

Farm planning made easy with Farm Focus.

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Call 0800 888 080



Changing the future of farming

Harness the power of Farm Focus to drive continual improvement in productivity and financial performance – to secure your future.

Adopting Farm Focus has the power to change the future for farmers. I have seen it deliver time and again, and that motivates me to continue leading Farm Focus; without doubt the best financial management package for farmers.

The benefits of Farm Focus are enjoyed across all types of farming, by farmers from diverse backgrounds and skill sets. While some farmers make excellent use of Farm Focus, the benefits are within the grasp of all. The highest reward for me is when I see farmers adopt Farm Focus and see their fortunes turn around.

There is no other product on the market that delivers like Farm Focus. There are some who claim to be tailored towards farming, but there is a difference.

All farmers plan. For some the plan is to do the same as last year. Others make plans in their head of how they will do better. Many are reluctant to commit their vision into a recorded plan, fearing that it will constrain their innovation, flexibility and responsiveness.

The style of locking a plan in for a year and never changing it is outdated. Farming is a complex biological model, driven by the climate and influenced by factors beyond the farm gate like international prices. Farmers must work with what they have and make the most of it.

The reason Farm Focus is so successful is that it encourages innovation, flexibility and

responsiveness. Once a plan is recorded, you can easily make a new plan and measure how much better it is compared to the previous. That's a great motivator to continue to be agile.

Planning can be divided into strategic and tactical. At the beginning of the year strategies are determined that will give the best outcome, but as the season progresses short term tactical decisions will add icing to the cake. In farming the window of opportunity for tactical response is short. It's often said that there's two weeks between a good decision and one that isn't. By having information at your fingertips – Farm Focus

ensures you are equipped to make good decisions.

We tend to think of planning as just looking ahead, but a key part of planning is knowing where you are now. By understanding what drove your income for the past year you can decide how to enhance it next year. The same applies to your


expenses. Knowing where the cash was spent, informs you how to re-direct next year. The management reporting power of Farm Focus ensures that you have the information you need.

That's a compelling reason why adopting Farm Focus is the right investment for your future.

Brian Eccles, Managing Director,
Farm Focus Ltd



Before you start to plan for next year, it's worth reviewing the previous 2-3 years. This will help you understand how the cash was earned and how it was spent.

- STEP 1:** Use the navigation bar to access the **Plan** page.
- STEP 2:** Choose the year of actuals or a plan that you want to view.
- STEP 3:** Use the chevrons  to expand or collapse categories and extended codes.
- STEP 4:** Print.

My Focus Farm

← 2021/22 Actuals Cashflow Livestock

Revision date: End of Jun 2022

| | Total | Jul 21 | Aug 21 | Sep 21 | Oct 21 | Nov 21 | Dec 21 | Jan 22 | Feb 22 | Mar 22 | Apr 22 | May 22 | Jun 22 |
|-------------------------|------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| INCOME | 679,157 | 5,620 | 10,138 | 100,136 | 10,427 | 118,021 | 146,365 | | 2,800 | 128,599 | 22,070 | 124,498 | 10,484 |
| Sheep (Sales) | 487,160 | | 1,600 | 96,216 | 2,682 | 81,063 | 134,213 | | | 50,336 | | 121,050 | |
| Beef (Sales) | 114,215 | | | | | 33,878 | | | | 64,897 | 15,440 | | |
| Wool | 30,634 | | 5,408 | | | | 8,921 | | | 10,026 | | | 6,279 |
| Other Farm Income | 47,149 | 5,620 | 3,130 | 3,920 | 7,745 | 3,080 | 3,230 | | 2,800 | 3,340 | 6,630 | 3,449 | 4,205 |
| PURCHASES | (113,482) | | | | | (4,000) | (19,491) | (3,200) | (38,181) | (4,050) | (44,560) | | |
| Sheep (Purchases) | (68,922) | | | | | (4,000) | (19,491) | (3,200) | (38,181) | (4,050) | | | |
| Beef (Purchases) | (44,560) | | | | | | | | | | (44,560) | | |
| NET INCOME | 565,675 | 5,620 | 10,138 | 100,136 | 10,427 | 114,021 | 126,873 | (3,200) | (35,381) | 124,549 | (22,490) | 124,498 | 10,484 |
| FARM EXPENDITURE | (356,570) | (17,546) | (60,858) | (4,852) | (11,110) | (24,500) | (60,742) | (24,943) | (19,010) | (71,375) | (16,622) | (25,435) | (19,579) |
| Wages | (16,014) | (1,438) | (1,438) | (1,195) | (1,695) | (1,195) | (1,392) | (1,195) | (1,438) | (1,658) | (1,001) | (1,087) | (1,282) |
| Animal Health | (22,375) | (663) | (4,911) | (570) | (561) | (204) | (5,017) | (914) | (1,014) | (4,967) | (1,148) | (638) | (1,768) |
| Breeding Expenses | (3,032) | | | (2,355) | | (664) | | | | (10) | | | |
| Calf Rearing | (1,258) | | (40) | | (907) | (100) | | | | | (10) | | |
| Electricity | (4,867) | (316) | (250) | (493) | (413) | (467) | (428) | (372) | (468) | (378) | (423) | (444) | (415) |
| House | (416) | | | | | (52) | (52) | (38) | (58) | (48) | (58) | (58) | (52) |
| House Personal | (1,912) | | | | | (238) | (239) | (176) | (266) | (221) | (267) | (266) | (239) |
| Farm | (2,539) | (316) | (250) | (493) | (413) | (177) | (137) | (157) | (144) | (110) | (98) | (120) | (125) |
| Feed Grown | | | | | | | | | | | | | |
| Feed Purchased | (505) | (39) | (44) | (55) | (28) | (16) | (101) | | | | | | |
| Fertiliser | (91,620) | (200) | (37,115) | | (450) | | | | | | | | |
| Freight | (5,531) | (80) | (994) | (1,018) | | (22) | (817) | | | | | | |
| Farm Working | (18,162) | (5,063) | (1,487) | (622) | (811) | (626) | (1,040) | (1,578) | | | | | |
| Grazing Expenses | (31,113) | | | | (391) | (313) | (28,635) | (3,087) | | | | | |
| Health & Safety | (4,814) | (370) | (359) | (150) | (233) | (229) | (266) | (1,578) | | | | | |
| Irrigation | (2) | (2) | | | | | | | | | | | |
| OPENING BALANCE | (8,613) | (8,613) | (59,597) | (84,032) | 5,645 | (14,861) | 43,030 | 104,742 | | | | | |
| CLOSING BALANCE | 24,244 | (59,597) | (84,032) | 5,645 | (14,861) | 43,030 | 104,742 | 31,113 | | | | | |

Summary: Total Income: 679,157 | Total Purchases: (113,482) | Net Income: 565,675 | Farm Expenditure: (356,570) | Opening Balance: (8,613) | Closing Balance: 24,244



From the worksheet you can drill down into transactions to review and correct any coding errors, then come back to the cashflow.

My Focus Farm

2021/22 Actuals

Cashflow Livestock

Revision Date: End of Jul 2022

Year Jul 21 Aug 21 Sep 21

Actuals

| | Year | Jul 21 | Aug 21 | Sep 21 |
|-----------------|-------------|--------------|-------------|-------------|
| INCOME | | | | |
| • Beef (Sales) | | | | \$1,611 |
| • Sheep (Sales) | | | | \$1,652 |
| Sheep (Sales) | Full year | | | |
| | Date | Invoice Date | Cash | Draw |
| • | 03 Sep 2021 | 03 Sep 2021 | \$19,652 | |
| • | 03 Sep 2021 | 03 Sep 2021 | \$19,652 | |
| • | 03 Sep 2021 | 03 Sep 2021 | \$19,652 | |
| • | 06 Sep 2021 | 06 Sep 2021 | \$19,652 | |
| • | 20 Nov 2021 | 20 Nov 2021 | \$19,652 | |
| • | 20 Nov 2021 | 20 Nov 2021 | \$19,652 | |
| • | 24 Nov 2021 | 24 Nov 2021 | \$19,652 | |
| • | 01 Mar 2022 | 01 Mar 2022 | \$19,652 | |
| OPENING BALANCE | | (\$250,000) | (\$250,000) | (\$250,000) |
| CLOSING BALANCE | | (\$140,794) | (\$250,000) | (\$250,000) |

My Focus Farm

Economic Farm Surplus

2022/23 Actuals

Meat & Fibre Production Adjustments: Livestock; Other

PHYSICAL DATA

| | Opening SU | Closing SU | Change % | Deaths & Missing (%) | Breeding | Born % |
|---------------|--------------|--------------|----------------|----------------------|-----------|--------|
| Livestock | | | | | | |
| Beef | 827 | 804 | (2.78) | (2.74) | Primary | 81.67 |
| Sheep | 3,870 | 3,201 | (17.29) | (0.39) | Primary | 152.06 |
| | | | | | Secondary | 49.11 |
| Totals | 4,697 | 4,005 | (14.73) | | | |
| Stocking rate | Opening / Ha | Closing / Ha | | | | |
| 1021 Hectares | 4.60 | 3.92 | | | | |

