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Monthly Performance Report

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Vanderlay Industries

Jun 2018

05/01/2017

SAMPLE

# Executive Summary

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## REVENUE

Revenue **\$1,483,550** (Last month \$1,300,814)

Positive trend upwards.



## PROFITABILITY

Profitability Ratio **12.36%** (Last month 8.75%)

Positive trend upwards. Strategies to improve profitability include: increasing price, increasing sales volume, reducing cost of sales and reducing operating expenses.



## ACTIVITY

Activity Ratio **4.32 times** (Last month 3.87 times)

Positive trend upwards. Strategies to improve the activity ratio include seeking ways to optimise the balance sheet, ie. by reducing the investment in working capital, selling-off any unused assets or by increasing sales using the same asset base.



## EFFICIENCY

Return on Capital Employed **53.35%** (Last month 33.89%)

Positive trend upwards. A higher ROCE% is favourable, indicating that the business generates more earnings per \$1 of capital employed.



## WORKING CAPITAL

Cash Conversion Cycle **91 days** (Last month 90 days)

Positive trend downwards. Strategies to improve cash conversion include: collecting debt faster, reducing inventory levels, billing work in progress faster and paying creditors slower.



## CASH FLOW

Free Cash Flow **\$78,956**

Free Cash Flow is positive. After paying its operating expenses and investing for future growth (capital expenditures) the business has generated cash. This cash is available to be paid back to the suppliers of capital.



## MARGINAL CASH FLOW

Net Variable Cash Flow **23.88%**

Net variable cash flow is positive. The business will generate cash from each additional \$1 of products or services that the business sells.



## DEBT

Net Debt **\$4,284,516** (Last month \$4,335,792)

Net debt levels have fallen.



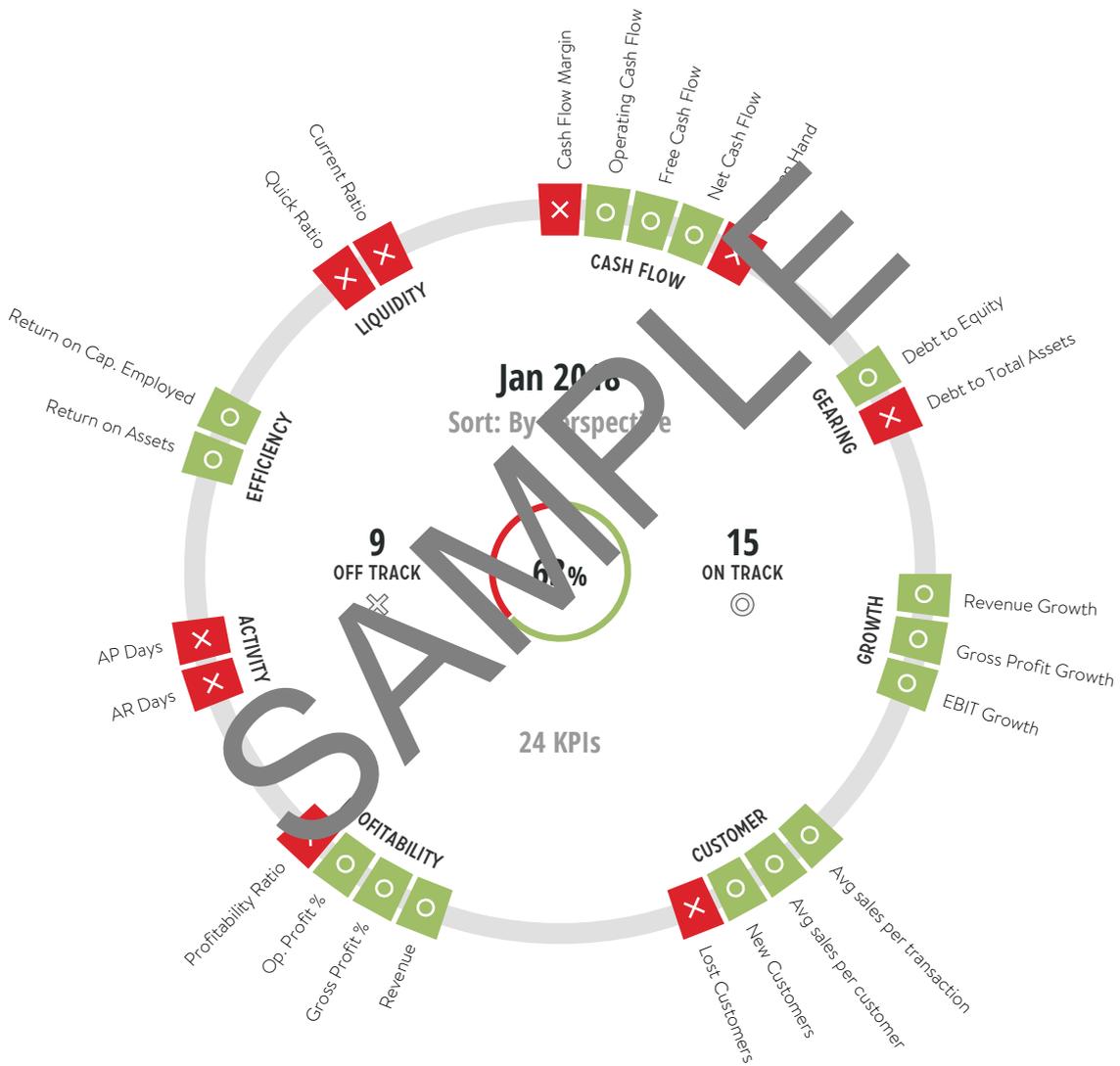
## COVERAGE

Interest Cover **4.64 times**

Operating profits are sufficient to cover interest payments.

