 financial year.

Out of the nine output indicators that were due for reporting, seven targets have been achieved namely:

1. Percentage of passenger vehicles with CO2 emissions below 120g/km
2. Average age of fleet
3. Percentage of vehicles auctioned as per approved list
4. Percentage of clients satisfied with g-Fleet services
5. Percentage of rental days utilised for VIP self-drive vehicles
6. Percentage of rental days utilised for Pool vehicles
7. Percentage decrease in average debtors' collection days (excluding balances of clients that have payment arrangements with the Entity)

Targets not achieved

Two targets out of the nine planned targets were not achieved, namely:

1. Percentage of in-service vehicles tracked
2. Number of integrated fleet management modules / processes developed and implemented in the approved ICT strategy.

[i] EXECUTIVE SUMMARY –

Output Indicator reported on during Quarter 2

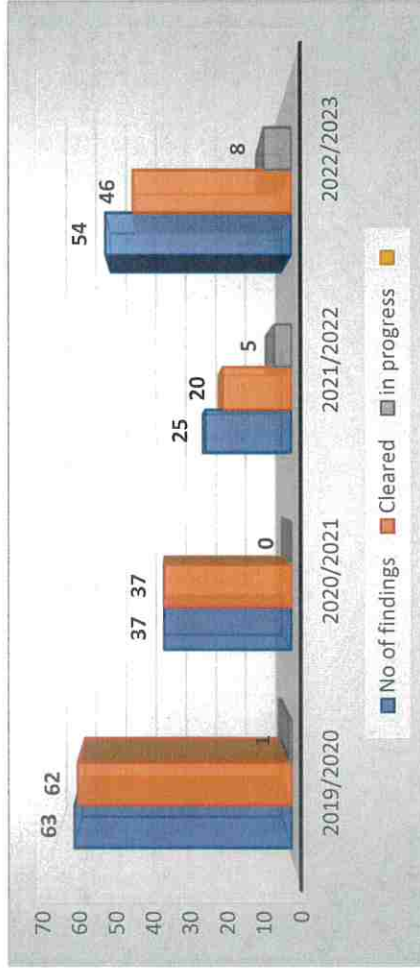
- Unqualified opinion from Auditor General (Qualified 2021/22 audit report from Auditor General)

RISK MANAGEMENT

A. External and Internal Audit Resolutions/ Implementation Plan

The Entity in line with an internal audit tracking sheet follows up on audit findings from three consecutive years on a monthly basis.

