



Transport & Public Works

PROVINCIAL GOVERNMENT | WESTERN CAPE

Government Motor Transport Annual Performance Plan 2010/11



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APOLOGY

We fully acknowledge the Province's language policy and endeavour to implement it. It has been our experience that the English version is in the greatest demand. Consequently, the document will be available in the other two official languages as soon as possible. In the event of any discrepancy between the different translations of this document, the English text shall prevail.

NOTE

To support the Department's drive for a paperless environment and improved electronic content management, minimum hard copies of this Strategic Plan will be available.

VERSKONING

Ons gee volle erkenning aan die Provinsie se taalbeleid en streef daarna om dit toe te pas. Praktyk het egter geleer dat die Engelse weergawe van die dokument in aanvraag is. Die dokument sal gevolglik so gou as moontlik in die ander twee amptelike tale van die Wes-Kaap beskikbaar wees.

NOTA

Ten einde die Departement se strewe na 'n papierlose omgewing en verbeterde elektroniese inhoud bestuur te ondersteun, sal minimum harde kopieë van hierdie Strategiese Plan beskikbaar wees.

ISINGXENGXEZO

Siyawuqonda umgaqo-nkqubo weelwimi wePhondo kwaye siyazama ukuwufezekisa. Kambe ke sayiqwalasela yeyokuba lulwimi lwesiNgesi ekufuneka lusetyenzisiwe kolu xwebhu. Iya kufumaneka nangezinye iilwimi ezimbini ezisemthethweni zaseNtsona Koloni kwakamsinya.

FOREWORD

This Annual Performance Plan is the first year of delivery for the five year Strategic Plan beginning in 2010 and is a key step to realising the objectives set in the Strategic Plan. Continuous monitoring and evaluation of GMT in terms of its performance is the next step, while corrective measures will be taken should they be required. Through effective internal processes and available resources GMT will continue to address present day requirements, keep abreast with modern technology and trends, and ensure value for money on a sustainable basis.

Under my leadership, GMT has undertaken an extensive process to develop the said Strategic Plan and this Annual Performance Plan. Targets have been set in order to put GMT on the path towards achieving the priority areas identified in the Strategic Plan.

I endorse the contents of this plan and commit to supporting and ensuring its implementation.

Firstly, I wish to thank the management and staff of GMT for their efforts in developing the way forward. Secondly, I would like to thank my Cabinet colleagues and heads of client department for their input and support.



ROBIN CARLISLE
Executive Authority
Department of Transport and Public Works

Date: 26 February 2010

OFFICIAL SIGN-OFF

It is hereby certified that this Annual Performance Plan:

- Was developed by the management of GMT and of the Department of Transport and Public Works under the guidance of MEC Robin Carlisle.
- Was prepared in line with the current Strategic Plan of GMT
- Accurately reflects the performance targets which GMT will endeavour to achieve given the resources made available in the budget for 2010/11.



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Approved by:



ROBIN CARLISLE
Executive Authority

Date: 26 February 2010

It is important to note that this Annual Performance Plan represents the first year of the five year Strategic Plan period and must thus be read in conjunction with GMT's five year Strategic Plan and the medium term Estimates of Provincial Expenditure, Budget 2010.

CONTENTS

FOREWORD	2
OFFICIAL SIGN-OFF	3
CONTENTS	4
LIST OF TABLES	4
PART A: STRATEGIC OVERVIEW	5
1. Updated situational analysis	5
1.1 Performance delivery environment	5
1.2 Organisational environment	5
2. Revision of legislative and other mandates	5
3. Overview of 2010 Budget and MTEF estimates	5
3.1 Payments and Estimates	5
3.2 Revenue	6
PART B: PERFORMANCE TARGETS	7
4. Performance targets and indicators	7
4.1 Strategic objective annual targets for 2010/11	7
4.2 Performance indicators and annual targets for 2010/11	8
4.3 Quarterly targets for 2010/11	9
4.4 Performance and expenditure trends	9
PART C: LINKS TO OTHER PLANS	11
5. Links to the long-term infrastructure and other capital plans	11
6. Conditional grants	11
7. Public entities	11
8. Public-private partnerships (PPP)	11
LIST OF TABLES	

No	Description	Pg
1	Summary of Payments and Estimates per sub-programme	5
2	Summary of Payments and Estimates per economic classification	6
3	Strategic Objectives	7
4	Strategic objectives indicators and medium term targets	7
5	Performance indicators and annual targets for 2010/11	8
6	Performance indicators and quarterly targets	9
7	Key activities	10

PART A: STRATEGIC OVERVIEW

1. Updated situational analysis

The situational analysis is the same as that captured in the Strategic Plan for the fiscal years 2010 - 2014.

