

BUSINESS

10 POINT ACTION PLAN



1. Ensure compliance with your occupational health & safety obligations for your staff and customers.
2. Review HR obligations legal and financial and be prepared for a lock down scenario.
 - Off-site information technology logistics tested and in place.
3. Deploy strategies to preserve cashflow.
 - Review Debtors collection arrangements.
 - Review accounts payable obligations.
 - Review & put a hold on discretionary non-essential expenditure.
4. Establish a separate bank account/sinking fund for ATO and other statutory obligations.
5. Prepare a 6 – 12 month cashflow projection for your business affairs.
 - Model impact of significant fixed and variable costs in a lock down scenario
 - Determine extent of any projected cash flow shortfalls
 - Determine if extra funding is required.
6. Review bank loan facilities to ensure an appropriate cashflow buffer is available including access to lines of credit available to draw down on.
7. Consider the need for asset protection including:-
 - Power of Attorney documentation
 - Estate Planning
 - Gifting Deeds to remove assets from individuals at risk
 - Succession Planning – Revise your SWOT analysis and business plan to accommodate the current economic environment & future recovery
8. Maximize entitlements to federal and state government stimulus / incentives.
 - Please refer to attached documents summarizing current announced measures.
 - We are very confident there will be other incentives and we will be keeping a very close eye on these measures to develop strategies to benefit our clients.
 - As always we will need to wait for legislation to be passed to get all of the detail required. We expect the first round of measures will be legislated before the end of March.
9. Review your tax planning strategy for the current financial year.
 - Get your business compliance affairs up to date (if you haven't already) so you can make accurate informed planning decisions now.
 - Look for opportunities to maximize refunds - 30 June 2020 can be processed for refunds to be paid ASAP from July 2020.
 - Consider corporate beneficiaries to defer tax and utilize franking credits to convert to cash refunds.
 - Review offset of capital gains and realised losses prior to 30th June 2020.
 - Review Trust beneficiary options including entities with losses.
 - Deferral of realised gains and income into next financial year.
 - Review salary arrangements
 - Be prepared to lodge R & D claims early to access cash refunds.
 - Write off bad debts
 - Cash v accruals accounting & income tax options.
 - Review superannuation contribution strategies and consider accessibility
10. Review business insurances.

If you would like more information, then feel free to contact either Gino Terriaca, Tony Cassettai or Silvia Caratti of Maxim Private Advisory on (08) 9489 2555.

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