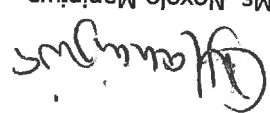





Approved by: 
 Ms. Noxolo Maninjwa
 Chief Executive Officer
 g-Fleet Management
 Date: 02 November 2020.

Approved by: 
 Mr. Makukhu Mampuru
 Head of Department
 Roads and Transport
 Date: 20/11/20

Regards, 
 Mr. Nduli Nhlakanipho
 Acting Chief Operations Officer
 g-Fleet Management
 Date: 03/11/20


 Mr. Mbasa Ngumla
 Acting Chief Financial Officer
 g-Fleet Management
 Date: 02/11/20

This serves to certify that this Quarterly Performance Report accurately reflects the actual outputs by the Entity for the quarter under review.

To: Ms. Hemlata Jugo	
Director: Monitoring & Evaluation	
From: Ms. Noxolo Maninjwa	Chief Executive Officer
gFleet Management	
Date: 02 November 2020	
Subject: gFleet Management 2020/21 Quarter Two APP Report	



Standardized Oversight, Accountability and Reporting for Gauteng Province

(SOAR-GP)

**Quarter Performance Report of gFleet MANAGEMENT for:
Quarter Two of the 2020 / 2021 Financial Year**

SOAR-GP_gFleet Management_QRF_TEMPLATE_v17/Quarter 2

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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 Department / Entity. The executive summary provides a high-level overview of the financial and non-financial performance of the Department / Entity for the Period under review (without going into detail).

In Quarter Two (2) the Entity has spent a total of R244.822 million across all programmes, against the projections of R216.154 million. This implies the budget has been exceeded by 4% for the quarter because of accelerated expenditure on motor vehicles to meet the demand from client departments and ensure the average age of vehicles is maintained at lesser or equals to 4 years.

Despite the scourge of the COVID-19 pandemic revenue billing is consistent with the Entity's projections, total billing for the quarter is R193.479 which translates to 100% of the projected billing. Due to a successful auction in Quarter Two (2) and accelerated debt collection processes the Entity has collected a total amount of R321.966 million, this is double the amount collected in Quarter One.

Of the 13 targets, the Entity achieved 5 targets during the period under review. Five (05) targets are due for reporting in the fourth quarter and 3 targets were not achieved during the quarter under review.

The Entity managed to keep the average age of fleet at less than 4 years, even though this is an annual target. The Entity planned to have 1% of passenger vehicles with CO2 emissions below 120g/KM for the 2020/21 financial year, as has achieved 4.7% to date.

The Entity appointed ATASA as the researchers to carry out the 20/21 customer survey. The questionnaire has been developed and presented to managers for inputs.

The number of days taken for mechanical repairs was 11.9 days, this was due to the vehicles that were received during the period under review were fewer, due to the lockdown. The number of days for accident repairs were delayed due to the lockdown period, only a few merchants were operating during this period.

The average percentage of rental days for VIP self-drive vehicles was 65.07%, this was due to increased client demand. The percentage of rental days for Pool and vehicles was 95.22%, this was also due to increased client demand.

89% of the in-service vehicles were tracked during the period under review, this was due to continued installation of units during lockdown level 3 due to vehicles being parked. The Entity received an unqualified opinion with matters of emphasis for the financial year 19/20 from the Auditor General.

COVID-19

(i) EXECUTIVE SUMMARY

Use of the hybrid approach (remote working and staff rotations) currently in use. A total staff of 118 in terms of the rotation plans by management. The final indication on total numbers can be accommodated will come from the recommendations of the compliance reports.

A total of seven (7) COVID-19 cases were recorded as at October 2020. All seven have since recovered.

Backpacks that will be used to disinfect offices and vehicles have been received.

Protective cover partitions to separate drivers and passengers have been received and installation has commenced.