KPI reporting group

| | /SU (\$) | /SU Class (\$) | GPR (%) | /Ha (\$) | kgCW | Total |
|----------------------------------|----------------|----------------|----------------|-----------------|----------------|------------------|
| REVENUE | | | | | | |
| Sheep Livestock | 153.99 | 186.90 | 84.56 | 708.40 | 99,530 | 723,279 |
| Wool | 6.17 | 7.49 | 3.39 | 28.40 | | 29,000 |
| Cattle Livestock | 19.38 | 110.06 | 10.04 | 89.15 | 15,767 | 91,019 |
| Other Farm Income | 2.55 | | 1.40 | 11.75 | | 12,000 |
| REVENUE TOTAL | 182.10 | | 100.00 | 837.71 | 115,297 | 855,298 |
| FARM EXPENSES | | | | | | |
| Animal Health | (5.32) | | (2.92) | (24.49) | | (25,000) |
| Breeding | (0.64) | | (0.35) | (2.96) | | (3,021) |
| Feed Grown on Farm | (8.18) | | (4.49) | (37.61) | | (38,400) |
| Fertiliser | (19.12) | | (10.50) | (87.97) | | (89,820) |
| Nitrogen | (5.75) | | (3.16) | (26.44) | | (27,000) |
| Grazing - Sheep | (6.60) | | (3.62) | (30.36) | | (31,000) |
| Freight | (0.94) | | (0.51) | (4.31) | | (4,400) |
| Repairs & Maintenance | (8.94) | | (4.91) | (41.14) | | (42,000) |
| Vehicle Operating Expenses | (3.83) | | (2.10) | (17.63) | | (18,000) |
| Wages & Keep | (11.07) | | (6.08) | (50.93) | | (52,000) |
| Pasture Renewal | (3.83) | | (2.10) | (17.63) | | (18,000) |
| Administration | (8.09) | | (4.44) | (37.22) | | (38,000) |
| Rates, Insurance, ACC | (7.66) | | (4.21) | (35.26) | | (36,000) |
| Shearing | (8.03) | | (4.41) | (36.92) | | (37,700) |
| Other Farm Expenses | (1.53) | | (0.84) | (7.05) | | (7,200) |
| FARM EXPENSES TOTAL | (99.54) | | (54.66) | (457.92) | | (467,541) |
| FARM SURPLUS OR (DEFICIT) | 82.56 | | 45.34 | 379.78 | 115,297 | 387,757 |
| ADJUSTMENTS | | | | | | |
| Management Wages | 0.00 | | 0.00 | 0.00 | | 0 |
| Fertiliser | 0.00 | | 0.00 | 0.00 | | 0 |
| Repairs and Maintenance | 0.00 | | 0.00 | 0.00 | | 0 |
| Depreciation | 0.00 | | 0.00 | 0.00 | | 0 |
| ECONOMIC FARM SURPLUS | 82.56 | | 45.34 | 379.78 | 115,297 | 387,757 |
| INTEREST AND RENT | | | | | | |
| Interest Payments | (0.65) | | (0.36) | (2.99) | | (3,050) |
| Rent & Lease | (16.61) | | (9.12) | (76.40) | | (78,000) |
| OPERATING SURPLUS | 65.30 | | 35.86 | 300.40 | 115,297 | 306,707 |

Economic Farm Surplus is a benchmarking report, for your farm

Questions to ask in your review of last year


1. What was unusual about the season, and will that be repeated?
2. What worked well?
3. What didn't work well?
4. Did the year finish with more cash or less?
5. Have capital livestock numbers changed?
6. What unusual expenses were there?
7. How much production did you buy with nitrogen, feed purchased on grazing off farm?

How to get the best out of your EFS

1. In your farm settings record livestock values per head for each stock class.
2. Enter physical adjustments for breeding stock and peak milking cows.
3. Enter financial adjustments for management wages, R&M and capital fertiliser.

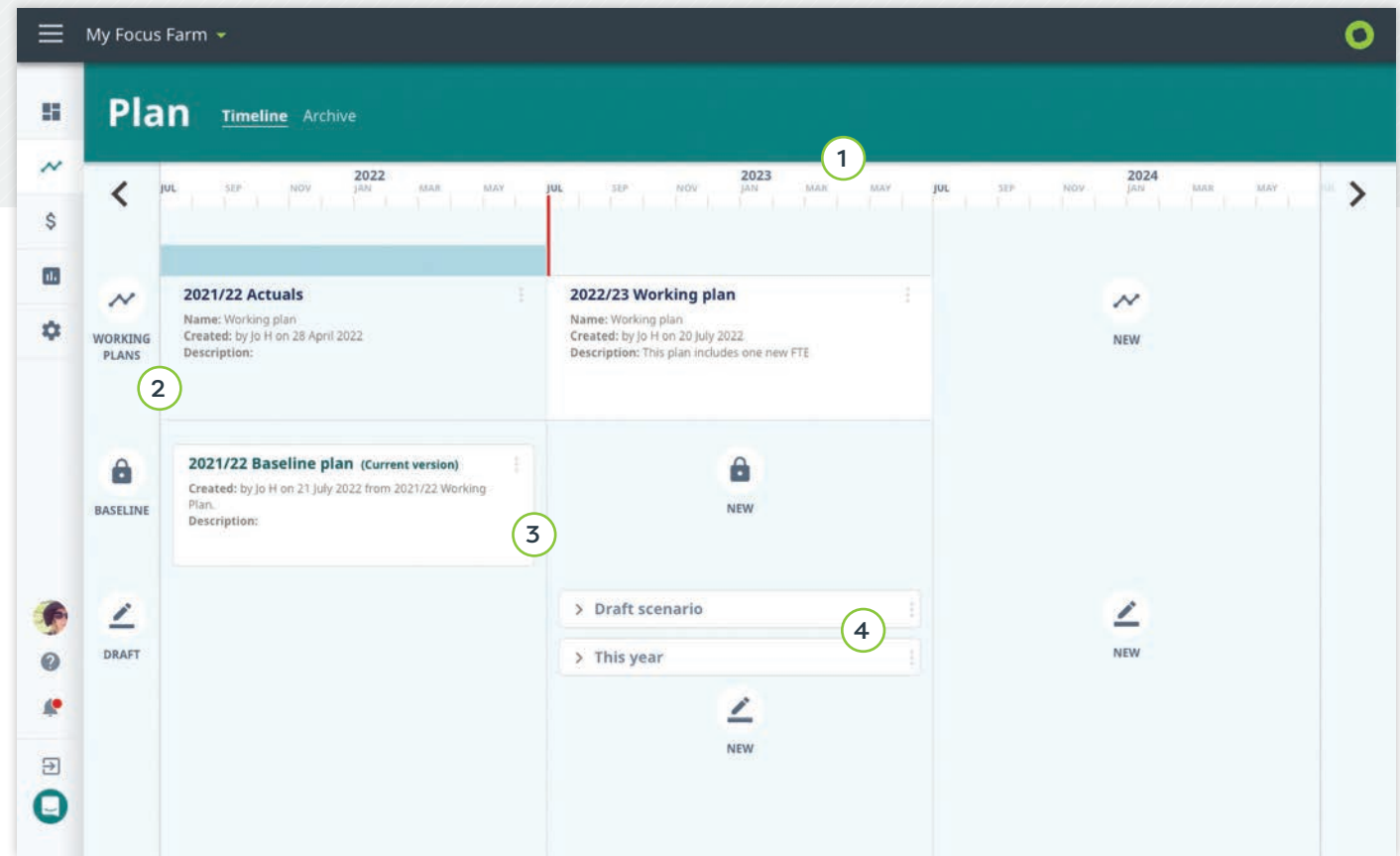


FARM FOCUS TIP

Use the View button  to hide columns that don't apply to your business e.g. for a sheep & beef farm, hide the kgMS column.

Manage plans

The Plan screen allows you to create, revise and organise your financial plans all in one place.



Using the plan screen

- 1 See what plans there are for each **financial year**.
- 2 There is one Working Plan per year with the current year being a combination of your actuals plus plan items. Past years display actuals while future years display any plans that have been created.
- 3 Create as many read-only copies of your Working Plan as you need throughout the year.
- 4 12 month plans suitable for building as many **'What if'** scenarios as you need. They can also be promoted up to a Working Plan.

What is the Working Plan?

The Working Plan is a living plan that reflects the real world for your farm business. It combines your actual information up to date (revision line) with planned items; indicating where your business is now and where it's heading as the year progresses.

