



RACI Chart 3 b 3 Develop a policy that would be applied in developing new partnership and service delivery agreements or in renegotiations to ensure Council direction with respect to mandate and negotiation principles are applied

Task List	Deadline to Complete	Responsible	Accountable	Consulted	Informed	Comments
Develop considerations for the establishment of a project team by person identified as responsible for agreement						
Analyze agreement type.						





Review agreement types						
Review any similar policies from other communities						
Draft policy to ensure council direction with respect to mandate and negotiation principles are applied in negotiation						
Policy will need to provide a mechanism for coming back for						





any reconsideration based on the actual negotiation to the parameters						
Determine who is lead to initiate the update or review (if historic agreement)						
Analysis of partner type- eg. Non profit, other						





government agency, for profit, other						
Analysis of partner type—eg. Non profit, other government agency, for profit, other						
Thresholds – financial and people served – to help categorize approach						





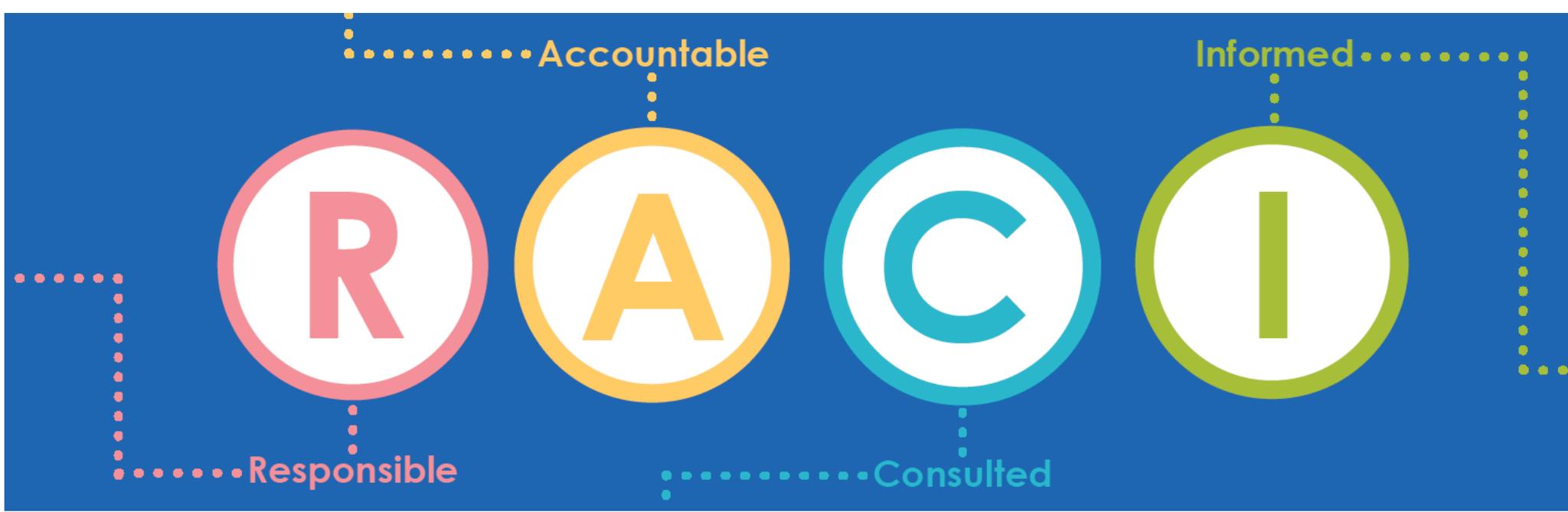
Analysis of the current agreement including financial, and operational impacts and demands on staff or others and capital responsibilities.						
Clear vision for the partnership – agreed to by the partners – the WHY						
Establish						





parameters for report (Committee/Co uncil)– negotiating principles						
Establish draft agreements – for various agreement types or things that are mandatory						
Toolkit – report templates, agreement clauses/templat es						
Develop considerations for annual						





review or bi-annual review of agreements						

