

# ACCOUNTABILITY MEETINGS

Our experience at Lark Business Advisory has shown time and time again the value of Accountability Meetings. These meetings complement the Business Planning process by creating an environment that significantly enhances your chances of success and achieving the results you deserve.

## The Challenge

From experience, most business owners either don't have a Business Plan or if they do, they don't refer to it often. This means that, in most cases, they are not accountable to anyone for the achievement of it.

This results in:

- The Business Plan being a lovely document that sits in your bottom drawer
- You as a Business owner not prioritising your time to work on your business rather than in your business
- You as a business owner not achieving your full potential
- Not achieving the business performance & results that you as an owner deserve
- Treading water & not progressing
- Missing deadlines & making mistakes ● Lower team morale

## What is Accountability?

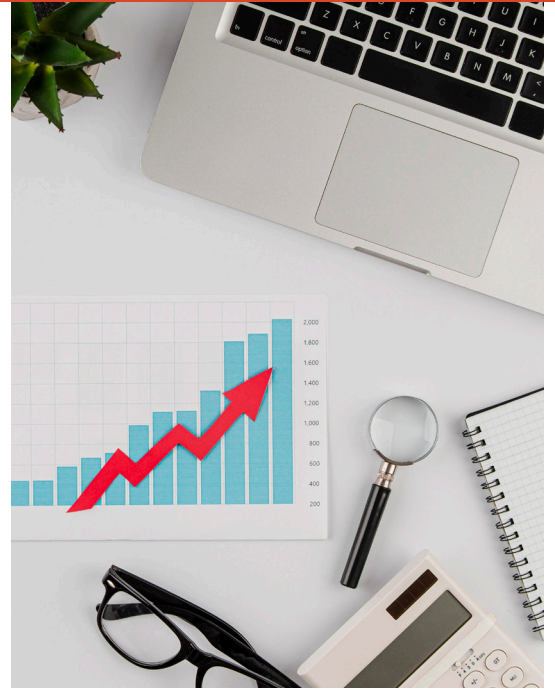
- Delivering on what you have committed to
- Taking ownership and responsibility
- Being responsible for decisions you have made, the actions you have taken and the results created
- It is built on the foundation of trust and support

## What happens in an Accountability Meeting?

In an Accountability Meeting\* we facilitate and provide the following:

- Review of actual results
- Discussing obstacles and challenges
- Brainstorming & developing strategies to improve performance and overcome challenges
- Support to assist you to achieve your goals
- Deciding what actions are to be taken
- Setting of action items including: *What? Who? By When?*
- The action items including the What/Who & By When are captured and emailed to all participants at the conclusion of the meeting
- This creates accountability in itself as each participant has transparency of each other's actions

\*Accountability meetings can be run in person, on zoom or by telephone.



## The Benefits of Accountability Meetings

Monthly or quarterly accountability meetings following the creation of a Business Plan or a 90 Day Action Plan create the following results:

- Ownership of goals/actions
- Aligns the owners/directors in terms of prioritising what projects are important
- Increased motivation to take action
- Significantly increases the chances of success
- Increased profitability and cashflow
- Accountability and support from us to enable you to achieve your desired results



### NEXT STEPS

Do you wish to be a business owner with no business plan or one who has not carried out their business plan?

Why delay your progress & success any longer?

**Book a complimentary 15 minute meeting with us here,** or contact our office by giving us a call on 03 9824 5275.