The Working Plan calculates:

- Livestock numbers on hand
- Overdraft interest
- GST payments due
- Monthly bank balances, after the effects of GST.

As actual transactions are coded each month, they appear in your **Working Plan** replacing the **budget** for the month. Because the actual timing is often earlier or later than planned, to avoid doubling up, or even missing a planned event, you will need to change the date of planned items. While this changes the plan it must be remembered the original intent is stored in the Baseline plan.

By revising and updating the Working Plan regularly you'll have a clear view of the big picture of how the year is going.

What is a Baseline?

A Baseline plan is a copy of the Working Plan that is set aside in a form where you cannot change it. Its purpose is to enable you to compare the Working Plan to what you originally planned and perhaps share with external stakeholders.

You should save your first Baseline at the very start of the year, so you are able to keep stakeholders informed about progress to plan. You can create several Baseline plans as the year progresses.

A key benefit of creating a Baseline every time you update the Working Plan is that you have the ability to compare what was planned to what has and will happen in reports such as the Variance.



FARM FOCUS TIP

If you are creating the first Baseline part way through the current year, move the revision date back to the beginning of the year so you have a full year of planned items to lock away.

What is a Draft?

Draft plans allow you to build scenarios to identify opportunities for your farm business. For example expanding the business or increasing the size of your herd.

Draft plans can also be used as part of the process to update your Working Plan.

More information about this process can be found on page 20.

Using the Cashflow

Plan and track your actual and planned events for the year in the **Cashflow Tab**.

- 1 Move between Cashflow, Livestock and Dairy Forecaster.
- 2 Edit the name of your Draft plan.
- 3 Expand or collapse the code list to display information for each category and extended code.
- 4 Use Compare to view another dataset on line two.
- 5 Filter the plan to view items for specific tags.
- 6 Manage the plans view settings.
- 7 Manage details about the plan including opening balances.
- 8 Click on the cell to view existing worksheets and add new events.
- 9 Expand to view opening and closing balances for each bank account.

My Focus Farm

2022/23 This year **Cashflow** Livestock Dairy Forecaster

4 5 6 7

| | Total | Jul 22 | Aug 22 | Sep 22 | Oct 22 | Nov 22 | Dec 22 | Jan 23 | Feb 23 | Mar 23 | Apr 23 | May 23 | Jun 23 |
|-------------------------|-----------|-----------|-----------|----------|-----------|-----------|----------|-----------|----------|----------|----------|----------|----------|
| INCOME | 1,061,780 | 1,000 | 71,296 | 63,933 | 3,800 | 121,185 | 155,882 | 1,000 | 63,093 | 143,134 | 36,769 | 259,773 | 140,916 |
| Beef (Sales) | 148,097 | | | | | 38,186 | | | | 74,142 | 35,769 | | |
| Sheep (Sales) | 872,683 | | 65,296 | 62,933 | 2,800 | 81,998 | 146,882 | | 62,093 | 57,992 | | 258,773 | 133,916 |
| Wool | 29,000 | | 5,000 | | | | 8,000 | | | 10,000 | | | 6,000 |
| Other Farm Income | 12,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| PURCHASES | (95,062) | | | | | | | | (43,884) | (51,178) | | | |
| Beef (Purchases) | (51,178) | | | | | | | | | (51,178) | | | |
| Sheep (Purchases) | (43,884) | | | | | | | | (43,884) | | | | |
| NET INCOME | 966,718 | 1,000 | 71,296 | 63,933 | 3,800 | 121,185 | 155,882 | 1,000 | 19,209 | 91,955 | 36,769 | 259,773 | 140,916 |
| FARM EXPENDITURE | (467,541) | (71,850) | (43,250) | (14,405) | (37,850) | (49,916) | (51,850) | (119,670) | (10,850) | (18,350) | (22,050) | (16,650) | (10,850) |
| Wages | (52,000) | (52,000) | | | | | | | | | | | |
| Animal Health | (25,000) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) |
| Breeding Expenses | (3,021) | | | (2,355) | | (666) | | | | | | | |
| Calf Rearing | | | | | | | | | | | | | |
| Electricity | | 1 | | | | | | | | | | | |
| Feed Grown | (38,400) | | | | | (38,400) | | | | | | | |
| Feed Purchased | | | | | | | | | | | | | |
| Fertiliser | (116,820) | | (27,000) | | | | | (89,820) | | | | | |
| Freight | (4,400) | | | (1,200) | | | (1,000) | | | | (2,200) | | |
| Farm Working | (7,200) | (600) | (600) | (600) | (600) | (600) | (600) | (600) | (600) | (600) | (600) | (600) | (600) |
| Grazing Expenses | (31,000) | | | | | | (31,000) | | | | | | |
| Health & Safety | | | | | | | | | | | | | |
| OPENING BALANCE | (40,404) | (40,404) | (121,925) | (94,005) | (48,263) | (101,610) | (21,594) | 90,301 | (77,839) | (57,347) | 19,235 | 28,537 | 289,506 |
| CLOSING BALANCE | 396,114 | (121,925) | (94,005) | (48,263) | (101,610) | (21,594) | 90,301 | (77,839) | (57,347) | 19,235 | 28,537 | 289,506 | 396,114 |

3 8 9

Using worksheets to drill into the detail

Worksheets are a great way to add information to planned items explaining your assumptions.

Sheep : MA Ewes (Sales) Full year

| Date | Invoice date | Code | Description | A/C | Tag | Qty | Unit Price | Amount |
|------|--------------|-------------|-------------|----------|-----|-------|------------|-------------|
| P | 17 Sep 2022 | 03 Sep 2022 | SH:MA | EWLF | 1 | (179) | \$137.28 | \$24,573.12 |
| P | Dec 2022 | Dec 2022 | SH:MA | | 1 | (525) | \$150.48 | \$79,002.00 |
| P | Jun 2023 | Jun 2023 | SH:MA | Dry ewes | 1 | (216) | \$186.00 | \$40,176.00 |

\$143,751.12

The worksheet list view displays all items recorded against each code, with additional information such as the description.

Fertiliser - Phosphate/Super: Full year

Payment date: January 2023

Payment term: Previous month

Code: FE:PS

Description: Super

A/C: 1

Tag:

Qty: 180.00

Unit price: \$ (499.00)

Amount: \$ (89,820.00)

Note: 300kg/ha apply to 600ha (180 T)

Cancel Save

For big ticket items like fertiliser, use worksheets to add more detailed information.

Sale Lambs : Sales Full year

| Event date | Event | Code | Description | A/C | Tag | Qty | Kg/head | Unit Price | Amount |
|--|-------|-------|-------------|-----|-----|-------|---------|------------|--------------|
| <p>✓ AVERAGES LW CW 16.49 \$8.94 \$147.47 (4,500)</p> <p>Kg/head Price/kg Price/head Total</p> | | | | | | | | | |
| 03 Sep 2022 | Sales | SH:SL | | 1 | | (280) | 5.72 | \$137.00 | \$38,360.00 |
| Oct 2022 | Sales | SH:SL | | 1 | | (9) | 21.00 | \$311.11 | \$2,799.99 |
| Nov 2022 | Sales | SH:SL | | 1 | | (678) | 26.00 | \$121.84 | \$81,998.32 |
| Dec 2022 | Sales | SH:SL | | 1 | | (72) | 7.04 | \$165.00 | \$11,880.00 |
| Dec 2022 | Sales | SH:SL | | 1 | | (488) | 12.32 | \$113.59 | \$55,999.87 |
| Feb 2023 | Sales | SH:SL | | 1 | | (441) | 16.00 | \$140.80 | \$62,082.80 |
| Mar 2023 | Sales | SH:SL | | 1 | | (441) | 12.76 | \$131.50 | \$57,991.50 |
| May 2023 | Sales | SH:SL | | 1 | | (621) | 12.76 | \$155.00 | \$96,255.00 |
| May 2023 | Sales | SH:SL | | 1 | | (972) | 19.00 | \$167.20 | \$162,518.40 |
| Jun 2023 | Sales | SH:SL | | 1 | | (498) | 18.60 | \$188.23 | \$93,739.54 |

In the livestock rec, view averages for sales and purchases per stock class including \$/kg and kg/head.

✓ AVERAGES LW CW 16.49 \$8.94 \$147.47 (4,500)

Kg/head Price/kg Price/head Total

My Focus Farm

2022/23 This year

Sheep: Breeding %

| CODE | BREEDING TALLY | BORN | BREEDING % |
|------------------------------|----------------|-------|------------|
| Primary Breeding % = 152.06 | | | |
| MA Ewes | 1,943 | 2,996 | 154.19 |
| 2th Ewes | 871 | 1,283 | 147.30 |
| Secondary Breeding % = 49.11 | | | |
| Ewe Hoggets | 900 | 442 | 49.11 |

Done

In the livestock rec view breeding percentages by clicking next to each stock category.

