

**12.
MUNICIPAL REGULATIONS ON A STANDARD CHART OF ACCOUNTS
(mSCOA): PROGRESS ON STATUS OF THE mSCOA IMPLEMENTATION
PROJECT**

3/2/3/15

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18 May 2017**

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Corporate Head Office

1. Executive Summary

The purpose of this submission to Council is to:

- 1) Inform Council on specific initiatives to date by National Treasury to enable a full and complete understanding of the scope and extend of the SCOA implementation as applicable to all municipalities and municipal entities;
- 2) Maintain an on-going awareness of the mSCOA initiative in the Overstrand Municipality;
- 3) Report to Council on progress made to date with the implementation of mSCOA at the Overstrand Municipality.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Finance
Department: Finance

3. Compliance with Strategic Priorities

Provision of democratic, accountable and ethical governance
Provision and maintenance of municipal services

4. Delegated Authority

None

5. Legal Requirements

Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA)
Local Government: Municipal Systems Act, 2000 (Act 32 of 2000)
Local Government: Municipal Regulations on a Standard Chart of Accounts (mSCOA), Notice 312 of 2014, Government Gazette No. 37577

6. Background/Discussion

As stated in previous reports to Council, the strategic municipal business reform (Municipal Regulations on a Standard Chart of Accounts) will have substantial operational and institutional implications for all municipalities leading up to 1 July 2017. The purpose of this submission to Council is therefor to:

- 4) Inform Council on any specific initiatives and directives to date by National Treasury to enable a full and complete understanding of the scope and extend of the SCOA implementation as applicable to all municipalities and municipal entities, the most recent being communicated as follows:

*“Please note that the deadline to comply with the mSCOA Regulation will **NOT be extended beyond 01 July 2017**. All those municipalities that are not compliant by this date will be at risk that Section 38 of the MFMA will be invoked and that all transfers will be withheld until such time that they comply with the Regulations.”*

- 5) Maintain an on-going awareness of the mSCOA initiative in the Overstrand Municipality;
- 6) Report to Council on progress made to date with the implementation of mSCOA at the Overstrand Municipality, as National Treasury has now also informed all municipalities and local government entities:

“To ensure that all mSCOA enabled systems are installed and ready for user acceptance testing by 30-Apr-17.”

All local government institutions are now entering into the very last project phase of the implementation of mSCOA as publicised in the *Local Government: Municipal Regulations on a Standard Chart of Accounts (mSCOA), Notice 312 of 2014, Government Gazette No. 37577*.

It is therefore of strategic importance that the building blocks that guided Local Government since the inception of mSCOA, be repeated in this progress report.

6.1 mSCOA defined

The municipal Standard Chart of Accounts (mSCOA) was introduced by National Treasury and: *“Provides a uniform and standardised financial transaction classification framework. Essentially this means that mSCOA prescribes the method (the how) and format (the look) that municipalities and their entities should use to record and classify all expenditure (capital and operating), revenue, assets, liabilities, equity, policy outcomes and legislative reporting. mSCOA is a “proudly South African” project researched by National Treasury based on municipal practices, reporting outcomes, policy implementation and reviews”*

“mSCOA is multi-dimensional in nature and is a business reform rather than a mere financial reform and requires multidimensional recording and reporting of every transaction across the seven segments” (Extract: mSCOA Circular 1, dated 15 July 2015)”