Below is a graph depicting of progress to date

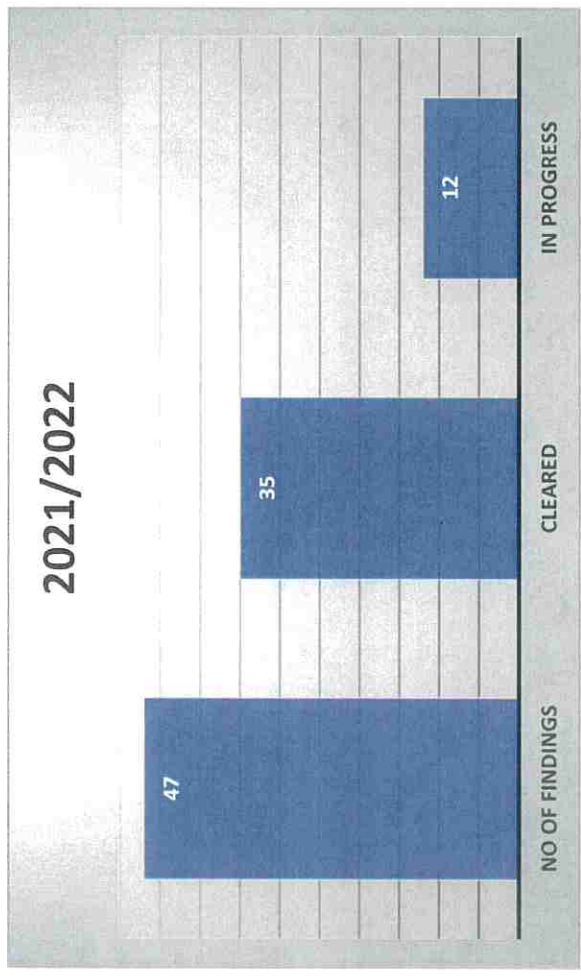


(i) EXECUTIVE SUMMARY –

A. AUDITOR GENERAL RESOLUTION/ IMPLEMENTATION PLAN

The Entity follows up on all auditor general action plans committed as per the Audit General past financial year report (i.e., 2021/2022) on a monthly basis. The Entity received the AG report on 31 July 2022 and drafted a new improvement plan to address the findings.

Below is a graph depicting of progress to date:



(i) EXECUTIVE SUMMARY – RISK MANAGEMENT

The Entity has a Risk Management Policy and Strategy.

- The Entity conducts regular risk assessments to determine the effectiveness of its risk management strategy and to identify new/emerging risks.
- The Entity has a Risk Management Committee that is chaired by an independent person and advises management on the overall system of risk management, especially the mitigation of unacceptable levels of risk.

Risk Management Committee Meetings are convened on quarterly basis. The RMC meetings for all four quarters were held on the 8 August 2022, 10 November 2022, 23 January 2023 and 12 April 2023 respectively. The Chairperson issued his independent reports for three quarters on how all key risk indicators are managed to the Accounting Officer and the Audit Committee. The quarter four report will be issued on the 29 April 2023.

BUSINESS CASE –

The Entity is in the process of establishing g-FleeT as a government component. The Entity has developed and submitted its Business Case and draft organogram to the Gauteng Provincial Treasury (GPT) in June 2022. A meeting between GDRT, Office of the Premier (OoP) and the Entity was convened 26 August 2022 to discuss comments received from GPT. It was resolved that the Entity should procure the services of a specialist consulting firm. The Gauteng Department of Roads and Transport (GDRT): Legal Services Unit will assist with the drafting terms of reference for the appointment of a service provider to assist with drafting of the legal documents.

II] EXECUTIVE SUMMARY –

Comments were received from GPT. The Entity was directed by the current administration to halt the process for establishing the Entity as a government component until the business case for the logistic function has been completed.

ORGANISATIONAL STRUCTURE AND FILLING OF CRITICAL POSITIONS

A consultative meeting with Organised Labour and Broader Management Team was held on 1 and 2 August 2022 and facilitated by the Office of the Premier (OoP) with a follow up session held for proposed structure on 8 and 9 September 2022. The final proposed organizational structure was presented to general staff on 9 December 2022. The proposed structure does not provide for the logistics function as the project is still at conceptual stage. Business Unit were requested to provide inputs by 10 January 2023 with the closing date of 18 January 2023. Only four Business Units responded, and their inputs were incorporated for noting and submission to OoP for further processing. A meeting with OoP and GDRT on the proposed structure analysis outcome, was scheduled for 27 March 2023, however the meeting was postponed to a date yet to be confirmed by the OoP. The Entity submitted a request for the creation of ninety-four (94) posts additional to the post establishment to GDRT in February 2023. The creation of the posts is intended to capacitate the Entity in the following areas: AG and Internal Auditing, Finance, ICT, SCM, Risk Management, Strategic Planning, Monitoring and Evaluation, Transformation (GEYODI), HR, Operationalization of Panel Beating workshop which was recently rehabilitated.

It is envisaged that the organizational structure will be finalised by 31 March 2024. The Entity is working with DRT: HRA with regards to the development of job descriptions and the job evaluation processes. The Entity has a total of two hundred and seventy-five (275) positions in the current approved structure, with one hundred and ninety (190) filled positions and eighty-five (85) vacant positions. The current vacancy rate is at 30%.

