

## Appendix C – Delivery Milestones

The following sets out the key delivery milestones for the proposed contract.

Milestones	Dates
Contract Sign off	21 <sup>st</sup> January 2022
Initial briefing meeting with Council's Head of Service and Contract manager - Revenues	24 <sup>th</sup> January 2022
Interim Report/Meeting – findings to date	7 <sup>th</sup> February 2022
Interim Report/meeting – findings to date	21 <sup>st</sup> February 2022
Presentation - Provider to present options, including long term and implementation costs	14 <sup>th</sup> March 2022
Final sign off and completion of Revenues Service Delivery Options appraisal report	21 <sup>st</sup> March 2022

Please note the above represent provisional milestones and the dates may change.