Using the Livestock rec

After land, livestock is your next biggest asset so it's important to keep an accurate reconciliation of numbers by recording events and movement of stock in your farm business.

Farm Focus tracks livestock events each month making it easy for you to reconcile numbers to what is in the paddock.

If you record events in applications like **Minda** or **FarmIQ**, we strongly recommend that you also record them in Farm Focus. The benefits of maintaining an accurate reconciliation in **Farm Focus** mean that powerful reports like the EFS give accurate insights into key areas of your business such as \$/milking cow.

STEP 1 Use the navigation bar to access the Plan page.

STEP 2 Choose the dataset and year you want to view.

STEP 3 Click into the Livestock tab.



FARM FOCUS TIP

While numbers can be added onto the grid, it's best to work in the planned items worksheet so that you can add more detail.



HELP CENTRE TOPIC

Livestock

| | Opening | Jul 22 | Aug 22 | Sep 22 | Oct 22 | Nov 22 | Dec 22 | Jan 23 | Feb 23 | Mar 23 | Apr 23 | May 23 | Jun 23 | Closing (Total) | Opening (new year) |
|------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-----------------|--------------------|
| Beef | 146 | (1) | | | 98 | (34) | | | | (37) | (31) | | | 141 | 141 |
| Mixed Age Cows | 117 | | | | | (11) | | | | 40 | (29) | | | 117 | 117 |
| Sales | | | | | | (8) | | | | | (29) | | | | |
| Purchases | | | | | | | | | | 40 | | | | | |
| Transfers In | | | | | | | | | | | | | | | |
| Transfers Out | | | | | | | | | | | | | | | |
| Deaths | | | | | | | | | | | | | | | |
| Missing | | | | | | | | | | | | | | | |
| TOTAL FARM QUANTITIES | 4,270 | 4,269 | 3,898 | 6,435 | 7,807 | 7,542 | 6,452 | 6,452 | 6,218 | 5,740 | 5,702 | 4,100 | 3,386 | 3,386 | 3,386 |

- 1 Click into the Opening column for each stock class to adjust opening numbers.
- 2 Expand each stock class to see financial and non-financial events.
- 3 Click on the cell to view more detail on existing events and to add new.
- 4 Closing tallies pre end of year ageing.
- 5 Next year's opening numbers after ageing.

Ageing livestock

Ageing livestock at the end of the financial year is an industry-wide concept, used for simplicity and consistency.

Farm Focus follows industry standards by automatically ageing livestock up to the next stock class at midnight on the last day of your financial year. For example, in physical terms, a ewe lamb born in August may be considered a ewe hogget around March of the following year.

In Farm Focus, it will continue to be classed as a lamb until the last day of the financial year, at which point it will age up to a ewe hogget.

NOTE: When coding your stock transactions, consider how they are classed in Farm Focus instead of what they are in the paddock.

Using the Dairy forecaster

The **Dairy Forecaster** is a tool that predicts milk production and related income for the season.

The benefit of maintaining the forecaster in your Working Plan is that, as the year progresses and the revision line moves, actual production influences the remainder of the plan so that it never becomes stale. Top up payments are included and correctly influence your cashflow.

STEP 1 Use the navigation bar to access the Plan page.

STEP 2 Choose the dataset and year you want to view.

STEP 3 Click into the Dairy Forecaster tab.



FARM FOCUS TIP

Only record a quantity on the payment for total monthly production. If you record top up payments on a separate line, don't record a quantity as this will double up the milk solids.

My Focus Farm

2022/23 Season forecast

Cashflow Livestock Dairy Forecaster

Milk Production: This Season's (MP:TS)


Fonterra, Owner

Update Fonterra Prices

| Supply Month | Payment Month | Milk Solids (kg) | Base Adv Rate (\$/kg) | Increase Adv (\$/kg) | Base Payment | Base Adv Increase Payment | Tag | Monthly Prod Payment |
|--------------|---------------|-----------------------|-----------------------|----------------------|----------------------------|-------------------------------|------|-------------------------------|
| Jun | Jul 22 | 1000 | 5.7 | | 5,700.00 | | | 5,700.00 |
| Jul | Aug 22 | 5500 | 5.7 | | 31,350.00 | | | 31,350.00 |
| Aug | Sep 22 | 10000 | 5.7 | | 57,000.00 | | MLK2 | 57,000.00 |
| Sep | Oct 22 | 15000 | 5.7 | | 85,500.00 | | | 85,500.00 |
| Oct | Nov 22 | 12500 | 5.7 | | 71,250.00 | | | 71,250.00 |
| Nov | Dec 22 | 11000 | 5.7 | | 62,700.00 | | | 62,700.00 |
| Dec | Jan 23 | 11000 | 5.7 | | 62,700.00 | | | 62,700.00 |
| Jan | Feb 23 | 10000 | 6.4 | 0.70 | 64,000.00 | 46,200.00 | MLK3 | 110,200.00 |
| Feb | Mar 23 | 8000 | 6.65 | 0.25 | 53,200.00 | 19,000.00 | | 72,200.00 |
| Mar | Apr 23 | 6000 | 6.9 | 0.25 | 41,400.00 | 21,000.00 | | 62,400.00 |
| Apr | May 23 | 2000 | 7.15 | 0.25 | 14,300.00 | 22,500.00 | | 36,800.00 |
| May | Jun 23 | 500 | 7.6 | 0.45 | 3,800.00 | 41,400.00 | | 45,200.00 |
| TOTALS | | Milk Solids 92,500 | Average \$/kg 7.60 | | Base Payment 552,900.00 | Adv Inc Payment 150,100.00 | | Seasons Payment 703,000.00 |

1 Manage forecaster settings.

2 Click to update the latest advance rate schedule.

3 When there are actuals, navigate to the transaction from .

4 Easily add **Tags** to your planned items.

Time saving tools for building your plan

As you build your initial plan, take advantage of tools that can help to streamline the process.

Click into a cell in the Cashflow or Livestock rec, to see the additional tools that are available.

My Focus Farm

2022/23 This year

Cashflow Livestock Dairy Forecaster

| | Total | Jul 22 | Aug 22 | Sep 22 | Oct 22 | Nov 22 | Dec 22 | Jan 23 | Feb 23 | Mar 23 | Apr 23 | May 23 | Jun 23 |
|-------------------|----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Animal Health | (25,000) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) |
| Breeding Expenses | (3,021) | | | (2,355) | | (666) | | | | | | | |
| Call Rearing | | | | | | | | | | | | | |
| Electricity | | | | | | | | | | | | | |

View + Add

Add

Use **Add** to open a new worksheet to add more detail.

NOTE: If there is more than one item recorded in the same month for the same code, you'll need to select **+ Add** to add more planned items.

My Focus Farm

2022/23 This year

Cashflow Livestock Dairy Forecaster

| | Total | Jul 22 | Aug 22 | Sep 22 | Oct 22 | Nov 22 | Dec 22 | Jan 23 | Feb 23 | Mar 23 | Apr 23 | May 23 | Jun 23 |
|------------|-----------|--------|----------|--------|---------|--------|--------|--------|--------|----------|---------|--------|--------|
| Fertiliser | (116,820) | | (27,000) | | | | | | | (89,820) | | | |
| Freight | (4,400) | | (1,200) | | (1,000) | | | | | | (2,200) | | |

View + Add Copy line 2

Copy line 2

This is only available when data has been selected to compare on line two. Use it to copy all items in an extended code or category into your plan.

My Focus Farm

2022/23 This year

Cashflow Livestock Dairy Forecaster

| | Total | Jul 22 | Aug 22 | Sep 22 | Oct 22 | Nov 22 | Dec 22 | Jan 23 | Feb 23 | Mar 23 | Apr 23 | May 23 | Jun 23 |
|---------------|-----------|--------|--------|--------|--------|---------|---------|--------|--------|---------|--------|---------|---------|
| INCOME | 1,061,780 | 1,000 | 71,296 | 63,933 | 3,800 | 121,185 | 155,882 | 1,000 | 63,093 | 143,134 | 36,769 | 259,773 | 140,916 |
| Beef (Sales) | 148,097 | | | | | 38,186 | | | 74,142 | 35,769 | | | |
| Sheep (Sales) | 872,683 | | 65,296 | 62,933 | 2,800 | 81,998 | 146,882 | | 80,093 | 57,992 | | | 22,916 |
| MA Ewes | 143,751 | | | 24,573 | | | 79,002 | | | | | | 40,176 |
| 2nd Ewes | | | | | | | | | | | | | |
| Ewe Hoggings | | | | | | | | | | | | | |

View

View

Use **View** to go to the worksheet list view which displays all items recorded against each code, with additional information such as the description.

