



The Business Support Scheme

The Institute for Independent Business

Since 1984, the **IIB** has been an independent advisor and ally to thousands of SMEs (small to medium sized enterprises). Research carried out by the Institute shows that the greatest perceived problems for Owners/MDs are:

- Loneliness/isolation
- Cashflow
- Lack of Funding
- Lack of Time
- Lack of Orders
- Profitability
- Loss of original vision
- Legislation overload
- Lack of personal exit strategy

Do you sometimes wonder where all your cash has gone, when you seem to be working so hard and have so many orders that should be profitable?

The Burden of Leadership

The leadership burden of the MD/Owner of an SME is one of the most isolated in the world. However confident you may be as Managing Director/Owner of a business, there are always those moments when you wish that another mature and experienced business professional was available to provide that vital second opinion – including alternative ideas - someone you can rely upon for advice and practical help when you need it.

The MD of a large company has a professional board of directors, each a proven expert in his field, to call upon whenever he needs answers or actions implemented. You, as the MD/Owner of an SME, have no such luxury.

So how can we help?

This is where the **Institute for Independent Business** steps in with its subsidised **Business Support Scheme**.

The **IIB** assigns to your company one of its **Accredited Business Executive Associates** to support and assist your company in every way possible. With a wide range of skills available from our network of experienced businessmen, we can offer practical solutions to most business challenges.

Most importantly we are "hands on", actually delivering measurable benefits, not just writing reports or acting as a source of information.

What we do

Our aim is to act as an impartial "business friend" with the skills, experience and resources to improve the commercial performance of our clients businesses and to optimise the return on their personal investment. Our **Associate**:

- will plan and coordinate with the MD/Owner the use of an agreed number of hours of "hands on" practical assistance to be provided both from himself and other **Associates**;
- will be available at all reasonable times on a local 'hot line' number to talk through problems/ideas;
- will provide hands on assistance within their own field of expertise;
- will facilitate/coordinate with other **IIB Associates** to address/resolve any other business query;
- will sit on the Company's monthly board/strategy/ planning meeting to ensure that the company is adequately supported and progressing to plan.

Furthermore, during the time of support, we will undertake to look at all aspects of the business to identify cost savings, other opportunities and threats to the business.

Broad range of activities

Virtually any work which may further the interests of your business may be undertaken as part of the scheme including:

- Financing or refinancing the business
- Business Plans and Strategy
- Grants and soft loans
- Sales and Marketing
- Information Technology
- Health & Safety audit and compliance
- ISO 9000 2000 or ISO 14000
- Management and workforce development
- Human resources/Employment law
- Exporting/international trade
- Succession and exit planning
- Increasing profitability
- Increasing sales
- Information technology
- Improving Administrative systems

In short, over 1000 of the Institutes **Accredited Executive Associates** are available to assist the planning, design and implementation of any business related need your company might require.

Value for money

The **Business Support Scheme** is a subsidised scheme to provide low cost advice to all qualifying businesses. All **IIB Associates** of whatever discipline will work at the same subsidised rate under the scheme.

There is no holiday pay, NI contributions, no sick pay or other hidden charges whilst the fees are an allowable tax deductible expense of the company.

In return, the MD/Owner gets a 'virtual' board of some of the countries top professional directors being available to help the MD/Owner on any business topic.

To find out if you qualify for IIB assistance contact your local IIB Executive Associate:

Stuart McMillan, IIB Executive Associate
T: 0118 971 3470 F: 0118 971 4594 E: stuartmcmillan@iib.ws



The Institute for Independent Business

AIMS AND OBJECTS

1. *To bring to independent business the most useful advice and timely ideas from knowledgeable experts, academics and business innovators; to open doors to important and profitable opportunities; to raise the professional standards of independent business practise; to enhance the image of independent business and its advisers.*
2. *To advance the understanding of the workings of independent business by research in relevant fields alone or in co-operation with other interested and competent bodies, academic and commercial.*
3. *To provide research facilities pertaining to independent business for the benefit of and use by other persons or bodies, academic and commercial.*
4. *To disseminate such findings and information as may be useful to the operators of independent business by all means expedient, more particularly through training courses, educational programmes, conferences, journals and other publications or media.*
5. *To educate, train and generally support advisers to the independent business sector such that the adviser may be accredited by the Institute at an appropriate level.*
6. *To raise funds for the purpose of financing such activities as may meet the objects of the Institute by all means, including the charging of tuition fees, licence fees, research fees, subscription fees and such other charges, as may from time to time be appropriate.*
7. *To carry on any other business activities which may seem to the Institute capable of being advantageously carried on in furtherance of the Institute's objectives.*

CODE OF ETHICS

IIB Accredited Associates:

- 1 *Shall conduct themselves in a manner which will merit the respect of the community for persons engaged in the profession;*
- 2 *Shall uphold the reputation of the Institute for Independent Business and of fellow Associates;*
- 3 *Shall carry out their professional duties responsibly and with integrity;*
- 4 *Shall collect and present facts without bias, and not allow personal views to influence judgment, interpretation, analysis and presentation;*
- 5 *Shall not discuss with or disclose to any person not authorized by the client or delegated representative, any information, data, result, report or proposal arising from the assignment, nor cause or allow confidential information to be misused or to be published in any way without the permission of the client;*
- 6 *Shall not use information acquired during any previous assignments which in any way could be detrimental to their former client;*
- 7 *Shall not receive any undisclosed material benefits other than normal emoluments from any recommendation made in the course of duty.*