1.1 Performance delivery environment

There are no changes to the performance delivery environment from that captured in the Strategic Plan.

1.2 Organisational environment

There are no changes to the organisational environment from that captured in the Strategic Plan.

2. Revisions to legislative and other mandates

There are no changes to GMT's legislative and other mandates from those captured in the Strategic Plan.

3. Overview of 2010 Budget and MTEF estimates

The purpose of GMT is to provide quality, integrated and cost effective motor transport to State clients. The budget comprises of two sub-programmes namely Administration and Vehicle Provision.

3.1 Payments and Estimates

The Tables below shows the summary of Payments and Estimates.

Table 1 Summary of Payments and Estimates

Sub-programme R'000	Outcome			Main appro- piation 2009/10	Adjusted appro- piation 2009/10	Revised estimate 2009/10	Medium-term estimate			
	Audited 2006/07	Audited 2007/08	Audited 2008/09				% Change from Revised estimate			
							2010/11	2009/10	2011/12	2012/13
1. Administration	191 594	198 269	290 497	265 200	250 244	270 816	341 041	25.93	362 023	388 938
2. Vehicle Provision			137 466	48 000	49 102	99 735	125 000	25.33	125 000	125 000
Total payments and estimates	191 594	198 269	427 963	313 200	299 346	370 551	466 041	25.77	487 023	513 938

Note: The Government Motor Transport budget for the main appropriation (2009/10) and the adjustments estimate (2009/10) has been prepared on a cash basis and all the other financial years have been prepared in terms of Generally Accepted Accounting Practice (GAAP).

Table 2 below (refer to next page) shows the summary of Payments and Estimates per economic classification.

Table 2 Summary of Payments and Estimates per economic classification

Economic classification R'000	Outcome			Main appro- piation 2009/10	Adjusted appro- piation 2009/10	Revised estimate 2009/10	Medium-term estimate			
	Audited	Audited	Audited				% Change from Revised estimate			
	2006/07	2007/08	2008/09				2010/11	2009/10	2011/12	2012/13
Operating budget	191 594	198 269	286 652	258 127	236 760	267 186	332 103	24.30	357 808	384 656
Compensation of employees	11 184	13 328	14 018	21 531	20 705	16 735	18 097	8.14	18 901	20 528
Administrative expenditure	14 531	11 690	16 412	19 072	16 819	19 236	23 043	19.79	24 349	25 616
Operating expenditure	115 883	120 802	196 967	210 274	192 303	173 695	210 217	21.03	222 141	234 335
Depreciation	37 085	41 269	46 495	800	256	50 700	66 192	30.56	76 629	87 064
Amortisation	409	682	940				1 663		1 997	2 374
Accident and losses	4 325	1 982	2 706	5 950	6 160	6 315	3 100	(50.91)	3 286	3 467
Other expenses			1							
Operating leases	8 177	8 516	9 113	500	517	505	9 791	1 838.81	10 505	11 272
Capital budget			141 311	55 073	62 586	103 365	133 938	29.58	129 215	129 282
Machinery and equipment >R5000			138 805	49 021	50 198	100 231	125 708	25.42	125 750	125 792
Software and other intangible assets			2 412	5 500	11 750	2 014	7 802	287.39	3 012	3 012
Machinery and equipment <R5000			94	552	638	1 120	428	(61.79)	453	478
Total economic classification	191 594	198 269	427 963	313 200	299 346	370 551	466 041	25.77	487 023	513 938
Total Expenditure	191 594	198 269	427 963	313 200	299 346	370 551	466 041	25.77	487 023	513 938
Less Estimated revenue	(301 702)	(301 978)	(507 273)	(313 200)	(375 712)	(419 839)	(575 277)	37.02	(611 439)	(656 344)
(Surplus)/ Deficit to be voted	(110 108)	(103 709)	(79 310)		(76 366)	(49 288)	(109 236)	122	(124 416)	(142 406)

3.2 Revenue

GMT's expenditure is mainly funded / financed through daily and kilometre tariff charges paid by the client departments (users) for the use of the vehicle fleet. Other income is made up of claims instituted against clients departments, insurance companies and private parties for losses suffered by the State, monies earned at auctions for withdrawn and sold vehicles and service charges not covered by the tariffs (e.g. tracking data communication costs).

