

Tick	Support	Activities
1	<b>Headline Strategy</b>	Clarifying shareholder objectives. Defining key business goals and strategies to deliver them.
2	<b>Full business plan for fundraising and/or exit</b>	Creating a full business plan which describes all aspects of the business and can be used as an information memorandum.
3	<b>Business plan "lite"</b>	Creating a short, practical plan that focuses on the headline strategy.
4	<b>Budgeting and forward modelling</b>	Separately or dovetailing with business plan "lite"; financial plans and projections, including key targets to achieve and funding requirements.
5	<b>Flash report dashboard</b>	Defining and commenting on a regular snapshot on the state and performance of the business, in an agreed format.
6	<b>Performance measurement</b>	Working with the existing financial team to set up the management accounts and other business information to provide accurate, timely and relevant reports.
7	<b>Interpreting financial data</b>	Explaining the actual results to the business and their implications and assessing performance against budget and/or business plan "lite."
8	<b>Financial management</b>	Managing all aspects of the finance function including procedures, staff, outsourcing, external advisers and key business relationships.
9	<b>Board meetings</b>	Helping to set the agenda, compile the Board pack, attending and advising the Board and minuting meetings (as required).
10	<b>Decision making</b>	Providing impartial strategic insights to aide senior management decision making
11	<b>Ready for sale</b>	Ensuring records are consistently maintained and refining operations to maximise value in preparation for a formal business sale.
12	<b>Sounding board</b>	Being an ad hoc financial and commercial advisor and mentor to senior management.
13	<b>Risk management and governance</b>	Improving operational efficiency, corporate governance and risk identification, assessment and mitigation.
14	<b>All of the above</b>	