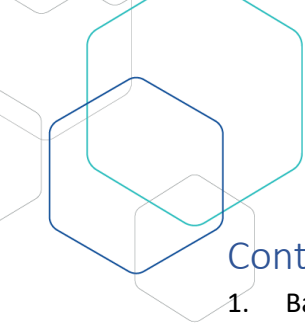




# Greater Tzaneen Municipality

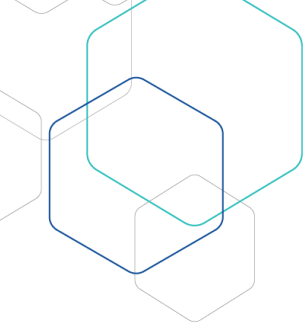
mSCOA Implementation and roadmap

2024/2025 Draft



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## 1. Background and implementation status summary

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

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

## 2. Hardware and software licenses

Currently the InzaloEMS Solution is hosted in the cloud and an agreement was signed. A dedicated internet connection line is required for EMS to function optimally. A POC was presented for consideration and pending acceptance to proceed with the POC installation of a dedicated Enterprise Solution.

## 3. Roadmap for Core Modules (Planned to be rolled out in 2025 financial year.

	Reference	As reported 29 Feb 2024	Start Date	End Date
<b>mSCOA Implementations</b>		<b>97%</b>		
Stakeholder Engagements		100%		
Budget and Planning		100%		
Cashbooks		100%		
Supply Chain Management	<u>1</u>	100%	2023/02/1 3	2024/01/1 3
Contracts Management	<u>2</u>	100%	2023/02/1 3	2023/12/2 6
Inventory Management		100%		
Asset Management	<u>4</u>	12%	2024/04/0 1	2024/07/2 1
Billing	-	99%		

	Reference	As reported 29 Feb 2024	Start Date	End Date
Valuation Roll reconciliation (MMT)	<a href="#">5</a>	0%	2024/07/01	2024/08/01
Pre Paid Interface	<a href="#">6</a>	0%	2024/07/01	2024/08/07
Ledger		100%		
Business Intelligence Reporting	<a href="#">9</a>	0%	2024/07/06	2024/07/21

### 3.1 Stakeholders – 100%

Currently all stakeholders are engaging on a frequent and ongoing basis. The PSC is active and meet regularly or at least monthly to track progress on the mSCOA roadmap.

### 3.2 Budget and planning – 100%

The original budget for 2023/24 MTREF as well as the adjustment budget was successfully captured on EMS.

Action list with PT recommendations and findings to be compiled to ensure it is dealt with in the tabled budget.

### 3.3 Cashbook – 100%

Cashbooks are being closed monthly and on time to report. Currently there is a drive and a task team that is attending to the outstanding matters under the unknown items captured to complete. This is driven by both Tzaneen and Inzalo supporting the function as and when required.

### 3.4 Supply Chain Module – 100%

The module is fully functional, and the supply chain process are followed from a requisition to payment.

### 3.5 Contract management – 100%

The module has been implemented and all contracts are to be managed on the EMS system. Additional report requirements were identified which needs to be developed and deployed to the production environment.

### 3.6 Inventory - 100%

The module is in full operation and reconciliations done at least quarterly.



### **3.7 Asset module implementation – 12% (add on module for EMS)**

A formal proposal was presented and needs to be signed. Inzalo requires the go ahead to commission the project. The municipality requested a more cost-effective proposal whereby the already appointed asset consultants will populate the take on files for uploading on EMS. All asset related staff will require skills transfer and training to take place.

Handholding is part of the proposal to ensure that the module is fully implemented. Assets is earmarked for go live during the new financial year.

### **3.8 Payroll – 82% (Customisation Integration)**

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. Meeting to be held with PayDay on seamless integration.

Alternatively, EMS HR/Payroll can be implemented and is fully integrated on the EMS database. This will be the most cost effective and sustainable route. Presentations/demonstrations, can be done and contactable references can be made available too the municipality.

### **3.9 Billing – 99%**

The only 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.

What remains outstanding, are as follows:

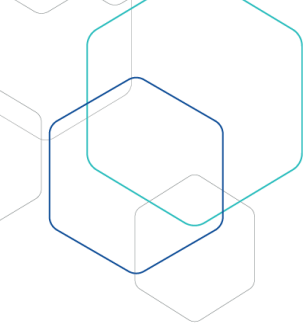
- a.) Valuation roll reconciliations – a proposal was given which needs to be accepted. We will automate the reconciliation process with the SG, valuator, deeds office information to what is on EMS. Our MMT tool is earmarked for go live in the new financial year.
- b.) Prepaid Interface – An initiation meeting is required to determine the scope of work and associated cost for customisation of integration.

### **3.10 Leder – 100%**

The module is in full operation.

