

## Committee reporting and key dates

Period End	Final Invoice Paid	Indicative Report Issue Date	Key Dates
31 August 2019	20 September 2019	26 September 2019	Start planning and spending your Township Discretionary Funds
30 September 2019	21 October 2019	24 October 2019	Budget phasing should be completed by the end of September. Up until this point you may see changes in the phasing of your current year budget
31 October 2019	20 November 2019	26 November 2019	
30 November 2019	20 December 2019	November report will not be issued	Your financial report may have shown opening balances for the 2018/19 financial year. Reserve, community centres and halls budgets will be transferred to the district wide rate accounts
31 December 2019	20 January 2020	24 January 2020	Spend Township discretionary funds
31 January 2020	20 February 2020	26 February 2020	
28 February 2020	20 March 2020	26 March 2020	Spend Township discretionary funds
31 March 2020	20 April 2020	24 April 2020	
30 April 2020	20 May 2020	26 May 2020	
31 May 2020	22 June 2020	26 June 2020	All Township discretionary fund purchase orders must be in place by 31 May 2020
30 June 2020	20 July 2020	Late August 2020	

This table shows indicative dates of when we anticipate making your financial reports available.  
These dates are subject to change depending on staff work commitments at the time.