MUNSOFT
municipal financial software

SOFTWARE RELEASE NOTES

VERSION 8.1.2

February 2024

Description

The release notes are grouped by classification, with modules in the same order as the new menu for ease of reference. The menu path and specific menu names are indicated in *Italic*.

A few features to highlight in this release:

A Revenue Planning section as well as Budgeting for VAT under *IDP & Budgeting*.

Bulk import options for Agreements and Conventional Meters in *Consumer Debtors*.

Additional authorisation measures for *Fixed Assets* transactions.

General enhancements on *Contract Management*.

Best Practice

Consumer Debtors	*Meter Readings > Capture Readings by Book/by Account* A date check has been added to the Current Reading fields to only allow a date prior to 60 days from the last day of the current Levy Period.
Sundry Registers	*Process Building Plans* For clients that integrate with IMIS, a screen has been added that will pre-load with Building Plan Transactions reading from the IMIS building plans view. A Building Plans Tariff Code needs to be created and populated. *(System Parameters > Sundry Registers > Rules & Defaults)*
Cash Book	*System Parameters > Global > Item Controls* The General Ledger entries for the Cash Book Transaction Types, Debit Order (DO), Electronic Transfer (EF), and Transfer Out (TO) have been enhanced to affect the relevant Creditors Control Liability Item. This is to adhere to the Cashflow and Schedule reporting rules. For the Creditors Control Liability Item (Deposit and Withdrawal) entries to appear, the Item used in the Cash Book transaction must be set up on the Item Control parameter.
Contract Management	*Master File Maintenance* An Item level has been added on the Contract Project Allocation screen to allow a user to link an Item to a Project and specify a budget amount. The Item level is not a mandatory field. *Contract Enquiry* Additional filtering options have been added to filter by Date/Fiscal/Year, Creditor and Project. On the Transaction Enquiry tab, the Year, Fiscal and Creditor is displayed and when using 'Expand', the Creditor, Project and Segment information is visible.

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Feature Requests

Consumer Debtors

System Parameters > Rules and Defaults
- An option has been added under Rules & Settings where the user can select to 'Block receipts on Inactive Debtors'.
- An option has been added under Billing Setup & Rules to select if Group Account Transfer should form part of monthly billing checks. If this option is selected, the Group Account Transfer should be run prior to billing and Month End cannot be completed unless the Group Account Transfer was done.

Transactions > Debit/Credit Note & Debit/Credit Note Amend
An option has been added to the input screens to capture the VAT inclusive or VAT exclusive amount.

Bulk Imports > Agreements
A bulk import option for Informative and Rand for Rand Agreements have been added. The 'File Layout' button generates the file layout to capture and import Agreement information.

Bulk Imports > Conventional Meters
An option has been added for bulk importing of meters. This can be used for creating new meters, reinstating inactive meters, inactivating meters and updating meter tariff codes. A File Layout is available for each different Import Type.

General
An indicator for 'Open Queries' has been added to top right of the Home screen and Consumer Debtors menu to display any pending queries (if no open queries, nothing will be displayed). The Query Status can be maintained under *System Parameters > Query Status Maintenance*, where the user can indicate which status(es) should be flagged as 'Pending' to be included in determining the total number of 'Open Queries'.

Sundry Registers

Payment Transfer/Reversal
The Unallocated Receipt transactions will post in detail to the General Ledger, with full references displayed. The transactions captured for other registers will remain unchanged and post in summary.

Cash Book

Cash Book Enquiry
Additional Description fields have been added to simplify reconciliation between Supply Chain Management/Procurement and Cash Book.

Contract Management

Contract Transactions
Additional columns have been added to display Value, Take-On Balance, Project Budget, Project Spent, Project Balance, Invoice Segment Description, Project Type, Project GUID, Project Description.

Contract Enquiry
An additional field has been added to the Contract Search screen to search using the Original Contract Number if the Internal Contract Number or Creditor Code is not available.

Reporting & Extracts > Master File Extract
Columns have been added to the Summary and Detail extracts to display the Contract Variation Value and Third-Party details.

Fixed Assets

Authorise Transactions
A new tab is available for the authorisation of Fair Value Adjustments. A new Fair Value Adjustment batch cannot be captured until all pending Fair Value Adjustment transactions have been authorised.

IDP & Budgeting

Reporting & Extracts Menu > Project Budget Reports
Additional columns have been added to display the Actuals amount for the selected year, the Budget amount for the prior year and the Actuals amount for the prior year.

Supply Chain Management

Request Capture
The Date and the Name of the user(s) who capture and authorise a Request for Goods document will populate automatically.

Quotations Capture
An additional supplier can be added when capturing a quotation and/or a re-quote. The additional supplier has to be linked to the commodity as per the initial Request for Goods.

Legislation

IDP & Budgeting

System Parameters > Creditors > Item Controls
VAT allocated GUIDs are prepopulated and visible on the Item Control screen.
When budgeting on a specific Item, the Control Update functionality will refer to the VAT indicator for each budget string combination, calculating the VAT, and recording VAT entries where relevant, using the VAT Controls as set up for the specific Item within the Control Parameter.
The clearance of the VAT accrual will be driven by the cashflow, for both Output and Input.

This feature is only applicable if the Automated Secondary Budget feature is being used and only for budget processes from 2025 budget year, onwards.

Revenue Planning
A new menu to accommodate projected rates billing figures for budgeting purposes is available. The *Projected Tariff Code Maintenance, Projected Tariff Increase and Outer Year Tariff Increase* screens allow a user to maintain Tariff Codes by entering either amounts or a percentage. The *Projected Rates Levy Run* should then be performed and the *Copy Projected Billing to Working Budget* will show the projected figures on the Working Budget after which regular budgeting processes can be followed. (For the detailed Revenue Planning process, please refer to the User Guide)

Operational

Cashiers

Cashier Receipt/Receipt Document Number (Enquiries)
Remarks and Reference fields captured in Sundry Register, Sundry Debtor and Consumer Debtor Payment Transfer/Reversal and Payment Transfer Split screens are displayed in full.

Consumer Debtors

Transactions > Agreement Adjustment
The Agreement Adjustment screen allows for adjustments on Rand for Rand Agreements.

Reports > Levy Control Report
Meter Adjustment unit corrections are included in the consumption calculations.

Reports > Transactions Report
When doing a Meter Adjustment where the meter units are corrected, transaction lines with zero amounts may occur. This is to record units accurately for easy reconciliation between different reports.

Data Extracts > Transactions Extract
When doing a Meter Adjustment where the meter units are corrected, transaction lines with zero amounts may occur. This is to record units accurately for easy reconciliation between different reports.

Deployment Schedule

Munsoft version 8.1.2 will be released from 15 February 2024.

The Munsoft release version is visible on the Munsoft Login screen.

Software Change Authorisation

The Software Change Authorisation notice document is included with the Release Note communication.

Kindly print, sign and save for auditing purposes.