

Title of Report:	Prompt Payment Statistics
Committee Report Submitted To:	Finance Committee
Date of Meeting:	13 November 2025
For Decision or For Information	For information
To be discussed In Committee YES/NO	No

Linkage to Council Strategy (2021-25)	
Strategic Theme	Cohesive Leadership
Outcome	Council has agreed policies and procedures and decision making is consistent with them.
Lead Officer	Chief Finance Officer

Estimated Timescale for Completion	
Date to be Completed	

Budgetary Considerations	
Cost of Proposal	
Included in Current Year Estimates	YES/NO
Capital/Revenue	Revenue
Code	
Staffing Costs	

Legal Considerations	
Input of Legal Services Required	YES/NO
Legal Opinion Obtained	YES/NO

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	Yes /No	Date:
	EQIA Required and Completed:	Yes /No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes /No	Date:
	RNA Required and Completed:	Yes /No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	Yes /No	Date:
	DPIA Required and Completed:	Yes /No	Date:

1.1 Background

Department for communities (DfC) requires Council to record and publish statistics regarding the payment of supplier invoices with specific reference to two distinct measures namely invoices paid within 10 working days and invoices paid within 30 calendar days.

1.2 Detail

These figures are published on a quarterly basis by DfC with Councils required to do likewise. The purpose of the statistics is to encourage Councils to support businesses especially those local and/or small businesses for whom cash flow is of vital importance to their continued survival. In addition, as part of Council's performance improvement plan for this year the payment of our suppliers has been identified as one of the performance improvement objectives with a target of 90% of suppliers being paid within 30 calendar days. The tables below detail Council's performance since April 2023 the latest data being for quarter 3 of 25/26 year, up to and including end of October 2025.

1.3 Analysis

The statistics will be continually monitored to ensure the performance levels are maintained and where possible improved. Council's self-imposed target remains at 90% of invoices being paid within 30 days. During October 88.04% (September 87.52%) of invoices were paid within 30 days. This is a slight improvement in performance but is still disappointing as we continue to miss our 90% target, finance staff continue to look into possible explanations with a view to restoring previous levels, especially given our year to date performance continues to be well short of last year.

Prompt Payment Statistics 2023/2024									
				Q1	Q2	Q3	Q4	Total	
Total No of Invoices				6512	7263	6847	7031	27653	
Total amount paid				£ 23,864,802	£ 17,139,245	£ 13,837,183	£ 13,491,210	£ 68,332,440	
Number of invoices paid within 10 days				3675	5233	5444	5774	20126	
% of invoices paid within 10 days				56.43%	72.05%	79.51%	82.12%	72.78%	
Number of invoices paid within 30 days				5398	6232	6215	6301	24146	
% of invoices paid within 30 days				82.89%	85.80%	90.77%	89.62%	87.32%	
Number of invoices paid outside 30 days				1114	1031	632	730	3507	
% of invoices paid outside 30 days				17.11%	14.20%	9.23%	10.38%	12.68%	
No. of Disputed Invoices				33	162	35	169	399	
% of disputed invoices				0.51%	2.23%	0.51%	2.40%	1.44%	
Average Payment Days				18.71	15.59	11.36	13.58	14.64	
Prompt Payment Statistics 2024/2025									
				Q1	Q2	Q3	Q4	Total	
Total No of Invoices				6890	7030	7234	6931	28085	
Total amount paid				£ 15,645,094	£ 14,616,411	£ 13,040,366	£ 11,221,971	£ 54,523,842	
Number of invoices paid within 10 days				5304	5316	5820	5220	21660	
% of invoices paid within 10 days				76.98%	75.62%	80.45%	75.31%	77.12%	
Number of invoices paid within 30 days				6274	6336	6813	6208	25631	
% of invoices paid within 30 days				91.06%	90.13%	94.18%	89.57%	91.26%	
Number of invoices paid outside 30 days				616	694	421	723	2454	
% of invoices paid outside 30 days				8.94%	9.87%	5.82%	10.43%	8.74%	
No. of Disputed Invoices				37	54	40	42	173	
% of disputed invoices				0.54%	0.77%	0.55%	0.61%	0.62%	
Average Payment Days				11.86	11.64	9.84	12.60	11.47	
Prompt Payment Statistics 2025/2026									
				Q1	Q2	Q3*	Q4	Total	
Total No of Invoices				6819	7136	2884		16839	
Total amount paid				£ 15,915,510	£ 18,756,784	£ 5,829,263		£ 40,501,556	
Number of invoices paid within 10 days				5003	5254	2167		12424	
% of invoices paid within 10 days				73.37%	73.63%	75.14%		73.78%	
Number of invoices paid within 30 days				6112	6248	2539		14899	
% of invoices paid within 30 days				89.63%	87.56%	88.04%		88.48%	
Number of invoices paid outside 30 days				707	888	345	0	1940	
% of invoices paid outside 30 days				10.37%	12.44%	11.96%		11.52%	
No. of Disputed Invoices				30	30	21		81	
% of disputed invoices				0.44%	0.42%	0.73%		0.48%	
Average Payment Days				12.59	14.01	14.06		6.28	
*Incomplete period									