My Focus Farm

2022/23 This year

Cashflow Livestock Dairy Forecaster

| | Total | Jul 22 | Aug 22 | Sep 22 | Oct 22 | Nov 22 | Dec 22 | Jan 23 | Feb 23 | Mar 23 | Apr 23 | May 23 | Jun 23 |
|-----------------------|----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Weed & Pest | | | | | | | | | | | | | |
| Repairs & Maintenance | (42,000) | (3,500) | (3,500) | (3,500) | (3,500) | (3,500) | (3,500) | (3,500) | (3,500) | (3,500) | (3,500) | (3,500) | (3,500) |
| Vehicle Expenses | (18,000) | (1,500) | (1,500) | (1,500) | (1,500) | (1,500) | (1,500) | (1,500) | (1,500) | (1,500) | (1,500) | (1,500) | (1,500) |
| Administration | | | | | | | | | | | | | |
| Rates Insur ACC | (36,000) | 9000.00 | | | (9,000) | | (9,000) | | (9,000) | | (9,000) | | (9,000) |
| General | (36,000) | (9,000) | | | | | | | | | | | |

View + Add Copy Spread Clear

Copy

Use **Copy** to copy an item for a certain frequency and up to 11 months such as monthly vehicle expenses or quarterly Council rates.



My Focus Farm

2022/23 This year

Cashflow Livestock Dairy Forecaster

View Add Copy Spread Clear

| | Total | Jul 22 | Aug 22 | Sep 22 | Oct 22 | Nov 22 | Dec 22 | Jan 23 | Feb 23 | Mar 23 | Apr 23 | May 23 | Jun 23 |
|-------------------|-----------|----------|----------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|----------|
| NET INCOME | 966,718 | 1,000 | 71,296 | 63,933 | 3,800 | 121,185 | 155,882 | 1,000 | 19,209 | 91,955 | 36,769 | 259,773 | 140,916 |
| FARM EXPENDITURE | (472,941) | (28,183) | (47,583) | (18,738) | (42,183) | (54,249) | (56,183) | (124,003) | (15,183) | (22,483) | (26,383) | (20,983) | (15,183) |
| Wages | (52,000) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) |
| Animal Health | (25,000) | | | | | | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) |
| Breeding Expenses | (3,021) | | | | | | | | | | | | |

Clear

Use **Clear** to quickly remove items from the selected cell and remaining cells to the right. You can use this tool at either the extended code or category level.

NOTE: to clear an entire row, click on the first month in the plan.

My Focus Farm

2022/23 This year

Cashflow Livestock Dairy Forecaster

View Add Copy Spread Clear

| | Total | Jul 22 | Aug 22 | Sep 22 | Oct 22 | Nov 22 | Dec 22 | Jan 23 | Feb 23 | Mar 23 | Apr 23 | May 23 | Jun 23 |
|-------------------|-----------|----------|----------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|----------|
| NET INCOME | 966,718 | 1,000 | 71,296 | 63,933 | 3,800 | 121,185 | 155,882 | 1,000 | 19,209 | 91,955 | 36,769 | 259,773 | 140,916 |
| FARM EXPENDITURE | (472,941) | (28,183) | (47,583) | (18,738) | (42,183) | (54,249) | (56,183) | (124,003) | (15,183) | (22,483) | (26,383) | (20,983) | (15,183) |
| Wages | (52,000) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) | (4,333) |
| Animal Health | (25,000) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) | (2,083) |
| Breeding Expenses | (3,021) | | | | | | | | | | | | |
| General | (3,021) | | | | | | | | | | | | |

Spread

Use **Spread** to spread an amount over a certain period of time such as an annual salary across the year or irrigation costs in the summer.



Tips for building your plan

- 1 Display last year as a comparison on line two to inform your estimates.
- 2 Give the plan a descriptive name (The year is not required).
- 3 Complete your income first
 - a. Livestock
 - b. Milk production
 - c. Crops
- 4 Don't sweat the small stuff. Plan estimates are best rounded, often to thousands.
- 5 Plan expenses by category not extended code – especially for the first cut.
- 6 Compare every category to last year – do you believe it is achievable?
- 7 This early in the year be conservative.
- 8 Delay as many discretionary expenses to autumn as possible.
- 9 Use worksheets for big ticket items like fertiliser. Describe the product and record useful information.
- 10 Plan when the money will happen, not when the event happens.
- 11 Plan to the same codes that you use to record transactions and code as you planned. E.g. If your fertiliser plan includes the cost of the freight, code it the same way when the transaction happens.



1

WHEN June / July

Build your initial plan for the year

Create a plan for the new financial year

1. Click on the **New button** for the next year.
2. Choose the **Create empty plan** option.

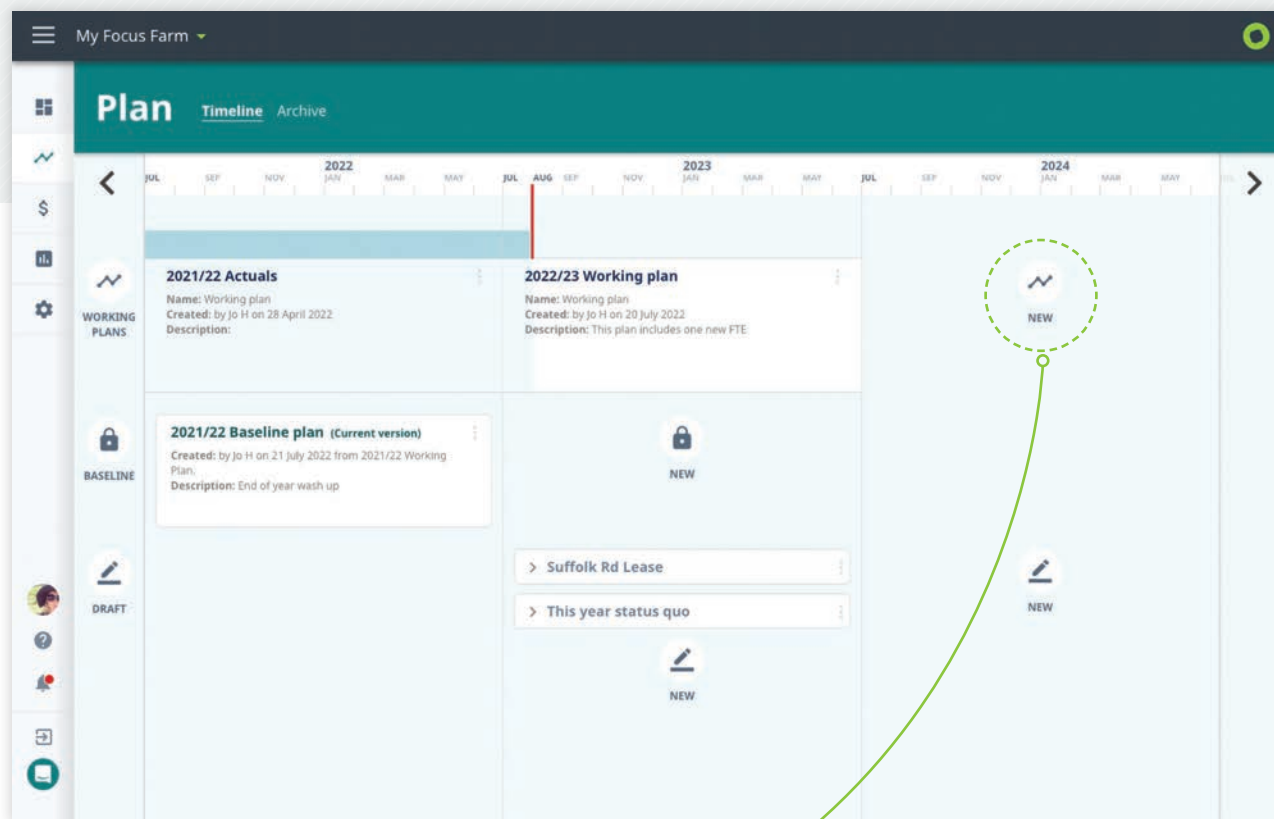
Create Plan

Data source

- ☒ Create empty plan
- ☐ Actuals + Plan
Revision date: End of May 2022
- ☐ Actuals
- ☐ Plan



NEW



FYI: Although this booklet references creating an empty plan, there are many data sources that you can also use. There is no right or wrong way, and you may want to use different sources to update or create plans as the year progresses.

Use Actuals

A good way to start a plan if your business is expected to perform much the same as last year.

Updating plan items, prices and quantities can take time as you de clutter unhelpful information copied from actuals.

Use Actuals + Plan

An accurate starting point when you're revising the current year's Working Plan.

