

A close-up photograph of a person wearing glasses and white gloves, holding two interlocking golden gears. The person's face is partially visible in the background, looking intently at the gears. The gears are made of a polished, golden metal and have a complex, multi-spoked design. The background is a soft, out-of-focus grey.

MOORE STEPHENS

Working together
delivers efficiencies

Business support and outsourcing

PRECISE. PROVEN. PERFORMANCE.

Working together delivers efficiencies

Running a business today is challenging. There are more distractions to cope with, more relationships to manage and less time to devote to key actions. The solution? Outsource some or all of your businesses financial and administrative functions in order to free up valuable resource.

What is outsourcing?

Outsourcing is basically sub-contracting a process to a third party with the objective of making better use of a businesses resources while lowering costs at the same time. It's all about ensuring that you and your staff concentrate on what's important to the business rather than compliance and administrative functions.

The Moore Stephens dedicated Business Support and Outsourcing team provides a full range of services, from basic bookkeeping and the preparation of annual or management accounts, through to payroll, software support and financial benchmarking. Our clients are varied, and include local, national and international organisations, both large and small, embracing every industry sector.

The benefits of outsourcing

Strategic focus

Through outsourcing, senior management time can be freed up to concentrate on key areas of the business, such as strategic development, new business initiatives and sales.

Scalability

Whether your business is growing or downsizing, outsourcing means that you will always have the right level of support.

Cost savings

Outsourcing can deliver a number of cost savings quickly, in areas such as staff salaries, accommodation and technology costs.

Reliability

Our team will provide your business with accurate information when you most need it, allowing you to make decisions with confidence or simply satisfy stakeholder requirements.

One-stop shop

Because of our size, you can outsource most of your financial and administrative processes to us, providing significant efficiencies and economies of scale.

Risk management

Outsourcing to specialists means you can feel confident that you are fully compliant with the latest rules and regulations – and will continue to be in the future.

Independence

The Moore Stephens team will provide complete objectivity and independence when dealing with your affairs and will be quick to alert you to issues if they arise.

Catalyst for change

Our team are working with numerous businesses on a daily basis, and will leverage their knowledge for the benefit of other clients through suggestions and new ideas.

Access to talent

Expansion, cyclical business patterns, illness or other unplanned absences can be dealt with quickly and without fuss.

Our services

Bookkeeping

We provide a number of bookkeeping services, from the complete outsourcing of your finance functions to maintenance of particular areas of accounts, such as bank reconciliation, debtors ledger and payroll.

Preparation of management accounts

We provide timely management accounting services, ensuring essential information is available and can be relied upon.



Preparation of annual financial statements

We provide assistance with every aspect of your accounts function, from day-to-day processing to the preparation of accounts to meet your regulatory and compliance requirements. We work together with existing accounting staff or as a complete outsource function, depending on your requirements.

Budget forecasting

We help to prepare and monitor monthly and annual budgets and forecasts, as well as provide benchmarking and analysis of key performance indicators (KPIs). We can also monitor your monthly cash requirements, implementing budgetary controls to ensure you are operating within your cash and banking resources.

Full back-office services

Using integrated systems we offer a full back-office service for all of your accounting and administrative needs which are securely accessible via the internet. We can also offer the operation of bank accounts and general cash management, processing invoices and payments and acting as a postal address.

Employer support & payroll

We provide a timely, accurate and flexible payroll service to organisations of any size. We also provide advice and support to employers on other matters including expatriate tax planning and remuneration strategies to help you attract, retain and motivate employees.

Tax compliance

Our service includes the preparation of the tax returns and computations, so that you can meet your statutory obligations efficiently and with confidence.

VAT compliance

We provide an efficient and cost effective VAT service and strategic advice, such as partial exemption, which includes assistance with VAT registration, preparation and submission of VAT returns.

Company secretarial

Company secretarial services are provided by Cornhill Secretaries Limited, including registered office address facility, services to ensure compliance with all aspects of company law and filing requirements, as well as company formation and registration formalities.

Accounting systems

We assist management in developing and implementing an effective accounting function through establishing appropriate accounting and financial systems in any organisation.

Computerised accounting packages

We source, implement and provide training on a range of accounting software and can advise on the software that best suits your business.

Financial services and wealth management

A bespoke financial planning and investment advisory service is available focusing on all areas of personal and corporate financial planning. Services include pensions advice, various protection facilities and flexible benefits.