

6 July 2023

Information Rights & Compliance Team
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Our Ref: FOI/04734

Thank you for your request concerning non trade invoices not paid with 30 days.

Your request has been considered and processed in accordance with the requirements of the Freedom of Information (FOI) Act 2000.

Please may you provide me, in Microsoft Excel or an equivalent electronic format, with a list of non NHS trade invoices that were not paid within 30 days for the last 6 financial years which would feed into the Regulation 113 Notice you are required to publish each year as part of your obligations under The Public Contracts Regulations 2015, with the following information for each invoice (where available):

- **The name of the Supplier**
- **Supplier email address**
- **Supplier company registration number**
- **Supplier postal address**
- **Supplier telephone number**
- **Supplier website**
- **The date of the invoice**
- **The invoice reference**
- **The gross value of the Invoice**
- **The date the invoice should have been paid by**
- **The actual payment date of the invoice**
- **The total amount of interest liability due to late payment of the invoice**
- **The total amount of interest paid to the supplier due to late payment of the invoice.**

For the avoidance of doubt the above would be based on the data which is shown on your website, summarised in the Annual Reports on pages 32 (2017/18), 39 (2018/19), 38 (2019/20), 56 (2020/21), 40 (2021/22) and the equivalent for the financial years 2016/17.

We expect that this information to be readily available and easily accessible in the electronic format requested given the necessity of source data which must have been required to prepare and produce the Regulation 113 Notice.

We do not hold this information¹. Our Finance and Accounting Services (e.g. accounts payable & receivable) are outsourced.

¹ Section 1(1) Any person making a request for information to a public authority is entitled (a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and (b) if that is the case, to have that information communicated to him.

However, under Section 16 – Duty to provide advice and assistance, you can obtain the number of invoice not paid with 30 days and the value through our annual reports as detailed above under your “For the avoidance of doubt” paragraph².

Should you require further clarification, please do not hesitate to contact me.

Please find enclosed an information sheet regarding copyright protection and the Trust’s complaints procedure in the event that you are not satisfied with the response.

Yours sincerely

Sue Smith

Sue Smith
Information Rights Officer

Enc: Copyright Protection and Complaints Procedure Information Leaflet.

If you would like to complete a short survey in relation to your Freedom of Information request please scan the QR code below or click [here](#).



² Section 21 – Information is available through other means