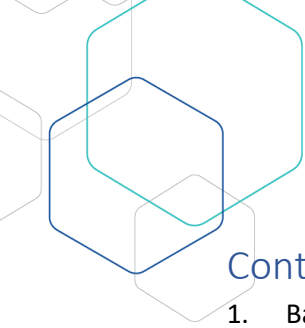




Greater Tzaneen Municipality

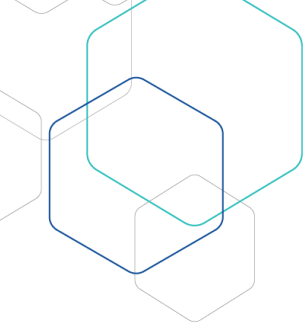
mSCOA Implementation and roadmap

19 May 2022



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1. Background and implementation status summary

Greater Tzaneen municipality signed the agreement with Sebata Municipal Solution (Pty) Ltd (new Inzaloems) for the implementation of the EMS, the mSCOA enabling solution that included the following modules:

1. Planning – Budget/IDP;
2. Ledger;
3. Cashbook;
4. Supply Chain Management;
5. Inventory;
6. Billing

Below is a summary of the percentage complete for each module implemented as at 30th March 2022.

▾ mSCOA Implementation	82%
▸ Stakeholders	100%
▸ Budget & Planning	100%
▸ Cashbook	50%
▸ Supply Change Management	80%
▸ Contract Management	80%
▸ Inventory Management	100%
▸ Assets	0%
▸ Payroll Interface	81%
▸ Billing	96%
▸ Tabled Budget 2022-23	92%
▸ Monthly transaction NT reporting	89%
▾ Other Ledger	100%
Investments	100%
Borrowings	100%
Loans	100%
▸ Performance Management	0%



2. Hardware and software licenses

Currently the EMS Solution is hosted in the cloud and an agreement was signed.

3. Roadmap for modules not 100% completed

3.1 *Stakeholders – 100%*

N/A

3.2 *Budget and planning – 100%*

N/A

3.3 *Cashbook – 50%*

- Currently there is a drive and a task team that is attending to the outstanding matters to complete the implementation and attend to the backlog of all the cashbook/bank accounts on EMS.
- It was agreed that Inzalo will attend to the backlog of all the bank accounts from July 2021 – March 2022.
- The municipality will then attend to the closure of the cashbooks from April 2022 – June 2022.

3.4 *Supply Chain Module – 80%*

The module is fully functional, and the supply chain process is followed from a requisition to payment. However, supply chain workflow not fully used, the system for informal tenders and tenders not fully used an assessment will be done for training and re-training of certain areas.

3.5 *Contract management – 80%*

It was agreed at the PSC meeting held in March 2022 that the contract management module must be implemented with contracts that retain retention.


The planned completion of this implementation is set for the end of May 2022. There will also be a training session held to ensure the end-users are fully skilled to address the contract service request and retaining the retention on invoices.

3.6 *Inventory - 100%*

N/A

3.7 *Asset module implementation – 0%*

The Asset module is part of the system procured, but GTM decided not to implement and to do at a later stage in the project. The transfer of the asset register data is a



complex process with a lot of work to get the asset data fully MSCOA compliant and therefore it was decided to do the conversion after the completion of the 22 AFS and a quotation will be obtained by the municipality for the implementation and timeframes. If the quotation is accepted this will be attended to in the new financial year.

3.8 Payroll – 81%

Currently an interface file is utilized to import via a bulk journal the payroll transactions from PayDay. In the new financial year, the municipality will engage PayDay for the SCOA implementation so that the file is integrated correctly.

3.9 Billing – 96%

- One of the outstanding matter from the billing implementation is the assistance from Inzalo to help with the sectional title data cleansing. A quotation was send to the municipality for the work and is currently under review.
- The system municipal management tool must be implemented to ensure that the property information for property rates calculation are aligned to the information of the valuer, deeds office and Surveyor General for balancing purposes.
- There are currently no interface between the prepaid system and the financial system and therefor there are no credit control on accounts for consumers with prepaid accounts. When a consumer is in arrears the financial system must inform the prepaid system not to sell tokens to the consumer up to the point that his account is up to date.

3.10 Tabled budget – 92%

The municipality had the Provincial Treasury review and currently attending to the required changes. The council meeting for approval is set for the 26th of May. Once the budget is approved, the relevant strings and documents will be uploaded to the GoMuni portal.

3.11 Monthly NT Reporting – 89%

All required reporting strings are submitted. Review status below from the GoMuni portal.

Status of Schedule of Submissions

Demarcation Description	Demarc Code	Financial CAP	Submission Code	Due Date	Status of Schedule	Date of Submission	Version of Submission	SCOA Version	Borr/Invest Nil Return	
Financial Data										
Location Level Selected: Municipality: LIM333										
Province : LIMPOPO (LP)										
Greater Tzaneen	LIM333	H	2022	ADJB	Adjusted Budget	-	Submitted/Successful	2022/03/02	01	6.5
				M01	In-Year Monthly 01	2021/08/14	Submitted/Successful	2021/08/17	02	6.5
				M02	In-Year Monthly 02	2021/09/14	Submitted/Successful	2021/09/15	02	6.5
				M03	In-Year Monthly 03	2021/10/14	Submitted/Successful	2021/10/14	02	6.5
				M04	In-Year Monthly 04	2021/11/14	Submitted/Successful	2021/11/16	03	6.5
				M05	In-Year Monthly 05	2021/12/14	Submitted/Successful	2021/12/14	01	6.5
				M06	In-Year Monthly 06	2022/01/14	Submitted/Successful	2022/01/17	02	6.5
				M07	In-Year Monthly 07	2022/02/14	Submitted/Successful	2022/02/18	03	6.5
				M08	In-Year Monthly 08	2022/03/15	Submitted/Successful	2022/03/14	01	6.5
				M09	In-Year Monthly 09	2022/04/14	Submitted/Successful	2022/04/21	02	6.5
				M10	In-Year Monthly 10	2022/05/14	Submitted/Successful	2022/05/13	01	6.5
				ORGB	Original Budget	2021/07/14	Submitted/Successful	2021/07/14	04	6.5
				TABB	Tabled Budget	2021/04/14	Submitted/Successful	2021/04/01	02	6.5