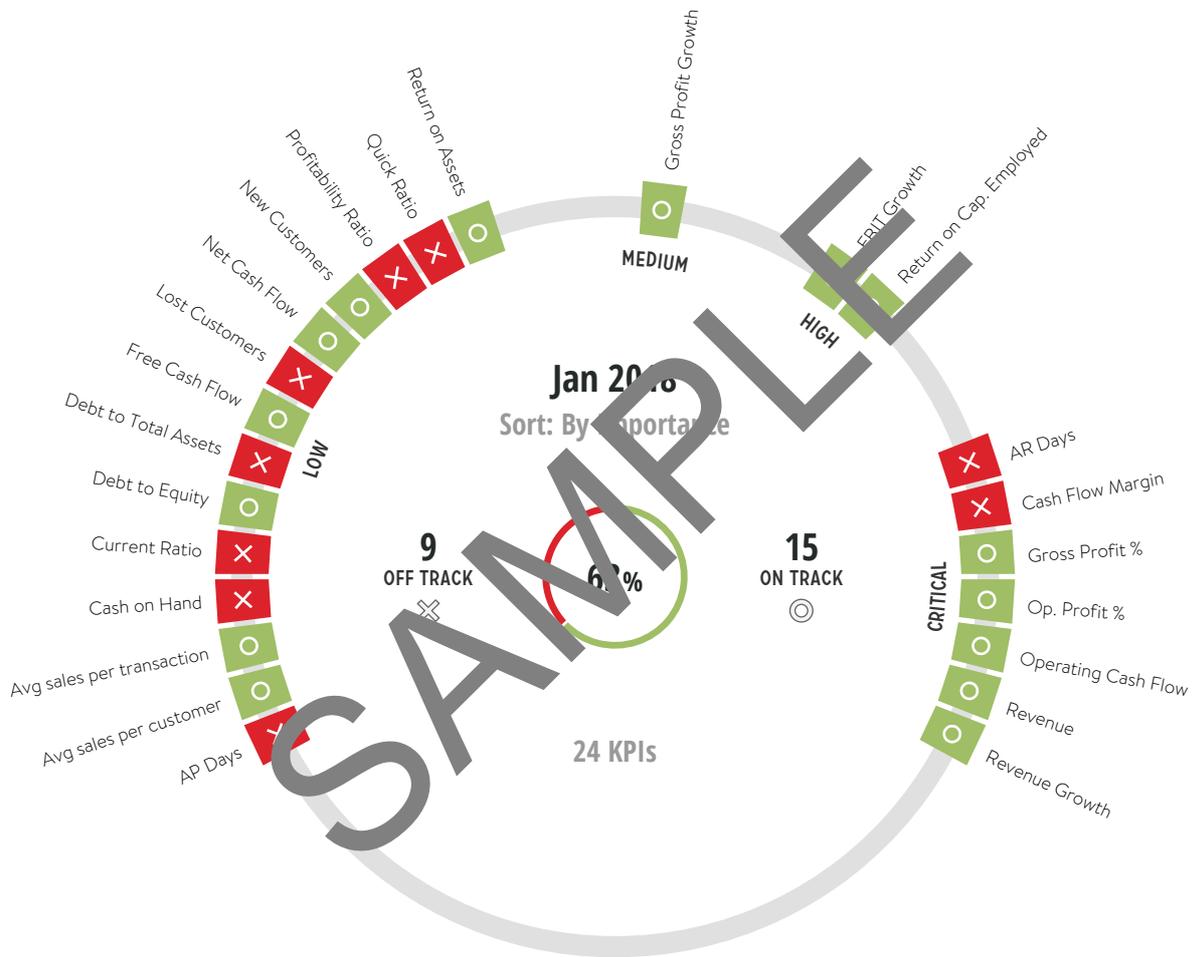
# KPI Results

This chart shows KPIs grouped into performance perspectives.



# KPI Results

This chart shows KPIs sorted by degree of importance. KPIs are classified as either low, medium, high or critical importance.



# KPI Results

|          |                            | 2 ALERTS | RESULT      | TARGET     | TREND        | IMPORTANCE |
|----------|----------------------------|----------|-------------|------------|--------------|------------|
| <b>A</b> | <b>PROFITABILITY</b>       |          | JAN 2018    |            | vs DEC 2017  |            |
|          | Total Revenue              |          | \$1,483,550 | \$7,500    | ✓ ▲ 14%      | Critical   |
|          | Gross Profit Margin        |          | 44.55%      | 23.82%     | ✓ ▲ 0.22%    | Critical   |
|          | Operating Profit Margin    |          | 12.36%      | 8%         | ✓ ▲ 3.61%    | Critical   |
|          | Profitability Ratio        |          | 12.36%      | 15%        | ✗ ▲ 3.61%    | Low        |
| <b>B</b> | <b>ACTIVITY</b>            |          |             |            |              |            |
|          | Accounts Receivable Days * | ●        | 72 days     | 50 days    | ✗ ▼ -5 days  | Critical   |
|          | Accounts Payable Days      |          | 54 days     | 60 days    | ✗ ▼ -7 days  | Low        |
| <b>C</b> | <b>EFFICIENCY</b>          |          |             |            |              |            |
|          | Return on Assets           |          | 34.46%      | 30%        | ✓ ▲ 12.45%   | Low        |
|          | Return on Capital Employed |          | 53.35%      | 40%        | ✓ ▲ 19.46%   | High       |
| <b>D</b> | <b>LIQUIDITY</b>           |          |             |            |              |            |
|          | Quick Ratio                |          | 0.33:1      | 1.00:1     | ✗ ▲ 0.03:1   | Low        |
|          | Current Ratio              |          | 0.33:1      | 2.00:1     | ✗ ▲ 0.02:1   | Low        |
| <b>E</b> | <b>CASH FLOW</b>           |          |             |            |              |            |
|          | Cash Flow Margin           |          | 85%         | 135.14%    | ✗ ▼ -0.46%   | Critical   |
|          | Operating Cash Flow        |          | \$108,975   | \$10,000   | ✓ ▲ 7.3%     | Critical   |
|          | Free Cash Flow             |          | \$78,956    | \$10,000   | ✓ ▲ 7.9%     | Low        |
|          | Net Cash Flow              |          | \$51,276    | \$10,000   | ✓ ▲ 12.7%    | Low        |
|          | Cash on Hand               | ●        | \$0         | \$10,000   | ✗ ▲ \$0      | Low        |
| <b>F</b> | <b>GEARING</b>             |          |             |            |              |            |
|          | Debt to Equity *           |          | -1,800.98%  | 85%        | ✓ ▼ -665.06% | Low        |
|          | Debt to Total Assets *     |          | 68.4%       | 50%        | ✗ ▼ -2.82%   | Low        |
| <b>G</b> | <b>GROWTH</b>              |          |             |            |              |            |
|          | Revenue Growth             |          | 14.05%      | 0.41%      | ✓ ▼ -5.13%   | Critical   |
|          | Gross Profit Growth        |          | 14.63%      | 0.17%      | ✓ ▼ -5.17%   | Medium     |
|          | EBIT Growth                |          | 61.1%       | 0.17%      | ✓ ▼ -181.03% | High       |
| <b>H</b> | <b>CUSTOMER</b>            |          |             |            |              |            |
|          | Avg sales per transaction  |          | \$6,411.00  | \$650.00   | ✓ ▲ 5.1%     | Low        |
|          | Avg sales per customer     |          | \$6,398.00  | \$3,000.00 | ✓ ▼ -2.3%    | Low        |
|          | New Customers              |          | 87          | 50         | ✓ ▲ 12       | Low        |
|          | Lost Customers *           |          | 70          | 25         | ✗ ▼ -8       | Low        |

