

**Performance Reporting Timetable 2019 – 2020**

**Appendix B**

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

<b>Monthly Performance Statistics – Quarter One April - June 2019</b>			
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

<b>Monthly Performance Statistics – Quarter Two July - September 2019</b>			
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

<b>Half Year Performance Report April – September 2019 Strategic Plan Action Plan, Monthly Performance Statistics and Award and Accreditations</b>				
<b>P&amp;C</b>	<b>PMB (less KPIs)</b>	<b>Leadership</b>	<b>Scrutiny Panel</b>	<b>Cabinet</b>
17 October 2019	October 2019	November 2019	December 2019	January 2020

<b>Monthly Performance Statistics – Quarter Three October - December 2019</b>			
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

<b>Monthly Performance Statistics – Quarter Four January - March 2020</b>			
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

<b>Proposed KPI Targets for April 2020 – March 2021</b>				
<b>P&amp;C</b>	<b>PMB</b>	<b>Leadership</b>	<b>Scrutiny Panel</b>	<b>Cabinet</b>
12 December 2019	December 2019	January 2020	January 2020	March 2020

<b>Year End Performance Report April 2019 – March 2020 Strategic Plan Action Plan, Monthly Performance Statistics and Award and Accreditations</b>				
<b>P&amp;C</b>	<b>PMB</b>	<b>Leadership</b>	<b>Scrutiny Panel</b>	<b>Cabinet</b>
16 April 2020	May 2020	May/June 2020	June 2020	July 2020

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