

<b>Reference:</b>	FOI.18836.25
<b>Subject:</b>	Late payments
<b>Date of Request:</b>	17 November 2025

**Requested:**

This is a request under FOIA for details of instances in which Hywel Dda University Health Board (including, where applicable, any agencies, bodies, or units for which it is ultimately responsible for supplier payments) has failed to pay its suppliers on time, thereby causing liabilities for late payment compensation and/or interest on late payments to be incurred for the public purse.

1. We request under FOIA that you provide, (in a machine readable format, preferably Microsoft Excel or CSV) the following information in respect of suppliers which were not paid in within 30 days for the period starting 1 April 2019 to the date of this request:
  - a. Supplier Name
  - b. Invoice Date
  - c. Invoice Received Date
  - d. Invoice Due Date
  - e. Gross Invoice Value
  - f. Payment Date
  - g. Payment Terms
  - h. Late Payment Compensation or Interest Paid (if any)

**Response:**

Hywel Dda University Health Board (UHB) is unable to provide you with the information requested for question 1h, as it is estimated that the cost of answering your request would exceed the “appropriate limit” as stated in the Freedom of Information Act 2000 (Appropriate Limit and Fees) Regulations 2004. The “appropriate limit” represents the estimated cost of one person spending 18 hours (or 2 ½ working days) in determining whether the UHB holds the information, and locating, retrieving and extracting the information.

To provide you with the data requested, the UHB would need to undertake a manual trawl of all invoices received for the requested period, to identify any information that may fulfil this part of your request, as it is not recorded centrally.

The UHB can confirm that three thousand and eighty-eight (3,088) invoices were received and identified as being paid late, during the period 1 April 2025 to 31 October 2025 alone. It is estimated that a manual search of these records only would exceed the 18 hours stipulated within the Freedom of Information Act 2000 (FoIA). Based on the number of records identified, conducting a search of digital records taking a minimum of five (5) minutes per digital record, would far exceed the ‘appropriate limit’, costing the UHB the following:

3,088 @ 5 minutes per record = 256 hours and 18 minutes  
256 hours and 18 minutes @ £25 per hour = £6,407.50

The UHB is therefore applying an exemption under Section 12 of the FoIA, which provides an exemption from a public authority’s obligation to comply with a request for information where the cost of compliance is estimated to exceed the appropriate limit.

However, under Section 16 of the FOIA, we are required as a public authority, to provide advice and assistance so far as it is reasonable to individuals who have made a request under the FOIA, this can include assisting a requestor to further refine their request.

The UHB suggests that you may refine your request by reducing the timeframe requested. However, the UHB would still be required to undertake a manual search of invoices to identify the information required to fulfil your request, and so the outcome would be dependent on the number of invoices identified within a shorter time period.

However, the UHB provides the accessible information it holds within the spreadsheet as requested, at Attachment 1.