1. STRATEGIC PRIORITIES

1.1 DEPARTMENT / ENTITY ACHIEVEMENT OF STRATEGIC PRIORITIES

[1.1] DEPARTMENT / ENTITY ACHIEVEMENT OF STRATEGIC PRIORITIES

STRATEGIC LINKAGES		STRATEGIC PLANNING		STRATEGIC REPORTING	
1	2	3	4		
NDP/MTSF Priority	GGT Priority	Outcome as per approved Dept Strat Plan	Summarised Dept Performance during Q2		
<i>Captured exactly as it is from MTSF 2019-2024</i>	<i>Captured exactly as it is from GGT-2030 Plan of Action</i>	<i>Exactly as per Strat Plan / APP</i>	<i>High level performance summary in relation to the adjoining columns for the Quarter under review</i>		
Decent employment, through inclusive economic growth	Economic transformation and job creation (Speeding up growth and transforming the economy to create decent work and sustainable livelihoods)	Revitalize township economy	<ul style="list-style-type: none"> This is an annual target 		
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	<ul style="list-style-type: none"> The number of days taken for mechanical repairs was 11.9 days, this was due to the vehicles that were received during the period under review were fewer, due to the lockdown. The number of days for accident repairs were delayed due to the lockdown period, only a few merchants were operating during this period. 		
		Maximise return on investment	<ul style="list-style-type: none"> The average percentage of rental days for VIP self-drive vehicles was 65.07%, this was due to increased client demand. The percentage of rental days for Pool and vehicles was 95.22%, this was also due to increased client demand. 		
		Safeguard state assets	<ul style="list-style-type: none"> 89% of the in-service vehicles were tracked during the period under review, this was due to continued installation of units during lockdown level 3 due to vehicles being parked. 		
		Clean Administration	<ul style="list-style-type: none"> The Entity received an unqualified opinion with matters of emphasis from the Auditor General. 		
		Improved Debt Collection	<ul style="list-style-type: none"> The Entity only managed 2.69% average debtor's collection days, this was due to Departments not being able to reconcile invoices on time. 		
		Improve customer satisfaction and loyalty	<ul style="list-style-type: none"> This is an annual target. 		

<p>Create a better South Africa, a better Africa and a better world</p> <p>Promotion of the energy efficiency and reduction of emission in all transport modes</p>	<p>A better Africa and world <i>(Pursuing African development and enhanced international cooperation)</i></p>	<p>Reduce the Entity's Carbon footprint</p>	<ul style="list-style-type: none"> This is an annual target.
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1.2 PERFORMANCE AS PER APP TARGETS

1.2.1 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	Q2 Target	Q2 Actual Achievement	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	1% of passenger vehicles with CO2 emissions below 120g/KM			
Improve efficiency and customer service	Average age of fleet	Average age of fleet	≤4 years			
Maximised return on investment	Percentage of vehicles auctioned	Percentage of vehicles auctioned as per approved list by 2024	60% of vehicles auctioned			
Safeguard state assets	Vehicles tracked	% of in-service	85% of in-service	75% of in-service vehicles tracked	89% (5725)	During lockdown level 3 installation of vehicles continued because most n/a

1.2 | PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS |

Note:

Create a similar table for each Programme in the Department / Entity

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.					REPORTING		
PLANNING		Output		Output Indicator	Annual Target	Q2 Target	Q2 Actual Achievement	Reason for Deviation	Mitigating measure (with timeframe)
Outcome (as per approved Dept Strat Plan)			vehicles tracked	vehicles tracked.				vehicles were parked. Purchasing of new vehicles were also affected and therefore increased installation but not the numbers in the in-service report.	
Improve efficiency & customer service	Turnaround times on mechanical repairs	Number of days taken for mechanical repairs	20 days	20 days	20 days	11.9 days		Vehicles that were received during lockdown period were fewer, major jobs were put on hold, and activities during this period were much less than normal.	n/a
Improve efficiency & customer service	Turnaround time on accident repairs	Number of days taken for accident repairs	40 days	40 days	40 days	47.25 days		There were delays due to COVID-19 lockdown period. Only a few merchants were operating during the lockdown period.	Improvement on level 1 is anticipated.
Improve client experience. Improve	Percentage of client satisfaction	% of client satisfaction	78%						

1.2 [PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS]

Note:

Create a similar table for each Programme in the Department / Entity

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
customer satisfaction and loyalty			
REPORTING			
		Q2 Actual Achievement	Reason for Deviation
			Mitigating measure (with timeframe)