\* For this metric, a result below target is favourable

## Alerts

### Accounts Receivable Days

Accounts Receivable days have exceeded the alert level of 50 days. An immediate review of strategies improve cash management by reducing receivable days is required. Such actions may include a review of customer payment terms.

### Cash on Hand

The total amounts of cash and cash equivalents on hand is less than the alert level of \$27,000.

SAMPLE

# Revenue Analysis

Total Revenue

**\$1,483,550**

Target

**\$7,500**

Total Revenue (Jan 17)

**\$1,348,191**

Last 6 months vs Budget



Revenue Mix - Top 10 Accounts

|                     |             |
|---------------------|-------------|
| Sales               | \$1,432,240 |
| Sales - Consulting  | \$32,234    |
| Sales - Maintenance | \$19,075    |
| Sales - Seminars    | \$0         |

Year-To-Date Actual (2017/2018 YTD)

**\$8,892,855**

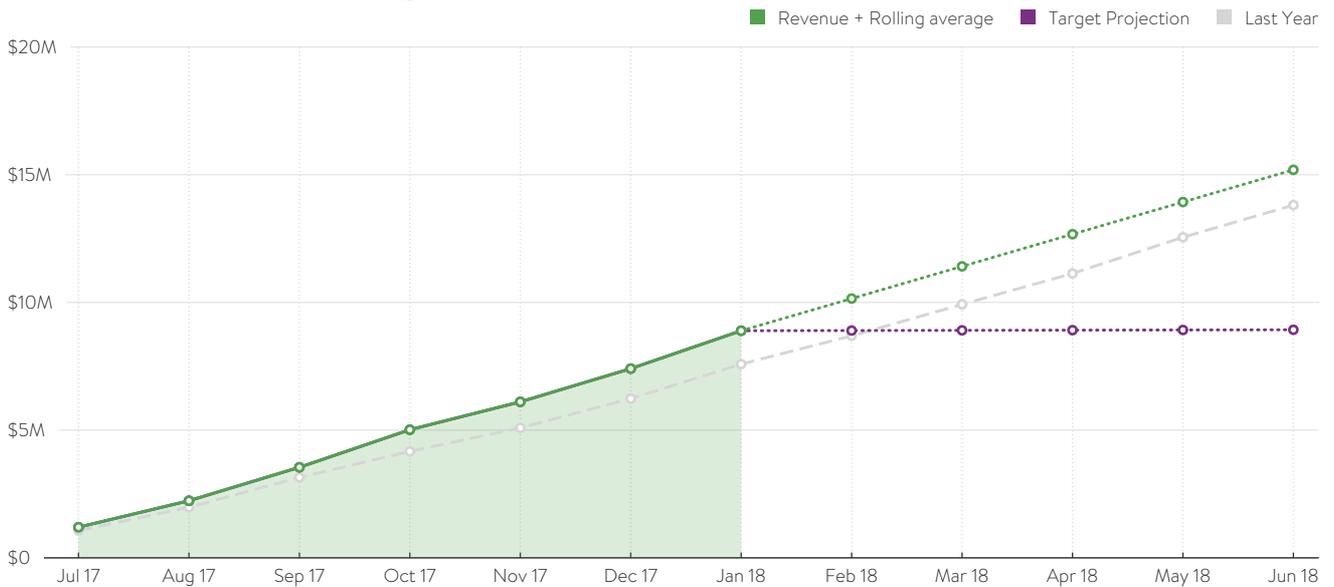
Year-To-Date Revenue (2017/2018 YTD)

— Budget

Year-To-Date Last Year (2016/2017 YTD)

**\$7,585,064**

Cumulative Revenue



# Profitability

Revenue

**\$1,483,550**

A measure of the total amount of money received by the company for goods sold or services provided.