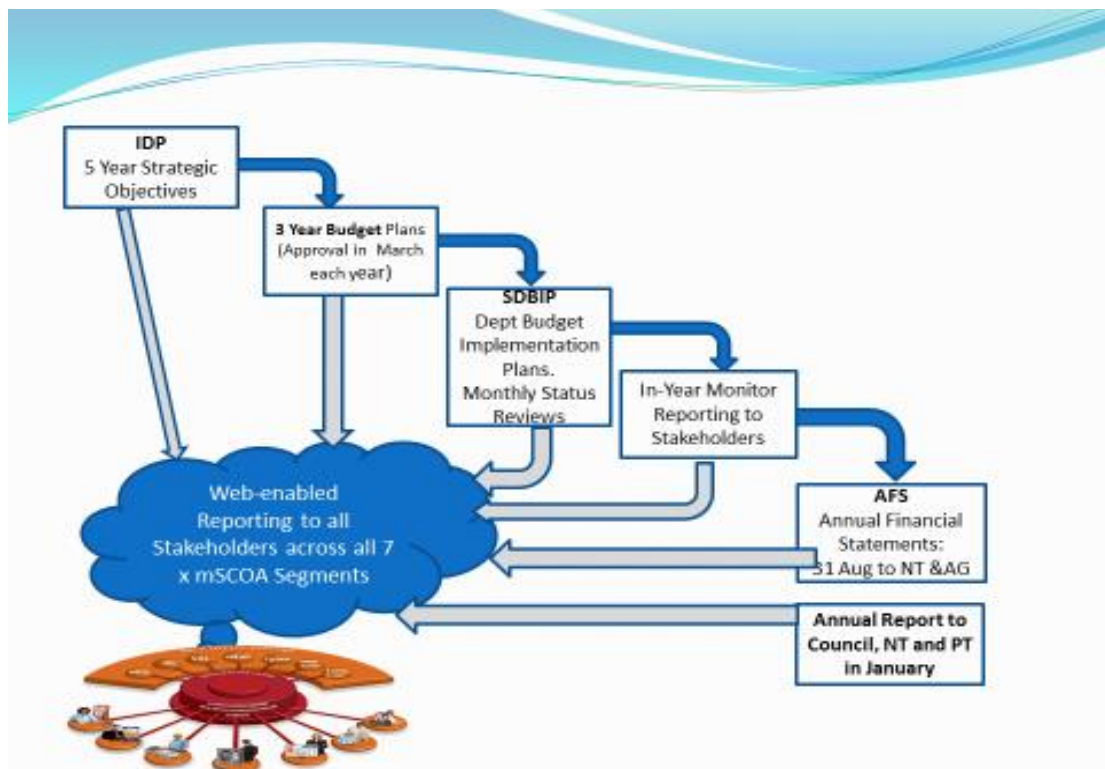
(The seven segments are as follows: Funding Segment, Function Segment, Item Segment, Project Segment, Costing Segment, Regional Segment, and Municipal Standard Classification Segment.)

6.2 Municipal Accountability Reporting Cycle and Linkage to mSCOA

Currently, municipalities manage and report on their financial affairs in accordance with their own organisational structures and unique charts of accounts. The result is a disjuncture amongst municipalities and municipal entities and between municipalities and the other spheres of government as to how they classify transactions and balances and consequently report thereon.

As from 01 July 2017 the above seven (7) mSCOA segments must be embedded in the Municipal Accountability Reporting Cycle and reviewed and monitored at all municipal budget forums as well reflected in all reporting to all external stakeholders such as National Treasury via a Web-enabled LG database interface.

Diagram1: Municipal Accountability Reporting Cycle and Linkage to mSCOA



6.3 Minimum Implementation Requirements for Compliance

To ensure full compliance to all the mSCOA requirements, the core Financial System and associated business processes of the municipality must conform to the following minimum control objectives:

- i) Provide for the hosting of the seven (7) defined mSCOA segments;
- ii) Be able to seamlessly transact across all seven (7) mSCOA segments;
- iii) Must provide for data extract across all seven (7) mSCOA segments;
- iv) Seamless upload to the Web-enabled LG Database as hosted at National Treasury;
- v) May not apply methodologies of data mapping or data extrapolation;
- vi) Must provide for full seamless integration between the core financial system with any 3rd Party systems impacting on the General ledger;
- vii) Must have ICT Infrastructure services and systems sufficient to process the required financial systems' solution.

6.4 Governance

The following governance structures have been established:

- Overstrand Municipal mSCOA Steering Committee
- Overstrand Municipal mSCOA (Project) Steering Committee also now referred to as Overstrand Municipal mSCOA (Working Group) Committee;
- **SAMRAS mSCOA Committee;**
- A mSCOA Integrated Consultative Forum (mSCOA ICF) has been established by National Treasury in August 2014 consisting of all the Metros, pilot municipalities, vendors, National Treasury and the Provincial Treasuries. This forum was active until 1 December 2015; and
- A Western Cape mSCOA Technical Committee has been established by Provincial Treasury to provide additional support to municipalities.

