

Appendix 2 (a)

Working Example of Template
Prompt Payments by Local Authorities

Reporting Template pursuant to Government Decision No. S29296 of 2 March 2011

Local Authority: **KILKENNY BOROUGH COUNCIL**

Quarterly Period Covered: 01/10/2012 to 31/12/2012

Details	Number	Value (€)	Percentage (%) of total invoices paid	Percentage (%) of the total amount paid
Total invoices paid in Quarter	675	€1,777,201.29	100%	100%
Number of invoices paid within 15 days	484	€1,449,831.27	71.70%	81.6%
Number of invoices paid within 16 days to 30 days	128	€55,230.77	18.96%	8.7%
Number of invoices paid in excess of 30 days	63	€72,139.25	9.33%	9.7%
Number of disputed invoices paid in Quarter	8	€1,280.04	1.2%	0.1%
Total	675	€1,777,201.29	100%	100%

Signed: STEPHANIE BRENNAN

Date: 03/01/2013

Please return completed template to: promptpaymentlocalauthority@environ.ie

Queries can be directed to Brendan Rooney, Local Government HR Unit, Wexford, 053 911 7429,