Expenses to Revenue Ratio

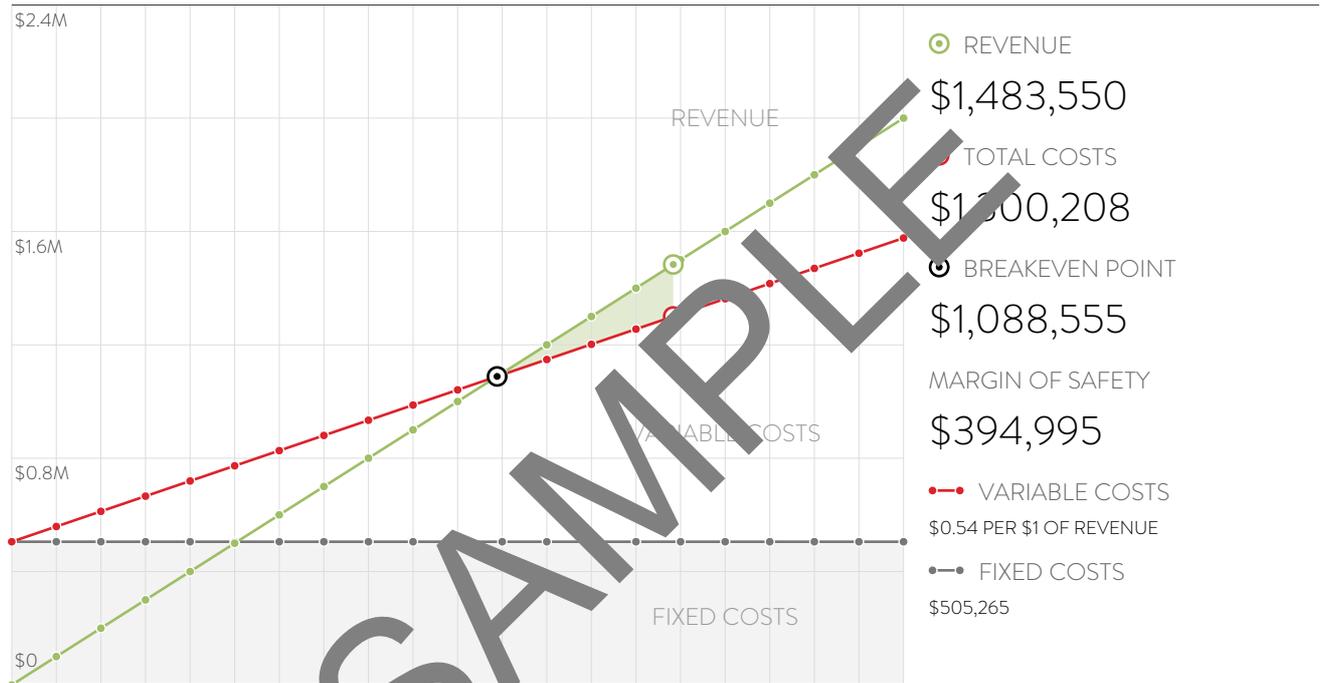
**87.64%**

A measure of how efficiently the business is conducting its operations.

Margin of Safety

**\$394,995**

The breakeven safety margin represents the gap between the actual revenue level and the breakeven point.



Profitability can be further improved by improving price, volume, cost of sales and operating expense management.

## Top 10 Revenue Accounts

|                     |             |
|---------------------|-------------|
| Sales               | \$1,432,240 |
| Sales - Consulting  | \$32,234    |
| Sales - Maintenance | \$19,075    |
| Sales - Seminars    | \$0         |

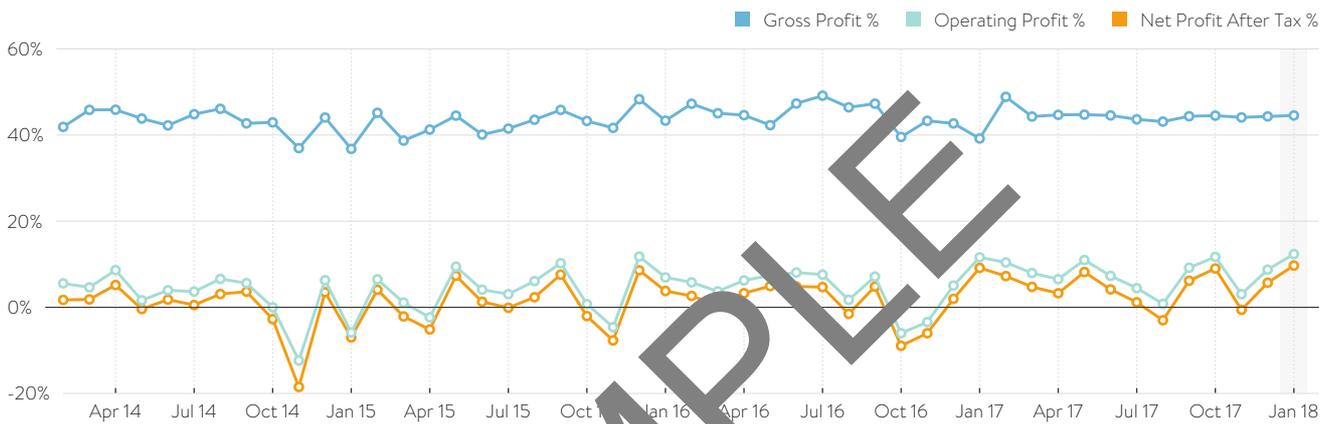
## Top 10 Expense Accounts

|                         |           |
|-------------------------|-----------|
| Payroll Items           | \$251,551 |
| Agents Commissions      | \$46,854  |
| Other Variable Expenses | \$43,195  |
| Staff & Admin           | \$27,377  |
| Motor Vehicle Expenses  | \$23,967  |
| Travel & Entertainmt    | \$19,465  |
| Mkting & Advertising    | \$17,717  |
| Prof, Legal             | \$16,012  |
| Rents & Utilities       | \$15,535  |
| Telephone & Internet    | \$14,451  |

# Profitability Charts

|                    | Jan 2018  | % of Revenue | Oct 2017  | Nov 2017  | Dec 2017  |
|--------------------|-----------|--------------|-----------|-----------|-----------|
| Gross Profit       | \$660,931 | 44.55%       | \$655,025 | \$481,291 | \$576,586 |
| Operating Profit   | \$183,342 | 12.36%       | \$172,191 | \$33,264  | \$113,808 |
| EBIT               | \$183,342 | 12.36%       | \$172,191 | \$33,264  | \$113,808 |
| Earnings After Tax | \$143,799 | 9.69%        | \$132,629 | (\$6,292) | \$74,258  |

