CAPITA

Integrated business solutions

Integra Purchase-to-Pay Analytics Pack

The Integra Purchase-to-Pay Analytics Pack empowers Integra users to monitor their entire procurement process. This highly specialised and advanced analytical software sits 'on top' of the established Integra Purchase-2-Pay solution to measure the efficiency of all procurement activities. Highly visual dashboards not only ensure management teams are always in control of their spend but can also proactively manage process improvements.

Monitor your procurement performance

The P2P Analytics Pack allows organisations to monitor all aspects of their procurement performance without the need to create and maintain time-consuming bespoke reports. The analytics solution comes with a comprehensive suite of dashboards based on all purchasing, invoicing and payment activity that can be refreshed at any time, by any authorised individual.

Identify anomalies or process exceptions

The P2P Analytics Pack allows management teams to quickly identify and highlight any anomalies or potentially costly exceptions to their specific procurement processes such as invoices that are missing a PO number and thus can't be processed automatically,

purchases being made 'off contract' or the number of invoices that are late to pay and could incur penalties. Standard reports illustrating the time spent on different stages in your procurement process, e.g. average time from receipt of invoice to payment, also allow you to not only measure today's performance but also report on improvements in the future.

Visualise 'hidden' cost

Organisations also need to be aware of the 'hidden' cost in their procurement process where digitisation could make a real difference. Report outputs illustrating payment methods, number of low value invoices or invoice input methods, for example, will instantly highlight potential efficiency savings. But the Integra P2P Analytics Pack doesn't stop there – instead it allows you to take immediate action. For example, if a report shows that you still receive a high amount of paper invoices

instead of fast and efficient electronic invoices, you can assign a task there and then for one of your team members to review the suppliers in question and instigate change.

Features

- A full set of highly comprehensive, in depth reports and dashboards
- Transparency on all purchasing activity from requisition to invoice to payment
- Exception reporting highlighting anomalies or supplier issues
- Accurate, real time picture of all purchase requisitions and invoices being processed
- Full audit trail of all procurement activity

Benefits

- Supports and empowers a proactive procurement savings strategy
- Saves time, money and resources
- Streamlined, automated tasks and workflows
- Informed decision making and more accurate financial planning

Pursue proactive procurement savings strategy

Many of today's hard-pressed finance chiefs need to ensure they adopt a proactive procurement savings strategy. This includes reviewing supplier relationships to ensure the best deals and terms are being received and applied accurately. Being aware what you spend per purchasing category or per supplier puts you in a better place to negotiate contracts and aggregate your orders.

Significant business benefits

The Integra P2P Analytics Pack offers clear and tangible benefits to finance officers and business leaders looking to optimise their complex procurement activities and ensure their business operation is as efficient and cost effective as possible. It enables them to quickly and simply identify supplier efficiencies, monitor invoice process performance, highlight anomalies and instigate a proactive procurement savings action plan, empowering informed decision making and insightful financial planning.

Supplier Efficiencies

Invoices with no PO
Payment method
Low value invoices
Invoice input method
Low payment terms
Suppliers with high invoice volumes

Purchase requisitions and invoices being processed

Unapproved purchase requisitions by age
Unreceipted goods and services by age
Invoices received but not paid by age

Process Performance

Average time between purchase requisition and purchase order
Average time between expected delivery and actual delivery
Average time between invoice receipt and fully approved
Average time between fully approved invoice and payment
Average time from receipt of invoice to payment
Total invoices in exception by month

Procurement Savings Plan

Volume of active suppliers by purchasing category
Value of supplier spend by purchasing category
Supplier spend high to low
Procurement savings action plan

About Capita Integrated business solutions

Capita Integrated business solutions provides world-class financial management software, e-procurement and bespoke solutions to service centric organisations, helping them to realise strategic cost savings and modernisation objectives. Today over 400 clients use our innovative solutions to increase their operational performance.

Learn more at **www.capita-ibs.co.uk**

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