

Weekly Business Dashboard

Week commencing: ____

Measure	Target	This week	Last week	Note
New enquiries				
Replied within 1 working day (%)	100%			
Quotes sent / won				
Revenue invoiced (£)				
Cash received (£)				
Overdue invoices (£ and count)	0			
New reviews received				
Complaints open	0 overdue			
Cash in bank vs next 4 weeks of bills	covered			

Three priorities for next week: