

BusinessPlus+ Newsletter



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Cashflow Coaching Kit Launched by ATO

Over the past 12 months, the ATO has been developing the Cashflow Coaching Kit which has been trialled by select accountants with their small business clients across the country. The aim of this kit is to provide accountants with resources, flash cards and some basic ideas to help small business clients manage their cashflow which the ATO has identified as a key area of concern.

The ATO is currently working with the professional accounting associations to deliver the Cashflow Coaching Kit into the marketplace for use by accountants over the next 12 months to improve the cashflow of small businesses throughout the country and help improve the relationship between small businesses and their trusted advisers. Whilst the design and concepts are very simple, they are effective in allowing the start of a conversation to allow you to go beyond talking about basic tax and compliance work regarding some simple topics with simple answers that can allow you to use your professional experience to elaborate on and improve.

If you would like to discuss the "Cashflow Coaching Kit", please contact us.

Why Do A Few Successful Salespeople Outperform Their Peers ***

(Continued from last month)

Here are my tips for improved self-discipline and let me say it's still a 'work-in-progress'.

1. Make the commitment

If you really want to achieve your goals, then you must make the commitment to be disciplined. It's that simple. Being disciplined isn't something you have – it's something you do. Discipline every habit you have. Be disciplined with your physical health and nutrition, put responsibilities before leisure, control your reactive emotions, watch what you say and keep a positive mindset.

2. Stay focused

Review your goals each morning before you start your day, or set and review your goals for the next day before you go to sleep. Make sure to pick a quiet time and/or place where you can focus and visualise on what you want to achieve in the short and long term. This will help you to set the most important goals on your list for the next day. As you visualise, see yourself achieving your goals and imagine the feelings of success which will come with this. In this way, you start your day in a productive and positive mindset.

3. Prioritise tasks

As you plan your day discipline yourself to accomplish the tasks which require the most effort and discipline from you. Get your big stressors out of the way. When you accomplish your more stressful tasks first, not only will you begin to do this with more consistency, but you will be less stressed throughout the rest of your day, allowing you to be more productive on your other, less important activities. In this way, you learn to turn a mess to greatness.

4. Rest

An important key to success is to have your mind and body ready and prepared for each day. There is nothing better for concentration and the ability to be patient than getting enough rest. Create a bedtime routine which helps you wind down and shut the day off. Whatever is stressing you before bed, make an agreement with yourself to let it go. Whatever is stressing you can be handled the next day as your number one priority.

It's a great practice to write about your day in a journal before you sleep, where you mentally and emotionally wrap the day up and put it away. Writing also helps you to find solutions which decrease your stress before bed. This type of writing is a great way to release any negative energy you are still carrying from the day.

5. Eat for energy

Easier said than done at times. However, we all know it's true and what I've learnt after many years of experimentation – is that this too is very individual. There is a strong argument for the 'big breakfast' – medium lunch and small dinner. For me, it's the reverse – something called the WARRIOR diet... this seems to serve me best.

6. Do the little things

A great way to cultivate the habit of being disciplined is to focus on doing the little things you know you should do such as keeping your environment clean, keep your car clean, take the garbage out and pick up after yourself. As you discipline yourself to do the little things, you will become more disciplined in doing the bigger, more important things.

7. Follow through

Make decisions ahead of time. If you decide to exercise each morning before work, then don't allow yourself to talk yourself out of it, no matter how much you want to. If you are going to take on an important project in the morning, don't second-guess your decision in the morning. The decision is made – so follow through with it. Without follow through, you have no discipline. Your mind is often your greatest enemy when it comes to following through, it will try to talk you into laziness and doing things later. You must win this battle and keep up on all that you have planned to do.

8. Reward yourself

When you accomplish the things which require your discipline, your success will be what rewards your effort. When you see the success, you have created exploding right in front of your eyes, reward yourself when you are done. Be happy and proud of yourself. Share with your loved ones what you have achieved and take everyone out to dinner and drinks with you to celebrate your hard work and subsequent achievements.

Feel good about what you are doing. Each time you witness your own success, you see your discipline habit paying off. It is this payoff which motivates you to stay disciplined. To stay disciplined, you must adopt the mindset of 'Just do it'. Do not allow your mind to talk you out of doing what you need to do to achieve what you have committed to achieving. Attack each day with the commitment to being disciplined, healthy, maintaining good energy and keeping your mindset motivated and positive.

Attack your stressors first thing in the morning, so you can focus on your longer-term goals for the remainder of your day. When you are disciplined, you are less stressed, which turns you into a greater success.

Good luck and (always) Good Selling.

*** Trevor Marchant, Marchant Dallas

Crowd-Sourced Funding Presents Great Opportunities For Small/Medium Enterprises

29th September 2017 will go down in history as a great day for small/medium enterprises in Australia!

Why? – this is when **Crowd-Sourced Funding Equity Raising** is available for companies with turnovers under \$25 million and assets under \$25 million.

Well-run companies will be able to raise up to \$5 million per annum from investors, if they wish.

What will companies need to do to be able to avail themselves of this great opportunity?

- A good business – a business that has a vision and has identified clear strategies for its future.
- Directors who are willing to work with others.
- Shareholders who accept that owning 100% of the shares is not the most important thing for many businesses – the introduction of external cash can be very important to assist the company to achieve its strategies.
- TV programs like the "Shark Tank" have alerted many smaller company directors to the opportunities that are available, if the company places itself into an "investment ready phase" so that the company is attractive to potential investors.

Who are the prospects for Crowd-Sourced Funding?