(j) EXECUTIVE SUMMARY –

At senior management level, there are eight (8) positions with five (5) positions filled by women and one (1) by man. Two (2) positions are vacant, translating to a 25% vacancy rate. Two (2) officials were seconded from the Department to the Entity for a period of twelve (12) months to perform the functions of the Chief Financial Officer and Chief Risk Officer, respectively. Secondments period for the CFO and CRO will expire on 31 August 2023 and 30 June 2023 respectively.

For the period under review, three (3) officials resumed their duties on 1 January 2023 and two (2) resumed their duties on 1 March 2023. Thirty-three (33) critical positions were advertised in January 2023 and February 2023. The Entity has since developed recruitment project plan to conclude all interviews for the 33 advertised posts by 31 May 2023. Approval was granted for the head-hunting of the Chief Operations Officer (COO) and fourteen (14) applications were received. A directive from MEC and HOD was issued to readvertise the post of the COO. The request to readvertise the COO post was approved by the executive authority on 21 April 2023 and the post will be readvertised in May 2023.

GEYODI INITIATIVES

The following progress was achieved against planned GEODY1 targets in relation to expenditure/procurement on goods and services for the quarter under review:

Youth	15% (Planned Target: 10%)
People with Disabilities	22% (Planned Target: 5%)
Women	50% (Planned Target: 40%)

[i] EXECUTIVE SUMMARY –

INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)

g-FleetT 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-FleetT's five-year strategy.

- 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 FleetT Management Solution. A detailed project plan has been developed which outlines the project stages that will be tracked and monitored.

Modules have been re-prioritised from 17 modules to 12 modules.

The following 4 BRS have been completed and signed off:

- Access Management,
- Asset Acquisition,
- Driver and Contract Management.
- Fuel Management.

A meeting with the e-Gov: HOD and GDRT: HOD was convened to assist in resolving issues that are causing blockages on the project. e-Gov will prioritize the securing of additional resources for development of modules.

(j) EXECUTIVE SUMMARY –

INFRASTRUCTURE PROJECTS

The Entity has completed the rehabilitation of the following three (3) buildings at its Head Office. The projects commenced in October 2020 and was concluded in November 2021. The Completion Certificates have been signed.

- **Wellness Centre**

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 handover of the 3 buildings took place on 21 October 2022 between the Professional Team, the Gauteng Department of Infrastructure Development (GDID) and g-Fleet. The handover to end-users and management was scheduled for 25 October 2022 and 17 November 2022, however, it was postponed on both occasions during building tours due to identified defects which the contractor had to repair. GDID handed over the buildings to the Entity on 22 February 2023.

(i) EXECUTIVE SUMMARY –

Phase II Infrastructure Project (Bedfordview)

The Phase II of the Infrastructure Project relates to the construction and refurbishment of identified buildings at the 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 be aligned to the Entity's Operating Mode/Business Operational Flow.
- Security Infrastructure Upgrade (e.g., high walls, security control room, auction offices and carports for vehicles to safeguard against weather and theft).

Progress to-date:

The Professional Team has been appointed. The first tour of the g-Fleet premises and a brief with Project Manager was conducted.

The presentation was done to the Senior Management Team (SMT) on 4 October 2022 and consultation sessions with the Business Units to obtain information on the plans for g-Fleet operational flow and updated structure inputs was concluded on 20 October 2022.

Further consultations took place with Business Units in March 2023 to finalise the floor plans. It is envisaged that the tender for implementation of Phase II Infrastructure Project will be advertised during the second quarter of the current financial year.

Security Infrastructure Upgrade Project

This project relates to the installation of surveillance and access control systems, which will assist g-Fleet in tracking movement of its assets. The then HOD approved the submission for requesting e-Gov to engage SITA and request them to facilitate the project for installation of surveillance and access control systems in December 2022. A business case was developed and signed-off on 13 January 2023.

(i) EXECUTIVE SUMMARY –

This is guided by the provincial instruction issued by e-Gov that the Entity cannot engage SITA directly without their permission. SITA Engagement Model RFA2306-2020, outlines the process of implementation by SITA.