6.5 MFMA Circular 80: mSCOA Transversal Contract

As reported to council on 26 October 2016, the status quo still remains the same:

- The Overstrand Municipality is still not in a position to consider the guidance as provided in MFMA Circular No. 80 to complete the ICT Due diligence, reason that the municipality has not been in a position to conclude on the Due diligence process and the full testing of the system functionality in accordance with the transversal contract. Is thus not the intent of the Overstrand Municipality to consider alternative financial system solutions during the term of the mSCOA implementation project leading up to 30 June 2017.

The primary objective of the Overstrand Municipality still remains to be focused on the mSCOA Project implementation leading up to 30 June 2017, to achieve compliance with regulatory requirements, making use of our current portfolio of systems and service providers.

Should alternative options be considered, the municipality will keep council and National Treasury informed accordingly.

6.6 MFMA Circulars 85 and 86 – Budget Guidelines for mSCOA Compliance

MFMA Circulars 85 and 86 have been issued by National Treasury on 9 Dec 2016 and 8 March 2017 respectively, primarily to provide guidance on the minimum requirements to compile an mSCOA compliant budget for the 2017/2018 financial cycle. These guidelines have been noted and incorporated in the budget submitted to council for final approval.

6.7 ICT Infrastructure Readiness

Samras, in terms of its environment and architecture, is currently implemented across two subsystems, the Samras Classic System and the Samras Modernisation System (also known as the Samras Web-Portal System).

Both subsystems are active in the financial production environment, with the Samras Classic environment being the legacy system and the Web-Portal System being the newer system in terms of its compliance to the mSCOA prescribed architecture and functionality.

- **Samras Classic Systems Architecture**

Currently this is the core financial subsystem with transactions and has an mSCOA implementation to enable the Municipality to transact and budget in the mSCOA segments and functions.

- **Samras Modernisation Systems Architecture**

This system consists of various modules and subsystems, which are either enhancements of their counterparts on the legacy system, or entirely new modules and subsystems which adds functionality and available capabilities to the financial system and therefore affords us the ability to transact and report on mSCOA in terms of our compliance.

It is the intent of Bytes Universal Systems to migrate (replace) the current Samras Classic systems architecture to the Samras Modernisation System as the working financial system of the municipality during the 2017/2018 financial year. This new system will employ latest technology SQL Database and Systems architecture and enable modules and functionality which was not possible on the legacy system.

This migration however is based on various finance subsystems being migrated over time to the newer Web-Based environment. To date some of

the key modules that form part of our compliance to the mSCOA regulations are available, namely the Budget Portal and the NT reporting capabilities. The remainder of the modules/portals/subsystems that makes up the entirety of the new service offering is being tested and deployed according to a projected project plan which culminates in October 2017.

Sufficient ICT Infrastructure systems and services are already in place to host the Samras Classic enablement of mSCOA Version 6.1.

The ICT Infrastructure requirements for the newer systems architecture has to a large degree been implemented in terms of the readiness for the Pilot process, but as of yet has not been finalised by Bytes. However, provision has been made in the ICT Budget: 2017/2018, to procure any additional ICT Infrastructure as may be required to host and backup the latest technology SQL systems and architecture.

6.8 Project Implementation Progress

Initial Pilot Site implementation by 01 July 2015

As previously reported to council, the Overstrand Municipality was one of the 26 municipalities nominated to implement mSCOA as a pilot project by 01 July 2015.

The primary objectives of the piloting phase included:

- i) Piloting of the mSCOA classification framework in selected municipalities;
- ii) To refine the seven (7) mSCOA segments and associated detail;
- iii) Reviewing and assessing the existing system functionality of service providers operating within municipalities against the broader business requirements of the mSCOA Regulation, and
- iv) Determining minimum system and business process requirements to effectively operate the multi-dimensional structure of mSCOA as envisaged and prescribed by the Regulation, and
- v) Address certain limitations with the implementation of the entire financial management accountability cycle.

During the piloting phase, many lessons have been learnt and documented by National Treasury. New insights and a better understanding of the complexities of the mSCOA implementation resulted in a multiple series changes to the initial system functionalities as envisaged during the piloting implementation phase.

mSCOA Project Implementation *since 01 July 2015, up to date*

The mSCOA pilot implementation was done at mSCOA Version 5.3. The implementation of mSCOA for full compliance by 01 July 2017 has now been locked down at mSCOA Version 6.1.

