Appendix 1 Criteria for RAG assessment of progress/scoring for Corporate Delivery Plan updates- Guidance note.

RAG Status	Red	Amber	Green
Time	Milestones not met or activity not delivered in line with planned timescales. Timeline/ completion unachievable without intervention (funding, resources etc.) *The earliest delivery milestone has been selected in Monday.com as the delivery date.* You should choose Red if your activity will not be delivered by the specified milestone date.	Tasks/deliverables slipping against planned dates but plans in place to address and the impact is expected to be minimal. *The earliest delivery milestone has been selected in Monday.com as the delivery date.*	On track to meet milestones and overall completion date as set out in CDP. *The earliest delivery milestone has been selected in Monday.com as the delivery date.* You should only choose Green if this has been achieved or you are on track to achieve.
Budget	Budget not available, or Project has or is expected to overspend by more than 5%.	**Budget yet to be finalised or projected to overspend by less than 5%**	Budget allocated and forecast to be on track or underspent
Resources	Unclear ownership or roles/ responsibilities in terms of activity delivery. Team underperforming or necessary resources unavailable.	**Some gaps in resources,** Unclear ownership or roles/ responsibilities with plans in place to address these	Clear roles and responsibilities and no significant gaps in resources
Benefits	Activity expected to deliver less than 80% of benefits. Or no plan in place to rectify or address shortfall	Activity expected to deliver over 80% of benefits, with a plan in place to rectify or minimise shortfall	Benefits expected to be delivered as planned
Risk	Negative DoT or no evidence to support delivery of CDP commitment. Presents high risk of non-delivery	Flat DoT with limited evidence to support delivery of CDP commitment. Presents risk of non-delivery	Positive DoT no significant risk of non-delivery
N/A	Choose this option if any of the above elements not relevant to RAG against CDP line. If you chose this option, the overall RAG will not be calculated, and you will need to select manually.		
Overall Outcome	Metrics not evidencing change or desired DOT	Majority of activity/outcomes on track within specified timescale with some evidence of achievement	Delivery of activity/outcome on track within specified timescale supported by evidence and metrics