

Financial Management Services

Level 1 – Activity Support

What Is It?

The EBS Financial Management Activity Support service has been designed to specifically help small businesses that have recognised the need for financial management but do not have the in-house resource to carry this out with optimum effectiveness or have the funding to recruit a full-time employee with the appropriate skills and experience.

This service provides hands-on support for a wide range of financial and administrative activities by providing qualified and experienced finance professionals on an hourly/daily fee basis or on a per activity basis (to an agreed scope).

What are the advantages to my organisation?

- Many small and medium sized businesses cannot justify a full time Finance Manager. With the EBS service a client can use the services on an as needed basis – for instance to review the billing or reporting process, or put together a business plan.
- The ability to survive peaks in staff resource requirements without affecting the quality, timeliness or reliability of financial information.
- A route to cover short or long term staff absences.
- The capability to improve business processes or develop management information using the extensive experience of the EBS professionals.
- A service specifically designed for small businesses.

What Is Included?

The EBS Financial Management Activity Support service provides an hourly or daily rate basis for accessing the EBS network of finance professionals. Alternatively the service can be delivered on a fixed fee project basis where a defined scope has been agreed in advance.

The service covers the provision of professional hands-on financial management support, such as:

- **Management Information Production** – discussion and definition of key information needs for effective management of your business and the design and creation of the process to deliver this in a timely, reliable and understandable way. This will include financial information but also business critical measures such as on-time delivery, resource utilisation, order pipeline, etc..
- **Business and Financial Planning** – the development with you of a business plan to give focused and measurable objectives for the future. Creation of the financial schedules showing forecasted income and costs, balance sheets and cash flow which bring together the expected results and highlight resource needs.
- **Process Improvement Programmes**– the review and redesign of a business process (for example end-to-end quote through to cash) to ensure that it is effective and efficient in delivering the customer’s needs, uses minimum resource to deliver maximum value and has clear responsibility and self-measurement.

What Does It Cost?

The fees for the EBS Financial Management Activity Support services will vary according to the nature of the service being provided, the likely length of the engagement and whether further specialist professionals will need to be involved. EBS will always make sure to offer a best value for money proposition and will agree fee rates in advance and hold them for a specified period.

By way of illustration, the 'Pay As You Go' daily rate for EBS Financial Management professionals is **£750 + VAT**.

Alternatively, where there is an agreed scope for a complete project, a fixed fee can be agreed in advance to cover all relevant activities and expenses.

About EBS Financial Management

EBS Financial Management is a specialist area of service from EBS Management Resources, a multi-disciplinary provider of business support services to companies with 15 - 100 employees. Service portfolios are provided for the key functions of Human Resources, Occupational Health, Health & Safety, Marketing, Sales, Financial and General Management. EBS clients cover a wide range of industries and include Dayla, Bucks Net Services, Nottingham Forest Football Club and Red Door Communications.

The complete set of Financial Management services includes:

- Level 1 – Financial Management Activity Support
- Level 2 – Financial Management Effectiveness Assessment
- Level 3 – Management Information Programme Roll-Out
- Level 4 – Business Process Improvement
- Level 5 – Interim Finance Manager/Director
- Level 6 – Non-Executive Finance Director