1.2 PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS

Note:

Create a similar table for each Programme in the Department / 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	Q2 Target	Q2 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.	50% of rental days utilised for VIP self-drive vehicles	50% of rental days utilised for VIP self-drive vehicles	65,07%	Increased client demand	n/a
Maximise return on investment	Average % of rental days utilised	Average % of rental days utilised for Pool vehicles	69% of rental days utilised for Pool vehicles	69% of rental days utilised for Pool vehicles	95,22%	Increased client demand	n/a
Clean Administration	Unqualified opinion from Auditor General	Unqualified opinion from Auditor General	Unqualified opinion from Auditor General	Unqualified opinion from Auditor General	Unqualified opinion with matters of emphasis from Auditor General for 2019/20.	n/a	n/a
Township Economy Revitalization (TER)	Spending on Township businesses	30% of procurement spent on goods and services and construction	30% of procurement spent on goods and services and construction				

1.2 [PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS]

Note:

Create a similar table for each Programme in the Department / Entity

Programme Nr		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	Q2 Target	Q2 Actual Achievement	Reason for Deviation	Mitigating measure (with timeframe)	
Improved Debt collection	Reduced debtor's collection	(Excluding all Transversal contracts TR3, RT15, RT46 and RT57 etc. All non-procurement spent e.g Municipal Accounts, AG, claims against State)	(Excluding all Transversal contracts TR3, RT15, RT46 and RT57 etc. All non-procurement spent e.g Municipal Accounts, AG, claims against State)	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)	2.69%	Departments were not able to reconcile invoices on time as they were working on skeleton staff	Assist departments to reconcile the Entity's invoices.

1.2 [PERFORMANCE AS PER APP ANNUAL AND QUARTER TARGETS]

Note:

Create a similar table for each Programme in the Department / 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
Improve efficiency and customer services	ICT Strategy developed and implemented	with the Entity) ICT Strategy developed and implemented	1 Module / process approved in the strategy implemented
REPORTING			
Q2 Actual Achievement	Q2 Target	Reason for Deviation	Mitigating measure (with timeframe)
Approval to appoint SITA granted by HoD. A purchase order issued to SITA for them to start with the development process.	Tabling of the ICT Strategy and implementation plan for approval	Due to Covid-19, there were unavoidable delays. HOD approved the submission to appoint SITA on 21 September 2020. Purchase order sent to SITA on the 29 September 2020	There shall be a collective collaboration with SITA to ensure that the IT Strategy is developed, presented at Steercom and approved by end of Q4.

1.3 EMERGING PRIORITIES

1.3 [DEPARTMENT / ENTITY UNPLANNED / EMERGING PRIORITIES]

These are those projects / priorities that the Department / 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?
1	COVID-19 compliance requirements	PPE for office and for vehicles	Full Year	<p>PPE Packs were distributed to various business units & regional offices</p> <ul style="list-style-type: none"> • Backpacks used for disinfecting offices and vehicles have been received. • Visor (Frontline) • Pack of gloves (Frontline) • Pack of surgical masks • Sanitizer – 70% alcohol • Sanitizer – non-alcoholic for cleaning computers & equipment • Pamphlet • Temperature scanners (at all main gates at Bedfordview Koedoespoort I peleng and Regional Offices) • Registers (for regions) • Protective cover partitions to separate drivers and passengers received. 	<p>Availability of required PPE in the market Turnaround delivery times Overpricing</p>	<p>COVID-19 epidemic was not predicted</p>	<p>By shifting of funds from other programmes</p>

1.4 PERFORMANCE VERIFICATION AND EVIDENCE

1.4 [PERFORMANCE VERIFICATION AND EVIDENCE]

How does the Department / 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.

