

2017 Co-op Engagement Calendar
 - updated 23/12/16

2017

		w/c	Jan				Feb				Mar				Apr				May				Jun				Jul				Aug				Sep				Oct				Nov				Dec																
Program Activity	Co-op Engagement Activity		2	9	16	23	30	6	13	20	27	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	4	11	18	25									
Participation Program Policy Development	Draft engagement plan consultation		■																																																												
	Final engagement plan circulated										■																																																				
	EOI process for advisory group membership		■																																																												
	Discussion paper circulated										■																																																				
	Information gathering workshops																						■																																								
	Information gathering survey																						■																																								
	Policy principles workshop (at CEHL Conference)																																																														
	Policy principles survey																																																														
	Draft Participation Program Policy circulated																																																														
	Final Participation Program Policy released																																																														
Future Directions Project	Regional launches																																																														
	Regional workshops																																																														
Circuit Replacement Project	Roll-out of new accounting / tenancy management system																																																														
Program Costs and Revenues Review	Discussion paper circulated																																																														
	Information gathering workshop (at CEHL Conference)																																																														
	Review of current rent model																																																														
Rent Review	Review of current rent model																																																														
Co-op Development	Regional Forums																																																														
	Training program																																																														
Program Policy Development	Draft policies and procedures consultation		■																																																												
	Summary of feedback at Regional Forums																																																														
	Endorsed Program Policies released																																																														
Property Development	CEHL Design Guidelines feedback																																																														
	Acquisition and Development Strategy feedback																																																														
Finance	Household Information Form																																																														
	Notification of maximum and minimum rents																																																														
	Notification of company rent																																																														
	Quarterly financial reporting																																																														
	Undertaking of annual audit																																																														
Asset Management	Introduction of Renewal Standards																																																														
	Development of CMC cyclical plans																																																														
Administration	Update of Co-op contact details																																																														
	Nominations for CEHL Honour Board																																																														
	Nominations for position of CEHL Director																																																														
	AGM pack sent to Co-op Secretaries																																																														
Engagement Review	Feedback survey on engagement approach																																																														
	Information gathering workshop (at CEHL Conference)																																																														
	Draft engagement plan circulated for feedback																																																														
	Finalised engagement plan circulated																																																														

Key

- For information
- Contribute feedback / information
- Attend event
- Timing / method to be confirmed
- (Border indicates length of engagement)