

Breakdown Details of Working Groups

1 CORPORATE SERVICES

- 1.1 Internal Audit
- 1.2 External Audit
- 1.3 Audit Committee (Oversight Committees)
- 1.4 IT System Requirements and Management
- 1.5 Performance Management
- 1.6 Municipal Website
- 1.7 Document Management
- 1.8 Reporting Mechanisms
- 1.9 SCM

2 MUNICIPAL BUDGETING, PLANNING AND FINANCIAL MODELLING: (IDP DRIVEN, PROJECT BASED MAIN BUDGET)

- 2.1 Main Budget
- 2.2 Revenue
- 2.3 Human Resources (HR) /Payroll

2.4 Assets

2.5 Budget Management

3 FINANCIAL ACCOUNTING

3.1 General Ledger

3.2 Accounts Receivables

3.3 Accounts Payables

3.4 Financial Reporting

3.5 AFS Reporting

3.6 Insurance Management

3.7 Consolidation Reporting

4 COSTING AND REPORTING

4.1 Cost Planning

4.2 Cost Management and Reporting

5 PROJECT ACCOUNTING

- 5.1 Project Creation & Planning
- 5.2 Project Management and Reporting
- 5.3 Contract Management

6 TREASURY AND CASH MANAGEMENT

- 6.1 Cash Management and Reporting
- 6.2 Grant Management and Reporting
- 6.3 Investment Management and Reserves
- 6.4 Borrowings Management
- 6.5 Provisions and Contingent Liabilities

7 PROCUREMENT CYCLE

- 7.1 Supply Chain Management (SCM)
- 7.2 Inventory

8 FULL ASSET LIFE CYCLE MANAGEMENT INCLUDING MAINTENANCE MANAGEMENT

9 REAL ESTATE MANAGEMENT

9.1 Property Register and Rental Management

9.2 General Processes

10 HUMAN RESOURCE AND PAYROLL MANAGEMENT

10.1 Human Resources (HR)

10.2 Time Management

10.3 Payroll Management and Reporting

11 REVENUE MANAGEMENT, CUSTOMER CARE, CREDIT CONTROL AND DEBT COLLECTION

11.1 Billing

11.2 Revenue Management

11.3 Credit Control

11.4 Customer Management

11.5 Debt Collection

11.6 Indigent Management

12 VALUATION ROLL MANAGEMENT

13 LAND USE BUILDING CONTROL

13.1 Land Use

13.2 Building Control