### **3.11 Monthly NT Reporting – 100%**

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



Status of Schedule of Submissions

Demarcation Description	Demarc Code	CAP	Financial Year	Submission Code	Due Date	Status of Schedule	Date of Submission	Version of Submission	SCOA Version	Borr/Invest Nil Return	Closed/Open
<b>Financial Data</b>											
<b>Location Level Selected: Municipality: LIM333</b>											
Greater Tzaneen	LIM333	H	2024	M01	In-Year Monthly 01	2023/08/15	Submitted/Successful	2023/08/15	01	6.7	C
Greater Tzaneen	LIM333	H	2024	M02	In-Year Monthly 02	2023/09/14	Submitted/Successful	2023/09/14	02	6.7	C
Greater Tzaneen	LIM333	H	2024	M03	In-Year Monthly 03	2023/10/14	Submitted/Successful	2023/10/13	01	6.7	C
Greater Tzaneen	LIM333	H	2024	M04	In-Year Monthly 04	2023/11/14	Submitted/Successful	2023/11/14	01	6.7	C
Greater Tzaneen	LIM333	H	2024	M05	In-Year Monthly 05	2023/12/14	Submitted/Successful	2023/12/14	01	6.7	C
Greater Tzaneen	LIM333	H	2024	M06	In-Year Monthly 06	2024/01/15	Submitted/Successful	2024/01/15	01	6.7	C
Greater Tzaneen	LIM333	H	2024	ORGB	Original Budget	2023/07/01	Submitted/Successful	2023/07/14	03	6.7	C
Greater Tzaneen	LIM333	H	2024	TABB	Tabled Budget	2023/04/01	Submitted/Successful	2023/04/11	02	6.7	C
<b>Non Financial Data</b>											
<b>Location Level Selected: Municipality: LIM333</b>											
Greater Tzaneen	LIM333	H	2024	A1D	A1 Schedule Draft	2023/04/01	Submitted/Successful	2023/04/18	01	6.7	C
Greater Tzaneen	LIM333	H	2024	A1F	A1 Schedule Final	2023/07/01	Submitted/Successful	2023/06/07	02	6.7	C
Greater Tzaneen	LIM333	H	2024	BMQ1	Borrowing Monitoring-Q1	2023/10/14	Submitted/Successful	2023/10/13	01	6.7	C
Greater Tzaneen	LIM333	H	2024	BMQ2	Borrowing Monitoring-Q2	2024/01/15	Submitted/Successful	2024/01/15	01	6.7	C
Greater Tzaneen	LIM333	H	2024	CR01	Creditors Monthly-M01	2023/08/15	Submitted/Successful	2023/08/15	01	6.7	C
Greater Tzaneen	LIM333	H	2024	CR02	Creditors Monthly-M02	2023/09/14	Submitted/Successful	2023/09/14	01	6.7	C
Greater Tzaneen	LIM333	H	2024	CR03	Creditors Monthly-M03	2023/10/14	Submitted/Successful	2023/10/13	01	6.7	C
Greater Tzaneen	LIM333	H	2024	CR04	Creditors Monthly-M04	2023/11/14	Submitted/Successful	2023/11/14	01	6.7	C
Greater Tzaneen	LIM333	H	2024	CR05	Creditors Monthly-M05	2023/12/14	Submitted/Successful	2023/12/14	01	6.7	C
Greater Tzaneen	LIM333	H	2024	CR06	Creditors Monthly-M06	2024/01/15	Submitted/Successful	2024/01/15	01	6.7	C
Greater Tzaneen	LIM333	H	2024	DB01	Debtors Monthly-M01	2023/08/15	Submitted/Successful	2023/08/15	01	6.7	C
Greater Tzaneen	LIM333	H	2024	DB02	Debtors Monthly-M02	2023/09/14	Submitted/Successful	2023/09/14	01	6.7	C
Greater Tzaneen	LIM333	H	2024	DB03	Debtors Monthly-M03	2023/10/14	Submitted/Successful	2023/10/13	01	6.7	C
Greater Tzaneen	LIM333	H	2024	DB04	Debtors Monthly-M04	2023/11/14	Submitted/Successful	2023/11/14	01	6.7	C
Greater Tzaneen	LIM333	H	2024	DB05	Debtors Monthly-M05	2023/12/14	Submitted/Successful	2023/12/14	01	6.7	C
Greater Tzaneen	LIM333	H	2024	DB06	Debtors Monthly-M06	2024/01/15	Submitted/Successful	2024/01/15	01	6.7	C
Greater Tzaneen	LIM333	H	2024	IMQ1	Investment Monitoring-Q1	2023/10/14	Submitted/Successful	2023/10/13	02	6.7	C
Greater Tzaneen	LIM333	H	2024	IMQ2	Investment Monitoring-Q2	2024/01/15	Submitted/Successful	2024/01/15	01	6.7	C
Greater Tzaneen	LIM333	H	2024	PROR	Project Details Original Budget	2023/07/01	Submitted/Successful	2023/07/14	02	6.7	C
Greater Tzaneen	LIM333	H	2024	PRTA	Project Details Tabled Budget	2023/04/01	Submitted/Successful	2023/04/11	02	6.7	C