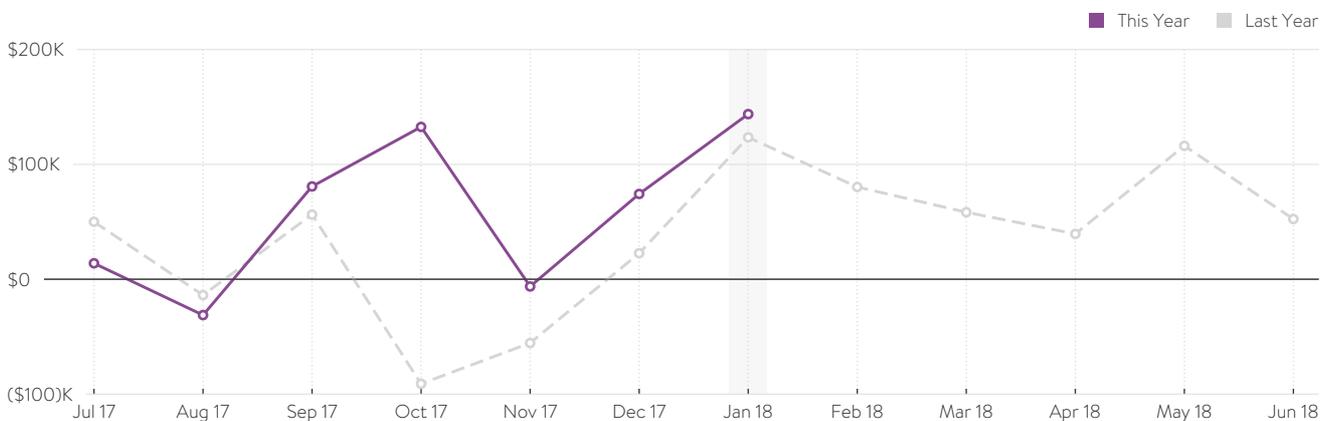
% Margins



Expense-to-Revenue (%)



Earnings After Tax This Year vs Last Year



# Cash Flow

## Operating Cash Flow

**\$108,975**

Operating cash flow is simply the cash generated by the operating activities of the business. Operating activities include the production, sales and delivery of the company's product and/or services as well as collecting payment from its customers and making payments to suppliers.

## Free Cash Flow

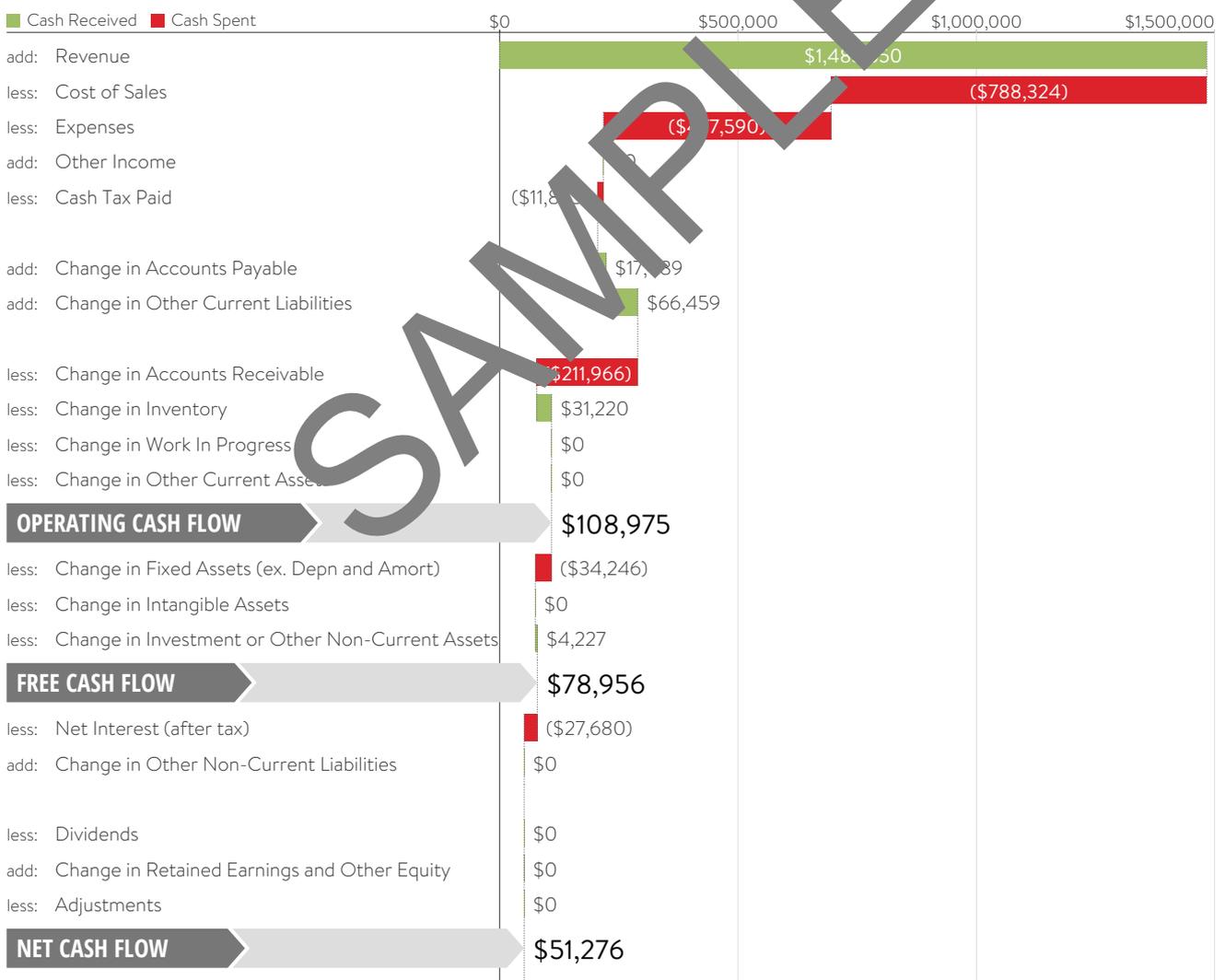
**\$78,956**

Free cash flow is the cash generated by the business, after paying its expenses and investing for future growth. It is the cash left after subtracting capital expenditure from operating cash flow. The term "free cash flow" is used because this cash is free to be paid back to the suppliers of capital.

## Net Cash Flow

**\$51,276**

Net cash flow is the cash left after subtracting expenditures from financing activities from the free cash flow. This includes the cash impact from financing activities. Financing activities include the inflow of cash from investors such as banks or shareholders, as well as the outflow of cash to shareholders as dividends.



