

select  
business services



**Professional  
business advice and  
support for  
organisations with a  
local focus**

**Select Business Services is a range of professional and business services which are focussed on the needs of local community organisations; from schools to public bodies to not-for-profits and even local businesses.**

Are you an organisation that requires or has considered periodic or ongoing external help on business issues such as:

- Dealing with employee and staffing matters
- Tackling legal problems and disputes
- Financial management and governance
- Getting good value and service from core business requirements like energy supplies, creative & print solutions, etc?

If the answer is yes, then Select Business Services could also be the answer for you, whether you are a maintained or academy school, town or parish council, housing association, charity or voluntary group, membership organisation, or even a small business. Select Business Services presents you with an unrivalled choice of essential operational and business support, to solve day to day issues or realise strategic plans. Delivered by locally based experts for local organisations, Select Business Services will provide the quality of help you need and when you need it most.



Brought to you by Wokingham Borough Council, Select Business Services is an established and credible provider, already successfully delivering many professional, advisory and management solutions to assist community based and focused organisations.

## **What's different about Select Business Services?**

Supported by a sound infrastructure and a wealth of knowledge and expertise, we are more than just a collection of different professional services. Each one can be used in isolation or can easily and effectively, be applied in conjunction with many others. This unique proposition enables organisations to benefit from the simplicity and added value of securing varied expertise, from a single source with a favourable buying power.

By providing you access to the advantages and security of working with a large organisation, we are committed to being more than just your supplier. We aim to build a strong and supportive working partnership and guide you towards the best possible outcomes.

## **We've listened to what you say...**

Naturally, you would expect us to understand the needs and issues facing community based organisations; having to do more with less and the impact of the localism agenda for communities. We have also listened to what different organisations have had to say, about what is important to them.

In this time of austerity, when budgets are tight and the right skills can be in short supply, we've compiled a range of complementary services which are proven and readily accessible. Equally important, they are designed to help you solve and manage today's problems and achieve efficiencies.

**We take pride  
in the quality of  
our work**



## What services do we offer?

In short, we offer a wide range of professional support that covers people, places and practices. From advice to management to training or implementation, each service is tailored to the different needs of our varied clients.

Full details of each can be found in our individual service brochures or on our website. For a list of the current range of our Select Business Services, please see the reverse of this brochure.

## You have the freedom to choose...

Dependent on your different needs, you can work with us on contract or on a pay as you go basis, giving you the flexibility to choose. The more we get to know you, the more we can provide proactive advice, help you effectively plan for the future and - the better the value. We offer preferential rates to those who want longer term commitments but also some attractive packages, for those who want to try us out.

## Make the right Selection...

Capable of both a hands-on and consultative approach, Select Business Services brings together an unrivalled mix of relevant skills and expertise, gained not only in the public sector but in private industry too, bringing a balanced and rounded perspective to the table.

Combined, these benefits enable Select Business Services to provide the friendly and qualified reassurance that we are known for. Our in depth knowledge of legislation means we can best supply informed advice and solutions to solve our customer's problems. We do this with integrity, impartiality, added insight and - in a cost effective way.

For more information visit our website or contact us to find out how we can help:

**[www.selectbusinessservices.co.uk](http://www.selectbusinessservices.co.uk)**

email:

**[support@selectbusinessservices.co.uk](mailto:support@selectbusinessservices.co.uk)**

phone:

**0800 090 2252**



**Professional  
experts on the  
local community**

## Our core range of **Select Business Services** includes:

Digital Solutions (design & print)

Energy

Finance

Health & Safety

Human Resources

Internal Audit

Investigations

Learning & Development

Legal

Procurement Solutions

Property & Building Services

Other services are available and new services are being added all the time.

Visit our website **[www.selectbusinessservices.co.uk](http://www.selectbusinessservices.co.uk)**  
for the full range of services relevant to you.

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