SCHEDULE 6 (TRANSPARENCY REPORTS)

1.1 The Supplier recognises that the Buyer is subject to PPN 01/17 (Updates to transparency principles v1.1 (https://www.gov.uk/government/publications/procurement-policy-note-0117-update-to-transparency-principles). The Supplier shall comply with the provisions of this Schedule in order to assist the Buyer with its compliance with its obligations under that PPN.

1.2 Without prejudice to the Supplier's reporting requirements set out in this Contract, within one (1) Month of the Effective Date the Supplier shall submit to the Buyer for Approval (such Approval not to be unreasonably withheld or delayed) draft Transparency Reports consistent with the content requirements and format set out in the Annex of this Schedule.

1.3 If the Buyer rejects any proposed Transparency Report submitted by the Supplier, the Supplier shall submit a revised version of the relevant report for further Approval within five (5) days of receipt of any notice of rejection, taking account of any recommendations for revision and improvement to the report provided by the Buyer. If the Parties fail to agree on a draft Transparency Report the Buyer shall determine what should be included. Any other disagreement in connection with Transparency Reports shall be treated as a Dispute.

1.4 The Supplier shall provide accurate and up-to-date versions of each Transparency Report to the Buyer at the frequency referred to in the Annex of this Schedule.

ANNEX A: LIST OF TRANSPARENCY REPORTS

Transparency is paramount for building public trust and confidence in public services. Furthermore, in this instance, transparency will enable the Buyer to comply with its transparency obligations under PPN 01/17 (described above) and make informed and strategic decisions for the benefit of the successful delivery of the UK Pavilion.

Title	Content	Format	Frequency
Performance Metrics	Including but not limited to: • Service Level 2 & Service Level 3 as seen in 'Schedule 10 (Service Levels)'	Dashboard	Weekly
Underperformance Management	Including but not limited to: • Performance issues and proposed resolutions	Dashboard	Weekly
Resource Plans	Including but not limited to: • Forward look of staff rota for the next 2 weeks from date of submission of the relevant report • Recruitment schedule	Dashboard	Weekly
Service Improvement Plans	Including but not limited to: • Training log • Training schedule	Dashboard	Weekly
Associated Costs and Supply Chain Information	Including but not limited to: • All staff salaries and wages removing any personal data but stating each role, including staff expenses, such as accommodation and travel	Dashboard	Weekly

UK Pavilion Audience	Including but not limited to: • Visitor numbers • Audience demographic • Relevant audience information • Audience dwell time	Dashboard	Weekly