The South African Police Services (SAPS) conducted physical security assessment in Bedfordview in September 2022. A night assessment was done in October 2022 so that proper surveillance for darkness / night can be specified taking into consideration the current lighting and if the premises requires lighting to be augmented. Koedoespoort security assessment was also conducted in October 2022. SAPS submitted a report on assessments done with recommendation and specifications for Bedfordview in January 2023. In March 2023 e-Gov submitted Terms of Reference to g-Fleet for review. e-Gov is currently in the process of revising the tasking letter to SITA for their HOD's approval.

1) STRATEGIC PRIORITIES

ENTITY ACHIEVEMENT OF STRATEGIC PRIORITIES

[1.1] ENTITY ACHIEVEMENT OF STRATEGIC PRIORITIES		STRATEGIC REPORTING	
STRATEGIC LINKAGES		STRATEGIC PLANNING	
1	2	3	4
NDP/MTSF Priority	GGT Priority	Outcome as per approved Dept. Strat Plan	Summarised Dept. Performance during Q3
Captured exactly as it is from MTSF 2019-2024 Decent employment, through inclusive economic growth	Captured exactly as it is from GGT-2030 Plan of Action Economic transformation and job creation (Speeding up growth and transforming the economy to create decent work and sustainable livelihoods)	Exactly as per Strat Plan / APP Revitalize township economy	High level performance summary in relation to the adjoining columns for the Quarter under review For the quarter under review, the Entity contributed 63% of its procurement spend towards township suppliers. This is above the overall provincial targeted performance of 30%. The Entity's year to date performance towards Township Economy Revitalisation currently stands at 55%.
An efficient, effective and development orientated public service and empowered, fair and inclusive citizenship	Building a capable, ethical and developmental state (Building a developmental state, including improvement of public services and strengthening of democratic institutions)	Improve efficiency & customer service Maximise return on investment	<ul style="list-style-type: none"> ○ The Entity managed to keep the average age of vehicles at less than 4 years. ○ The percentage of rental days for VIP self -drive vehicles was 73.80 % during the quarter under review, this was due to an increase in client demand. ○ The percentage of rental days for Pool vehicles was 93.14% during the quarter under review, this was due to an increase in client demand. ○ The Entity exceeded the set target of 80% of vehicles auctioned as per approved list. The Entity reported 87% of vehicles auctioned at the end of the 2022/23 financial year.

		Safeguard state assets	<ul style="list-style-type: none"> ○ The Entity did not achieve the set target for percentage of in-service vehicles tracked, which was set at 90% during the period under review. The national strike and national shutdown had a negative impact on the progress that was projected for installations during March 2023.
	<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. 	Clean Administration	<ul style="list-style-type: none"> ○ N/A
		Improved Debt Collection	<ul style="list-style-type: none"> ○ During the period under review, the Entity decreased the average debtors' collection days by 18.06%. This was due to steady engagements with client departments as per the debtor's management policy.
<ul style="list-style-type: none"> ○ A better South Africa, a better Africa and a better world ○ (Pursuing African development and enhanced international cooperation) 	<ul style="list-style-type: none"> ○ A better Africa and world ○ (Pursuing African development and enhanced international cooperation) 	Reduce the Entity's Carbon footprint	<ul style="list-style-type: none"> ○ During the period under review, 7.3% of the passenger vehicles have CO2 emissions below 120g/km against the planned target of 6%. This was due to an increased demand for vehicles with emissions below 120g/km, as such, 169 new vehicles with emission below 120g/km were purchased.