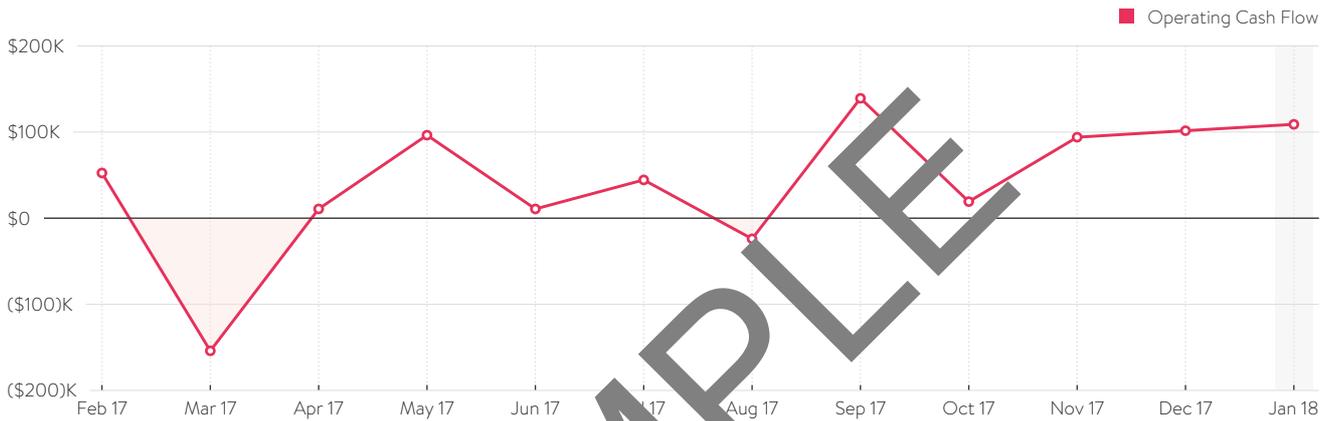
Net Cash Flow can also be calculated as:

**Change in Cash on Hand** \$0 (Open: \$0, Close: \$0) — **Change in Debt** (\$51,276) (Open: \$4,335,792, Close: \$4,284,516)

# Cash Flow Charts

|                     | Jan 2018  | Oct 2017 | Nov 2017 | Dec 2017  |
|---------------------|-----------|----------|----------|-----------|
| Operating Cash Flow | \$108,975 | \$19,246 | \$94,019 | \$101,588 |
| Free Cash Flow      | \$78,956  | \$61,629 | \$67,406 | \$73,181  |
| Net Cash Flow       | \$51,276  | \$33,935 | \$39,717 | \$45,497  |
| Cash on Hand        | \$0       | \$0      | \$0      | \$0       |

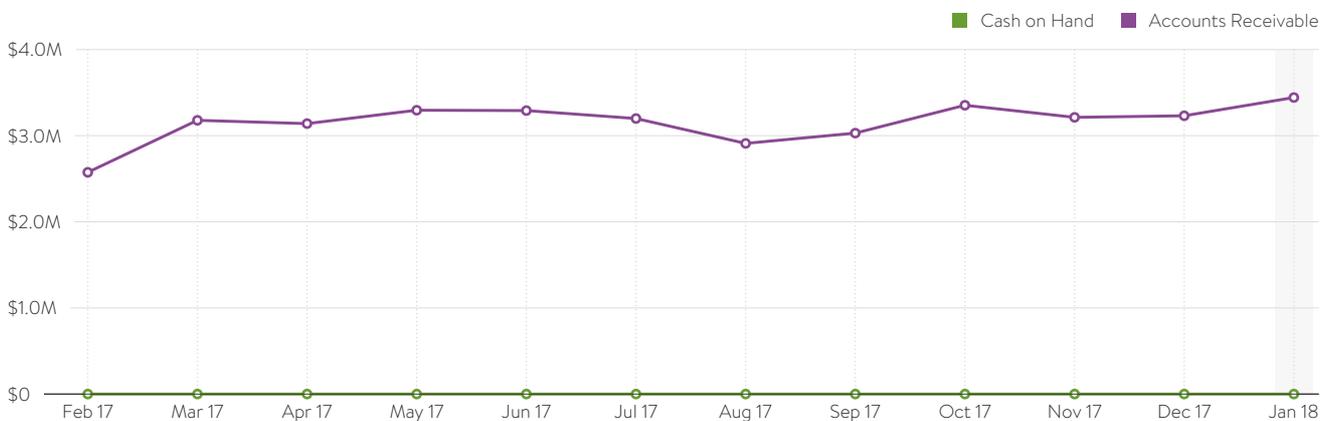
Operating Cash Flow



Free Cash Flow



Cash & Receivables



# Growth

Revenue Growth

14.05%

A measure of the percentage change in Revenue for the period.

EBIT Growth

61.1%

A measure of the percentage change in EBIT for the period.

Asset Change

2.9%

A measure of the percentage change in Total Assets for the period.

## Change in Key Drivers (from prior month)

Revenue  
Up 14%

Cost of Sales  
Up 13.6%

Expenses  
Up 3.2%

Receivable Days  
Down -6.5 days

Inventory Days  
Down -13.1 days

Payable Days  
Down -11.5 days

GROWTH FROM Jan 2017 to Jan 2018



\* Total Operating Investment \$4,046,616; Earnings Before Interest & Tax \$183,342

Size of the circle shows the recency of the result

Vertical position of the circle shows the growth in Earnings Before Interest & Tax