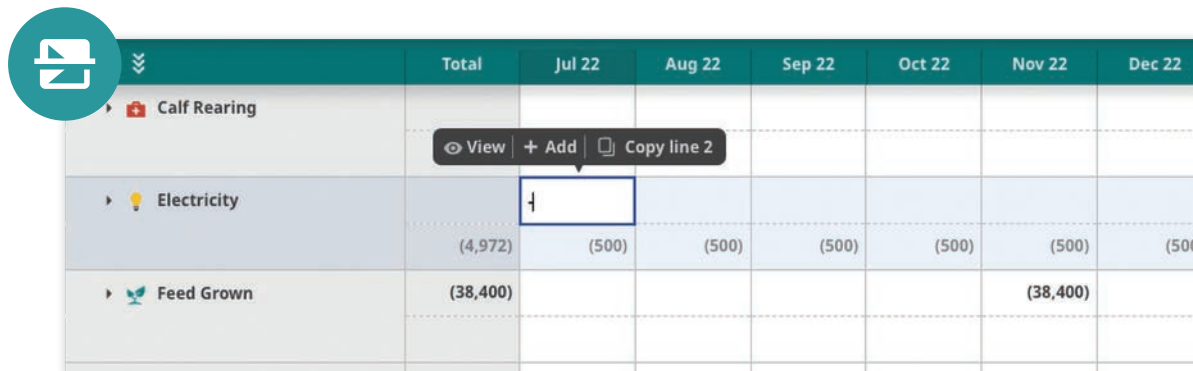
Use an existing Plan

If you have a good plan that is simple while offering useful commentary, you can use it as the basis for any new plan.

Updating prices and quantities in the new plan to be relevant is quick and simple to do.

Why build from an empty plan?

1. Using the compare option, last year is always visible.
2. It's an advantage for the first high level planning phase to be done just at the category code level, without all the clutter created by dumping last year's actuals into your plan. It's simpler and saves time.
3. Excellent tools let you copy and spread across the months with minimal typing. Remember to round up to \$1000 as much as possible.
4. Where last year's detail is useful, you can copy line two up to line one with a couple of clicks.
5. This option means that everything in the plan has been put there by you, with thought.



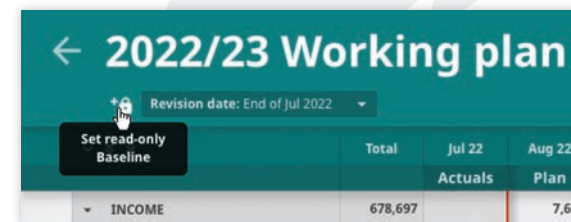
| | Total | Jul 22 | Aug 22 | Sep 22 | Oct 22 | Nov 22 | Dec 22 |
|--------------|----------|--------|--------|--------|--------|----------|--------|
| Calf Rearing | | | | | | | |
| Electricity | (4,972) | (500) | (500) | (500) | (500) | (500) | (500) |
| Feed Grown | (38,400) | | | | | (38,400) | |

Compare data

1. In the Working Plan, use the Compare icon to set a comparison on line two for last year's actuals.
2. They will appear on the bottom row for each code so that you can see what happened.
3. The top row is where you can enter your planned items.

Once you're happy with your Working Plan

Use **Set read only Baseline**, lock away your first safe copy.



| 2022/23 Working plan | | | |
|--------------------------------|---------|---------|--------|
| Revision date: End of Jul 2022 | | | |
| | Total | Jul 22 | Aug 22 |
| | | Actuals | Plan |
| INCOME | 678,697 | | 7,600 |

View reports about your plan

Cashflow

1. What you see on the **Cashflow** screen is what you get in the report.
2. It's best to show mostly Category Codes (so it is not too long).
3. It's worth printing.
4. The **Cashflow** gives the best big picture view of money coming in and going out.
5. You can also compare it to last year by clicking on the compare button at the top of the page

| | Total | Jul 21 | Aug 21 | Sep 21 | Oct 21 | Nov 21 | Dec 21 | Jan 22 | Feb 22 | Mar 22 | Apr 22 | May 22 | Jun 22 |
|-------------------------|------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| INCOME | 679,157 | 5,630 | 10,138 | 100,136 | 10,427 | 118,051 | 146,365 | | 2,800 | 128,599 | 22,070 | 124,498 | 10,484 |
| Sheep (Sales) | 487,160 | | 1,600 | 96,216 | 2,482 | 81,063 | 134,215 | | | 50,936 | | 121,050 | |
| Beef (Sales) | 114,215 | | | | | 33,878 | | | | 64,897 | 15,440 | | |
| Wool | 30,634 | 5,408 | | | | 8,921 | | | | 10,026 | | | 6,279 |
| Other Farm Income | 47,149 | 5,620 | 3,130 | 3,920 | 7,745 | 3,080 | 3,230 | | 2,800 | 3,340 | 6,630 | 3,449 | 4,205 |
| PURCHASES | (113,482) | | | | | (4,000) | (19,491) | (3,200) | (38,181) | (4,050) | (84,560) | | |
| Sheep (Purchases) | (68,922) | | | | | (4,000) | (19,491) | (3,200) | (38,181) | (4,050) | | | |
| Beef (Purchases) | (44,560) | | | | | | | | | | (84,560) | | |
| NET INCOME | 565,675 | 5,630 | 10,138 | 100,136 | 10,427 | 114,051 | 126,873 | (3,200) | (35,381) | 124,549 | (22,490) | 124,498 | 10,484 |
| FARM EXPENDITURE | (356,570) | (17,540) | (60,850) | (4,832) | (11,110) | (24,590) | (60,742) | (24,943) | (19,910) | (71,375) | (16,622) | (25,435) | (18,579) |
| Wages | (16,014) | (1,438) | (1,438) | (1,195) | (1,195) | (1,195) | (1,392) | (1,195) | (1,438) | (1,658) | (1,001) | (1,087) | (1,282) |
| Animal Health | (22,375) | (603) | (4,911) | (570) | (561) | (204) | (5,017) | (914) | (1,014) | (4,907) | (1,148) | (638) | (1,768) |
| Breeding Expenses | (1,032) | | | (2,355) | | (668) | | | | (10) | | | |
| Calf Rearing | (1,254) | | (40) | (200) | (907) | (100) | | | | | (10) | | |
| Electricity | (4,867) | (316) | (250) | (483) | (473) | (467) | (428) | (372) | (488) | (378) | (423) | (444) | (415) |
| House | (418) | | | | | (52) | (52) | (58) | (58) | (58) | (58) | (58) | (52) |
| House Personal | (1,912) | | | | | (238) | (239) | (176) | (266) | (221) | (267) | (266) | (239) |
| Farm | (2,535) | (316) | (250) | (483) | (473) | (177) | (137) | (157) | (144) | (110) | (90) | (135) | (125) |
| Feed Grow | | | | | | | | | | | | | |
| Feed Purchased | (505) | (39) | (44) | (55) | (28) | (14) | (101) | (67) | | (40) | (68) | | (48) |
| Fertiliser | (91,620) | (200) | (37,115) | | (450) | | | | | (52,387) | | | (1,468) |
| Freight | (5,511) | (80) | (994) | (1,018) | | (22) | (87) | | (379) | | (2,221) | | |
| Farm Working | (18,162) | (5,063) | (1,487) | (622) | (811) | (626) | (1,040) | (1,927) | (704) | (845) | (1,580) | (2,688) | (841) |
| Grazing Expenses | (31,113) | | | | (391) | (313) | (24,635) | (313) | (365) | (313) | (235) | (235) | (313) |
| Health & Safety | (4,814) | (370) | (399) | (170) | (233) | (229) | (266) | (1,570) | (233) | 224 | (425) | (429) | (854) |
| Bridging | (2) | (2) | | | | | | | | | | | |
| OPENING BALANCE | (6,613) | (6,613) | (9,397) | (84,032) | 5,645 | (14,861) | 43,038 | 104,742 | 31,804 | (48,823) | (1,621) | (60,612) | 33,537 |
| CLOSING BALANCE | 24,244 | (9,597) | (84,032) | 5,645 | (14,861) | 43,038 | 104,742 | 31,804 | (48,823) | (1,621) | (60,612) | 33,537 | 24,244 |

Variance

1. The example below compares your plan (Column A) to last year (Column B).
2. It shows the Category-by-Category variations.
3. Categories may be expanded as required by expanding the carets ▶.
4. It's worth writing a short story to your bank explaining the reasons behind the key variances between your plan and last year. Include inflation assumptions.