The potential risks of achieving full mSCOA compliance by 01 July 2017 are clearly illustrated by the continuous directives and changes to the initial mSCOA implementation frameworks and technical system design specifications, issued by National Treasury since July 2015:

- i) Since July 2015, six (6) mSCOA Circulars have been issued by National Treasury, each Circular stating an additional series of mSCOA functional requirements for compliance, the latest Circular 6 only being issued in August 2016, in total resulting in more than 200 additional changes to the initial scope of the mSCOA pilot implementation project;
- ii) In October 2016, MFMA Circular 80, were issued by National Treasury listing more than 500 system functionalities and mSCOA compliance requirements to be assessed by municipalities for full mSCOA compliance of the core financial system and/or 3rd party systems impacting on the General Ledger;
- iii) MFMA Circular 80 also states that: *“the municipality and municipal entity remains ultimately responsible and accountable to implement mSCOA across its organisation.”*
- iv) On 08 October 2016, an addendum to the initial MFMA Circular 80 was issued stating additional mandatory budgetary requirements to be achieved leading up to 30 June 2017;
- v) mSCOA Circulars 1 to 6 issued since July 2015 to October 2016 also provided additional guidelines and frameworks to assist municipalities to establish project governance and management structures and forums based on industry best practice principles;
- vi) MFMA Circulars 85 and 86 as previously mentioned in this report also provided additional budgetary compliance requirements which was not announced previously by National Treasury.

In view of all the above, it is fair and reasonable to accept that the sum total and impact of all the above scope changes by National Treasury to the initial scope of mSCOA implementation project plan, and in such a fragmented fashion, impose certain potential risks to the successful implementation of mSCOA by 01 July 2017, which to date cannot be fully quantified by the mSCOA Project Implementation Team.

mSCOA Project Implementation Plan

In view of the above directives from National Treasury, the mSCOA Project Implementation Plan (Annexure A) had to be structured and is attached to this report for review and consideration by council.

mSCOA User Acceptance Phase (UAT)

It must be noted that the municipality has not been put in the position to advance with a full and comprehensive testing of the UAT, up to date.

High level meetings have been held with Bytes management to address this completion of this critical stage and strategies to address before-mentioned has been agreed on for the next to weeks, inclusive of a commitment to revise the plan for the actual implementation, planned for the financial year-end weekend, more detail in this regard, now also commented on -

During the commencement of the scheduled UAT stage, which commenced on 01 May 2017, certain mSCOA compliance discrepancies have already been identified in the Samras System. Specific control measures have been established to address and resolve these discrepancies, and any other potential problems that might occur during the UAT phase:

- 1) **1st Level Support:** On-site support staff from Bytes as may be required to resolve problem situations as they occur on a best effort basis;
- 2) **2nd Level Support:** Direct communication to the Samras Senior Support team in Cape Town to assist as an when required;
- 3) **3rd Level support:** Escalation to Bytes Executive management and WCPT if problems are not resolved or addressed satisfactory by the Vendor.

The municipality and the vendors/s have a mutual responsibility to ensure the implementation of a successful and fully compliant mSCOA financial system/s solution by 01 July 2017:

Going forward till July 2017, it is the intent of the mSCOA Project team to keep council informed on progress with the mSCOA Implementation project at the scheduled council meetings.

7. Financial Implications

None

8. Staff Implications

None

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

Annexure A: Overstrand mSCOA Risk Register

Annexure B: WebEnablement V5 Project Plan

RECOMMENDATION TO THE COUNCIL:

that the mSCOA Progress Report for the implementation of the mSCOA Regulations **be noted**.

RESPONSIBLE OFFICIALS:

