



# Budget Scrutiny Update

12 March 2019



# Accounts Payable Summary

## AP – Helpdesk Backlog

Enquiries	12-Jul	29 Nov	29-Nov
Helpdesk	667	229	0
AP Team	397	173	45
<b>Total</b>	<b>1064</b>	<b>402</b>	<b>45</b>

## Duplicates

- 62 Invoices in ERP totalling £190k, of which £106k (£19k Dec) has been recovered.
- 19 Invoices in SAP (Last Quarter) totalling £65k.
- 22 Invoices being recovered through Accounts Receivable.

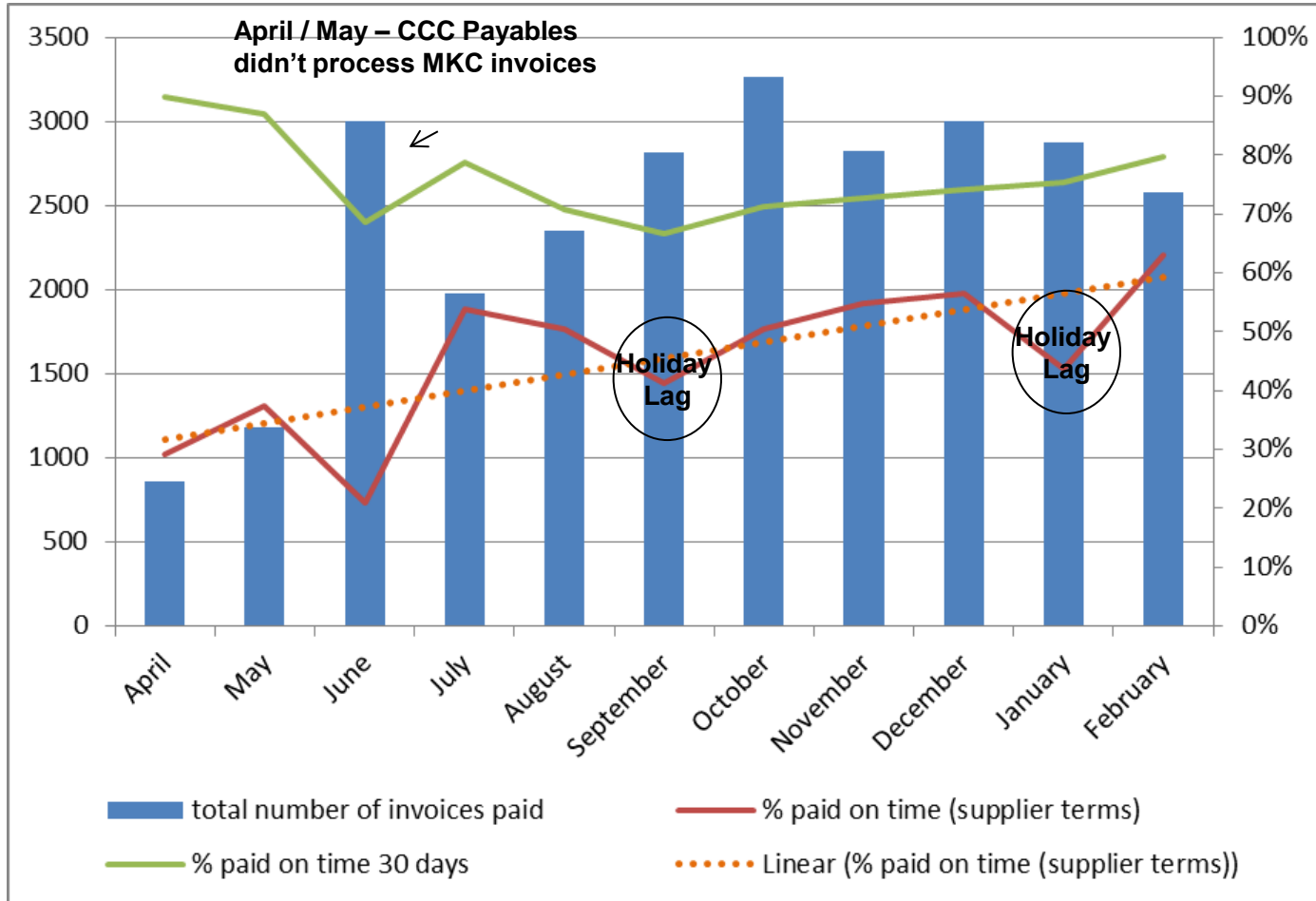
## Snapshot – Outstanding Invoices

Age	12 July		28 Nov		28 Feb	
	Volume	£'000s	Volume	£'000s	Volume	£'000s
<30 Days	469	1,067	495	3,819	297	1,105
> 30 Days	676	3,153	826	1,997	552	2,333
<b>Total</b>	<b>1145</b>	<b>4,220</b>	<b>1321</b>	<b>5,816</b>	<b>849</b>	<b>3,438</b>

## Developments

- Fiscal Duplicate Payment Checker
- Tradeshift Replacement

# Supplier Invoices Paid & Performance



# Accounts Receivable Snapshot

## Income Backlog

Movement in last 3 months	Value	Number
balance at 28/11/18	-£3,277,481	666
unallocated payments received	-£98,268,041	1816
balance at 1/3/19	-£1,415,674	645
Breakdown by Age at 1/3/19		
Month	Value	Number
April	-£9,166	18
May	-£12,864	22
June	-£19,039	33
July	-£3,515	39
August	-£67	31
September	-£66,546	40
October	-£14,025	62
November	-£39,917	79
December	-£381,539*	46
January	-£50,187	71
February	-£818,808**	204
	<b>-£1,415,674</b>	<b>645</b>

- *\*One payment of £262,932 to be allocated.*
- *\*\*Payments of £666,193 (44 items) received in last 3 days.*

## Progress Since July Update

- Re-prioritised MKC debt team to income processing to clear backlog. Backlog nearly eliminated.
- Complex debt recovery cases are still being impacted by resources being diverted to income processing.
- Resourcing discussions with LGSS are on-going.

