

Successful Budgeting

Budgetary control is vital for all organisations. Not only will this allow better financial control, it may also identify future problems within the organisation or business and therefore enable pre-emptive action to be taken. This course will look at the budgeting process, evaluate ways of avoiding the more common pitfalls and help ensure that the budgets set are realistic.

Who should attend?

Anyone who is new to a role where they have to set budgets, or already sets budgets but wants to have a more in-depth knowledge of how to do so more effectively and efficiently.

What will they learn?

- To identify limiting factors within the organisation
- Understand and apply differing budgeting techniques
- The practical compilation and creation of the budgets
- How to avoid the more common pitfalls
- How to critique and evaluate the budget statement
- Achieve credibility when presenting the budget
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Course content

- Understanding the Strategic Plan
- Budgets and the control process
- The reasons for Budgeting
- The Balanced Scorecard
- Performance Pyramid
- Cash flow budgets
- Profit and Loss and Balance Sheet budgets
- Capital expenditure budgeting
- Budgetary techniques – ZBB, Incremental, Rolling
- Behavioural aspects of budgeting
- Budgeting and management style
- Budget estimates – Time Series, HI-LO, Regression, Learning Curve
- Control and review – Budgets and Performance Measurement
- The problems and issues of non-profit organisations – the 3 Es

The course is supported by a detailed workbook, which contains worked examples and practical exercises, which combined, provide an excellent post-course reference.

Duration: 1 Day
Reference Code: SB