



Role Profile

Performance Analyst (Vulnerable Children)

Enabling services

Role Profile: Performance Analyst (Vulnerable Children)	Role Profile Number: SBC_11672
Directorate: Enabling Services	Reporting to: James Rawlins
Grade: CFL 7	Date Prepared: 05/08/2026

Our Values

Our [Values](#) shape how we work for the people of Swindon. They guide how we make decisions, how we deliver services and how we work with our communities and partners.

Our Values are:

We SEE – people, not problems – and stay curious to understand their story.

We HEAR – each other and the people we serve

We CARE – about our colleagues, our residents and our community

We ACT – with integrity, accountability and purpose

We LEARN – from data, feedback and experience so we keep improving

These five values describe the standards we hold ourselves to as a Council, and what residents and partners can expect from us.

The Swindon Commitment

The [Swindon Commitment](#) shows how we bring our Values to life every day, in every role, across all that we do. It turns our Values into practical promises between the Council, our colleagues and the people we serve so we can work together to deliver the best possible services and support.

Created with colleagues from across the organisation, the Swindon Commitment sets out a shared understanding of how we work, lead and behave. Rooted in our five core values, it reflects how we listen to, include and respond to residents, communities and each other.



Purpose:

This post sits within the central Policy, Performance and Insight team that offer a range of services including corporate performance and risk management reporting, data analysis, research and supporting the Children's Directorate to execute their performance and statutory reporting requirements. As a team, we work closely together to develop innovative practices and improve insight, which supports better slicker provision of accurate and timely intelligence.

This important role sits within the children's Social Care reporting work stream and provides performance and statistical analyses to inform service delivery and improvements across all areas of children's Social Care, local and statutory reporting.

Working in collaboration with other children's social care analysts, and liaising with front line social care staff and service managers. You will help provide a high quality, professional service to improve outcomes for children, young people and families. To develop and improve integrated data reporting to inform early intervention and commissioning of services, and improve the quality of data recording through ongoing communication and building strong working relationships with key stakeholders.

Key responsibilities and accountabilities:

- Assist in the production, development and management of children's social care performance information including scorecards, dashboards, exception reports and any ad hoc requirements or requests.
- Provide data intelligence and assistance to staff and managers in the interpretation of data.
- To process, validate and complete complex statutory returns and ad hoc returns for vulnerable children
- Interpretation of statutory guidance and communication of changes to data collections within the organisation to ensure changes in data capture are implemented and reported correctly
- To use Power BI creatively to segment, publish and visualise selected data sets including drill downs to case level data
- To undertake analysis of data with intelligent interpretation to assist operational managers and commissioners in the development of their services
- To investigate trends arising from the data and provide a positive challenge to operational managers and commissioners in terms of questions arising from the data
- Undertake comprehensive and complex cross referencing of data sources to test out hypothesis linked to vulnerable children performance
- To manage the development and provision of statistical and research information to enable Children's Services to deliver on its Improvement Plans and allocate resources effectively.
- To analyse data to assist operational teams to identify performance issues and monitor the effect of corrective actions.

- To “tell the story” in relation to children’s social care performance and link to performance as a whole in Children’s Services. - Deliver presentation of data to all levels of the organisation	
Number and types of jobs managed:	N/A
Budget Holder:	No
Budget Value:	N/A
Asset Responsibility:	N/A

PERSON SPECIFICATION

Qualifications:	Essential or Desirable
Educated to degree level or experience in relevant related subjects with good grades in Maths or Data Science.	E
Knowledge and Experience:	
Knowledge of using Powerbi and Excel at an advanced level	E
At least 3 years working with data and statistical interpretation.	E
Appreciation and understanding of Children’s Social Care processes	D
Experience of working for a Local Authority	D
Aptitudes, Skills and Competencies:	
Ability to problem solve and devise complex rules to large data sets	E

• Effective decision making as a Performance Analyst requires good analytical skills, attention to detail, the ability to work under pressure and the capability to work to deadlines.	E
• Excellent communication skills	Essential

Other Key Features of the role

It should be noted that the duties and tasks associate with this post may change from time to time without altering their general character or the level of responsibility entailed. The above duties and activities associated with this job are neither exclusive nor exhaustive and the job holder may be called upon to carry out other such appropriate duties as may be required within the grading level of the job.