Performance Reporting Timetable 2020 – 2021   **Appendix D**

The deadlines for the monthly performance reports are shown here along with the meetings this data will be reported to:

Monthly Performance Statistics – Quarter One April - June 2019			
Data Deadline to People & Performance (P&P)	16 May 2019 P1 (April statistics)	13 June 2019 P2 (May statistics)	18 July 2019 P3 (June statistics)
SMT Chat (Mondays)	20 May 2019	17 June 2019	22 July 2019

Monthly Performance Statistics – Quarter Two July - September 2019			
Data Deadline to People & Performance (P&P)	15 August 2019 P4 (July statistics)	19 September 2019 P5 (August statistics)	17 October 2019 P6 (September statistics)
SMT Chat (Mondays)	19 August 2019	23 September 2019	21 October 2019

Half Year Performance Report April – September 2019 Strategic Plan Action Plan, Monthly Performance Statistics and Award and Accreditations				
P&C	PMB	Leadership	Scrutiny Panel	Cabinet
10 October 2019	22 October 2019	21 November 2019	10 December 2019	29 January 2020

Monthly Performance Statistics – Quarter Three October - December 2019			
Data Deadline to People & Performance (P&P)	14 November 2019 P7 (October statistics)	12 December 2019 P8 (November statistics)	16 January 2020 P9 (December statistics)
SMT Chat (Mondays)	18 November 2019	16 December 2019	20 January 2020

Monthly Performance Statistics – Quarter Four January - March 2020			
Data Deadline to People & Performance (P&P)	13 February 2020 P10 (January statistics)	19 March 2020 P11 (February statistics)	16 April 2020 P12 (March statistics)
SMT Chat (Mondays)	17 February 2020	23 March 2020	20 April 2020

Proposed KPI Targets for April 2020 – March 2021				
P&C	PMB	Leadership	Scrutiny Panel	Cabinet
12 December 2019	17 December 2019	7 January 2020	28 January 2020	11 March 2020

Year End Performance Report April 2019 – March 2020 Strategic Plan Action Plan, Monthly Performance Statistics and Award and Accreditations				
P&C	**PMB**	**Leadership**	**Scrutiny Panel**	**Cabinet**
16 April 2020	21 May 2020	2 June 2020	9 June 2020	July 2020

Note: Single Data List Indicators – Services to continue reporting direct to the relevant Government Department