**Meeting Title: Strategic Monthly/Quarterly Contract Review**

**Called By:**

**Location:**

**Date:**

**Time:**

**Attendees:**

RGU:

Supplier:

**Apologies:**

**Agenda Points**

* **Discussion of previous meeting minutes/actions/updates.**
* **Monthly/Quarterly Management Report**
  + **Overview of feedback received**
  + **Summary of Key Performance Indicator Score Cards**
  + **Action Plan to improve scores from KPI results (if applicable)**
* **New Products/Service/Market Intelligence**
* **Health & Safety/Environmental/Sustainable Innovation to contribute to the University’s Strategy.**