

# How to Understand and what they show

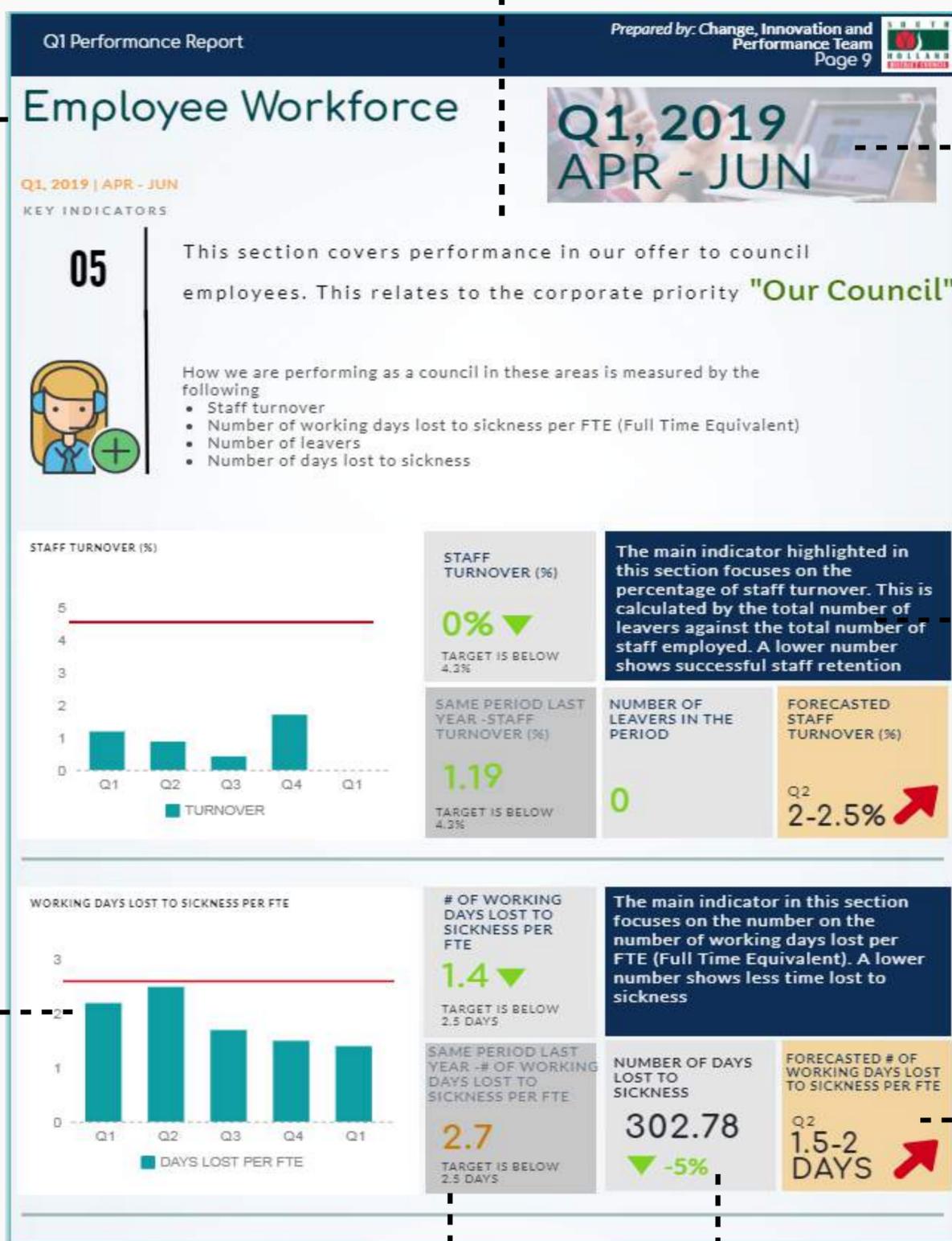
## PAGE 1

Within the new reports there are 8 areas of performance which are covered, each areas focuses on certain elements of the services we provide. Each Area of Performance within the new reports is broken down into two pages, the first page shows the key measures, these traditional agreed measures are targeted and agreed by all levels of the organisation to be key indicators of performance for the relevant areas.

Breakdown of the page  
 - What Data/PIs are being shown  
 - Which part of the corporate plan they link into

Page and Report title

Service area of the council



Reporting Period

Description of the Performance measure, what good looks like etc.

Performance for the last year

Forecast based on existing data and trends as well as any business intelligence gathered which can forecast this figure.

