



**Brighton & Hove  
City Council**

***Brighton and Hove City Council  
Organisational Health - 09/10 Year End Report  
Appendix 3***

***Period: 09/10***

## SCORECARDS

## Organisational Health

PERFORMANCE INDICATOR	UNIT	TARGET	ACTUAL	STATUS
<b>BV002a - The level of the Equality Standard for Local Government to which the authority conforms</b>	No.	3.00	2.00	
<p>We achieved level 3 on the old Equalities Standard in March 2009. The assessment system has since been revised and this is now equivalent to achieving level 2 on the new Equalities Framework.</p> <p>We are now aiming for the new top level 3 – Excellent, which we are committed to achieving by December 2010.</p>				
<b>BV008 - % of invoices for commercial goods and services that were paid within 30 days (excluding)</b>	%	94.00	92.69	
<p>During quarter 4 53,343 invoices out of 57,535 were paid within 30 days (92.71%).</p> <p>The cumulative result of 92.69% represents 201,495 invoices out of 217,388 being paid within 30 days, compared to 92.58% for 2008/9.</p> <p>Note that these figures exclude a utility provider with whom we have had significant problems processing electronic invoices. If these were included then the cumulative performance for the year would stand at 86.4% and the result for quarter 4 would be 90.81%</p>				
<b>BV008 Local - % of SME invoices that were paid within 10 days</b>	%	80.00	48.39	
<p>The speed of payments to small and medium sized enterprises (SMEs) has improved each quarter this year from 41.53% in quarter 2 to 48.39% up to the end of quarter 4, reflecting the work done to identify SME suppliers. At quarter 4 12,545 of the 22,435 invoices were paid to SMEs within 10 days i.e. 55.92%. Of the 66,620 invoices received so far this year, 32,237 have been paid within 10 days.</p> <p>Work will continue to improve the invoice processing time for SMEs.</p>				
<b>BV008 Local - Average number of days to pay a supplier invoice (excluding)</b>	No.	20.00	22.87	
<p>In quarter 4 it took an average of 23.7 days to pay an invoice, bringing the average for the year to 22.87 days.</p> <p>Note that results exclude electronic invoices from a utility provider which have presented significant problems. If these were included then the result for quarter 4 would have been 24.91 days and the average for the year would have been 42.05 days.</p>				
<b>BV009 - % of council tax collected</b>	%	96.20	96.50	
<p>0.3% above target and 0.4% above the 08/09 year end result of 96.1%</p>				
<b>BV010 - % of non-domestic rates collected</b>	%	97.50	97.60	
<p>0.1% up on this years target and 0.7% above the 08/09 year end result of 96.9%</p>				

## SCORECARDS

## Organisational Health

PERFORMANCE INDICATOR	UNIT	TARGET	ACTUAL	STATUS
<b>BV011a - % of top 5% of earners that are women</b>	%	52.00	54.24	

At the end of March, 192 of the 354 top earners i.e. 54.24% are female compared with 54.7% for the same period last year.

<b>BV011b - % of top 5% of earners who declare that they are from an ethnic minority</b>	%	3.50	3.44	
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At the end of March, 11 of the 320 top earners (who declared information) i.e. 3.44% were from an ethnic minority compared to 3.12% for the same period last year. Due to an increase in the number of unknown cases of Ethnicity and Disability we are monitoring recruitment and HR processes to see if there is any problem with the information. The figures may improve in the future as a result of this monitoring.

<b>BV011c - % of top 5% of earners who declare that they have a disability</b>	%	5.50	4.40	
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At the end of March, 14 of the 318 top earners (who declared information) i.e. 4.40% have a disability compared with 3.9% for the same period last year. We continue to use Search Providers in recruitment to actively seek staff with a disability at this level.

<b>BV012 - Number of working days / shifts lost due to sickness absence</b>	No.	9.50	10.18	
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At the end of March the year's overall figure is 10.18 showing a 0.19% increase compared to 9.99 days per person last year.

The HR Project areas :-

Culture and Enterprise - showed a decrease of 4.52% from 9.02 to 8.61 days and

Adult SC&H (pre-structure change) - showed a slight increase of 0.06% from 14.37 to 14.38 days.

<b>BV016a - % of employees who declare that they have a disability (excluding school staff)</b>	%	5.00	5.01	
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At the end of March, 5.01% of employees declared that they met the disability definition. This compares with 5.84% for the same period last year. The percentage of staff meeting the DDA disability definition has decreased and so actions are in place to promote the City Council as an employer through placing advertisements in RADAR an annual directory for individuals with a disability seeking work and to work with Jobcentre Plus in targeting minority groups in recruiting through the Local Employment Partnership. In addition work is underway in relation to the retention and development of existing disabled staff.

**SCORECARDS****Organisational Health**

<b>PERFORMANCE INDICATOR</b>	<b>UNIT</b>	<b>TARGET</b>	<b>ACTUAL</b>	<b>STATUS</b>
<b>BV017 - Staff who declare that they are from an ethnic minority as a % of the total workforce (excluding school staff)</b>	<b>%</b>	<b>5.00</b>	<b>5.32</b>	

At the end of March, 5.32% of staff declared that they were from an ethnic minority. This compares with 5.2% for the same period last year. This is the percentage of staff employed from an ethnic minority compared with the total workforce. The current percentage reflects a slight increase since last year. The council is committed to increasing the diversity of its staff and has in place a robust action plan. Actions include the publication of our job site in specialist media, using a range of job boards and working with Jobcentre Plus in targeting minority groups in recruiting through our Local Employment Partnership.

<b>BV156 - % of authority buildings open to the public with all public areas suitable for and accessible to disabled people (calc)</b>	<b>%</b>	<b>75.00</b>	<b>75.47</b>	
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Programmed works at 5 sites has been completed. Four of these have public access. A former accessible building - 8 Shenfield Way – now has no public access ,so at year end 120 of the 159 council public buildings will be accessible to the public ie 75.47%.