

Performance Reporting Timetable 2020 – 2021

Appendix B

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 2020			
Data Deadline to People & Performance (P&P)	28 May 2020 P1 (April statistics)	25 June 2020 P2 (May statistics)	23 July 2020 P3 (June statistics)
SMT Chat (Mondays)	1 June 2020	29 June 2020	27 July 2020

Monthly Performance Statistics – Quarter Two July - September 2020			
Data Deadline to People & Performance (P&P)	20 August 2020 P4 (July statistics)	24 September 2020 P5 (August statistics)	22 October 2020 P6 (September statistics)
SMT Chat (Mondays)	24 August 2020	28 September 2020	26 October 2020

Half Year Performance Report April – September 2020 Strategic Plan Action Plan, Monthly Performance Statistics and Award and Accreditations				
P&C	PMB	Leadership	Scrutiny Panel	Cabinet
8 October 2020	October 2020	November 2020	December 2020	January 2021

Monthly Performance Statistics – Quarter Three October - December 2020			
Data Deadline to People & Performance (P&P)	26 November 2020 P7 (October statistics)	17 December 2020 P8 (November statistics)	21 January 2021 P9 (December statistics)
SMT Chat (Mondays)	30 November 2020	21 December 2020	25 January 2021

Monthly Performance Statistics – Quarter Four January - March 2021			
Data Deadline to People & Performance (P&P)	25 February 2021 P10 (January statistics)	25 March 2021 P11 (February statistics)	22 April 2021 P12 (March statistics)
SMT Chat (Mondays)	1 March 2021	29 March 2021	26 April 2021

Proposed KPI Targets for April 2021 – March 2022				
P&C	PMB	Leadership	Scrutiny Panel	Cabinet
5 December 2020	December 2020	January 2021	January 2021	March 2021

Year End Performance Report April 2020 – March 2021 Strategic Plan Action Plan, Monthly Performance Statistics and Award and Accreditations				
P&C	PMB	Leadership	Scrutiny Panel	Cabinet
16 April 2021	May 2021	June 2021	June 2021	July 2021

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