



CONTRACTING CHARTER

The purpose of our working relationship

- What do we want to achieve and why (what is the required and desired result)?
- What do we want our impact with our clients and the business to be?
- How can we achieve more by working together?
- What is the end goal?

The processes/principles we will follow

- How are we going to communicate clearly?
- What are the stages we will commit to following before/during/after speaking/meeting with each other?
- When and how will we review progress (how often will we meet and speak with each other)?
- How will we measure, monitor and communicate progress/issues to each other and the key stakeholders?

The core elements of our working relationship

- How do we both want to support each other?
- How will we feedback to each other (successes/issues)?
- What do we both require from each other to ensure a successful two-way relationship?
- What are each of our roles and responsibilities?
- What are our expectations of each other?
- What are each of our strengths?