- Companies with visions to expand the business.
- Companies wanting to “commercialise” a new product, process or service and for various reasons they might not be eligible or wish to participate as an Early Stage Innovation Company.
- Willingness to accept external investors into their company.
- Companies with loans, especially if the loans are not secured by first mortgages on the company’s own real estate – these loans could be from family and friends and the directors might be quite happy to raise capital to pay out those loans, thus saving the company interest payments and potential questions about “when will the money be repaid”.
- Companies with credit card debts wanting to repay the debt and save the interest.

If you are interested in having a discussion with us relative to the potential for your company or business to raise capital as a crowd sourced funding entity please do not hesitate to contact us.

Tips For Business Success

- To be successful you must have an aspiration. You must have people you look up to so you can see what’s possible - try and find a mentor or join a group of other people running businesses.
- Planning is very important; in fact, it could be described as being “everything”. The reason so many people get themselves into trouble in business is that they haven’t invested enough time in planning their business operations.
- Business plans for business people are like maps for tourists - if you don’t know where you’re planning to go, how are you going to know when you get there? A plan will help you survive in business. Businesses do not just “grow” - you will need a template/plan on how to grow your business.

Directors’ Role in a Small/Medium Business – Part One

Legislation

Directors have many legal issues they need to consider in the performance of their duties. Some of the legislation that directors will probably have some involvement with includes:

- Corporations Act and the recent amendments for the creation of Crowd-Sourced Funding Equity Raising
- Taxation Act including:
 - Small business entity changes – turnover now up to \$10 million
 - Company tax rate - companies under \$10 million – small business company tax rate has been reduced to 27.5%
 - Taxable payments reporting system now includes courier and cleaning industries
 - Early Stage Innovation Companies
- Other legislation that directors need to be aware of includes:
 - Fair Work Australia
 - Workplace Health and Safety Laws
 - Environmental Laws
 - State/Territory Government Laws
 - Ensuring that any product sourced overseas have been purchased from legitimate businesses

Board of Advice

Many company directors have found that a satisfactory way to get started on the journey to appointing a Board of Directors is to initially appoint a Board of Advice.

A Board of Advice has no decision-making powers and normally only meets about four times per annum to give “advice” to the owner, CEO, Managing Director.

In the final analysis, it is the directors who make the final decisions.

The concept of a business having a Board of Advice goes back many years – in fact it is claimed that Mr L J Hooker, the founder of L J Hooker & Co Real Estate, established a regular routine of a weekly “coffee meeting” with a small group of people who he supplied with details on his business operations and these people gave him “advice”.

Many businesses successfully utilise a Board of Advice as part of their business’ growth strategy.

A Board of Advice would normally consist of one to three people who the directors believe have skills that are complimentary to the directors’ skills.

If you would like to have a discussion about the pros and cons of forming a Board of Advice for your business, please contact us.

Quotable Quotes

- “Everything changes when you go back to basics and truly understand the process”.

“You need to ask yourself: what are we offering, what money are we making on what we are offering, how much demand is there for what we are offering and why would customers choose our business over the competition?” – Charmian Campbell – number one female business Action Coach in the Asia Pacific region.

- “What you need to do is set a common plan and a clear set of values that you’re communicating to your people. It’s the role of leaders to lead that”, Andrew Thorburn, National Australia Bank Chief Executive.
- “The Federal government is cracking down on employers short changing their staff over compulsory superannuation”.

“An analysis by the Australian Taxation Office found employees could have missed out on \$2.85 billion of their super guarantee payments during the 2014/15 financial year because employers failed to meet their obligations”. Revenue Minister Kelly O’Dwyer says employers deliberately not paying their workers super entitlements are *“robbing their staff of wages”*. *“This is illegal and won’t be tolerated”* she said in a recent statement.

If any of these “quotable quotes” relate to an issue that you would like to have a discussion with us about, please don’t hesitate to contact us.

Liquidator “Clawback” of \$31,855!

Once again clear evidence has been supplied of the problems that businesses can encounter if they have not registered a customer on the Personal Property Securities Register.

It has been reported that a liquidator has issued a letter of demand for a “clawback” of \$31,855 received by a contractor for work on a housing project.

In the letter of demand the liquidator has indicated that he will seek interest of 7.5% per annum on any judgement and his legal costs if he is required to take legal action to recover the alleged preferential payment.

This action highlights the necessity for businesses to have up-to-date terms and conditions in their contracts and use the Personal Property Securities Register to protect their interests.

Some contractors are claiming that government departments should protect them against builders who fail. Whilst there is no doubt that government departments, through the registration process for builders, have a role to play – this will never be a guarantee that a builder or any other customer for that matter, will never have a liquidator appointed.

Whilst many people claim that the Personal Property Securities Register is a “bit of a maze” and you have to be very careful of terminologies and the time taken to register a customer – it is virtually the only way for a contractor to get adequate protection.

Like everything else in business, someone has to prepare the registration and enter it onto the register, but this is just another of the many costs of running a business. There is a very high probability that the business that received this demand from the liquidator would not have received that demand if the business had registered the customer on the Personal Property Securities Register. A registration on the PPSR only costs about \$7 for six years. This is a very cheap “insurance cover”.

If you would like to have a discussion with us about protecting your business assets on the Personal Property Securities Register, please do not hesitate to contact us.

An Important Message

While every effort has been made to provide valuable, useful information in this publication, this firm and any related suppliers or associated companies accept no responsibility or any form of liability from reliance upon or use of its contents. Any suggestions should be considered carefully within your own particular circumstances, as they are intended as general information only.

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