

Strategic/Corporate ROM Timetable - Thurrock and LBB

Quarter	Month 2014/15	Thurrock		LBB		Month 2014/15	Quarter		
		DB	S&AC	PAASC	CMT				
1	Apr	22 Apr	End of May	from Jan		Apr	1		
	May					12 Jun		May	
	Jun							Jun	
2	Jul	22 Jul		End of May	Begin of Oct		Jul	2	
	Aug						11 Sept		Aug
	Sept								Sept
3	Oct	28 Oct	End of Nov		Begin of Oct		Oct	3	
	Nov						11 Dec		Nov
	Dec								Dec
4	Jan	27 Jan		End of Nov	Begin of Apr		Jan	4	
	Feb						12 Mar		Feb
	Mar								Mar
1	Apr	28 Apr	to Sept		Begin of Apr		Apr	1	
	May						11 Jun		May
	Jun								Jun

Thurrock Q1 2014

HoS / Managers Review Service and S/C R&Os 10 Mar - 28 Mar
DMTs consider/sign off the Directorate S/C R&O returns 01 Apr or 08 Apr
DMTs provide the completed S/C R&O returns to CRM by 11 Apr
CRM develops report (Review of the S/C R&O Register) 14-17 Apr
Report submitted to Exec Support (for DB) by 18 Apr and details shared with PB reps.
Report presented to DB 22 Apr
Report submitted to Dem Servs (for S&AC) by 02 May
Report presented to S&AC End of May

END / BEGIN FINA

Thurrock Q2 2014

HoS / Managers Review Service and S/C R&Os 09 Jun - 30 Jun
DMTs consider/sign off the Directorate S/C R&O returns 1 Jul or 08 Jul
DMTs provide the completed S/C R&O returns to CRM by 11 Jul
CRM develops report (Review of the S/C R&O Register) 14 - 17 Jul
Report submitted to Exec Support (for DB) by 18 Jul and details shared with PB reps.
Report presented to DB 22 Jul
HOLIDAY PERIOD

Thurrock Q3 2014

HoS / Managers Review Service and S/C R&Os 15 Sep - 06 Oct
DMTs consider/sign off the Directorate S/C R&O returns 07 Oct or 14 Oct
DMTs provide the completed S/C R&O returns to CRM by 17 Oct
CRM develops report (Review of the S/C R&O Register) 20 - 23 Oct
Report submitted to Exec Support (for DB) by 24 Oct and details shared with PB reps.
Report presented to DB 28 Oct
Report submitted to Dem Servs (for S&AC) by 7 Nov
Report presented to S&AC End of Nov

Thurrock Q4 2014/15

HoS / Managers Review Service and S/C R&Os 15 Dec - 05 Jan
DMTs consider/sign off the Directorate S/C R&O returns 06 Jan or 13 Jan
DMTs provide the completed S/C R&O returns to CRM by 16 Jan
CRM develops report (Review of the S/C R&O Register) 19 - 22 Jan
Report submitted to Exec Support (for DB) by 23 Jan and details shared with PB reps.
Report presented to DB 27 Jan
XMAS PERIOD

Thurrock Q1 2015

HoS / Managers Review Service and S/C R&Os 16 Mar - 06 Apr
DMTs consider/sign off the Directorate S/C R&O returns 07 Apr or 14 Apr
DMTs provide the completed S/C R&O returns to CRM by 17 Apr
CRM develops report (Review of the S/C R&O Register) 20 - 23 Apr
Report submitted to Exec Support (for DB) by 24 Apr and details shared with PB reps.
Report presented to DB 28 Apr
Report submitted to Dem Servs (for S&AC) by 08 May
Report presented to S&AC End of May

END / BEGIN OF FIN

LBBB Q1 2014

Service Managers Review Service and S/C R&Os 23 Apr - 14 May
DMTs consider/sign off the Directorate S/C R&O returns 15 May or 22 May
DMTs provide the completed S/C R&O returns to CRM by 23 May
CRM develops report (Review of the S/C R&O Register) 26 May - 04 Jun
Report submitted to Exec Support (for CMT) by 05 Jun
Report presented to CMT 12 Jun

LBBB Q2 2014

Service Managers Review Service and S/C R&Os 23 Jul - 13 Aug
DMTs consider/sign off the Directorate S/C R&O returns 14 Aug or 21 Aug
DMTs provide the completed S/C R&O returns to CRM by 22 Aug
CRM develops report (Review of the S/C R&O Register) 25 Aug - 03 Sept
Report submitted to Exec Support (for CMT) by 04 Sept
Report presented to CMT 11 Sept
Report submitted to Dem Servs (for PAASC) by 19 Sept
Report presented to PAASC Begin of Oct

HOLIDAY

LBBB Q3 2014

Service Managers Review Service and S/C R&Os 22 Oct - 11 Nov
DMTs consider/sign off the Directorate S/C R&O returns 13 Nov or 20 Nov
DMTs provide the completed S/C R&O returns to CRM by 21 Nov
CRM develops report (Review of the S/C R&O Register) 24 Nov - 3 Dec
Report submitted to Exec Support (for CMT) by 4 Dec
Report presented to CMT 11 Dec
XMAS PERIOD

LBBB Q4 2015

Service Managers Review Service and S/C R&Os 21 Jan - 11 Feb
DMTs consider/sign off the Directorate S/C R&O returns 12 Feb or 19 Feb
DMTs provide the completed S/C R&O returns to CRM by 20 Feb
CRM develops report (Review of the S/C R&O Register) 23 Feb - 04 Mar
Report submitted to Exec Support (for CMT) by 5 Mar
Report presented to CMT 12 Mar
Report submitted to Dem Servs (for PAASC) by 20 Mar
Report presented to PAASC Begin of Apr

END / BEGIN OF FINANCIAL YEAR

LBBB Q1 2015

Service Managers Review Service and S/C R&Os 22 Apr - 13 May
DMTs consider/sign off the Directorate S/C R&O returns 14 May or 21 May
DMTs provide the completed S/C R&O returns to CRM by 22 May
CRM develops report (Review of the S/C R&O Register) 25 May - 03 Jun
Report submitted to Exec Support (for CMT) by 04 Jun
Report presented to CMT 11 Jun