

CTOMETRY · FREE TOOL

CTO Board Pack — Template

The one-page monthly update that keeps a board confident on technology and AI. Use each section as a template; keep the numbers to what actually moves the business.

1. Delivery — this month

Metric	This month
Initiatives on track (RAG)	Green X · Amber Y · Red Z
Throughput vs plan	±% and reasons
Value delivered (£/impact)	Realised, cite baseline

2. Risk register deltas

Change	Detail
New risks opened	Top 1–2 with owner and treatment
Risks closed	Evidence, not assertion
Top exposure this month	Impact £ / operational effect

3. Spend & vendors

Line	This month
Run-rate vs budget	±% YTD
Renewals in next 90 days	Vendor · £ · owner
Consolidation candidates	Count · £ opportunity

4. AI adoption & governance

Line	This month
Approved use-cases live	Count · value realised
Pipeline (scored)	Count · top 3 with owner
Governance breaches	Count · action taken

5. How to use it

- Keep it to one page. If a metric can't be evidenced, cut it.
- Same shape every month — comparability is the point.
- Attach detail as appendices; the front page reads in 90 seconds.

When this workbook surfaces something worth acting on, book a Diagnostic Call at ctometry.co.uk.