

UNIVERSITY OF YORK

Reporting period: 1 August 2025 to 31 January 2026

This report was approved by the Director of Procurement & Transactional Services

Payment statistics

Average time taken to pay invoices: **22 days**

Invoices paid:

- within 30 days: 95.9 %
- in 31 to 60 days: 3.3 %
- in 61 days or more: 0.8 %

Invoices due but not paid within agreed terms: **4.1 %**

Payment terms

Standard payment period for qualifying contracts

30 days

Standard payment terms

The University's standard payment terms for an undisputed invoice with a valid purchase order are within 30 days of receipt of a valid invoice, unless stated otherwise in the order.

Were there any changes to the standard payment terms in the reporting period?

No

Maximum contractual payment period agreed

30 days

Any other information about payment terms?

No

Dispute resolution process

All invoices in dispute are passed to the appropriate team that requested the goods or services in order for them to resolve the dispute. It may then be referred onto the senior management of the University if necessary.

Other payment information**Has the University of York signed up to a code of conduct or standards on payment practices? If so, which?**

Yes - The Good Business Charter includes signing up to the Prompt Payment Code (PPC), which is administered by the Office of the Small Business Commissioner (SBC) on behalf of BEIS.

Does the University of York offer e-invoicing in relation to qualifying contracts?

Yes

Does the University of York offer supply chain finance?

No

Under its payment practices and policies, can the University of York deduct sums from payments under qualifying contracts as a charge for remaining on a supplier list?

No

During the reporting period, did the University of York deduct sums from payments as a charge for remaining on a supplier list?

No