Performance for this time last year last year

Supporting figure which goes into this performance measure or works as part of its calculation

# PAGE 2

Page 2 of each area within the report features different elements of data and visual analytics which support and highlight performance/delivery within the areas they represent, this is traditionally where the data only measures will be featured along with other business intelligence and data provided by different services and sources of data, this page is designed to add context and provide more background and related info/analysis where it is useful.

Data only measures are Performance indicators that whilst informative and useful do not have an agreed target and are therefore still monitored but not highlighted as "Key Indicators"

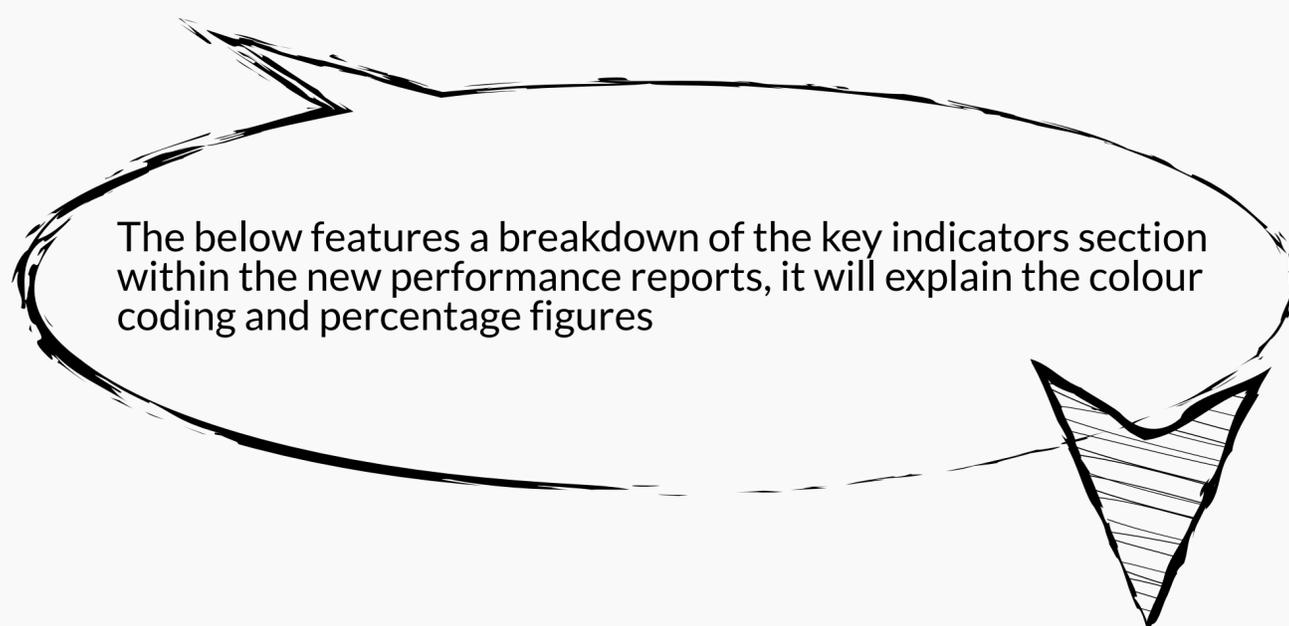
Where possible, benchmark analysis and comparison data to other local authorities will be provided to provide the audience with an idea of how our performance compares



Where relevant, further context and information will be provided by the report authors in relation to key performance and any other areas to highlight, this will often be the case where an area is under performing and further explanation of this is needed, or where an area is performing well and should also be highlighted along with any additional points to note on work that has been undertaken or any other key risks/issues that need raising.



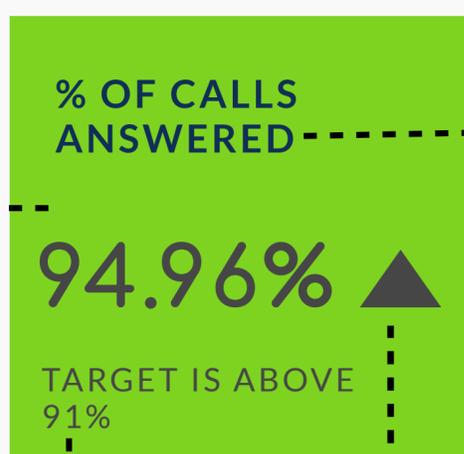
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The below features a breakdown of the key indicators section within the new performance reports, it will explain the colour coding and percentage figures

The colour of the square represents the status of the indicator, Green represents on or above target, orange represents slightly under target, red represents significantly below target and white indicates this is a data only measure and does not have a target.

## KEY INDICATORS



Title of performance measure highlighted

The figure is the current target of this measure

This figure represents the change since last quarter, the arrow represents in which direction the figure has moved since last quarter and if this change has moved in a higher or lower direction.