

Title of Report:	Prompt Payment Statistics
Committee Report Submitted To:	Corporate, Policy & Resources Committee
Date of Meeting:	24 August 2021
For Decision or For Information	For information

Linkage to Council Strategy (2021-25)	
Strategic Theme	Innovation and Transformation
Outcome	The Council will continuously examine and introduce ways to provide services in more accessible and efficient ways
Lead Officer	Chief Finance Officer

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

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 2018 the latest data being for quarter 2 of 21/22 year being up to and including end of July 2021. This is a significant improvement on prior years with 70.99% of invoices being paid within 10 working days and 93.43% of invoices being paid within 30 calendar days for the now complete first quarter. The quarter 2 figures, which encompass July, have shown a slight reduction however this expected at this time of year due to many staff being on leave. There is now a sustained improvement in these figures which is to be welcomed and is due undoubtedly to the efforts of all staff who process invoices and receive goods but in particular to the Accounts Payable team who have, in very trying circumstances, performed extremely well during the last couple of years.

1.3 Improvement Actions

Whilst the improvements above are most welcome Council cannot afford to rest on its laurels. There is still room for improvement as other Councils have performance that is higher than Causeway Coast and Glens Borough Council therefore we must now strive to firstly maintain this level of performance and with the implementation of a new finance system seek to identify efficiencies in our processes especially where the new technology can offer electronic solutions to manual tasks.

Prompt Payment Statistics 2018/2019					
	Q1	Q2	Q3	Q4	Total
Total No of Invoices	4785	8355	7245	9823	30208
Total amount paid	£ 6,610,672	£ 13,234,217	£ 11,722,216	£ 18,675,670	£ 50,242,775
Number of invoices paid within 10 days	2222	3629	3205	4406	13462
% of invoices paid within 10 days	46.44%	43.44%	44.24%	44.85%	44.56%
Number of invoices paid within 30 days	4330	6845	5992	7679	24846
% of invoices paid within 30 days	90.49%	81.93%	82.71%	78.17%	82.25%
Number of invoices paid outside 30 days	455	1510	1253	2144	5362
% of invoices paid outside 30 days	9.51%	18.07%	17.29%	21.83%	17.75%
No. of Disputed Invoices	2	14	22	88	126
% of disputed invoices	0.04%	0.17%	0.30%	0.90%	0.42%
Average Payment Days	19.24	23.45	31.17	23	24.49
Prompt Payment Statistics 2019/2020					
	Q1	Q2	Q3	Q4	Total
Total No of Invoices	5453	7504	7102	7923	27982
Total amount paid	£ 11,235,850	£ 14,304,005	£ 11,816,835	£ 15,184,690	£ 52,541,380
Number of invoices paid within 10 days	1767	2648	3078	3818	11311
% of invoices paid within 10 days	32.40%	35.29%	43.34%	48.19%	40.42%
Number of invoices paid within 30 days	4177	5924	5723	6404	22228
% of invoices paid within 30 days	76.60%	78.94%	80.58%	80.83%	79.44%
Number of invoices paid outside 30 days	1276	1580	1379	1519	5754
% of invoices paid outside 30 days	23.40%	21.06%	19.42%	19.17%	20.56%
No. of Disputed Invoices	36	80	107	99	322
% of disputed invoices	0.66%	1.07%	1.51%	1.25%	1.15%
Average Payment Days	23.52	24.26	21.55	21.68	22.7
Prompt Payment Statistics 2020/2021					
	Q1	Q2	Q3	Q4	Total
Total No of Invoices	3424	5544	5802	6296	21066
Total amount paid	£ 5,602,247	£ 10,310,263	£ 10,622,455	£ 17,216,296	£ 43,751,261
Number of invoices paid within 10 days	2414	3804	4308	4087	14613
% of invoices paid within 10 days	70.50%	68.61%	74.25%	64.91%	69.37%
Number of invoices paid within 30 days	2846	4951	5184	5383	18364
% of invoices paid within 30 days	83.12%	89.30%	89.35%	85.50%	87.17%
Number of invoices paid outside 30 days	578	593	618	913	2702
% of invoices paid outside 30 days	16.88%	10.70%	10.65%	14.50%	12.83%
No. of Disputed Invoices	10	82	102	57	251
% of disputed invoices	0.29%	1.48%	1.76%	0.91%	1.19%
Average Payment Days	15.52	13.85	16.26	17.06	15.74
Prompt Payment Statistics 2021/2022					
	Q1	Q2*	Q3	Q4	Total
Total No of Invoices	5830	1824			7654
Total amount paid	£ 12,255,753	£ 3,783,191			£ 16,038,944
Number of invoices paid within 10 days	4139	1121			5260
% of invoices paid within 10 days	70.99%	61.46%	#DIV/0!	#DIV/0!	68.72%
Number of invoices paid within 30 days	5447	1614			7061
% of invoices paid within 30 days	93.43%	88.49%	#DIV/0!	#DIV/0!	92.25%
Number of invoices paid outside 30 days	383	210	0	0	593
% of invoices paid outside 30 days	6.57%	11.51%	#DIV/0!	#DIV/0!	7.75%
No. of Disputed Invoices	32	53			85
% of disputed invoices	0.55%	2.91%	#DIV/0!	#DIV/0!	1.11%
Average Payment Days	15.8	17.71	#DIV/0!	#DIV/0!	16.26
* Incomplete period					