1.2 PERFORMANCE AS PER APP TARGETS

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									
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)	Percentage of passenger vehicles with CO2 emissions below 120g/KM	6% of passenger vehicles with CO2 emissions below 120g/KM	6% of passenger vehicles with CO2 emissions below 120g/KM	7.3% (424/5771) of passenger vehicles with CO2 emissions below 120g/km.	Increased demand for vehicles below 120g/km as such, 169 new vehicles with emissions below 120g/km were procured.	n/a		
Improve efficiency and customer service	Average age of fleet	Average age of fleet	≤4 years	≤4 years	4 years	n/a	n/a		
Maximised return on investment	Percentage of vehicles auctioned	Percentage of vehicles auctioned as per approved list.	80% of vehicles auctioned as per approved list.	80% of vehicles auctioned as per approved list	87% of vehicles auctioned as per approved list	There was an increase in the number of vehicles that 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			
Output	Output Indicator	Annual Target	Q4Target	Q4 Actual Achievement	Reason for Deviation	Mitigating measure (with timeframe)
Purpose of the Programme This programme is responsible for providing fleet management services that are effective and client focused.						
PLANNING						
Outcome (as per approved Dept Strat Plan)	Output	Output Indicator	Annual Target	Q4Target	Q4 Actual Achievement	Reason for Deviation
Safeguard state assets	Vehicles tracked	Percentage of in-service vehicles tracked	90% of in-service vehicles tracked.	90% (5155) of in-service vehicles tracked.	89% (5089) of in-service vehicles tracked	The national strike and national shutdown impacted on the progress that was projected for installing during March 2023.
Improve client experience. Improve customer satisfaction and loyalty	Percentage of client satisfaction	Percentage of clients satisfied with g-FleetT services	75% of clients satisfied with g-FleetT services	75% of clients satisfied with g-FleetT services	79.95% clients satisfied with g-FleetT services	Survey results indicated that 76 respondents gave a rating of 4, which is the 2 nd highest ranking of satisfaction, and 84 respondents gave a rating of 5, which is the highest ranking of satisfaction, thus leading to the Entity to exceed the planned target.
						n/a

1.2 [PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS]

Note: Create a similar table for each Programme in the Entity		Programme Name	Corporate and Financial Management			
Programme Nr	Two	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.				
Output	Output Indicator	Annual Target	Q4 Target	Q4 Actual Achievement	Reason for Deviation	Mitigating measure (with timeframe)
Output (as per approved Dept Strat Plan)	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	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	Percentage of rental days utilised	56% of rental days utilised for VIP self-drive vehicles.	56% of rental days utilised for VIP self-drive vehicles.	73,80% of rental days utilised for VIP self-drive vehicles	Increased client demand.	n/a
Maximise return on investment	Percentage of rental days utilised	75% of rental days utilised for Pool vehicles.	75% of rental days utilised for Pool vehicles.	93,14% of rental days utilised for Pool vehicles.	Increased client demand.	n/a
Clean Administration	Unqualified opinion from Auditor General.	Unqualified opinion from Auditor General.	Unqualified Audit opinion from Auditor General	Target reported in Quarter 2		
Improved Debt collection	Reduced debtor's collection	15% decrease in average debtors' collection days (excluding	15% decrease in average debtors' collection days (excluding	18,06% reduction in average debtors' collection days	The increased reduction is due to steady engagements with client departments as	n/a

1.2 [PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS]

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)	
Improve efficiency and customer services.	Integrated Fleet Management System (IFMS) modules developed	(excluding outstanding balances of clients that have payment arrangements with the Entity) Number of IFMS modules developed and signed-off as per revised project plan.	3 IFMS Modules developed and signed-off as per revised project plan: Customer Care Management Tariff Calculation Asset Acquisition	3 IFMS Modules developed and signed-off as per revised project plan: Customer Care Management Tariff Calculation Asset Acquisition	Business Requirement Specifications for the 4 IFMS modules were completed and signed off. Access Management Tariff Calculation Asset Acquisition	e-Gov reported that there were no developers in the Department to develop the modules. The resignation of the Project Manager from e-Gov at the end of February delayed the project	A meeting with HODs from GDRT and e-Gov was convened on 31 March 2023 to resolve the delays on the project e-Gov to prioritise the project and appoint a Project Manager and Developers	

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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)
					Fuel Calculation		Meetings with the HODs will be held every month to give progress report

