

Outsourcing – reduce the effects of the credit crunch by reducing more than your headline costs



*If you can imagine it
you can achieve it!*

If you are, or have been, responsible in any way for the business support side of your company or firm, I am sure you've said in the past "This would be a great job if it weren't for...

- ...those temps."
- ...the IT."
- ...that lot in Accounts."

Outsourcing can reduce more than the headline costs of the direct salary bill, buying the latest 'backup system' the IT Manager wants or the Archive Clerk running down to the expensive 24/7 storage facility to retrieve another file. There can be even greater hidden savings, all of which add to the overall reduction in your costs.

Staffing – temps are an expensive addition to an already large HR bill. Having a relationship with a 'pay as you go' external typing resource means you can use it when secretaries are on holiday or off sick. You can also 'dip into' their service if you have a sudden requirement. You're not paying expensive temp rates which now include, by law, an amount for 'holidays' for the temp! No employer's national insurance costs and less HR and training issues.

IT – with broadband being so cost-effective and reliable, it is very easy to reduce your costs by 'hosting' your software elsewhere. You access Word, Excel, the document system or Accounts via the internet, all very securely. It means a less qualified IT person is needed (reducing your HR bill), your data being protected and backed up by the hosting company (reducing your insurance costs) and adding to the business continuity plan (which also reduces your insurance costs). It means your team can access the system from any location, enabling them to continue working even if your physical office isn't.

Accounts – putting Accounts work with an external resource can reduce the number of people you need, reduce the office space you need and enable you to enjoy a continuing good relationship with your customer or client as someone else is chasing the outstanding bills. It also keeps your debtor list down to a minimum; putting more cash into your bank account, keeping your bank charges low and your cash flow healthy.

Archiving – using a company that manages your archive of client files, goods etc can save you the cost of a dedicated Archive Clerk and an expensive 24/7 storage facility. The archive company will have a quick retrieval system (which should be accessible to you via the internet) and a fire protection system, which also reduces your insurance costs; all at a very competitive price.

The list above shows just a few ways you can reduce your costs by thousands of pounds; (**trust me, I've done it a number of times**). There are many more which help to increase your profit, reduce your costs and provide even better service to your customers and clients.



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Avalon Solutions coaches businesses, schools and their people resulting in greater efficiency and focus, decreases in costs, increases in profit and retaining more clients.

Stewart Graham has successfully managed organisations at the highest level for over 15 years. He has been a business mentor and speaker to Investor in People Assessors. He is a regular presenter at events on successful pitching, successful networking, selling more with little effort and presenting to be remembered. He has worked with business and schools.