2. DEPARTMENT / ENTITY PROJECT MANAGEMENT

2. [DEPARTMENT / 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 that were erected and not finished due to challenges with Contractors and Professional Team, the projects halted and Litigation process is underway. 3. Wellness Centre: Building aimed for a Gym and Canteen with Sick Bay and offices for building management. 4. Panel beating building aimed at conducting in-house panel beating services with in-house Apprenticeships programme. 5. 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.	The project is anticipated to be completed in 18 months starting early November 2020.	Scheduled for 18 months	<ul style="list-style-type: none"> Contract signing is underway by Department of Infrastructure Development (DID) – Deputy Director General (DDG) 	<p><u>Delays</u></p> <ul style="list-style-type: none"> Covid Lockdown delayed evaluations. Contractor appointed 13 August 2020. Construction guarantees were due by 05 September 2020. Contractor exceeded 21 days for submission of guarantees, requested extension until Friday 25 September 2020. Guarantees submitted on 23 September 2020. Expected Site Hand Over was 07 September 2020. Revised Site Hand Over – To be communicated after immediately after contract sign off by DID. 	NONE

2. DEPARTMENT / 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 to the g-Fleet Operating Mode/Business Operational Flow.</p> <p>Accommodation of all g-Fleet employees as other are temporarily accommodated at DRT 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>	To be determined	To be determined	<ul style="list-style-type: none"> Professional Team terminated services. Handover of all required documentation electronically to DID completed and confirmed by DID. Submission for the approval of the Final invoice is en-route for DID HOD's approval before submission for payment by g-FleetT. 	<ul style="list-style-type: none"> Initial phases excluded the DID involvement and the Infrastructure Development Management System (IDMS). g-FleetT requested DID's involvement in 2016 to assist with the implementation of the project. Whilst facilitating the drafting of the contract it was found that time had already lapsed and the drafted contract would lapse in 3 months. In the implementation of IDMS stage gates, DID Professionals had to review the work done by appointed Professional Team and recommended that drawings should be compliant with the required standards which caused delays. 	None

3 DEPARTMENT / ENTITY FINANCIAL PERFORMANCE

3.1 DEPARTMENT / ENTITY BUDGET EXPENDITURE FIGURES

3.1 DEPARTMENT / ENTITY BUDGET EXPENDITURE FIGURES						
Programme	Final Appropriation	Projected Budgeted for the Quarter under review	Actual Expenditure for the Q Under review	Percentage Expenditure for the Q Under review	Actual Expenditure (Year to Date)	Percentage Expenditure (Year to Date)
<i>Name of the specific Programme</i>	<i>Total allocation for the entire FY</i>	<i>Actual amount projected to be spent during the Q under review</i>	<i>Amount actually spent during the Q under review</i>	<i>% actually spent (% of Quarter Projection)</i>	<i>Amount actually spent from start of FY</i>	<i>% actually spent from start of FY (% of total allocation)</i>
OFFICE OF THE CEO	R 4 016 791	R 811 824	R 737 381	91%	R 1 451 798	36%
OFFICE OF THE CFO	R 8 544 685	R 3 517 137	R 2 263 706	64%	R 4 037 819	47%
FINANCIAL SERVICES	R 19 120 402	R 5 043 651	R 3 761 682	75%	R 7 498 714	39%
OPERATIONS AND CORPORATE SERVICES	R 757 896 050	R 206 781 665	R 218 059 344	105%	R 329 407 709	43%
Totals	R 789 577 928	R 216 154 277	R 224 822 114	104%	R 342 396 041	43%

3.2 DEPARTMENT / ENTITY KEY FINANCIAL INDICATORS

3.2 [DEPARTMENT / 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
 Lockdown delayed the delivery of vehicles. Thus, most vehicles were delivered and paid in the second quarter resulting in the overspending in the quarter in question.

What are the mitigating measures to remedy over / under expenditure
 Turnaround time in terms of delivery of vehicles is expected to be quick as the country is in Alert level 1.

What is the Department / Entity's achievement with respect to GEYODI responsive budgeting / procurement for the period under review
 Not applicable

What is the Department / Entity's achievement with respect to township economy / SMME / Local procurement for the period under review
 The Entity has achieved 38% with respect to township economy for the period under review.

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

	Projections	Actuals	Variance
Acquisition of Motor Vehicles	100,000,000	118,287,581	18,287,581

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

- The Entity achieved 78% in terms of invoices paid within 15 days
- The Entity achieved 99% in terms of invoices paid within 30 days

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

- The Entity incurred irregular expenditure in terms of property rental to the value of R151,756.08
- No Fruitless and Wasteful expenditure was incurred in the quarter under review.