# HR and Payroll Key Issues & Actions

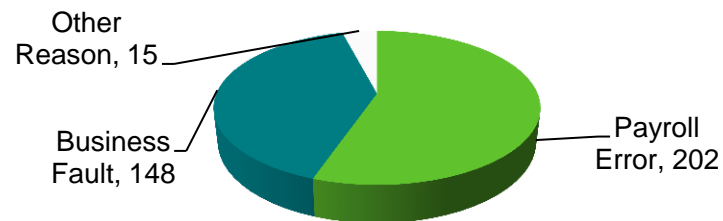
## Payroll Performance Data:

Non-Schools	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Total
Number of Emergency Payments	33	63	82	17	58	52	28	20	12	4	3	391
Number of Overpayments												242
<b>Number of Employees Paid</b>	<b>2501</b>	<b>2603</b>	<b>2592</b>	<b>2580</b>	<b>2639</b>	<b>2657</b>	<b>2724</b>	<b>2720</b>	<b>2713</b>	<b>2723</b>	<b>2741</b>	<b>29193</b>

### Key Stats:

Overall Pay Error Rate	1.36%
Payroll Error Rate	0.85%
Overpayments Made	£295,089

### Payroll Errors Between April and February



# HR and Payroll Key Issues & Actions

## Open Issues

- Backpay still not functioning, therefore a manual process is being operated. Aim to be resolved by 31/3/2019.
- Annual Leave dashboards under development aim to resolve 31/3/2019.

## Closed Issues

- Work Patterns have now been resolved so that annual leave now works for all staff.
- Reporting is now fully functional.

# General Ledger Key Issues and Actions

## General Ledger

### Open Issues

- **Accrual posting errors** – workaround resolved for 2018/19 accounts closedown. However, the issue moving forward still need to be resolved to avoid manual workaround and will be picked up as part of the work on the upgrade to version 7.0 later in 2019.
- **Reconciliations** – has progressed significantly, mainly minor issues to be resolved.
- **VAT returns** - submitted but under recovery due to income processing issues and payment processing / posting errors – this has progressed but not yet fully resolved. Expect to be resolved by 31/3/2019.

### Closed Issues

- Processing backlogs with helpdesk now cleared.
- Chart of accounts now correctly configured.



# QUESTIONS