| | Column A 2021/22 Actuals | Column B 2022/23 This year | Variance between Col A & Col B | Col A as a % of Col B |
|--------------------------------|-----------------------------|-------------------------------|-----------------------------------|--------------------------|
| INCOME | | | | |
| Sheep (Sales) | 148,097 | (139) | (148,097) | 139 |
| Sheep (Sales) | 101,416 | (854) | 143,751 | (920) |
| Sale Lambs | 218,261 | (2,265) | 663,635 | (4,500) |
| Trade Hoggets | | | 65,296 | (371) |
| Sheep Total | 319,677 | (3,119) | 872,683 | (5,791) |
| Wool | | | | |
| General | | | 29,000 | (29,000) |
| Wool Total | | | 29,000 | (29,000) |
| Other Farm Income | | | | |
| House Rental | | | 12,000 | (12,000) |
| Other Farm Income Total | | | 12,000 | (12,000) |
| Income Total | 319,677 | (3,119) | 1,061,780 | (5,938) |
| PURCHASES | | | | |
| Beef (Purchases) | | | 51,178 | (40) |
| Mixed Age Cows | | | 51,178 | (40) |
| Beef Total | (51,178) | 40 | 51,178 | (40) |
| Sheep (Purchases) | | | | |
| MA Ewes | (33,913) | 200 | (43,884) | 207 |
| Sires | (7,826) | 8 | (7,826) | 8 |
| Sheep Total | (41,739) | 208 | (43,884) | 207 |
| Purchases Total | (41,739) | 208 | (95,062) | 247 |
| NET INCOME | 277,938 | (2,911) | 966,718 | (5,683) |
| FARM EXPENDITURE | | | | |
| Wages | | | | |
| General | (28,800) | | (52,000) | 23,200 |
| PAYE Paid to IRD | (1,082) | | | (1,082) |
| Wages Total | (29,882) | | (52,000) | 22,118 |
| Animal Health | | | | |
| General | (9,000) | | (25,000) | 16,000 |
| Animal Health Total | (9,000) | | (25,000) | 16,000 |
| Breeding Expenses | | | | |

Livestock reconciliation

- 1. This report confirms you are estimating sales numbers correctly.
- 2. Banks consider this report to be essential.

| Stock class | Opening | Births | Purchases | Sales | Abat | Deaths & missing | 1995 to | 1995 out | Year end | Age in | Age to | Next year opening |
|--------------------|---------|--------|-----------|---------|------|------------------|---------|----------|----------|--------|--------|-------------------|
| BEEF | | | | | | | | | | | | |
| Mixed Age Cows | 117 | | 40 | (37) | | (5) | | | 117 | | | 117 |
| 2 Yr Heifers | 9 | | | (8) | | | | | | | | |
| 1 Yr Heifers | 10 | | | (10) | | | | | | | 10 | 10 |
| Heifer Calves | | 52 | | (39) | | | | 16 | 16 | | | |
| Steer Calves | | 40 | | (41) | | | | 5 | 5 | | | |
| 1 Yr Steers | 19 | | | (12) | | (1) | | | | 5 | 5 | |
| Breeding Bulls | 3 | | | | | | | 3 | | | | 3 |
| Total Beef | 146 | 98 | 40 | (130) | | (6) | | 141 | 25 | 21 | 141 | |
| Beef 02 | 817 | (24) | (10) | (518) | | (10) | | 775 | 59 | 48 | 804 | |
| SHEEP | | | | | | | | | | | | |
| MA Ewes | 1,943 | | 207 | (928) | | | | 1,280 | | 864 | 2,094 | |
| 2Yr Ewes | 871 | | | (7) | | (7) | | 864 | 864 | 881 | 881 | |
| Ewe Hoggies | 500 | | | | | (8) | | 881 | 881 | | | |
| Sale Lambs | | 4,721 | | (4,500) | | | | 221 | 221 | | | |
| Trade Hoggies | 371 | | | (371) | | | | | | 221 | 221 | |
| Stew | 39 | | | | | | | 39 | | | | 39 |
| Total Sheep | 4,124 | 4,721 | 207 | (5,706) | | (15) | | 3,485 | 1,976 | 1,976 | 3,435 | |
| Sheep 02 | 3,870 | 1,419 | 207 | (2,557) | | (14) | | 2,912 | 1,949 | 1,952 | 3,251 | |
| TOTAL 02 | 6,007 | 1,661 | 407 | (3,084) | | (20) | | 5,600 | 1,996 | 2,079 | 6,086 | |

Cashflow detail

Print the worksheets for the big items like milk revenue, livestock sales, feed and fertiliser. Just select the codes you want using the filter (top right of the report section).

| Description | 1995 | 1996 | Total |
|--------------------------------|-------|-------------|-------------|
| INCOME | | | |
| Beef (sales) | | | |
| • Mixed Age Cows | (37) | 1,188.00 | 48.99 |
| • 2 Yr Heifers | (8) | 1,882.00 | 4,989 |
| • 1 Yr Heifers | | | |
| Planned sales | | | |
| Nov 22 | | 796.02 | 6,375 |
| Apr 23 | (2) | 1,970.00 | 3,144 |
| 1 Yr Heifers Subtotal | (10) | 991.54 | 8,399 |
| • Heifer Calves | (30) | 891.00 | 32,076 |
| • Steer Calves | (41) | 1,020.00 | 42,000 |
| • 1 Yr Steers | (12) | 1,287.00 | 15,451 |
| Beef Total | (108) | 1,287.00 | 148,997 |
| • Sheep (sales) | | | |
| • MA Ewes | | 1,172.00 | 1,172.00 |
| • 2Yr Ewes | | 872.00 | 872.00 |
| • Ewe Hoggies | | 1,000 | 1,000 |
| Sheep Total | | 3,044 | 3,044 |
| • Wheat | | | |
| • General | | 29,000 | 29,000 |
| Wheat Total | | 29,000 | 29,000 |
| • Other Farm Income | | | |
| • House Rental | | 12,000 | 12,000 |
| Other Farm Income Total | | 12,000 | 12,000 |
| Income Total | | 14,331 | 14,331 |
| PURCHASES | | | |
| • Mixed Age Cows | 40 | (1,279.40) | (31,170) |
| Beef Total | 40 | (1,279.40) | (31,170) |
| • Sheep (purchases) | | | |
| • MA Ewes | | (19,000) | (19,000) |
| • 2Yr Ewes | | (19,000) | (19,000) |
| • Ewe Hoggies | | (11,200) | (11,200) |
| Sheep Total | | (49,000) | (49,000) |
| Purchases Total | | (50,279.40) | (50,279.40) |
| NET INCOME | | 14,331 | 14,331 |

Economic Farm Surplus (EFS)

See Page five of this guide for an example.



The difference between a revision and an update

A revision should be carried out in your Working Plan at the beginning of every month and primarily involves making minor adjustments because of timing differences. For example, if you defer a fertiliser bill you should update the planned payment date to reflect when the bill will be paid.

An update should be carried out at least three times a year or whenever there are major changes required to the Working Plan. For example, if there are significant changes to the dairy payout or when lamb tallies and prices are known.

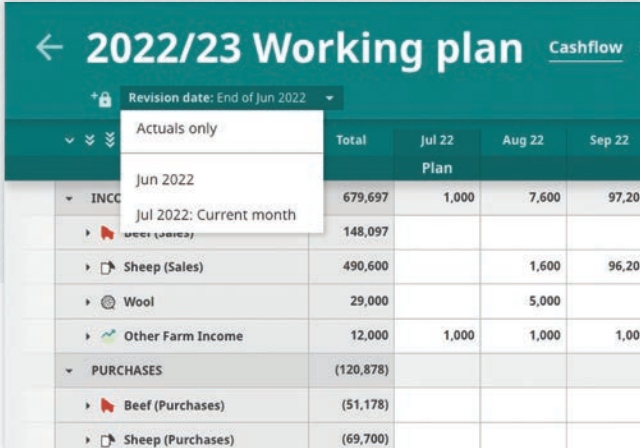
Part of this process involves setting a new Baseline plan for the remainder of the year so that you have something to compare back to as the year continues to progress.

Monthly Revision

Farm Focus replaces the plan with actual data month by month.

This is the monthly process.

1. Make sure last month is balanced to the bank right to the end of the month. This proves it's real.
2. Early in the month you can revise to the end of last month and rely on planned items for the rest of the year.
3. But by the middle of the current month you will have gathered most of your invoices for the entire month.
 - a. This allows you to use the revision option of **Current month**.
 - b. **Current month** treats this month's invoices as **real**. It uses their **due date** to plot the cashflow for this month, giving the most accurate estimate of the daily bank balance right through to the end of the month.
 - c. The remaining months will be driven from the plan, predicating the end of year position with increasing accuracy as each month goes by.



| | Total | Jul 22 Plan | Aug 22 | Sep 22 |
|-------------------|-----------|-------------|--------|--------|
| INCC | 679,697 | 1,000 | 7,600 | 97,200 |
| Beef (Sales) | 148,097 | | | |
| Sheep (Sales) | 490,600 | | 1,600 | 96,200 |
| Wool | 29,000 | | 5,000 | |
| Other Farm Income | 12,000 | 1,000 | 1,000 | 1,000 |
| PURCHASES | (120,878) | | | |
| Beef (Purchases) | (51,178) | | | |
| Sheep (Purchases) | (69,700) | | | |



FARM FOCUS TIP

The Bill Payment displays the predicted daily bank balance according to the due date on each invoice.