**S REYNEKE-NAUDE
C LE ROUX
B KING
E HOONEBERG
H VORSTER**


TARGET DATE FOR IMPLEMENTATION : 1 JULY 2017

Overstrand Municipality
mSCOA risk register - 1 May 2017

| Risk Item | Risk Type | Risk Level | Risk Category | Risk Description | Risk Background | Cause of risk | Reasoning for mitigation | Impact | Impact Rating | Likelihoods | Likelihood (d%) | Unlikelihood Ratings | Inherent risk Exposure | Inherent risk rating | Current Controls | Perceived Control Effectiveness | Control Rating | Residual Risk Exposure | Residual Risk Rating | Directors | Risk Status | Financial Year |
|-----------|-----------|--------------|---------------|---|---|---|--|----------|----------------|----------------------|-----------------|----------------------|------------------------|----------------------|---|---------------------------------|----------------|------------------------|--------------------------|-------------|-------------|----------------|
| R 104 | Internal | Project Risk | Compliance | Organisation not understanding the mSCOA requirements. | System not functioning as intended from 1 July 2017. Organisation not understanding the mSCOA requirements and therefore incorrect data capturing. | Improper / insufficient training (unfilled staff). Human error | Unsuccessful implementation of mSCOA. Data integrity and classifications compromised. Potential interruption of business processes, halting service delivery (Business Continuity). Qualified audit opinion if data scrambled. | Moderate | 6 | Occasional (d%) | 4 | Low | 4 | Low | Budget Workshops, mSCOA Information Sessions, mSCOA Roll-out, mSCOA Support provided during implementation | Effective | 0.5 | Low | Finance Director Finance | In Progress | 2016/2017 | |
| R 108 | Internal | Project Risk | Compliance | Version (chart) changes and related impact on business processes and resources. | Ability to influence and interpret new mSCOA versions that will be issued on a regular basis, requiring changes and/or need for clarification. | Phishing abuse mSCOA implementation approach - National Treasury | Delay in mSCOA implementation time lines. Potential interruption of business processes due to changes implemented. | Major | 8 | Frequent (30%) | 3 | Low | 3 | Low | mSCOA Project Plan | Moderately Effective | 0.75 | Medium | Finance Director Finance | In Progress | 2016/2017 | |
| R 109 | Internal | Project Risk | Compliance | KT Network Capacity | Capital budget availability to ensure appropriate hardware infrastructure for mSCOA implementation and to accommodate the Web browser system requirements for mSCOA. Consistent solution. User licenses and Web environment. Disk Space | User error leading repair requests for the implementation of mSCOA. | Significant Budget implications | 7 | Possible (60%) | 6 | Medium | 6 | Medium | 42 | Outgoing Existing mscOA ICT strategy and planning, Budgetary Process | Moderately Effective | 0.75 | Medium | Finance Director Finance | In Progress | 2016/2017 | |
| R 111 | Internal | Project Risk | Compliance | mSCOA budgets prepared on pre-accounts | mSCOA budgets prepared on pre-accounts | Ability of system vendor to develop applications conforming to the technical specifications of mSCOA. | Ability to comply with mSCOA reporting requirements. Will post a immediate status on the processing stage of the request. Ability to recover mSCOA SQL environment (backup or recover) Human error leading to insufficient budget provision. Lack of audit/version trail | Moderate | 6 | Almost Certain (90%) | 9 | Medium | 9 | Medium | 54 Each director submits a consolidated budget with control totals. Each director is responsible for ensuring that their department's budget is complete. The consolidated budget is then imported into the system and control totals are verified. | Moderately Effective | 0.75 | High | Finance Director Finance | Addressed | 2016/2017 | |
| R 112 | Internal | Project Risk | Compliance | Budget is not prepared on a project basis | IDP is not prepared on a project basis | Ability of system vendor to develop applications conforming to the technical specifications of mSCOA. | Unsuccessful implementation of mSCOA. Data integrity and classifications compromised. | Moderate | 6 | Almost Certain (90%) | 9 | Medium | 9 | Medium | 54 Each director submits a consolidated budget with control totals. Each director is responsible for ensuring that their department's budget is complete, inclusive of IDP link. The consolidated budget is then imported into the system and control totals are verified. | Moderately Effective | 0.75 | High | Finance Director Finance | Addressed | 2016/2017 | |
| R 105 | Internal | Project Risk | Compliance | Transactional processing | System not functioning as intended from 1 July 2017 - Readiness of the solution to actually cope with transactional processing | Ability of system vendor to develop applications conforming to the technical specifications of mSCOA. | Unsuccessful implementation of mSCOA. Data integrity and classifications compromised. Potential interruption of business processes, halting service delivery (Business Continuity). Qualified audit opinion if data scrambled. | Major | 8 | Probable (80%) | 8 | High | 8 | High | 64 mSCOA Project Plan, User Acceptance Testing and sign-off before implementation | Moderately Effective | 0.75 | High | Finance Director Finance | In Progress | 2016/2017 | |
| R 106 | Internal | Project Risk | Compliance | mSCOA Project not meeting the needs of internal and external stakeholders. | System not functioning as intended from 1 July 2017 - mSCOA project not meeting the needs of internal and external stakeholders. | Tight implementation timeframe of 1 July 2017 | Reputational Risk Data integrity compromised and not aligned to business processes. Interruption of business processes impacting negatively on service delivery. Non-compliance with regulations Business continuity Qualified audit opinion if data scrambled. | Major | 8 | Probable (80%) | 8 | High | 8 | High | 64 mSCOA KCT engagement, mSCOA Provincial Forum, Vendor User Group Meeting, mSCOA Information Session, mSCOA Support provided during initial implementation | Moderately Effective | 0.75 | High | Finance Director Finance | In Progress | 2016/2017 | |

