



Information Governance Team

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Dear Sir/Madam

**Freedom of Information Act 2000 (FOIA)
Request ID: FOI670336419**

Thank you for your request for information relating to Accounts Payable team capabilities and protections against fraud, errors, duplicates and compliance..

You have requested the following information:

1. Does the authority share accounts payable or procurement functions with another authority or shared service function? If yes, who?

No.

2. Which ERP system is used by the authority (e.g. Oracle, SAP, Advanced, Civica)?

Unit 4 Business World.

3. Please state the total number and value of supplier transactions (invoices and credit notes) processed by Accounts Payable in the last financial year?

55,209 invoices and credits processed directly through Accounts Payable. Value: £472,219,771.41

14,501 invoices through spreadsheet uploads processed directly through Accounts Payable. Value: £330,925,706.24

74,582 invoices through feeder systems which were not directly processed through Accounts Payable. Value: £128,657,130.47

4. Does the authority utilise any 3rd party software to identify or protect against supplier

payment errors (including duplicate, erroneous payments or potential fraud) before payment is made?

Yes.

4a. If yes, please state the name of the software, the engagement date, the current contract end date and the annual value of the contract awarded to the external organisation (or total value and contract length).

Name of software: V1 Capture

Contract start date: 28/10/2024

End date: 27/12/2027

Annual value: £462,000.00

5. Does the authority utilise any 3rd party or 3rd party software to identify historical payment errors (including duplicate, erroneous payments or potential fraud)?

Yes.

5a. If yes, please state the name of the software or partner, the engagement date and the current contract end date and frequency of engagement (if not continuous). Please also provide the contract value or terms of engagement (if not a fixed fee).

The name of the software we use is Catalyst. We are currently in negotiation with our provider with regards to the duration of the contract and we are looking at six financial years of data.

5b. Please provide the value of monies recovered by the software or partner for the most recent financial year.

Not applicable.

6. Does the authority utilise any 3rd party or 3rd party software to reconcile supplier statements and identify overpayments or unclaimed credits on a regular basis?

Yes.

6a. If yes, please provide the name of the provider/software and a brief description of frequency/level of support.

In response to Question 6a, please refer to our response to Question 5a.

6b. Please provide the current contract end date and the annual value of the contract awarded to the external organisation (or total value and contract length).

The contract is currently in negotiation, so this information is not available as of yet.

7. Does the authority make any checks, either directly or via any 3rd party or 3rd party software to identify sanctioned suppliers, both directly and indirectly owned, within the supplier master file?

No.

7a. If yes, please provide the name of the provider/software and confirm the frequency of checking.

Not applicable.

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If you are unhappy with the handling of your request, you can ask us to review our response. Requests for reviews should be submitted within 40 days of the date of receipt of our response to your original request – email: infogov@coventry.gov.uk

If you are unhappy with the outcome of our review, you can write to the Information Commissioner, who can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or email icocasework@ico.org.uk.

Please remember to quote the reference number above in your response.

Yours faithfully

Information Governance