

Quarterly Performance Monitoring Timetable 2019-20

Quarter	Dates of quarter	Updater sheets sent out	Date updating starts	Updating deadline	Generate and sign off reports including report to CMT	Scrutiny draft report due date	Scrutiny Committee	Cabinet Date
1	1 st April 2019-30 th June 2019	17 th June	1 st July 2019	12 th July	15 th July-1 st October	TBA Approx. 2 weeks before meeting Date.	15 th October – 24 th October	Reported to Cabinet 4 th or 18 th November 2019
2	1 st April 2019-30 th September 2019	17 th September	1 st October	14 th October	16 th October - 18 th 25 th November	TBA Approx. 2 weeks before meeting Date.	10 th December – 19 th December	Reported to Cabinet on 6 th or 20 th January 2020
3	1 st April 2019-31 st December 2019	16 th December	2 nd January	17 th January	20 th January – 2 nd March	TBA Approx. 2 weeks before meeting Date.	17 th March – 26 th March	Reported to Cabinet 30 th March 2020
4 (End of Year)	1 st April 2019-31 st March 2020	18 th March	1 st April	15 th April for updates and evidence	17 th April – 1 st July	TBA Approx. 2 weeks before meeting Date.	TBA	TBA (Reported to Cabinet in July)