| Risk Item | Risk Type | Risk Level | Risk Category | Risk Description | Risk Background | Cause of risk | Reasoning for mitigation | Impact Rating | Likelihood Rating | Inherent risk Exposure | Inherent risk rating | Current Controls | Residual Risk exposure | Directorate | Risk Status | Financial Year |
|-----------|-----------|--------------|---------------|---|--|---|--|---------------|-------------------|------------------------|----------------------|---|------------------------|--------------------------|-------------|----------------|
| R 107 | Internal | Project Risk | Compliance | Inadequate assurance reviews | Inadequate assurance reviews. Independent assessment that system meets minimum mSCOA requirements and is fully compliant. IT, PT, Internal Audit, External Audit | Piloting Phase mSCOA implementation approach - National Treasury | Unsuccessful implementation of mSCOA. Data integrity and classifications compromised. Potential interruption of business processes, halting service delivery (Business Continuity). Qualified audit opinion on data scrambled. | 8 | 8 | 8 | 64 | Quarterly reporting to Council, Monthly reporting to mSCOA Steering Committee and EMI, IT electronic validation | 48 | Finance Director Finance | In Progress | 2016/2017 |
| R 110 | Internal | Project Risk | Compliance | Human resource capacity constraints | Increased workload for finance departments due to mSCOA | Insufficient permanent staff Additional segments for journal entries. Required knowledge of mSCOA. | Resource working hours lead to low staff morale Ineffectiveness Lack of accountability | 8 | 8 | 8 | 64 | Human resource and project management, Multi-skilling, Optimisation of resources | 48 | Finance Director Finance | In Progress | 2016/2017 |
| R 112 | Internal | Project Risk | Compliance | Service delivery expectations - Vendor's capacity | Up scaling with mSCOA compliant system capabilities. Vendor's capacity to absorb (Delivery existing client base) impact of Bytes resources capacity. | Quality of current service delivery standards. Statistical project failures Poor Planning Human resource capacity constraints of vendor Change requirements Inadequate change management procedures | Adverse influence on service delivery. Financial, multi legal implications Adverse influence on service delivery Reputational Damage | 8 | 8 | 8 | 64 | Monthly meetings, Active enforcement of implementation plan. | 48 | Finance Director Finance | In Progress | 2016/2017 |
| R 186 | Internal | Project Risk | Compliance | Failure to integrate systems | Inability to integrate system with mSCOA solution. | Human resource capacity constraints of vendor Change requirements Inadequate change management procedures New business processes | Non-compliance with mSCOA Data integrity and classifications compromised. Potential interruption of business processes, halting service delivery (Business Continuity). | 8 | 8 | 8 | 64 | Regular interaction with service providers, User acceptance testing | 48 | Finance Director Finance | New | 2016/2017 |

RT25-2016 TECHNICAL
SPECIFICATIONS

| | | | | |
|--|---|---------------------|----|--------------------------|
| mSCOA V 6.1 Project Implementation Plan |  | Work Days Remaining | 27 | |
| cfo@overstrand.gov.za | | B2 - WC032 | | Report Date: 24 May 2017 |