Horizontal position of the circle shows the growth in Total Operating Investment

# Financials

| PROFIT & LOSS                         | Jan 2018           | Dec 2017           | Variance %    |
|---------------------------------------|--------------------|--------------------|---------------|
| Revenue                               | \$1,483,550        | \$1,300,814        | 14.05%        |
| Cost of Sales                         | \$822,619          | \$724,228          | 13.59%        |
| <b>Gross Profit</b>                   | <b>\$660,931</b>   | <b>\$576,586</b>   | <b>14.63%</b> |
| Expenses                              | \$477,590          | \$462,778          | 3.2%          |
| <b>Operating Profit</b>               | <b>\$183,342</b>   | <b>\$113,808</b>   | <b>61.1%</b>  |
| Interest Income                       | \$0                | \$0                | -             |
| Interest Expenses                     | \$39,543           | \$39,550           | -0.02%        |
| <b>Earnings Before Tax</b>            | <b>\$143,799</b>   | <b>\$74,258</b>    | <b>93.65%</b> |
| Dividends                             | \$0                | \$0                | -             |
| <b>Retained Income</b>                | <b>\$143,799</b>   | <b>\$74,258</b>    | <b>93.65%</b> |
| BALANCE SHEET                         | Jan 2018           | Dec 2017           | Variance %    |
| <b>ASSETS</b>                         |                    |                    |               |
| Cash & Equivalents                    | \$0                | \$0                | -             |
| Accounts Receivable                   | \$3,443,141        | \$3,231,141        | 6.56%         |
| Inventory                             | \$1,924,199        | \$1,956,719        | -1.6%         |
| Work in Progress                      | \$0                | \$0                | -             |
| Other Current Assets                  | \$72,254           | \$72,254           | 0%            |
| <b>Total Current Assets</b>           | <b>\$5,440,800</b> | <b>\$5,260,114</b> | <b>3.44%</b>  |
| Fixed Assets                          | \$502,816          | \$502,864          | -0.01%        |
| Intangible Assets                     | \$0                | \$0                | -             |
| Investment or Other Non-Current A...  | \$320,602          | \$324,829          | -1.3%         |
| <b>Total Non-Current Assets</b>       | <b>\$823,418</b>   | <b>\$827,693</b>   | <b>-0.52%</b> |
| <b>Total Assets</b>                   | <b>\$6,264,278</b> | <b>\$6,087,808</b> | <b>2.9%</b>   |
| <b>LIABILITIES</b>                    |                    |                    |               |
| Short Term Debt                       | \$3,733,071        | \$3,781,457        | -1.28%        |
| Accounts Payable                      | \$1,432,116        | \$1,414,627        | 1.24%         |
| Tax Liability                         | \$0                | \$0                | -             |
| Other Current Liabilities             | \$785,546          | \$719,087          | 9.24%         |
| <b>Total Current Liabilities</b>      | <b>\$5,950,733</b> | <b>\$5,915,171</b> | <b>0.6%</b>   |
| Long Term Debt                        | \$551,445          | \$554,335          | -0.52%        |
| Deferred Taxes                        | \$0                | \$0                | -             |
| Other Non-Current Liabilities         | \$0                | \$0                | -             |
| <b>Total Non-Current Liabilities</b>  | <b>\$551,445</b>   | <b>\$554,335</b>   | <b>-0.52%</b> |
| <b>Total Liabilities</b>              | <b>\$6,502,178</b> | <b>\$6,469,506</b> | <b>0.51%</b>  |
| <b>EQUITY</b>                         |                    |                    |               |
| Retained Earnings                     | \$618,758          | \$474,960          | 30.28%        |
| Current Earnings                      | \$0                | \$0                | -             |
| Other Equity                          | (\$856,657)        | (\$856,657)        | 0%            |
| <b>Total Equity</b>                   | <b>(\$237,899)</b> | <b>(\$381,698)</b> | <b>37.67%</b> |
| <b>Total Liabilities &amp; Equity</b> | <b>\$6,264,279</b> | <b>\$6,087,809</b> | <b>2.9%</b>   |

# KPIs Explained

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## ✘ Accounts Payable Days 54 days

A measure of how long it takes for the business to pay its creditors. A stable higher number of days is generally an indicator of good cash management. A longer time taken to pay creditors has a positive impact on Cash Flow. But an excessive lengthening in this ratio could indicate a problem with sufficiency of working capital to pay creditors. For this period, accounts payable days are below the target of 60 days.

Accounts Payable Days = Accounts Payable \* Period Length / Cost of Sales

## ✘ Accounts Receivable Days 72 days

A measure of how long it takes for the business to collect the amounts due from customers. A lower number indicates that it takes the business fewer days to collect its accounts receivable. A shorter time to collect debtors has a positive impact on Cash Flow. A higher number indicates that it takes longer to collect its accounts receivable. For this period, accounts receivable days are above the maximum target of 50 days.

Accounts Receivable Days = Accounts Receivable \* Period Length / Revenue

## ✔ Avg sales per customer \$6,398.00

A measure of the average spend per customer. This measure is calculated by dividing total sales by the number of customers

## ✔ Avg sales per transaction \$6,411.00

A measure of the average spend per transaction. This measure is calculated by dividing total sales by the number of transactions.

## ✘ Cash Flow Margin 7.35%

A measure of the company's ability to turn sales into cash. The business converts each \$100 of sales into \$7.35 of Operating Cash Flow. For this period, the Cash Flow Margin was less than the target of 135.14%.

Cash Flow Margin = Operating Cash Flow / Revenue \* 100

## ✘ Cash on Hand \$0

A measure of the cash and cash equivalents in actual possession by the company at a particular time. At the end of this period the company held \$0 of cash and cash equivalents. Cash on Hand is below the required target of \$10,000. Insufficient cash reserves may result in an inability to pay creditors and cover current liabilities.

Cash on Hand = Cash & Equivalents

## ✘ Current Ratio 0.91:1

A measure of liquidity. This measure compares the totals of the current assets and current liabilities. The higher the current ratio, the greater the 'cushion' between current obligations and the business's ability to pay them. Generally a current ratio of 2 or more is an indicator of good short-term financial strength. In other words, the current assets of the business should be at least double the current liabilities. For this period, the current ratio was 0.91:1, up from 0.89:1 last period and below the minimum target of 2.00:1.

Current Ratio = Total Current Assets / Total Current Liabilities

✔ Debt to Equity -1,800.98%

A measure of the proportion of funds that have either been invested by the owners (equity) or borrowed (debt) and used by the business to finance its assets. An appropriate mix of debt financing and equity financing will vary for each industry and business. Management are responsible to ensure that an appropriate balance between the two sources of financing is maintained. To improve this ratio, management can seek to internally generate profits and retain these profits to fund future growth, rather than borrowing additional funds. For each \$100 of equity supplied by shareholders, the business is carrying (\$1,800.98) of debt. For this period, the debt to equity ratio is below the target of 85%.