1.3 EMERGING PRIORITIES

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?
	Logistics Function	Repurposing of g-Fleet to perform the logistics function as an added responsibility.	The development of the business case – 31 May 2023	Distribution of surveys – Completed Introductory meetings - Completed Interdepartmental meeting between Logistics and departments – on going with almost all departments met except e-Gov. (Health, Education, Social Development) Department of Health Department of Education Department of Economic Development Follow-up meeting and site visit to current warehouses with the Department of Education – completed Consultative meeting with all departments (Department of Human settlement, COGTA, Roads and transport, infrastructure development and Economic development. – Done The SLA with CSIR was concluded on 19 April 2023.	-	Premiers elevated priorities were only announced in October 2022	Provision to fund project done through the adjustment budget.

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)	<p>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.</p> <ol style="list-style-type: none"> Wellness Centre: Building aimed for a Gym and Canteen with Sick Bay and offices. Panel beating building aimed at conducting in-house panel beating services with in-house Apprenticeships programme. Car wash ablation building aimed at providing ablation services (i.e. Kitchen/Pause Area, Showers and Toilets for staff washing vehicles and clients bringing vehicles for washing. 	22 October 2020	30 November 2021.	<p>The project has been completed.</p> <p>The handover of the 3 buildings took place on 21 October 2022 between the Professional Team, the Gauteng Department of Infrastructure Development (GDID) and g-Fleet.</p> <p>The handover to end-users and management was scheduled for 25 October 2022 and 17 November 2022, however postponed on both occasions during building tours due to identified defects which the contractor had to repair.</p> <p>GDID handed the buildings over to g-Fleet on 22 February 2023.</p>	None	None

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	<p>Renovations of Existing buildings.</p> <p>Building of a New Admin Block and renovations of other buildings to align the g-Fleet Operating Mode/Business Operational Flow.</p> <p>Accommodation of all g-Fleet employees as other are temporarily accommodated at GDRT Officers, 45 Commissioner Street in Johannesburg</p> <p>Security Infrastructure Upgrade (e.g. High Walls, Security Control Room, Auction offices and Carports for vehicles to safeguard against weather and theft.</p>	Not started	To be confirmed	<p>The Professional Team has been appointed.</p> <p>The first tour of the Entity and brief with Project Manager has been conducted.</p> <p>Presentation to SMT was done on 4th October 2022.</p> <p>The consultations with Business Units to obtain information on the plans for the Entity's operational flow and updated structure inputs were completed on 20 October 2022.</p> <p>Further consultations with Business units were done in March 2023 to finalise the plans which were submitted to g-Fleet for final sign off. The floor plans will be signed off by 28 April 2023.</p> <p>The Project Execution Plan 3 was submitted to GDID in November 2022 for scrutiny and sign off. GDID is still busy with the document and after signing off, it will be submitted to the Entity for approval.</p>	<p>Delays in the signing off of floor plans by g-Fleet</p> <p>Delays in the Appointment of Structural Engineer by GDID</p>	<p>g-Fleet to sign off on all floor plans</p> <p>GDID to appoint a Structural Engineer to allow the professional teams to submit the plans to the municipality before going out on tender</p>

2. ENTITY INFRASTRUCTURE / CAPITAL PROJECTS

Name of Project	Brief description of project	Start Date	End Date	Current Status	Challenges	Requests for Intervention
				It is envisaged that the tender for implementation of Phase II Infrastructure Project will be advertised during the second quarter of the current financial year		

