

Business planning and implementation

Business planning is not just for start-ups, when you need to refinance or when you want to sell the company. More and more printers, of all sizes, are using business planning as a means to manage growth better, to build a stronger team and to ensure that new ideas have been thoroughly assessed for commercial viability.

A business plan may not be a recipe for success, but without it your business is much more likely to fail. A plan will serve as a framework for decisions, help explain your business to others in order to inform, motivate and involve, assist you to benchmark and monitor performance and provide a springboard for growing your business.

The business planning service from BPIF is offered to help members acquire the skills and techniques to conduct an effective business planning process and produce a suitable, detailed and workable plan to guide the development of your business.

We can work with you and your team to recognise the specific factors that influence the future potential success of your business. Through a practical hands-on process we can leave you with a robust plan to help your business meet the current and future market needs and significantly improve the likelihood of achieving sustainable, profitable growth.



Key Benefits

- Help to manage your time, money and other resources more effectively
- Clear objectives for your business and your people
- A route map on where your company is going in the future and how to reach there
- A credible and achievable financial forecast
- An empowered management team all pulling in the same direction
- Management skills development, coaching and mentoring
- Ongoing practical review and re-forecasting process

What is involved?

Each project support will differ according to your particular company needs but may include:

- Session with MD to establish context and agree approach
- Senior management participation to capture collective input using proven techniques
- Identification, clarification and agreement of business objectives
- Competitor and market analysis
- Development of critical success factors
- Review of external factors and key obstacles to achieving goals (risk analysis)
- Establishment of key performance measures
- Creation of a detailed implementation plan
- Alignment of day-to-day tasks to the plan
- Addressing "internal barriers" and team working/leadership issues
- Developing a financial forecast and review process

How long does it take?

The time taken depends on the size and nature of your business and would be defined and detailed in a proposal following initial discussion with you and prior to work commencing.

How to find out more

To arrange to speak to one of our specialists please email gil.reid-robbins@bpif.org.uk or call her on 020 7915 8345.

Can we help you further?

The BPIF and ViP offer a wide range of customised support services, programmes and courses for printers, designed and delivered by print industry specialists. If you would like to know more about any of these, please tick those you are interested in and fax this to Gil Reid-Robbins, Head of BPIF Business on 020 7405 7784, or call her on 020 7915 8345 or email gil.reid-robbins@bpif.org.uk.

SUPPORT FROM BPIF BUSINESS

Health, safety and environment

- Health & Safety Healthcheck
- Health & Safety Management Schemes
- Standards Gap Analyses & Improvement Programmes for
 - ISO 14001 (Environment)
 - OHSAS 18001 (Health & Safety)
 - FSC Chain of Custody
- Environmental Healthcheck
- Integrated Management Systems Support
- Noise Surveys
- Occupational Health Management Schemes
- Interim Health & Safety Managers
- Business Continuity Planning

Technical

- Technology Healthcheck
- Design and Print Unit Reviews for In-plants
- Workflow and Pre-press Reviews
- Digital Business Development
- Press and Post-press Investment Support
- Management Information Systems Support
- ISO 12647: Colour Management Support
- ISO 7799: Security Support
- Dispute Resolution and Expert Witnesses

Business development

- Standards Gap Analyses & Improvement Programmes for:
 - ISO 9001 (Quality)
 - PAS 75 (Customer Service)
- Cost Rates Reviews
- Financial Management
- Business Planning
- Sales Development
- Market Research and Development
- Marketing Planning and Implementation
- Interim Management and Mentoring
- Factory Layout and Planning
- Purchasing and Supply Chain Management
- Website Development and Internet Marketing

BUYING AND SELLING FROM BPIF MCINNES CORPORATE

- Acquisitions and Mergers
- Grooming for Sale
- Business Valuations

LEGAL SERVICES FROM BPIF LEGAL

- Mediation

SHORT COURSES FROM BPIF BUSINESS

Courses can be open or delivered in-house:

For a complete list of all the courses we offer visit:

www.britishprint.com/shortcourses

Health, safety and environment

- Health & Safety for Managers and Supervisors
- Environmental Briefing for Managers
- Manual Handling Training
- IOSH Managing Safely
- CoSHH Assessment
- Risk Assessment Training, inc Fire
- Occupational Health Awareness

Technical

- Introduction to Print Processes
- Introduction to Print Technology (3 Days)
- Print Production Planning
- Introduction to Print Estimating

Business development

- Getting the Sale
- Advanced Sales Management Skills
- Digital Sales Solutions
- Sales and Marketing
- Customer Service
- The Supervisor Role

HR SUPPORT FROM BPIF

- HR Healthchecks
- HR Policy and Documentation
- HR Management Schemes
- Organisational Restructuring
- Absence Management Workshops

WORK-BASED TRAINING FROM BPIF TRAINING

- NVQs
- Apprenticeships
- Professional Certificate in Print Management
- Technical Certificate

PROCESS IMPROVEMENT FROM VIP

- Premier Snapshot (diagnostic)
- Modular Improvement Programme (10-25 staff)
- Kickstart (26-50 staff)
- Masterclass (50+ staff)
- Office and Pre-press Change Cycle
- Team Leader Training with BPIF Training
- Materials Waste Reduction

Your name _____

Job title _____

Company name _____

Address _____

Telephone _____

E-mail _____