A summary for the period under review with respect to spending on conditional grants
 Not applicable

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
Questions not in a gazette format therefore no reference number.	24 August 2020	31 August 2020	The g-Fleet Management entity should present the expenditure per programme in relation with special adjusted budget and revised APP, also indicating set targets that were affected in the first quarter.	The expenditure report was presented to the Portfolio Committee on 03 September 2020 highlighting original targets and revised adjusted targets in the Annual Performance Plan.	03 September 2020 (Presentation date)
No.293 - 2020	10 September 2020	30 October 2020	Measures put in place to ensure the attainment of service delivery targets not achieved in the quarter under review in the next quarters of the financial year.	<p>90% of vehicles auctioned.</p> <ul style="list-style-type: none"> ▪ As result of the unprecedented scourge of COVID-19, the Entity was unable to proceed with the live auction due to several regulations enacted to curbing/controlling the spread of the virus. ▪ To ensure that that Entity complied with the lockdown regulations for auctioneering services, the Entity had to re-strategize and opted for an online auction. The auction was subsequently held in the second quarter of the current financial year. 	Due date for submission is 22 October 2020

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
				<ul style="list-style-type: none"> ▪ The Entity will continue with the online auctions for the foreseeable future as the “new normal” proved to be successful. <p>Draft ICT Strategy and Implementation Plan</p> <ul style="list-style-type: none"> ▪ The target to Draft the ICT Strategy and Implementation Plan was not achieved in the first quarter due to a third-party service provider not being appointed to develop the strategy. ▪ The Entity has been granted approval to appoint the State Information Technology Agency (SITA) to review and develop a Five-Year ICT Strategic Plan. It is envisaged that the target will be achieved by the end of the current financial year. <p>20% average debtors’ collection days (excluding outstanding balances of clients that have payment arrangements with the Entity).</p> <ul style="list-style-type: none"> ▪ The disruption brought by COVID-19 had an adverse impact on the collection of outstanding debts since the process of reconciling the accounts by client 	

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
No.293 - 2020	10 September 2020	30 October 2020	The appointment of the CFO and COO at g-fleet Management.	<p>departments took longer than normal, due to regulations that were applicable to all government departments.</p> <ul style="list-style-type: none"> ▪ The Entity had robust engagements with client departments through Microsoft Teams meetings and assisted the Entity's clients with any other substantial documents to accelerate the payment process. ▪ The management is pleased that these engagements have led to payments being made, especially the long outstanding debts from the Gauteng Department of Health. The total receipts for the second quarter doubled the revenue collected in first quarter of the current financial year. <p>The management will continue to monitor progress in this regard and fully implement the debt collection procedure prescribed in the approved Debtors Management Policy which includes temporary suspension of fuel cards for defaulting client departments, should a need arise.</p> <p>The Entity was granted approval by the Member of the Executive Council for the Gauteng Department of Roads and Transport to advertise and fill the forty-five (45) critical</p>	Due date for submission is 22 October 2020

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
				<p>vacant posts. These posts include the position of the Chief Financial Officer (which must be filled out of adjustment) and the position of the Chief Operations Officer.</p> <p>The Entity had to ensure compliance to the Department of Public Service and Administration(DPSA) Circular 19 of 2020 for filling of posts during the lockdown period. A motivation letter to DPSA why each of the posts is critical was approved by the Head of Department for the Gauteng Department of Roads and Transport.</p> <p>The draft adverts and job descriptions for the positions of Chief Financial Officer and Chief Operations Officer have been submitted to the Entity's Human Resources Unit and DPSA and will be advertised in the DPSA Circular 25 on 30 October 2020. The adverts for the two positions will further be published in the newspaper on 01 November 2020. The recruitment process is anticipated to be concluded before the end of the current financial year.</p>	

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
<i>Add as many rows as required</i>					
Total number of Resolutions received from GPL during this Quarter					
Total number of Resolutions responses due to GPL during this Quarter					
Total number of Resolutions responded to and submitted back to GPL during this Quarter					
					3
					0
					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	
Total number of Petitions received from GPL during this Quarter					
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
					N/A