Harrow Green

Harrow Green has been helping organisations relocate their offices for over 30 years. They have multiple offices across the UK, and hold the largest share of the UK's business moving market.

The Challenge

Harrow Green felt burdened by a convoluted expense process. Staff had to fill out a form, post it to the head office, and the finance team would have to wait for receipts to arrive separately. Claims would then go back to the line manager for approval, before returning to the finance team for processing.

The use of spreadsheets was also a problem, because the finance team wasted time filling them out and attaching receipts. A spreadsheet-based system also allowed employees to submit inaccurate and out-of-policy claims.

Scott Dudley, Finance Director at Harrow Green, explained what it was like, "Our expense processes were in a mess. It was very time-consuming, and we were having to send expenses around the country to get authorisation from managers." They needed a solution that would stand up to HMRC scrutiny and capture expense-related data.

The Solution

As an existing Access customer, Harrow Green decided to look at Access Expense. They were impressed with its simplicity, and the fact they could implement it quickly. It also integrated with their finance software, Access Dimensions, removing any need for data re-entry.

The Result

Within two and a half weeks of deciding to purchase Access Expense, Harrow Green were up and running. The impact was immediate, as Scott explained, "Everything is so much quicker in terms of processing expense, credit card and petty cash claims. Access Expense is just so much more efficient."

Harrow Green's workforce now take photos of receipts and attach them to claims. They then send their claims for authorisation. "It's sped up the whole process. The beauty of it is, once approved, it goes straight into our purchase ledger. It gets processed for payment and posted right away," Scott enthused.

Access Expense has transformed Harrow Green's expense processes. "I'd definitely recommend Access Expense. It's a very simple system to set up and it's easy to roll out to your organisation. It's made that whole process a lot smoother and a lot simpler," concluded Scott.

About Harrow Green

- Helps businesses to relocate within the UK
- Founded over 30 years ago
- Largest UK provider of business moving services

Aims

- Simplifying expense processes
- Replacing spreadsheets with software
- Eliminating inaccurate claims

Approach

- Spoke to Access – a software provider they trusted
- Selected Access Expense for its ease of use
- Integrated with finance management system

Results

- Fast expense processing
- Instant purchase ledger updates
- Significant time savings for the finance team

> **Everything is so much quicker in terms of processing expense, credit card and petty cash claims. Access Expense is just so much more efficient.**

Scott Dudley, Finance Director, Harrow Green