

## CITY MANAGEMENT CONTRACT MONITORING FORM

|                          |  |                               |
|--------------------------|--|-------------------------------|
| <b>CONTRACT TITLE:</b>   | Debt Management Contract                                     |                               |
| <b>NAO:</b>              | XXXXX  |                               |
| <b>Monitoring period</b> | 1 <sup>st</sup> April 2012 – 30 <sup>th</sup> September 2012 |                               |
| <b>Contract Status</b>   |  | <i>(Tick appropriate box)</i> |
|                          | Contract expires < 12 months                                 | ✓                             |
|                          | Contract relet strategy required                             | ✓                             |
|                          | Contract -GREEN  |                               |

|                           |                                |                                  |                                |
|---------------------------|--------------------------------|----------------------------------|--------------------------------|
| <b>Start Date:</b>        | 1 <sup>st</sup> September 2008 | <b>End Date:</b>                 | 30 <sup>th</sup> August 2012   |
| <b>Contract Value:</b>    | £800,000                       | <b>Overall variance to date:</b> |                                |
| <b>Annual Budget:</b>     | £300,000 (this year)           | <b>Annual spend to date:</b>     | £71,684.00                     |
| <b>Extension Approved</b> | yes                            | <b>New End Date:</b>             | 28 <sup>th</sup> February 2013 |

| Key Deliverables / Outcomes |                         |
|-----------------------------|-------------------------|
| 1.                          | Pre TEC Collection      |
| 2.                          | Post Warrant Collection |
| 3.                          | Special Operations      |
| 4.                          |                         |

*(These should be the very high level deliverables of the contract eg: Clean streets, Provide maintenance of handheld (airwave) devices)*

| Key Performance Measures | 1                             | 2 | 3 | 4 |
|--------------------------|-------------------------------|---|---|---|
|                          | <i>(Tick appropriate box)</i> |   |   |   |
| 1. >=20%                 |                               |   | ✓ |   |
| 2. >=20%                 |                               | ✓ |   |   |
| 3. 2 per month           |                               |   | ✓ |   |
| 4.                       |                               |   |   |   |

*(These should be the very high level measures to match the outcome above )*

| ISSUES / RELET UPDATE / COMMENTS  |
|---|
| <p>Have raised concerns about post warrant performance that the contractor will address.</p> <p>Contract has been extended by 6 months to allow for the procurement of a new contract to start 1<sup>st</sup> March 2013.</p> <p>Closing date for tenders is 26<sup>th</sup> October and procurement timetable is on track to provide continuity of service</p> |