Non Financial Data

Location Level Selected: Municipality: LIM333

Province : LIMPOPO (LP)

Greater Tzaneen	LIM333	H	2022	A1D	A1 Schedule Draft	2021/04/14	Submitted/Successful	2021/10/28	02	6.5	
				A1F	A1 Schedule Final	2021/07/14	Submitted/Successful	2021/10/28	03	6.5	
				BMQ1	Borrowing Monitoring-Q1	2021/10/14	Submitted/Successful	2021/10/14	02	6.5	Y
				BMQ2	Borrowing Monitoring-Q2	2022/01/14	Submitted/Successful	2022/01/17	02	6.5	Y
				BMQ3	Borrowing Monitoring-Q3	2022/04/14	Submitted/Successful	2022/04/14	01	6.5	Y
				CR01	Creditors Monthly-M01	2021/08/14	Submitted/Successful	2021/08/17	02	6.5	
				CR02	Creditors Monthly-M02	2021/09/14	Submitted/Successful	2021/09/15	02	6.5	
				CR03	Creditors Monthly-M03	2021/10/14	Submitted/Successful	2021/10/14	02	6.5	
				CR04	Creditors Monthly-M04	2021/11/14	Submitted/Successful	2021/11/16	03	6.5	
				CR05	Creditors Monthly-M05	2021/12/14	Submitted/Successful	2021/12/14	01	6.5	
				CR06	Creditors Monthly-M06	2022/01/14	Submitted/Successful	2022/01/17	01	6.5	
				CR07	Creditors Monthly-M07	2022/02/14	Submitted/Successful	2022/02/18	03	6.5	
				CR08	Creditors Monthly-M08	2022/03/15	Submitted/Successful	2022/03/14	01	6.5	
				CR09	Creditors Monthly-M09	2022/04/14	Submitted/Successful	2022/04/14	01	6.5	
				CR10	Creditors Monthly-M10	2022/05/14	Submitted/Successful	2022/05/13	01	6.5	
				DB01	Debtors Monthly-M01	2021/08/14	Submitted/Successful	2021/08/17	02	6.5	
				DB02	Debtors Monthly-M02	2021/09/14	Submitted/Successful	2021/09/15	02	6.5	
				DB03	Debtors Monthly-M03	2021/10/14	Submitted/Successful	2021/10/14	02	6.5	
				DB04	Debtors Monthly-M04	2021/11/14	Submitted/Successful	2021/11/16	02	6.5	
				DB05	Debtors Monthly-M05	2021/12/14	Submitted/Successful	2021/12/14	01	6.5	
				DB06	Debtors Monthly-M06	2022/01/14	Submitted/Successful	2022/01/17	01	6.5	
				DB07	Debtors Monthly-M07	2022/02/14	Submitted/Successful	2022/02/18	03	6.5	
				DB08	Debtors Monthly-M08	2022/03/15	Submitted/Successful	2022/03/14	01	6.5	
				DB09	Debtors Monthly-M09	2022/04/14	Submitted/Successful	2022/04/14	02	6.5	
				DB10	Debtors Monthly-M10	2022/05/14	Submitted/Successful	2022/05/13	01	6.5	
				IMQ1	Investment Monitoring-Q1	2021/10/14	Submitted/Successful	2021/10/15	04	6.5	
				IMQ2	Investment Monitoring-Q2	2022/01/14	Submitted/Successful	2022/01/21	04	6.5	
				IMQ3	Investment Monitoring-Q3	2022/04/14	Submitted/Successful	2022/04/14	01	6.5	
				PRAD	Project Details Adjusted Budget	-	Submitted/Successful	2022/03/02	01	6.5	
				PROR	Project Details Original Budget	2021/07/14	Submitted/Successful	2021/07/14	04	6.5	
				PRTA	Project Details Tabled Budget	2021/04/14	Submitted/Successful	2021/04/01	02	6.5	

3.11 Other Ledger

N/A

3.12 Performance Management

This module will be reviewed in the new financial year and to interface with the current solution in place at the municipality.



4.

Roadmap summary for the 2022 – 2023 financial year

- Full implementation of the SCM module with workflow and full CSD verification.
- Full implementation of contract management module on all contracts with retention and on capital projects.
- Data conversion of asset data to be MSCOA compliant and implementation of the asset module of the financial system which is fully integrated with the financial system.
- Payroll must be seamlessly integrated with the Inzalo EMS system.
- For billing:
 - The Municipal Management Tool must be implemented to ensure that the property information for property rates calculation are aligned to the information of the valuer, deeds office and Surveyor General for balancing purposes.
 - Implementation of an interface between the prepaid system and the financial system which will ensure that credit control can be implemented on other consumption accounts of prepaid consumers. prepaid consumers. When a consumer is in arrears the financial system must inform the prepaid system not to sell tokens to the consumer up to the point that his account is up to date.
- Creating of an integration between the performance system and the financial system to simplify performance reporting where there is financial information.
- Implementation of the costing segment to enable the institution to have control over cost and a true reflection of cost on Fleet, Allocation of vehicle cost to projects, capital project cost for electrical connections, maintenance projects and internal charges on use of utilities.
- Development of BI to make it possible to obtain management reports for management and council to make strategic management decisions.