3 ENTITY FINANCIAL PERFORMANCE

3.1 ENTITY BUDGET EXPENDITURE FIGURES

APP REPORT 22/23 FY Business Unit	YEAR TO DATE RESULTS				AS AT 31 MARCH 2023			
	Annual Budget	Actual Expenditure	Total Variance	Percentage Spent	Quarterly Budget	Actual Expenditure	Total Variance	Percentage Spent
Office of the CEO	R 3,903,627	R 3,679,118	R 224,508	94%	R 874,850	R 924,776	-R 49,926	106%
Office of the COO	R 826,309	R 699,000	R 127,309	85%	R 386,004	R 414,265	-R 28,262	107%
Office of the CFO	R 12,776,293	R 7,892,208	R 4,884,085	62%	R 5,208,701	R 1,129,579	R 4,079,122	22%
Financial Management	R 21,771,157	R 16,515,056	R 5,256,101	76%	R 5,547,019	R 4,605,145	R 941,874	83%
Corporate Services	R 59,505,904	R 37,256,113	R 22,249,791	63%	R 17,684,829	R 10,095,721	R 7,589,108	57%
Marketing and Communication	R 12,665,974	R 12,684,840	-R 18,865	100%	R 3,532,458	R 3,314,128	R 218,329	94%
Maintenance Services	R 121,547,021	R 117,898,973	R 3,648,048	97%	R 17,812,871	R 33,749,864	-R 15,936,993	189%
Transport Support Services	R 311,458,531	R 277,008,900	R 34,449,630	89%	R 141,661,640	R 66,064,703	R 75,596,938	47%
Permanent Service	R 270,022,124	R 258,548,431	R 11,473,693	96%	R 63,930,223	R 118,064,918	-R 54,134,695	185%
VIP and POOL	R 20,059,232	R 17,599,210	R 2,460,021	88%	R 5,096,285	R 4,483,601	R 612,684	88%
Total	834,536,171.84	R 749,781,850	R 84,754,321	90%	R 261,734,879	R 242,846,700	R 18,888,179	93%

REVENUE RECEIPTS 2022/23 FY	TOTAL BUDGET YEAR TO DATE REPORT					AS AT 31 MARCH 2023		
	ANNUAL BUDGET	ACTUAL COLLECTIONS	TOTAL VARIANCE	% ACTUAL	QUARTERLY BUDGETED COLLECTIONS	ACTUAL COLLECTIONS	TOTAL VARIANCE	% ACTUAL
BILLING OF VEHICLES								
Revenue - Exchange (Leases)	R 899,300,000	R 1,020,425,783	-R 121,125,783	113%	R 224,930,000	R 229,912,451	-R 4,982,451	102%
Revenue - Non-Exchange (Interest)	R 45,000,000	R 77,795,285	-R 32,795,285	173%	R 11,250,000	R 20,248,343	-R 8,998,343	180%
Revenue - Non-Exchange (Accident Claims and Fines)	R 70,000	R 88,446	-R 18,446	100%	R 0	R 0	R 0	100%
Revenue - Transport	R 1,800,000	R 1,571,350	R 228,650	87%	R 450,000	R 462,300	-R 12,300	103%
Revenue - Auctions	R 72,961,000	R 79,766,032	-R 6,805,032	84%	R 18,240,250	R 43,703,516	-R 8,348,625	146%
GRAND TOTAL	R 1,019,131,000	R 1,179,646,896	-R 160,515,896	116%	R 254,870,250	R 294,326,610	-R 22,341,719	115%

3.2 ENTITY KEY FINANCIAL INDICATORS

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 Entity has reported 7% (R19 million) underspending for the 4th quarter. The main contributors to the underspending were as follows:

- The delays in the filling of advertised vacant positions, payment of notch increases and bonus payments.
- The delay by the Department for submitting invoices in relation to work undertaken by the Compliance Office on behalf of g-Fleet in relation to audit support.
- The delay in finalising the appointment and installation of surveillance and automated access controls at g-Fleet premise.
- The application of strict cost containment measures.
- Actual expenditure incurred fuel usage charge was less than that projected during the adjustment budget.
- Delay in the delivery of new vehicles due to the application of the year end cut-off processes.

What are the mitigating measures to remedy over / under expenditure

-

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 63% (cumulative YTD = 55%) with respect to TER.

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

- For the quarter under review, the Entity spent 93% (R242 846 700) of the budget of R261 734 879. As of 31 March 2023, the Entity spent is R749,781,850 which is 90% of the total budget.

