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| **Company Review** |
| What is going on in the wider world that might affect your objectives targets and plans for next year or two. Think in terms of political, economic, sociological / cultural, technological, environmental and legislative issues that you cannot control but which may impact you (PESTEL analysis) |
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| What is going on in your sector and markets that might affect your objectives targets and plans for next year or two. Think in terms of the power of your suppliers, the power of your customers, new entrants into your sector, substitute products and services and changes in the way your competition is behaving (Porter Analysis and the opportunities and threats of SWOT analysis) |
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| What is going on with any significant interested parties in your business affect your objectives targets and plans for next year r so. (The opportunities and threats of SWOT analysis) |
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| Annual Priority Review: Review your current Annual Priorities and provide some brief commentary on what you achieved, the impact on you and the business as well as what you didn’t achieve and what got in the way. |
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| Results review: Review your P&L, KPIs and other key reports. How has the business performed in terms of Turnover, Profit & Cash actuals vs targets over the last 12 months? What's driving the achievement or underperformance? What can you learn from this for next year? |
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| Good news: What were the key improvements, wins & steps forwards for across the business over the last 12 months? |
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| Challenges, issues & bottlenecks: List the challenges, issues & bottlenecks effecting the business that need to be addressed over the next 12 months |
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| Leadership team review: Which function heads are underperforming/not consistently achieving outcomes and KPIs and why? Where do we have gaps in Function ownership that need addressing? Is the Leadership team engaged and culturally aligned? How can we improve the effectiveness of our leadership team? |
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| Next years results: Reflecting on the Turnover, Profit and Cash targets you need to achieve over the next 12 months, how will you achieve these & what do you need to change or do to ensure you can confidently deliver? |
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| Strategic Drivers: Reflecting on the Turnover, Profit and Cash targets you need to achieve over the next 12 months, what do you need to change or do to ensure you can confidently deliver? |
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| Based on all your answers in this document, what do you believe the Strategic Company Priorities should be for the next 12 months? (now enter these on your One Page Annual Plan) |
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