Debt to Equity = Total Debt / Total Equity \* 100

✘ Debt to Total Assets 68.4%

A measure of the proportion of the business's assets that are financed through debt. The funds to pay for 68.4% of the business's assets have been supplied by creditors. For this period, the debt to total assets ratio is above the set target of 50%.

Debt to Total Assets = Total Debt / Total Assets \* 100

✔ EBIT Growth 61.1%

A measure of the percentage change in EBIT for the period. A combination of growth in revenues and growth in profits presents a balanced measure of growth. For this period, EBIT growth of 61.1% exceeded the target growth of 0.17%.

EBIT Growth = (Earnings Before Interest & Tax - Prior Earnings Before Interest & Tax) / Prior Earnings Before Interest & Tax \* 100

✔ Free Cash Flow \$78,956

Free cash flow is the cash generated by the business, after paying its expenses and investing for future growth. It is the cash left after subtracting capital expenditure from operating cash flow. The term "free cash flow" is used because this cash is free to be paid back to the suppliers of capital.

Free Cash Flow = Operating Cash Flow - (Capital Expenditure - Current Assets - Opening Total Non - Current Assets + Depreciation + Depreciation & Amortisation)

✔ Gross Profit Growth 14.63%

A measure of the percentage change in gross profit for the period. For this period, gross profit growth of 14.63% exceeded the target of 0.17%.

Gross Profit Growth = (Gross Profit - Prior Gross Profit) / Prior Gross Profit \* 100

✔ Gross Profit Margin 44.55%

A measure of the proportion of revenue that is left after deducting all costs directly related to the sales. For each \$100 in sales the business retains \$44.55 after deducting the cost of sales. The gross profit serves as the source for paying operating expenses. The gross profit margin can be further improved by improving price, volume and cost of sales management. For this period, the gross profit margin % is above the required target of 23.82%.

Gross Profit Margin = Gross Profit / Revenue \* 100

✘ Lost Customers 70

A measure of the total number of lost customers (or clients).

✓ **Net Cash Flow** \$51,276

Net cash flow is the cash left after subtracting expenditures from financing activities from the free cash flow. Financing activities include the inflow of cash from investors such as banks and shareholders, as well as the outflow of cash to shareholders as dividends.

Net Cash Flow = Free Cash Flow - Net Interest + (Net Interest \* (Tax Rate / 100)) - Dividends - Adjustments + (Other Non - Current Liabilities - Opening Other Non - Current Liabilities) + (Other Equity - Opening Other Equity) + (Retained Earnings - Opening Retained Earnings) + (Current Earnings - Opening Current Earnings) - Retained Income

✓ **New Customers** 87

A measure of the total number of new customers (or clients).

✓ **Operating Cash Flow** \$108,975

Operating cash flow is simply the cash generated by the operating activities of the business. Operating activities include the production, sales and delivery of the company's product and/or services as well as collecting payment from its customers and making payment to suppliers.

Operating Cash Flow = Earnings Before Interest, Tax, Depn & Amort. - Tax Expenses - (Deferred Taxes - Opening Deferred Taxes) - (Non - cash Working Capital - Opening Non - cash Working Capital) - (Net Interest \* (Tax Rate / 100))

✓ **Operating Profit Margin** 12.36%

A measure of the proportion of revenue that is left after deducting all operating expenses. This reveals the operating efficiency of the business. The business converts each \$100 of sales into \$12.36 of profits. The operating profit margin can be further improved by improving price, volume, cost of sales and expense management. For this period, the operating profit margin is above the required target of 8%.

Operating Profit Margin = Operating Profit / Revenue \* 100

✗ **Profitability Ratio** 12.36%

A measure of the proportion of revenue that is left after deducting all expenses. This excludes finance costs and tax expenses. The business makes \$12.36 of EBIT for every \$100 it generates of revenue. The profitability ratio can be further improved by improving price, volume, cost and expense management. For this period, the Profitability ratio is below the required target of 15%.

Profitability Ratio = Earnings Before Interest & Tax / Revenue \* 100

✗ **Quick Ratio** 0.58:1

The Quick Ratio measures the availability of assets which can quickly be converted into cash to cover current liabilities. Inventory and other less liquid current assets are excluded from this calculation. The Quick Ratio is a measure of the ability to pay short-term creditors immediately from liquid assets. A quick ratio of 1:1 or more is considered 'safe'. For this period, the quick ratio was 0.58:1, up from 0.55:1 last period and below the minimum target of 1.00:1.

Quick Ratio = (Cash & Equivalents + Accounts Receivable) / Total Current Liabilities

✓ **Return on Assets** 34.46%

A measure of how effectively the business has used its assets to generate profits. Return on Assets is a performance measure which is independent of the business's capital structure. The higher the ratio the greater the return on assets. For this period, the business has generated a Return on Assets of 34.46%. This return exceeds the target of 30%.

Return on Assets = Annualised Earnings Before Interest & Tax / Total Assets \* 100

✓ **Return on Capital Employed** 53.35%

A measure of the efficiency and profitability of capital investment (ie. funds provided by shareholders & lenders). ROCE monitors the relationship between the capital ('inputs') used by the business and the earnings ('outputs') generated by the business. ROCE is arguably one of the most important performance measures. The higher the result the greater the return to providers of capital. For this period, the business has generated a ROCE of 53.35%. This return exceeds the target of 11%.

Return on Capital Employed = Annualised Earnings Before Interest & Tax / Total Invested Capital \* 100

✓ **Revenue Growth** 14.05%

A measure of the percentage change in revenue for the period. Management should ensure that revenues increase at rates higher than general economic growth rates (ie. inflation). For this period, revenue growth of 14.05% exceeded the target growth of 0.41%.

Revenue Growth = (Revenue - Prior Revenue) / Prior Revenue \* 100

✓ **Total Revenue** \$1,483,550

A measure of the total amount of money received by the company for goods sold or services provided. The business has earned total revenues of \$1,483,550. Strategies to improve revenue may include increasing prices, increasing the volume of sales through marketing initiatives or finding alternative sources of income. For this period, the revenue earned is above the required target of \$7,500.

Total Revenue = Revenue

SAMPLE