| Business Process/Main Categories | Sub-Processes/ Sub Categories | System / Applications minimum functionality | RT25 Large Towns | Bytes mSCOA UAT Readiness Date | Bytes mSCOA Go Live Date | Project Progress & Status |
|----------------------------------|---|---|------------------|--------------------------------|--------------------------|--|
| Bytes | System Configs | Web Release 6.1 - System | | 30-Apr-17 | 31-Oct-17 | |
| Bytes | UAT V 6.1 | Verify System UAT readiness for V 6.1: | | 30-Apr-17 | On going | |
| IDP & Budget Process: 2017/2018 | Preparation Phase | Compiling of process plan & time schedule for 2017/2018 IDP and Budget; Engaging with all relevant internal and external stakeholders; Publicise final process plan and | | | 30-Sep-16 | Completed and tabled end August 2016 |
| IDP & Budget Process: 2017/2018 | Analysis, Strategy and Project Phases | Continued engagements with ward committees and senior managers for requests for capital projects; Review tariffs; Determine strategic direction for new 5 year IDP; Finalise 5 year IDP and 3 year MTREF capital projects ; Submit to BSC for direction on proposed | | | 31-Oct-16 | Completed Sep - Dec 2016 |
| IDP & Budget Process: 2017/2018 | Integration Phase | Consulting with ward committees, Directors and senior managers to finalise three year OPEX Budget and projects for five year IDP; Finalise tariffs and related policies; Reviews by Budget Steering committee; Capturing of Opex and Capex budgets on Budget portal; Convene OMAF to solicit stakeholders inputs; Capture Capex and Opex on Budget Portal; Engaging with all relevant | | | 30-Mar-17 | |
| IDP & Budget Process: 2017/2018 | Consultation and Approval Phase | Collating final inputs from all relevant stakeholders; Submit to BSC for consideration; Make final changes on Financial system; compile final budget reports and | | | 31-May-17 | |
| IDP & Budget Process: 2017/2018 | Implementation Phase 1: Samras Classic mSCOA V6.1 | Publicise final Budget documents; Submit to NT and PT; Finalise and approval of performance agreements for S54 and S56 official; Advertise property rates in Prov. | | | 7-Jul-17 | |
| IDP & Budget Process: 2017/2018 | Implementation Phase 1: Samras Classic mSCOA V6.1 | Submit final mSCOA 6.1 IDP & Budget: 2017/2018 plus two years Council for approval | | | 31-May-17 | |
| IDP & Budget Process: 2017/2018 | Implementation Phase 1: Samras Classic mSCOA V6.1 | mSCOA Go Live - Migrate mSCOA Samrasclassic 5.4 to Samras classic mSCOA 6.1 | | | 1-Jul-17 | |
| IDP & Budget Process: 2017/2018 | Implementation Phase 2: Samras - Web mSCOA V6.1 | Samras Web-Enabled Architecture on mSCOA 6.1 (Inclusive of all RT25 requirements) to be fully functional and operational in UAT environment; | | 01-Sep-17 | 31-Oct-17 | |
| IDP & Budget Process: 2017/2018 | Implementation Phase 2: Samras - Web mSCOA V6.1 | Compiling mSCOA Budget 6.1: 2018/2019 on Samras Web -enabled Architecture Platform | | 01-Oct-17 | 28-Feb-18 | |
| IDP & Budget Process: 2017/2018 | Reporting and Review | Monthly and quarterly budget reviews; Roll over projects and adjustments budget; Finalise AFS for | | 27-Mar-19 | 27-Mar-19 | Use Case Ware - Bytes Delays due to NT |
| IDP & Budget Process: 2017/2018 | NT Mandatory Reqs | Have a systems-integrated IDP (integrated development plan) Module | | 30-Nov-16 | | |

