

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 Agei

Quarterly Period Covered: 01/04/2016 to 30/06/2016

| Details | Number | Value (€) | Percentage (%) of total invoices paid | Percentage (%) of the total amount paid |
|---|--------|----------------|---------------------------------------|---|
| Total invoices paid in Quarter | 697 | €10,127,104.82 | 100% | 100% |
| Number of invoices paid within 15 days | 612 | €9,650,301.75 | 87.80% | 95.3% |
| Number of invoices paid within 16 days to 30 days | 52 | €395,379.81 | 7.46% | 3.9% |
| Number of invoices paid in excess of 30 days | 33 | €81,423.26 | 4.73% | 0.8% |
| Total | 697 | €10,127,104.82 | 100% | 100% |
| Number of disputed invoices paid in Quarter | 42 | €105,309.34 | 6.0% | 1.0% |

Signed:



Date:

06/07/16

Please return completed template to:

Emma Reeves

Diarmuid Murphy

LizM.O'Brien

Local Government Finance

Promptpaymentlocalauthorities@envron.ie

Custom House,

Dublin 1

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

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 issue resolved</u> |
|-----------------------|-----------------------|---------------------------------|--------------------------------------|-----------------------------------|------------------------------|----------------------------|
| INV-20160418 | 20,793.15 | 22/04/2016 | Contract Software | Goods Services / Not Satisfactory | Paid when services provided | 17/05/2016 |
| 20092995 | 8,856.00 | 18/03/2016 | Software Implementation | Goods Services / Not Satisfactory | Paid when services provided | 13/04/2016 |
| 20093345 | 3,874.50 | 11/03/2016 | Software Implementation | Goods Services / Not Satisfactory | Paid when services provided | 13/04/2016 |
| 20093992 | 3,444.00 | 17/02/2016 | Software Implementation | Goods Services / Not Satisfactory | Paid when services provided | 26/04/2016 |
| 20094150 | 2,214.00 | 02/03/2016 | Software Implementation | Goods Services / Not Delivered | Paid when Service Delivered | 05/04/2016 |
| 20094288 | 4,428.00 | 22/03/2016 | Software Implementation | Goods Services / Not Satisfactory | Paid when services provided | 13/04/2016 |
| 20094289 | 4,428.00 | 22/03/2016 | Software Implementation | Goods Services / Not Satisfactory | Paid when services provided | 13/04/2016 |
| 20094290 | 2,214.00 | 29/03/2016 | Software Implementation | Goods Services / Not Satisfactory | Paid when services provided | 13/04/2016 |
| 20094291 | 5,400.00 | 22/03/2016 | Software Implementation | Goods Services / Not Satisfactory | Paid when services provided | 13/04/2016 |
| 20094292 | 1,107.00 | 22/03/2016 | Software Implementation | Goods Services / Not Satisfactory | Paid when services provided | 13/04/2016 |
| 20094309 | 7,195.50 | 22/03/2016 | Software Implementation | Goods Services / Not Satisfactory | Paid when services provided | 13/04/2016 |
| 20048 | 15,159.76 | 15/04/2016 | Contract Software | Goods Services / Not Delivered | Paid when Service Delivered | 15/06/2016 |
| 20060 | 1,450.54 | 15/03/2016 | Contract Software | Goods Services / Not Satisfactory | Paid when services provided | 15/04/2016 |
| 20061 | 1,163.95 | 15/03/2016 | Contract Software | Goods Services / Not Satisfactory | Paid when services provided | 15/04/2016 |
| 4408 | 760.82 | 03/02/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4409 | 764.26 | 03/02/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4431 | 766.29 | 11/02/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4432 | 1,007.02 | 11/02/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4458 | 744.40 | 19/02/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4459 | 1,007.02 | 19/02/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4486 | 766.29 | 29/02/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4487 | 872.15 | 29/02/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4511 | 623.98 | 03/03/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4512 | 1,007.02 | 03/03/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4537 | 766.29 | 11/03/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4538 | 1,002.53 | 11/03/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4556 | 766.29 | 16/03/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4557 | 1,007.02 | 16/03/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4587 | 613.03 | 24/03/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4588 | 755.27 | 24/03/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4607 | 572.53 | 04/04/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4608 | 629.39 | 04/04/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4630 | 437.88 | 08/04/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4631 | 1,051.98 | 08/04/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |

| | | | | | | |
|------|----------|------------|-------------|------------------|------------------------------|------------|
| 4638 | 782.71 | 18/04/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4639 | 1,261.48 | 18/04/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4669 | 766.29 | 25/04/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4670 | 1,096.94 | 25/04/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4693 | 771.76 | 03/05/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4694 | 1,128.41 | 03/05/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4722 | 727.98 | 09/05/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |
| 4723 | 1,123.91 | 09/05/2016 | Contractors | Invalid Tax Cert | Paid when rec Valid Tax Cert | 11/05/2016 |

SIGNATURE: *[Signature]*

AGENCY NAME: LGMA

DATE: 06/07/16