

**ANGUS COUNCIL CORPORATE
PUBLIC PERFORMANCE REPORTING CALENDAR**

Month	Publication	Performance Information Provided	Comment
March	Angus Life	Update on key council/Community Planning Partnership priorities and plans.	Magazine format – distributed to every Angus household. Also on website.
	Corporate Action Plan	Major actions which services will tackle in next financial year in support of corporate priorities.	Available on website.
	Department Service Plans	Sets out major initiatives/development actions for each department in the forthcoming year together with service standards and associated performance targets.	Available on website.
April	Budget Guide	A range of budgetary information and general information on the council and council services.	Leaflet format – available in libraries, council reception areas, ACCESS offices.
June	Putting You First	Progress update on delivery of corporate priorities in previous financial year and sets out priorities for current year.	Magazine format – distributed to every Angus household. Also on website.
July	Draft Accounts	Summary of capital and revenue expenditure for previous financial year.	Available on website. Vouchers, receipts etc., which underpin the accounts available for public inspection July/August following public advert to raise awareness.
August	Annual Efficiency Statement	Sets out level of efficiency savings delivered during previous financial year and key areas where efficiencies planned in current financial year.	Available on website.
August/ September	Department Annual Reports	Summary of activities and performance in previous financial year within each department.	Available on website.
	Corporate Annual Report	Summary of progress by service in previous financial year in support of corporate priorities.	Available on website.
	Statutory Performance Indicators	Public statutory performance indicators for Angus.	Available on website.

Month	Publication	Performance Information Provided	Comment
December	Angus Life	Update on key council/Community Planning Partnership priorities and plans.	Magazine format – distributed to every Angus household. Also on website.
	Annual Report and Accounts	Summary of capital and revenue expenditure for previous financial year.	Book format – sent to various bodies. Available in libraries, council reception areas, ACCESS offices and website.
	Department Service Performance Reports	Summary of activities and performance in first six months of current financial work within each department.	Available on website.

CORPORATE SERVICES DEPARTMENT
PUBLIC PERFORMANCE REPORTING CALENDAR

Month	Publication	Performance Information Provided	Comment
April	Council Tax Additional Information Leaflet	Summary of calculation of Council Tax and cost of services which Council Tax funds together with information on Council Tax for each valuation band.	Leaflet format issued with Council Tax Demand Notices to all Council Taxpayers.
June	Report on Council Tax and Non-Domestic Rates Collection Performance	Details of percentage level of council tax, etc. which has been collected for most recently completed financial year.	Available on website. A separate but linked report also provides information on the proposed write offs for Council Tax, etc. debts.
	Chief Internal Auditor's Annual Report and Assurances	Performance indicators and information for Internal Audit Service. Council compliance with Local Code of Corporate Governance.	Available on website.
October	Benefits Fraud Update Report	Report on annual performance in relation to Benefits Fraud investigation.	Available on website.

EDUCATION DEPARTMENT
PUBLIC PERFORMANCE REPORTING CALENDAR

Month	Publication	Performance Information Provided	Comment
May	Education Service Plan	Sets out annual improvement priorities and provides progress report in relation to previous year's priorities.	Hard copy published for schools.
June	Asset Management	Condition and suitability of each school building	Committee report posted to website.
July	School Standards and Quality Reports	Details performance of each school against key national quality indicators.	Triennial report. Available – in hard copy and electronically – in simple newsletter format.
August	School Improvement Plan Summary	Each school publishes a summary of its improvement plan which provides an overview of the previous session's achievements and the new session's priorities.	Available – in hard copy and electronically – in simple newsletter format.
September/ October	Education Authority – Standards and Quality Report	Details performance of the education authority against key national quality indicators.	Triennial report. Available on website and published in hard copy.
October	Basic/Supplementary Information Data	Details of policies and procedures for attending Angus schools incorporating yearly statistical details on attendance/attainment/running costs.	Available on website via A – Z.
December	School Handbooks (Pre-School, Primary, Secondary)	Details practical information about individual schools as well as providing performance/ attainment data.	Hard copy. Located on school website. [Access Line/Access Office receive reference copies]

**NEIGHBOURHOOD SERVICES DEPARTMENT
PUBLIC PERFORMANCE REPORTING CALENDAR**

Month	Publication	Performance Information Provided	Comment
July/August	Housing News	Tenants' Newsletter which contains general and appropriate performance information.	Magazine format – distributed to every Angus household.
December/ January	Housing News	Tenants' Newsletter which contains general and appropriate performance information.	Magazine format – distributed to every Angus household.

SOCIAL WORK AND HEALTH DEPARTMENT
PUBLIC PERFORMANCE REPORTING CALENDAR

Month	Publication	Performance Information Provided	Comment
May/June	Customer Satisfaction Survey report	Provides service user/carer perspective on departmental performance against commitments made in the customer charter.	Undertaken every two years.
	Angus Adoption Agency Annual Report	Provides information on operation of Angus Adoption Agency and the Fostering Panel with statistical information and an overview of the full period that the agency and the panels have been in operation.	Available on website.
	Chief Social Work Officer Report	Provides update on actions and areas of work undertaken by the department that are specific to Social Work and social care services as defined by the Social Work (Scotland) Act 1968.	Available on website.
	Volunteering In Social Work Annual Report	Progress up date on requests for volunteers and number of new volunteers supporting service users in the community.	Incorporated within the Chief Social Work Officer report. Available on website.
	Clients' Rights Service Annual Report	Report on information, advice and support given to service users and professionals regarding rights issues.	Incorporated within the Chief Social Work Officer report. Limited number produced in hard copy. Available electronically or via the website.
	Public Information Annual Report	Report on progress made in the area of public information with recommendations for the continued improvement of this service.	Incorporated within the Chief Social Work Officer report. Limited number produced in hard copy. Available electronically.
	Tayside Community Justice Authority Annual Report	Report on work of Tayside Community Justice Authority in the previous financial year detailing planned work to be undertaken as part of the Tayside Community Justice Authority Area Plan 2008-2011 and Action Plan.	Available on website. Limited number produced in hard copy. Available electronically.

Month	Publication	Performance Information Provided	Comment
	Social Work Complaints Annual Report	Report on operation of the complaints procedure and individual complaints investigated during previous financial year. Details actions taken to improve social work services in response to the outcome of completed complaints. Also highlights number of compliments received by staff/service areas within the department	Limited number produced in hard copy. Available electronically or on website. Available in all social work offices.
August	Angus Adult Protection Committee Annual Report	Report on work of the committee detailing priorities for the forthcoming year.	Limited number produced in hard copy. Available electronically or on website.
	Angus Child Protection Annual Report	Report on work and activity of the committee and member agencies in the field of child protection.	Limited number produced in hard copy. Available electronically or on website.
	Angus Integrated Children's Services Plans/ Reviews	Report on what has been achieved and outlines future actions in the implementation of the integrated children's services plan.	Produced as hard copy booklet and available on website.