| Business Process/Main Categories | Sub-Processes/ Sub Categories | System / Applications minimum functionality | RT25 Large Towns | Bytes mSCOA UAT Readiness Date | Bytes mSCOA Go Live Date | Project Progress & Status |
|----------------------------------|-------------------------------|---|------------------|--------------------------------|--------------------------|---|
| IDP & Budget Process: 2017/2018 | NT Mandatory Reqs | All municipalities must submit from end of November 2016 their data strings to the National Treasury reflecting their IDP aligned to the Project, Function and Regional segments of the mSCOA chart | | 30-Nov-16 | Ongoing | Dates on file name and data strings resolved - Files being rejected because NT only testing Ver 5.4 and upwards - For 2016/2017 we still on Ver 5.3 |
| IDP & Budget Process: 2017/2018 | NT Mandatory Reqs | Tabling of the mSCOA Draft Budget 2017/18 by 31 March 2017 to council and will require a municipality's system(s) to have | | 31-Mar-17 | 24-Mar-17 | Full Draft Budget tabled in Council by end of March 2017 - Web portal hosting budget could only be updated with Opex & Capex - No Main Ledger available to |
| IDP & Budget Process: 2017/2018 | NT Mandatory Reqs | a. Organogram Budgeting; | | 31-Mar-17 | 1-Jul-17 | NOT USING SAMRAS SYSTEM PAYROLL MODULE - AVAILABLE IN 3rd PARTY SYSTEM (PAYDAY) |
| IDP & Budget Process: 2017/2018 | NT Mandatory Reqs | b. Billing historical trends and new developments; | | 31-Mar-17 | 1-Jul-17 | NOT AVAILABLE IN ANY OFFERING OF THE SERVICE PROVIDER-MANUAL EXERCISE ON EXCEL SPREADSHEETS |
| IDP & Budget Process: 2017/2018 | NT Mandatory Reqs | c. Asset maintenance plans; | | 31-Mar-17 | 1-Jul-17 | NOT AVAILABLE IN WEB BASED BUDGET PORTAL, SOME FUNCTIONALITY AVAILABLE IN A 3rd PART SYSTEM (EMIS) |
| IDP & Budget Process: 2017/2018 | NT Mandatory Reqs | d. Building rentals; | | 31-Mar-17 | 1-Jul-17 | NOT AVAILABLE IN WEB BASED BUDGET PORTAL, SOME FUNCTIONALITY AVAILABLE IN BILLING MODULE |
| IDP & Budget Process: 2017/2018 | NT Mandatory Reqs | e. Fleet costs; | | 31-Mar-17 | 1-Jul-17 | NOT AVAILABLE IN WEB BASED BUDGET PORTAL, WAS PART OF CLASSIC VERSION FLEET MANAGEMENT-NOT CURRENTLY USEABLE |
| IDP & Budget Process: 2017/2018 | NT Mandatory Reqs | f. Loans, bonds and repayments; | | 31-Mar-17 | 1-Jul-17 | NOT AVAILABLE IN WEB BASED BUDGET PORTAL, WAS PART OF CLASSIC VERSION FUNDING MODULE |
| IDP & Budget Process: 2017/2018 | NT Mandatory Reqs | g. Grants and subsidies; | | 31-Mar-17 | 1-Jul-17 | NOT AVAILABLE IN WEB BASED BUDGET PORTAL, WAS PART OF CLASSIC VERSION FUNDING MODULE - NOT CURRENTLY USEABLE |
| IDP & Budget Process: 2017/2018 | NT Mandatory Reqs | h. Costing allocations; and | | 31-Mar-17 | 1-Jul-17 | NO COSTING MODULE AVAILABLE, INTERNAL BILLING AVAILABLE VIA THE BILLING MODULE, BUT TRANSACTIONS SHOULD MOVE AWAY FROM ITEM SEGMENT TO COSTING SEGMENT |
| IDP & Budget Process: 2017/2018 | NT Mandatory Reqs | i. Long term forecasting and tariff modelling tools. | | 31-Mar-17 | 1-Jul-17 | NOT AVAILABLE IN ANY OFFERING OF THE SERVICE PROVIDER |
| IDP & Budget Process: 2017/2018 | Reporting and Review | Submit Annual Financial Statements: 2016/2017 to NT and AGSA in mSCOA 6.1 Format (Also for mSCOA | | 01-Aug-17 | 31-Aug-17 | Use Case Ware - Bytes Delays due to NT |
| WCPT Segment Analysis | Stage 1 | 1. Submission of the mSCOA 6.1 data strings to the LG Database. This step verifies that the data is in the correct format. 2. Submission of the electronic budget documents and | | 01-Apr-17 | | Completed successfully |
| WCPT Segment Analysis | Stage 2 | Validation of the mSCOA segment allocations to check if the allocations across the segments are done | | 11-Apr-17 | | Completed. Only one of two municipalities in the WC submitted successfully and on time |
| WCPT Segment Analysis | Stage 3 | Compare the A-Schedules submitted | | TBA | | Function & Rev&Exp (A2 & A4) in order. Capital & Balance sheet (A5 & A6) reflects zero values because Main Ledger & Opening Balance could not be captured on Budget Portal. |
| WCPT Segment Analysis | Stage 4 | Analyse the Budget submitted by municipalities against the A-Schedules produced from from the | | TBA | | Can not complete this stage before stage 3 not resolved |