

# Council to Meet Ten Day Payment Target with Version One's Document Management Technology

Submitted by: V1 Ltd

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East Riding of Yorkshire Council, the largest local authority in England covering 930 square miles, is implementing electronic document storage (<http://www.versionone.co.uk/solutions/document-imaging-archiving.php>) and data capture software (<http://www.versionone.co.uk/products/document-scanning-dbcapture.php>) from Version One ([www.versionone.co.uk](http://www.versionone.co.uk)). This software will speed-up the processing of 400,000 purchase invoices each year and enable the Council to meet its ten day supplier payment target. The new systems are currently being rolled-out to 1,000 authorised council staff across multiple sites.

By using Version One's document storage (<http://www.versionone.co.uk/solutions/document-imaging-archiving.php>) and data capture software tightly integrated into its Masterpiece accounting system, East Riding of Yorkshire Council will significantly reduce the time-consuming manual entry of purchase invoice data and will also be able to electronically store and retrieve documents directly from its Masterpiece system. These systems will be complementing the Council's existing Version One solutions which electronically create and automatically deliver documents (<http://www.versionone.co.uk/solutions/automated-electronic-document-delivery.php>).

Phil Leeson, Financial Controller from East Riding of Yorkshire Council, says, "Paper-based and time-consuming purchase-to-pay (<http://www.versionone.co.uk/solutions/purchase-invoice-automation.php>) processes were impacting our ability to process supplier invoices efficiently resulting in duplication of effort and unnecessary expenditure. As purchase invoices were being photocopied and posted across several sites, they often went missing resulting in unnecessary delays."

Leeson continues, "Having already gained several benefits from Version One's software we were keen to further this relationship to implement a seamless, end-to-end paperless solution. Version One's systems will fully streamline our purchase-to-pay (<http://www.versionone.co.uk/solutions/purchase-invoice-automation.php>) processes, improving efficiencies and cutting costs whilst helping to improve our payment performance so that we are more able to meet the ten day supplier payment criteria."

Using a Kodak i620 scanner and Version One's software, all purchase invoices arriving into East Riding of Yorkshire Council will be scanned centrally, tagged to the appropriate record in the Masterpiece accounting system and electronically stored. At the same time, Version One's data capture system, which uses optical character recognition (OCR) technology, will automatically capture data from purchase invoices, reducing manual data entry by up to 90%.

Authorised users will be able to view the imaged documents either by drilling down through Masterpiece or via Version One's web browser, DbWebQuery. In addition, with Masterpiece's workflow module used in conjunction with Version One's storage system, invoice approvers will be able to view and approve, reject or query invoices directly from their PCs, further enhancing purchase-to-pay efficiency.

Leeson comments, "As well as improving payment processing efficiency, Version One's systems will

free-up space that is currently used to store hundreds of boxes full of paper documents. The time and costs associated with the filing and retrieval of paper documents will be eliminated as authorised staff will have access to documents at a touch of a button. This elimination of paper and the associated printing, photocopying and postage of documents will also help to reduce our carbon footprint (<http://www.versionone.co.uk/green/index.php>) in-line with Government targets.”

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About East Riding of Yorkshire Council [www.eastriding.gov.uk](http://www.eastriding.gov.uk)

East Riding of Yorkshire Council is one of the largest local authority's in England covering 930 square miles and has a population of 330,900. The Council provides services to 146,538 households and hosts 159 schools, 12 leisure centres, 125 playing pitches and 23 libraries.

East Riding of Yorkshire Council empties more than seven million bins each year and looks after 2,000 miles of road, 40,000 street lights and 4,000 illuminated street signs. In addition, the Council provides around 11,000 homes for local people and looks after more than 1,838 hectares of grassed area.

About Version One [www.versionone.co.uk](http://www.versionone.co.uk)

Version One Ltd is the author of electronic document management and imaging solutions. These solutions enable the electronic storage, retrieval, management, enhancement and delivery of business documents such as invoices, purchase orders and statements. This 'paperless office' technology is seamlessly integrated into all major ERP and accounting systems and with a typical ROI of less than six months, Version One's solutions are enabling thousands of organisations to cut paper consumption whilst saving dramatic amounts of time and money.

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