The Provincial Treasury granted approval for a tariff increase of 7% with effect from 1 April 2010 on condition that strict remedial action be instituted against outstanding debtors. Furthermore, that the standard National Treasury determined percentage interest be levied on outstanding accounts older than 30 days from 1 April 2010.

PART B: PROGRAM PLANS

4. Performance targets and indicators

This section of the Annual Performance Plan sets the performance targets for the upcoming financial year and over the MTEF for each strategic objective identified in Part B of the Strategic Plan. Performance indicators that will facilitate the assessment of the overall performance of GMT are also included.

The Table below reflects the strategic objectives as per the Strategic Plan.

Table 3. Strategic Objectives

Strategic Objective 1.1	Provide a vehicle fleet.
Strategic Objective 2.1	An effectively utilised vehicle fleet.
Strategic Objective 3.1	Excellent client satisfaction rating.
Strategic Objective 4.1	An unqualified external audit opinion annually.
Strategic Objective 4.2	Improved financial management capability.
Strategic Objective 5.1	Improved operational capability.
Strategic Objective 6.1	An effective fleet management system.

4.1 Strategic objective annual targets for 2010/11

The Strategic Objective indicators and targets below are the higher order indicators and targets linked to the strategic objectives in the Strategic Plan. The Strategic Objective Indicator number refers to the Strategic Objective contained in the Strategic Plan.

Table 4: Strategic objectives indicators and medium term targets

Strategic objective indicator		Audited/Actual performance			Estimated performance 2009/10	Medium-term targets		
		2006 /07	2007 /08	2008 /09		2010 /11	2011 /12	2012 /13
1.1	No of vehicles in the fleet	4 146	4 099	4 392	4 771	4 791	4 800	4 820
2.1	No of vehicles travelling more than 1 750 kilometres per month	n/a	n/a	n/a	1 467	2 395	2 880	3 374
3.1	No of client surveys conducted	1	1	1	1	1	1	1
4.1	No of findings leading to a qualified audit report	0	0	0	0	0	0	0
4.2	Financial rating achieved	n/a	n/a	n/a	Between 1-3	3	3	3
5.1	No of business processes documented	n/a	n/a	105	160	200	210	220
6.1	No of system enhancements achieved	n/a	n/a	n/a	95	120	125	130

4.2 Performance indicators and annual targets for 2010/11

The Performance Indicators and targets set out in the Table below are lower order indicators linked to the strategic objectives in the Strategic Plan. The Performance Indicator number refers to the Strategic Objective Indicator number stated above.

Table 5. Performance indicators and annual targets for 2010/11

Strategic objective indicator		Audited/Actual performance			Estimated performance 2009/10	Medium-term targets		
		2006 /07	2007 /08	2008 /09		2010/1 1	2011/1 2	2012/1 3
1.1.1	No of replacement vehicles acquired	314	204	491	250	250	250	250
1.1.2	No of vehicles added to the fleet	105	149	211	35	120	125	130
1.1.3	No of vehicles hired	n/a	727	976	24	30	20	20
2.1.1	No of authorisations for repairs and maintenance processed	n/a	n/a	n/a	42 446	44 993	45 892	45 892
2.1.2	No of vehicle inspections carried out	5 256	6 239	7 466	6 710	6 960	7 210	7 460
2.1.3	No of merchant inspections carried out	n/a	n/a	16	13	50	75	100
2.1.4	No of updates of the asset register	n/a	n/a	4	4	4	4	4
3.1.1	No of tracking units provided	n/a	n/a	n/a	4 373	4 380	4 385	4 390
3.1.2	No of eFuel units provided	3 989	4 072	4 192	3 851	4 192	4 317	4 447
3.1.3	No of Client Forums maintained	n/a	n/a	7	10	10	10	10
3.1.4	No of policy and guideline circulars issued	43	55	53	35	45	45	45
4.1.1	No of phases completed of GAAP system implementation	n/a	n/a	n/a	3	6	6	6
4.2.1	No of business processes documented	n/a	n/a	105	160	180	200	230
4.2.2	No of documented business processes reviewed	n/a	n/a	n/a	13	15	18	20
5.1.1	No of transport officers trained (operational)	n/a	n/a	64	180	80	80	80

