

Appendix 2 – Annual Performance/Risk Management Calendar

Month	Item	Cycle frequency	Distribution
April	Scrutiny forward plan to consider any risk/performance matters that need addressing as part of their annual workplan.	Annually	Scrutiny Members
May	Annual Meeting	Annually	All members
10 June	Quarter 4 Corporate Performance, Risk and Feedback Report Published	Quarterly	Cabinet
July			
August			
September	State of Melton Report published for previous financial year Quarter 1 Corporate Performance, Risk and Feedback Report Published Bi-annual Risk Management Update Published	Annually Quarterly 6 monthly	All Members Cabinet Audit and Standards
October			
November			
December	Quarter 2 Corporate Performance, Risk and Feedback Report Published	Quarterly	Cabinet
January	Budget Scrutiny Meeting	Annually	Scrutiny
February	Budget and Council Tax set	Annually	Council/Cabinet
March	State of Melton Report Published Quarter 3 Corporate Performance, Risk and Feedback Report Published Bi-annual Risk Management Update Published	Annually Quarterly 6 monthly	All members/on website Cabinet Audit and Standards