

2011 Planning and Reporting Schedule (as at 11/05/2011)

	January	February	March	April	May	June	July	August	September	October	November	December
CSPD	Preparation of previous year KPI full acquittals report (Dec-Jan)		Risk Workshop PVC&EDs/ School Deans	Commence development of draft KPI's		Prepare Traffic Light Report - Half-Year KPI acquittal	Commencement of Operational Planning exercises		Finalisation of Op Plans		Risk Workshop Senior Executives	Preparation of current year KPI acquittals (Dec-Jan)
			Strategic Planning/Risk Mgt Session	Commence development of draft Corporate Plan			Draft Planning & Reporting Schedule					
VCAC		Draft report previous year full KPI acquittal	Strategic Planning/Risk Mgt Session	Traffic Light Report - Student Numbers	Draft Strategic Plan and Risk Record	Draft KPIs	Traffic Light Report - Half-Year KPI acquittal	Traffic Light Report - Student Numbers	Draft Planning & Reporting Schedule	Report on submission of Faculty Portfolios & Operation Plans		Traffic Light Report - Student Numbers
						Draft Corporate Plan	Draft Strategic Plan and Risk Record					
PRC		Draft report previous year full KPI acquittal			Traffic Light Report - Student Numbers		Draft Risk Record	Traffic Light Report - Half-Year KPI acquittal				Draft Budget
								Traffic Light Report - Student Numbers				
								Draft Strategic Plan				
								Draft KPIs				
								Draft Corporate Plan				
ARC			Previous Years Risk Report		Current Year Risk Record		Draft Risk Record					
Council			Final Report previous year full KPI acquittal		Draft Strategic Plan/Risk Record		Final Risk Record		Final Strategic Plan		Budget	
					Traffic Light Report - Student Numbers				Final KPIs			
									Final Corporate Plan			
									Traffic Light Report - Half-Year KPI acquittal			