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**HOODSWEENEY**

## Get your House in Order

Our industry alliances.



**You've probably read the screaming headlines, featuring rock-star restaurateurs and fast-food franchises caught out for underpaying their employees. You may be wondering if you have fool-proof systems in place to safeguard your business against similar errors.**

**It can be time-consuming, and often confusing, to keep on top of all the timesheets and record-keeping in the fast-moving food and hospitality industry. But with the holiday season quickly upon us, it is the perfect time to make sure you're fully aware of your obligations to permanent, part-time and casual staff and their rates of pay, working conditions and leave entitlements.**

Hood Sweeney's Food & Hospitality team can help you to implement systems that help get your house in order. For instance, a myriad of cloud-based programs are available to help businesses efficiently integrate information so it is available at the click of a mouse.

Employers are obligated to pay employees at an award rate, as well as any entitlements they are eligible for. This could include annual leave, personal leave and overtime rates.

The last thing you want to do is to get it wrong and not pay your employees what they are entitled to.

The Fair Work Ombudsman announced in October that it had recovered more than \$40 million for 18,000 underpaid employees during the financial year – the highest recoveries figure in the regulator's history.

Australia's complex system of laws, awards and agreements can lead to employers (particularly small businesses) unintentionally underpaying their employees. This can have significant consequences. For employees it means living on an unfairly low wage. For employers it can mean serious penalties.



Restaurant  
& Catering

ASSOCIATE MEMBER

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Of course, underpayment isn't always deliberate and systematic. But, as recent headlines suggest, it is common in industries where workers are vulnerable to exploitation or intimidation due to their age, immigration status, for example.

Hospitality is largely un-unionised and many workers are students, young people and travelers. Surveys by the Fair Work Ombudsman frequently show that about half of all hospitality businesses are non-compliant with labour laws.

Those screaming headlines have pointed the finger at high-end restaurants and some of the biggest names in the industry. Likewise, there are smaller businesses grappling with the recent rollout of Single Touch Payroll (STP) requirements to include businesses with 19 staff or less.

With the introduction STP, the Australian Tax Office is increasingly vigilant in pursuing businesses that aren't keeping up superannuation guarantee payments. You may not know that directors of businesses that trade via a company can be personally liable for any accrued PAYG and superannuation guarantee charges. It is not limited to the company.

So, how do you get your house in order?

There are programs such as Deputy or Tanda, among others, that can put you on the right track. They work with cloud-based point of sale systems, including Kounta and Abacus, and can be integrated with popular cloud-based accounting software such as Xero and MYOB.

Such systems can be used as integrated employee-management tools for communication, rostering and timesheet control. The information can then be exported into cloud-based accounting software, keeping it stored for future reference.

Having the right systems in place can save time and money so the business owner can focus on the running of their operations.

**To find out about programs that can help you stay on top of your financial commitments, contact Hood Sweeney's Food & Hospitality team on 1300 764 200, or email [hospitality@hoodsweeney.com.au](mailto:hospitality@hoodsweeney.com.au)**

Hood Sweeney's Food & Hospitality team helps individuals and businesses with a full range of services, including:

- Cloud Solutions
- Cloud Accounting
- Point of Sale
- Payroll
- Bookkeeping
- Compliance, Reporting & Forecasting
- Coaching.

For further information, please contact:



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