

BUSINESS HEALTH CHECK

The purpose is assist you and your team in a variety of ways.
Ensure your business is fighting fit and in the best health it can be.
Ask us how today!

Operations & Know How

- When was your last holiday?
- Can your business be run without you being there?
- Is your business setup so you can easily expand or sell it?
- Are you happy with the hours you are working?

HR & Team

- Do you have a team? Who is in your team? (Even a sole trader has a team)
- Do you have clear, documented role descriptions for your team?
- Do you have an effective induction process in place (that can be done without the business owner)?
- Does your team documentation and procedures meet OHS and workplace relation standards?

The rules and your records

- Are you aware of and are you meeting the legal requirements your business must meet? ie GST, Payroll Tax, Income Tax, FBT and Employment Law
- Do you know what employment awards apply to your staff?
- Have you reviewed the employment awards your staff are under in the last 12 months?

Financial

- Do you have a budget or forecasts?
- Do you know your break even point for the week, month or year?
- Do you know which of your products or services are the most profitable?

Visions

- Do you have a clear vision of where you would like your business to be in five years?
- How will you know if you have reached where you would like your business to be?
- Do you use your business "data" to your advantage regularly?

Marketing

- Do you know who your ideal customers/clients are?
- Do you understand their needs?
- Does your business have a website? Has this been updated to be mobile compatible?

Risks

- Do you know the risks that you and your business are exposed to?
- Do you know what risks are not covered by your insurance? And have you taken steps to reduce your exposure to these?