



Employees Staff & Family

EMPLOYMENT

Working with family
Defined roles in the business
Succession planning
Transitioning roles
Professional development

COMMUNICATION

Farm meetings
Toolbox meetings
Extended family

STAFF RECRUITMENT

Interview, Induction, Training,
Discipline, Discharge

HR

Farm wages
Awards and conditions
Full time, Casual, Part-time

FARM SAFETY

Policies
Procedures
Fire plans
Employer obligations

COMPLIANCE

Record keeping



In the Office

SYSTEMS AND PROCEDURES

End of month
Data backup
Filing systems
Paperless office

ACCOUNTING SOFTWARE

Agricultural Focus
Cashflow Management
Budgeting
Single Touch Payroll

PADDOCK DATA

Yield mapping
Record-keeping
Carbon emission records

EFFICIENCY AND PRODUCTIVITY

Desktop vs. Laptop
Android vs. Apple
Tablet (e.g. iPad) in the tractor
Wireless/Satellite/Mobile
Wi-Fi in the home

WEBSITES AND APPS

Grain sales
Wool markets
HR

Beyond the Farm Business

FAMILY

Managing home
Food for families
Staff on farm
Scheduling holidays

BUSINESS

Off-farm investments

EDUCATION

Education options
Secondary/boarding schools
for Years 7-12
Tertiary education options
Mentoring young adults
returning full time to the farm



Business Management

BUDGETING

Understanding budgets
Scenario planning

BUSINESS PERFORMANCE

Benchmarking
Enterprise analysis

CASHFLOW

Grants, GST, PAYG,
Rebates, BAS

INSURANCE

Farm packs
Personal/Income protection
Workers' compensation
Crop
Livestock

FINANCE

Options
Products

RETIREMENT PLANNING

Superannuation
Succession planning

Enterprise Management

LIVESTOCK ENTERPRISE

Marketing
Livestock sales
Wool marketing
Input management
Production practices

CROPPING ENTERPRISE

Agronomy
Grain marketing
Input management
Capital expenditure
Grain sales
Marketing plans
Managing contracts
Production history
Diversification
New market opportunities
New varieties

OTHER

Diversification
New technology
Negotiating quotes
Bulk buying
Grants