

Date 24/12/2025  
Your Ref  
Our Ref 10865

Enquiries to Richard Mutch  
Extension 35687  
Direct Line 0131 465 5687  
[loth.freedomofinformation@nhs.scot](mailto:loth.freedomofinformation@nhs.scot)  
[richard.mutch@nhs.scot](mailto:richard.mutch@nhs.scot)

Dear

## FREEDOM OF INFORMATION – INVOICES AND LATE PAYMENTS

I write in response to your request for information in relation to invoices and late payments

### Question:

- We request under FOISA 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:
  1. Supplier Name
  2. Invoice Date
  3. Invoice Received Date
  4. Invoice Due Date
  5. Gross Invoice Value
  6. Payment Date
  7. Payment Terms
  8. Late Payment Compensation or Interest Paid (if any)

### Answer:

Please see enclosed spreadsheets. The supplier details have been separated from all other invoice detail due to commercial sensitivity

Payment terms are not specifically recorded as the aim is pay suppliers in line with the SG SPFM requirements. For payment statistics details can be found within the NHS Lothian Annual Accounts - <https://org.nhsllothian.scot/keydocuments/financial/>

We are also not able to provide any late payment fees as we do not code these to a specific code.

I hope the information provided helps with your request.

If you are unhappy with our response to your request, you do have the right to request us to review it. Your request should be made within 40 working days of receipt of this letter, and we will

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Mainpoint  
102 West Port  
Edinburgh EH3 9DN

Chair Professor John Connaghan CBE  
Chief Executive Professor Caroline Hiscox  
*Lothian NHS Board is the common  
name of Lothian Health Board*

reply within 20 working days of receipt. If our decision is unchanged following a review and you remain dissatisfied with this, you then have the right to make a formal complaint to the Scottish Information Commissioner within 6 months of receipt of our review response. You can do this by using the Scottish Information Commissioner's Office online appeals service at [www.itspublicknowledge.info/Appeal](http://www.itspublicknowledge.info/Appeal). If you remain dissatisfied with the Commissioner's response you then have the option to appeal to the Court of Session on a point of law.

If you require a review of our decision to be carried out, please write to the FOI Reviewer at the email address at the head of this letter. The review will be undertaken by a Reviewer who was not involved in the original decision-making process.

FOI responses (subject to redaction of personal information) may appear on NHS Lothian's Freedom of Information website at: <https://org.nhsllothian.scot/FOI/Pages/default.aspx>

Yours sincerely

**ALISON MACDONALD**  
**Executive Director, Nursing**  
Cc: Chief Executive  
Enc.