5.1.2	No of transport officers trained (FleetMan)	n/a	n/a	n/a	100	10	12	15
5.1.3	No of misuse complaints processed	n/a	n/a	671	625	600	550	540
5.1.4	No of traffic violations processed	5 810	7 419	7 869	5 464	4 917	4 425	3 983
5.1.5	No of 3 rd party claims processed	112	97	106	109	112	112	112
5.1.6	No of accident and losses incidents processed	2 133	1 979	2 220	1 952	2 100	2 120	2 120
6.1.1	No of registered FleetMan users	n/a	n/a	n/a	290	295	300	300

4.3 Quarterly targets for 2010/11

The quarterly targets for the performance indicators identified above are set out in the Table below (refer to next page).

Table 6: Performance indicators and quarterly targets

Performance indicator		Reporting period	Annual target 2010/11	Quarterly targets			
				1 st	2 nd	3 rd	4 th
1.1.1	No of replacement vehicles acquired	Quarterly	250	0	130	100	20
2.1.2	No of vehicle inspections carried out	Quarterly	6710	1 750	1 750	1 605	1 605
2.1.4	No of updates of the asset register	Quarterly	4	1	1	1	1
3.1.3	No of Client Forums maintained	Quarterly	10	3	3	2	2
3.1.4	No of policy and guideline circulars issued	Quarterly	34	8	8	8	10
4.1.1	No of phases completed of GAAP system implementation	Quarterly	6	3	5	6	6

4.4 Performance and expenditure trends

The Table below (refer to next page) indicates the key activities that are to be undertaken by GMT, with their concomitant allocations for 2010/11 are shown below.

Table 7. Key activities

KEY ACTIVITIES TO ACHIEVE OBJECTIVES	ALLOCATION 2010/11 (R'000s)
Replacement of vehicles	125
Maintenance and repairs of vehicles	55
Provision of fuel	110
External Audit fees payable	2.2
Professional contracted-in resources	10

PART C: LINKS TO OTHER PLANS

5. Links to the long-term infrastructure and other capital plans

GMT provides inputs into the departmental Infrastructure Plan.

6. Conditional grants

GMT does not have any conditional grants.

7. Public entities

GMT operates as a Trading Entity under the auspices of the Department of Transport and Public Works.

8. Public-private partnerships (PPP)

GMT is not engaged in any PPP.



The Department develops and maintains appropriate infrastructure and related services for sustainable economic development which generates growth in jobs and facilitates empowerment and opportunity.

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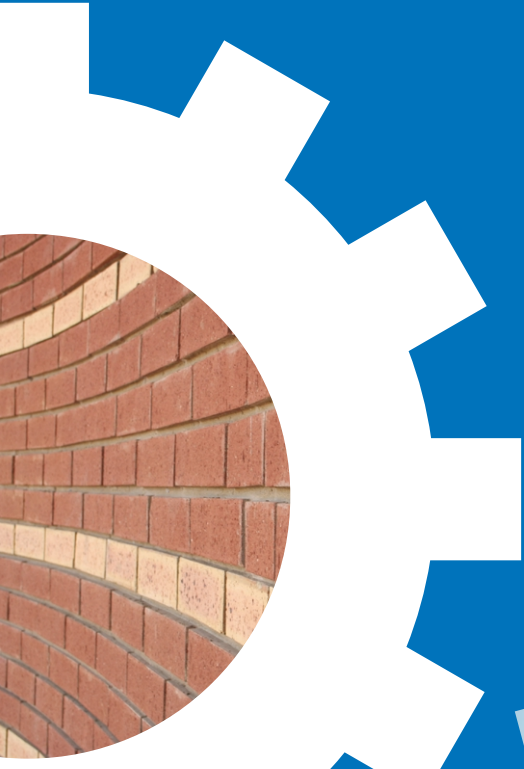
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