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

- The Entity achieved 82% (i.e., 366 invoices totalling approximately R484 million) in terms of invoices paid within 15 days.

SOAR-GP_g-Fleet MANAGEMENT_QPR_TEMPLATE /2022/23/Quarter Four

3.2 [ENTITY KEY FINANCIAL INDICATORS]

The Entity achieved 100% (i.e., 445 invoices totalling approximately R723 million) in terms of invoices paid within 30 days.

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

- None

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	10 February 2023	Ongoing	Responses to Committee Questions on the 3 rd Quarter Report for 2022/23 financial year	Responses were submitted to the Department on 12 February 2023	-
<i>Add as many rows as required</i>					
Total number of Resolutions received from GPL during this Quarter					1
Total number of Resolutions responses due to GPL during this Quarter					1
Total number of Resolutions responded to and submitted back to GPL during this Quarter					1

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					
Total number of Petitions responses due to GPL during this Quarter					
Total number of Petitions responded to and submitted back to GPL during this Quarter					
					N/A
					N/A
					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 is 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's achievement on actual EQUITY TARGETS the period under review: The Entity has achieved the following in relation to expenditure/procurement for the quarter under review.	
HDI	96%
YOUTH	15%
DISABLED	22%
WOMEN	50%
MILITARY VETERANS	4%

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	16
Total number of AGSA Requests for Information due during this Quarter	12
Total number of AGSA Requests for Information responded to and submitted back to AGSA during this Quarter	12

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	
275	190	85	
Total number of acting positions as at the last day of the period under review	Total number of terminations during the period under review	Total number of new appointments during the period under review	
1	2	5	
Total number of suspensions during the period under review	Summarized information on the GEYODI / HDI compliance for the period under review		
0	The Entity achieved the 63% on women at SMS level and 1% of people with disabilities.		

10 CHALLENGES / REQUESTS FOR INTERVENTION

10.1 CHALLENGES

10.1 [CHALLENGES]		
Challenge	Consequence	Recommendation
<i>What is the challenge?</i>	<i>What consequence is it having</i>	<i>How the challenge can be resolved</i>
<ul style="list-style-type: none"> Bursary Administration Capacity within the organisation Lack of progress on IFMS project 	<ul style="list-style-type: none"> Unrest labour issues Lack of service delivery Lack of service delivery to the clients because of outdated FIS G-Fleet is unable to accommodate all employees in Bedfordview This hampers service delivery G-Fleet buildings are old and do not comply to OHS act 	<ul style="list-style-type: none"> To utilise DRT Bursary committee to administer for g-Fleet Management. To advertise all vacant posts and fill them within 6 months (30 September 2023) as directed by HOD Create additional posts post to the post establishment for critical functional areas that are currently not provided for in the 2012 approved organisational structure whilst finalising the processes of developing the new structure. e-Gov to capacitate the project with Project Manager and Developers Weekly meetings are scheduled with DID to report on progress By Weekly meetings with SMT to report on progress
Slow progress on the 2 nd phase of infrastructure project		

10.2 REQUESTS FOR INTERVENTION

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

11. ADOPTION

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

Ms. Ravanne Matthews
Director: Permanent Fleet

Signature: 

Ms. Salomie Jaffa
Director: Transport Support Services

Signature: 

Ms. Matilda Mogotsi
Director: Corporate Services

Signature: 

Ms. Andiswa Gingqi
Director: Finance

Signature: 

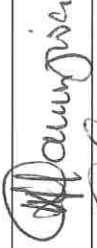

Mr. Trevor Nkambule
Acting Director: VIP and Pool

Signature: 

Mr. Poobalan Govender
Acting Chief Financial 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	2022/23
Which Quarter	FOURTH QUARTER
Head of Entity	MS. NOXOLO MANINJWA SIGNATURE: 
Head of Department	DR. THULANI A. MDADANE SIGNATURE: 
MEC	MS. KEDIBONE DIALE-TLABELA SIGNATURE: 