

# Brexit Business Impact Checklist

	High	Med	Low	N/A	Initial considerations	Your notes
<b>Tax</b>						
1. To what extent does the tax efficiency of your business operations depend upon EU Directives/law?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	How exposed is your business and balance sheet to tax changes?	
2. To what extent are you exposed to a potential withholding tax on individual payments, interest and dividends?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If you operate with a UK parent company and EU subsidiaries, or EU parent and UK subsidiaries, you could become subject to a withholding tax. This means any profits earned by a subsidiary in a low tax jurisdiction would be taxed at the rate of the parent company's jurisdiction. This could also apply for payments of interest and royalties.	
3. Do you currently use the EU 'one stop shop' VAT MOSS scheme for digital services or telecoms sales in the EU? If removed, this could require more administrative duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Labour supply</b>						
4. How would your business be impacted by restrictions on the free movement of workers between the EU and the UK (such as a potential need for visas or residence permits)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is your ability to recruit likely to be affected? How might this impact your operations and costs? Should you consider adapting your recruitment policies going forward?	
<b>Supply chain review</b>						
5. To what extent do your operations depend on existing regimes that enable finance or other services to be provided from EU member states or vice versa?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Will you need to consider relocation to another EU member state if your ability to supply goods between the UK and the EU could be compromised?	

	High	Med	Low	N/A	Initial considerations	Your notes
6. To what extent do your operations depend on access to non-EU countries through EU free trade agreements (FTAs)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	What challenges would you face in implementing a relocation? Such as tax or regulatory difficulties?	
7. To what extent does your supply chain include the supply of goods to or from EU member states, or other countries with EU trade agreements in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8. How would your business be impacted by customs tariffs or reduced physical speed of goods delivery?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
9. In general how are key stakeholders likely to be affected by the issues identified above and the other implications of Brexit?					What impact could this have on your business? Do you have contingency plans in place?	
• Suppliers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
• Customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
• Staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
• Shareholders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Contracts</b>						
10. Are there potential issues that could arise under your existing contracts?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do they contain specific references to EU territories, laws or regulators? Could additional tariffs or costs render the contract unfeasible under current terms?	

	High	Med	Low	N/A	Initial considerations	Your notes
<b>Finance and the economy</b>						
11. Could exchange rate or interest rate movements have an adverse impact on your business?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
12. Does your current financing contain adverse effect clauses and could these be triggered?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have you made provisions to limit your exposure to exchange rate fluctuations?	
13. Would a change to the UK's credit rating affect your ability to raise finance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
14. Is your business reliant on grants or funding from the EU?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
15. Do you use the European Investment Bank or any other EU institution as a lender or investor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	How might a loss or reduction of this funding affect your business?	
<b>Public procurement</b>						
16. Does your business take part in public procurement tenders in EU member states?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	How significant are these tenders in relation to your overall business?	
17. To what extent does your business depend on access to the procurement markets of other non-EU countries?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Data protection</b>						
18. Do you transfer personal or customer data between the UK and other EU member states?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is your data held in the EU protected by data protection law?	

	High	Med	Low	N/A	Initial considerations	Your notes
19. To what extent does your business engage service providers in EU member states to process personal data, for example cloud data storage or payroll data?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do you need to make provisions for movement of data to ensure protection and security?	
<b>Intellectual property</b>						
20. To what extent does your business currently rely on EU IP rights, such as EU trademarks, for protection in the UK?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	How might your intellectual property be affected? Should your licences and agreements be modified?	
21. To what extent do you use third party IP in the UK on licences that are granted from EU territory?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Internal controls and compliance</b>						
22. To what extent are your compliance policies, strategies or internal controls tailored to EU laws and regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Will internal policies need to be reviewed and amended to accommodate potentially diverging EU and UK requirements?	

# Downturn checklist

The uncertainty caused by Brexit could have an adverse effect on the economy. Therefore, you should also consider how you will guide your business through potentially more challenging economic conditions. This might include:

	Done	To do	N/A	Your notes
<b>Internal communication</b>				
23. Have you reassured your key stakeholders (including staff) and made it clear how you will manage the impact of Brexit and potentially more challenging economic conditions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Performance management</b>				
24. Are you producing monthly or quarterly management accounts to keep track of your performance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25. Are you forecasting short-term cash flow?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Cash</b>				
26. Are you billing customers as soon as possible?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
27. Have you reviewed your payment terms?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28. Are you regularly reconciling bank statements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Creditors</b>				
29. Have you asked suppliers for trade discounts?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Done	To do	N/A	Your notes
30. Have you considered offering partial payment, split payment options or decided which creditors should be paid first?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Pricing strategy</b>				
31. Have you reviewed the market to ensure your prices are still competitive?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
32. Are you clear on your breakeven margins on your products or services?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Stock management</b>				
33. Have you considered selling outdated items at cost?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
34. Have you reviewed which are your most popular and most profitable items?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
35. Can you delay your orders to reduce the time stock is held?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
36. Have you considered renting out unused space?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
37. Have you assessed unproductive assets and whether they should be sold?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Other points for consideration</b>				
38. Have you recently carried out a review of your overhead costs to see whether efficiencies can be made?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Done	To do	N/A	Your notes
39. Have you reviewed your marketing? Could you look for complementary products and new niches, are you utilising social media marketing, and are you keeping touch with current and past customers (suggesting new products or asking for referrals)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
40. Are you giving the right impression? Focusing on your customer experience, are window displays fresh, is signage well placed and are your premises in good repair?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## Would your business benefit from an experienced team of advisors?

If you would like to find out how our award-winning team of accountants can support your business, please contact us to arrange a free, no obligation initial meeting on 01494 675321 or email [info@rousepartners.co.uk](mailto:info@rousepartners.co.uk)

*This checklist has been produced by Rouse Partners LLP for general interest. No responsibility for loss occasioned to any person acting or refraining from action as a result of this information is accepted by Rouse Partners LLP. In all cases appropriate advice should be sought before making a decision.*