Revision to the end of last month

- Last month shows everything that has happened at the bank.
- The rest of the year shows planned items.
- Something happening earlier than planned can cause the item to appear in both actuals and plan – **causing a double up**. Edit the dates on planned items to align to what has happened.
NOTE: The Baseline stores the original plan, so it's OK to change the Working Plan.
- Where something happens later than planned, it will not be in the remaining plan and won't be in actuals. **It's missing**. Change the date on the planned item to reflect what will happen.

Revision with Current month

- Last month shows everything that has happened at the bank.
- The **Current month** revision view shows everything that has an invoice with a due date in the current month.
- Future months show the remaining plan.
- This gives a more accurate view to the end of the month.
- **Double ups** and **missing** can still happen but the change over is the end of the current month, not the end of last month. Moving accuracy forward by a month.

2

WHEN October / November

Update your plan to reflect the season

This is a great time to complete your first major review of the plan.

As actuals are recorded for each month and you complete monthly revision, you may already notice where the plan needs tweaking. You will also know how the spring is going and that will inform you of the production you can expect. The expected price of meat and milk will now be more accurate.

This is your most important plan update. So find the time to make it happen. If the original plan was well constructed this should be a quick task.

- Do everything you can to maximise income.
- Remain conservative on spending.



FARM FOCUS TIP

Management reports. Use the variance report to compare to the October Baseline. However, if reporting to the bank or stakeholders, unless they have been updated with the new Baseline, compare to what you provided them at the beginning of the year.



NEW

Create Plan

Data source

- ☐ Create empty plan
- ☒ Actuals + Plan
Revision date: End of September 2022
- ☐ Actuals
- ☐ Plan

STEP PROCESS

STEP 1: From the **Plan** page click on the **New Draft** icon.

STEP 2: Use the Create Plan option of **Actuals +Plan** (with revision set to end of September so it uses actual up to the end of that month).

STEP 3: Modify this new Draft plan as required.

STEP 4: Make the Draft become the Working Plan when you like your changes. NOTE: A copy of the original Working Plan is sent down to Draft.

STEP 5: Also copy the Working Plan to **Baseline**. This becomes your second Baseline for the year.

Drive your planning with Farm Focus

JUNE / JULY

Build your initial plan for the year

1. Review previous years, understand where the cash was earned and where it was spent.
2. Decide the key strategic changes.
3. Create a realistic income plan, showing how you will earn the cash.
4. Create a cautious spending plan, deciding where cash must be spent.
5. Compare your plan to last year and decide if it is credible.
6. Refine the plan over several sessions. Refining it with more detail.
7. Commit to making the plan work.

CHECK YOUR WORKING PLAN MONTHLY FOR DISCREPANCIES

OCTOBER /
NOVEMBER

Update your plan to reflect the season

1. Update the plan to reflect calving and lambing, feed supplies and product prices.
2. Understand what has changed and why.
3. Commit to this updated plan.

CHECK YOUR WORKING PLAN MONTHLY FOR DISCREPANCIES

FEBRUARY
/ MARCH

Summer update

1. The year's total income can now be estimated with reasonable reliability. Lock in this income plan.
2. Now you can make decisions about discretionary expenditure. Update your spending plan.
3. Commit to this plan.

CHECK YOUR WORKING PLAN MONTHLY FOR DISCREPANCIES

JUNE / JULY

1. Create a **Draft** plan using the **blank** (empty) option.
2. Display last year on line two using the compare icon.
3. When the plan is complete, convert the Draft into the Working Plan.
4. Also lock it away as a Baseline.

OCTOBER / NOVEMBER

1. Create another **Draft** plan using the **Actual + Working Plan** option.
2. When the update process is complete, use it to replace the Working Plan.
3. AND save as another Baseline.

FEBRUARY / MARCH

1. Create another **Draft** plan using the **Actual + Working Plan** option.
2. When the update process is complete, use it to replace the Working Plan.
3. AND save as another Baseline.

When to update your plan

Update your plan at least **three times a year**, according to the season, or when something unexpected happens, like a change in the payout.

Dairy farming (May balance date)



CALVING

OCTOBER

Calving is recorded and payout can be updated. Feed inputs are clearer.



FEEDING OUT

FEBRUARY

Two thirds of production is known, plan wintering and fertiliser costs.



MILKING

APRIL

Gives accurate estimate of operating surplus and closing #s.

Sheep & beef farming (June balance date)



DOCKING

NOVEMBER

Lambing and calf numbers are known and schedule is clearer.



FEEDING OUT

MARCH

Impact of weather and livestock condition known, plan discretionary spending.



RAM OUT

MAY

Total income known.

Planning Glossary

| | |
|----------------------|--|
| Working Plan | <ul style="list-style-type: none"> • The Working Plan merges year to date actuals with the plan for the remaining year. • It uses last years closing balances as this years openings including: bank balances, livestock number and carry over milk production from last year. |
| Draft plan | <ul style="list-style-type: none"> • This is a stand-alone plan with it's own opening bank balances and livestock numbers. • Once a Draft plan is copied to the Working Plan, it inherits the actual balances up to the revision date. • What if planning is best done by copying the Working Plan to a Draft plan. If you like the outcome, just copy the Draft back to the Working Plan. NOTE: as you make this copy, the current Working Plan is also copied to Draft so it is never lost. |
| Baseline plan | <ul style="list-style-type: none"> • The Working Plan can be copied into the Baseline plan. This plan is locked so that it cannot be changed and is ideal for recording the plan sent to the bank or to a stakeholder as the original or Baseline plan. • Multiple Baseline plans are allowed. In October / November it is a good idea to save the updated plan as another Baseline. February / March is another opportunity. For management reporting you may seek to compare this to your current plan. On the other hand, a variance report for the bank might compare to the Baseline you supplied them at the start of the year. |
| Archive | <ul style="list-style-type: none"> • Draft plans that are no longer needed can be sent to the archive, allowing later retrieval should they be required. |
| Revision | <ul style="list-style-type: none"> • This is the process of merging Actual to date with the remaining plan. You can determine when this transition occurs. Normally it's to the end of the last reconciled month. • Current month is a variation of revision that uses actuals to the end of last month and then uses the due date on Invoices to predict the current month. Future months are then planned. • The livestock plan reflects when the animals leave or enter the farm (driven by the invoice date). There is a payment lag for the cash which may mean that the animal's movement is displayed but not the cash which happens after revision date. Manipulate the payment date of planned items to manage this payment lag. |

Livestock Flow Glossary

| | |
|---------------------|---|
| Age group | <ul style="list-style-type: none">• This is the animals name at the very start of the financial year. Like all computer representations of livestock, the animals keep the same name for the full 12 months of the financial year. This differs to on farm naming where the classes may change names throughout the year.• When buying or selling animals. Ask yourself “what was their name on the first day of the financial year?” This invariably is different to the paddock name. In the description for the transaction please use the paddock name. The code must be their name at the start of the financial year. NB. This also applies for March balance dates. |
| Ageing | <ul style="list-style-type: none">• In Farm Focus (and accounting systems) all animals age just before midnight on balance date. This year's calves become one-year olds (even though their birthday is not technically until the spring).• The Farm Focus livestock flow displays the closing numbers before they age in and then how they will open next year. |
| Sale date | <ul style="list-style-type: none">• This is the date animals leave the farm. It is also called the invoice date, the day the invoice is raised. Events for animals are represented in the livestock flow screen based on the day of the sale or purchase event. |
| Due or payment date | <ul style="list-style-type: none">• This is the day when you will be paid, generally 7 to 14 days after the event. NOTE: Where the payment date falls into the month after the revision date, you must have a planned item representing the cash movement. |
| Opening numbers | <ul style="list-style-type: none">• These normally follow on from last year's closing, but you can overwrite the numbers to ensure this year starts correctly. Ideally use the actual stock tallies which should be the same as last year's annual accounts. |
| Births & Deaths | <ul style="list-style-type: none">• While the stock flow will display sales and purchases recorded in the actual area of Farm Focus, non-financial events like births and deaths must be added manually. |
| Transfers | <ul style="list-style-type: none">• Transfers are not needed for ageing. This is done automatically. Transfers can be used to move animals from one class to another or between different Management tags. |

More help from **Farm Focus**

We have an extensive library of help centre topics and videos covering all things Farm Focus.



farmfocus.co.nz
Call 0800 888 080

