

Amgueddfa Cymru  
Parc Cathays, Caerdydd, CF10 3NP  
Ffôn: 0300 111 2 333  
Rydym yn croesawu gohebiaeth yn y Gymraeg.  
**National Museum Wales**  
Cathays Park, Cardiff, CF10 3NP,  
Tel: 0300 111 2 333  
We welcome correspondence in Welsh.

national  
museum  
wales  
amgueddfa  
cymru

ysbrydoli pobl  
newid bywydau  
inspiring people  
changing lives

10 July 2018

**REQUEST FOR INFORMATION – Information relating to ERP/Finance System**

Thank you for your request for information. As Museum Secretary for Amgueddfa Cymru - National Museum Wales ('the Museum'), I am responsible for responding to your request for information.

I refer to your email of 18 June 2018, in which you asked for the following information:

*Please could you provide the following information regarding your ERP / Finance system:*

- 1. What ERP (Enterprise Resource Management) or Finance system is currently used?*
- 2. When does your contract expire?*
- 3. Do you have any planned upgrades of the software? If so, when?*
- 4. Are you planning to go to market for a different ERP/ Finance system? If so, when?*
- 5. How many users / licenses of the system do you have?*
- 6. Who is the person responsible for your ERP / Finance system? Please provide full name, title and contact information if possible.*

**Response**

- 1. What ERP (Enterprise Resource Management) or Finance system is currently used?*  
Our Finance system is Microsoft Dynamics Nav
- 2. When does your contract expire?* Support contract expires 31 March 2022
- 3. Do you have any planned upgrades of the software? If so, when?* No
- 4. Are you planning to go to market for a different ERP/ Finance system? If so, when?*  
No
- 5. How many users / licenses of the system do you have?* 25 licences (concurrent users)
- 6. Who is the person responsible for your ERP / Finance system? Please provide full name, title and contact information if possible.* Caroline Garnett, Head of Finance.

Is-Lywydd / Vice President Dr Carol Bell PhD, DLitt  
Cyfarwyddwr Cyffredinol / Director General David Anderson OBE  
Trysorydd / Treasurer Laurence Pavelin CBE FCA  
Elusen Cofrestredig / Registered charity: 525774  
Rhif TAW / VAT number: GB 783 4541 10  
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Your request was considered according to the principles set out in the National Assembly's Code of Practice on Public Access to Information:

[http://www.assembly.wales/en/abthome/about\\_us-commission\\_assembly\\_administration/abt-foi/Pages/abt-foi-cop-pub.aspx](http://www.assembly.wales/en/abthome/about_us-commission_assembly_administration/abt-foi/Pages/abt-foi-cop-pub.aspx)

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to the Director Finance and Corporate Resources at the following address:

Mr. Neil Wicks  
Director of Finance and Corporate Resources  
Amgueddfa Cymru – National Museum Wales  
Cathays Park  
Cardiff  
CF10 3NP

Internal review requests should be submitted within two months of the date of receipt of the response to your original letter.

You also have the right to complain to the Information Commissioner's Office (ICO) if you are not content with the outcome of your complaint or review. Generally, the ICO will not make a decision unless you have exhausted the complaints procedure provided by the Museum.

The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

If you have any further queries or concerns then please contact me via my email address.

Yours sincerely

Elaine Cabuts  
**Museum Secretary**