

Appendix 2 (a)

Working Example of Template
Prompt Payments by Local Authorities

Reporting Template pursuant to Government Decision No. S29296 of 2 March 2011

Local Authority: Local Government Management Agency

Quarterly Period Covered: 01/01/2017 to 31/03/2017

| Details | Number | Value (€) | Percentage (%) of total invoices paid | Percentage (%) of the total amount paid |
|---|------------|-----------------------|---------------------------------------|---|
| Total invoices paid in Quarter | 718 | €13,449,559.23 | 100% | 100% |
| Number of invoices paid within 15 days | 578 | €11,436,160.17 | 80.50% | 85.0% |
| Number of invoices paid within 16 days to 30 days | 119 | €529,684.02 | 16.57% | 3.9% |
| Number of invoices paid in excess of 30 days | 21 | €1,483,715.04 | 2.92% | 11.0% |
| Total | 718 | €13,449,559.23 | 100% | 100% |
| Number of disputed invoices paid in Quarter | 6 | €1,324,797.54 | 0.8% | 9.9% |

Signed: *Liz M. O'Brien*

Date: 07/04/17.

Please return completed template to:

Emma Reeves
 Diarmuid Murphy
 Liz M. O'Brien
 Local Government Finance
Promptpaymentlocalauthorities@envirom.ie
 Custom House,
 Dublin 1

Queries can be directed to Aoife O'Shea Corporate Development Unit, Custom House, 01 888 2425, aofe.oshea@envirom.ie

Disputed Invoices

Disputed Invoices

To be completed where there is a dispute on an invoice:

| <u>Invoice Number</u> | <u>Invoice Amount</u> | <u>Date Received in Section</u> | <u>Description of Goods/Services</u> | <u>Reason for Dispute</u> | <u>Action Taken</u> | <u>Date issued/resloved</u> |
|-----------------------|-----------------------|---------------------------------|--------------------------------------|---------------------------------|------------------------------------|-----------------------------|
| ACSLGMA20162 | 1,107.00 | 09/01/2017 | Contracted Software | Supplier Details Pending | Paid when details received | 30/01/2017 |
| 4056 | 1,263,008.28 | 01/01/2017 | Software implement | Goods/Services not Satisfactory | Paid when services/goods delivered | 10/02/2017 |
| rochford669218 | 170.97 | 03/01/2017 | Network Cost | Invalid Tax Cert | Paid when Tax details received | 06/02/2017 |
| 929 | 25530.09 | 13/02/2017 | Contracted Software | Goods/Services not Satisfactory | Paid when services/goods delivered | 14/03/2017 |
| 4571 | 33708.15 | 15/02/2017 | Software implement | Goods/Services not Satisfactory | Paid when services/goods delivered | 24/03/2017 |
| 4572 | 1273.05 | 15/02/2017 | Software implement | Goods/Services not Satisfactory | Paid when services/goods delivered | 24/03/2017 |
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07/04/17