City of Stirling revolutionises Accounts Payable procedures

The Kofax Capture solution enables City of Stirling to increase productivity and Account Payable effectiveness by decreasing manual processes.

The Client

The City of Stirling started out in 1871 as the Perth Road Board. It was renamed the Shire of Perth in 1961 and only in 1971 was City status gained.

Renowned for its beautiful parks and vibrant community, City of Stirling has also gained popularity for its economic and environmental development initiatives as well. With a thriving population approaching 202,000 and a total land area of over 100km², the City of Stirling is the largest local government authority by population in Western Australia.

The City is involved in all spheres of Local Government activities and operates approximately 150 different facilities and services. With a mission to "lead in the delivery of responsive, sustainable services to the City's diverse community", the City chose Xcellerate IT to modernise accounting procedures and maintain high standards of service.

The Challenges

"As a service unit, accounts payable is required to provide a quality service that consumes the minimum resources and diverts fewer funds away from providing community facilities and services" said Graham Reddin, Finance Manager at City of Stirling.

The City's growth has led to an increase of in the number of transactions processed, reaching over 50,000 supplier invoices per year. The previous labour-intensive procedures included the physical handling of invoices by accounts payable personnel, with data-entry, approval and retrieval of information all performed manually.

Like most accounts payable operations, timeliness, accuracy and cost management were always a concern.

Access to payment documentation has always been a time consuming and disruptive problem.

The Solution

The solution adopted by City of Stirling is the Kofax Capture platform designed for accounts payable processing integrated with TechnologyOne Financials.

Paper invoices are converted into electronic images as soon as they reach the accounts payable department; the OCR engine automatically recognises and extracts data from those images, for example, ABN #, Invoice #, date, amounts etc and populate predefined index fields.

Accounts payable personnel validate the data extracted before it and the associated images are automatically uploaded into the Technology One Finance System.

The solution enables the City of Stirling to improve quality of service, internally and externally. Customer service is improved as invoice images

NAS
RAID

ERP's,
Financial,
Workflow,
HR, etc.

SQL
Server

E-mail

Fax

MFP's
(Distributed)

Scanner
(Desktop /Production)

Recognition **Validation** **Release**

- Image Cleanup
- Form ID
- OCR/ICR
- OMR
- Bar Code Recognition

- Key from image
- Validate and Correct Data
- Custom Validation Scripting

- Archive Images
- Export data to database, workflow, or document management system

Xcellerate IT **CAPTURE PLATFORM**

can be viewed as attachments from within Technology One Financials, therefore eliminating the time consuming need to search through paper files.

The solution streamlines processes and reduces administrative overheads. A reduction of work effort and duplication of tasks – by replacing the existing manual based operations for with accounts payable "best practise" process including automation and workflow.

The Benefit – "Solution will pay for itself"

"The ability for staff outside of Finance to view and retrieve copies of invoices without having to request them from hard copy archives has been the most significant time saving" said Graham Reddin, *"We now spend far less time in accessing previously processed documents and on manual data entry. This has saved time which has allowed better compliance checking and higher processing volumes with existing resources"*.

The accounts payable department has gained easier and faster access to information during external audits as invoice details can be viewed online.

The Kofax solution provides an enterprise platform to further streamline highly repetitive, time sensitive, human touch processes (for example, HR, timesheets, AR, etc.). A flexible environment that can grow and be continuously improved as organisational needs change.

Xcellerate IT

With 15 years of experience in streamlining business processes, Xcellerate IT is a leading provider of business process automation solutions.

Xcellerate IT's enterprise capture and work management solutions seamlessly integrates with major business applications, empowering organisations to increase productivity and organisational effectiveness by decreasing manual processes.

Xcellerate IT's solutions are widely used across multiple industries in manufacturing, finance, local and state government, healthcare and a wide range of companies that require the capture of critical information from paper, electronic documents and forms.

For further information visit our website
www.xcellerateit.com

Xcellerate IT

Xcellerate IT Pty Ltd
Level 2, 201 Miller Street
North Sydney NSW 2060

T + 61 2 9929 6600
F + 61 2 9929 6966