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COURSE BROCHURE

Advanced Budgeting and Cost Control Training Course

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Registered in the United Kingdom and Saudi Arabia

Advanced Budgeting and Cost Control Training Course

Advanced Budgeting and Cost Control is a 2-week training course for budget holders, cost controllers, operations managers and project managers who answer for spending against approved limits, and who leave with a cost control plan that sets targets, owners and variance triggers for their own cost centre. Input prices, wage settlements and energy bills now move faster than annual budgets, so overruns surface late unless controls are built in. Advanced Budgeting and Cost Control is delivered by Jupiter Prime Training.

Why Budgeting and Cost Control Matters Now

Three pressures shape budgeting and cost control today. Volatile prices for materials, freight and utilities erode margins between budget rounds. Procurement and operations leaders are asked to deliver savings without cutting service levels or safety. Executive committees expect cost owners to spot drift weekly rather than at quarter end. A unit that controls cost well protects margin and frees funds for growth; one that reacts late ends up with blanket cuts that damage capability. The course draws on zero-based budgeting ZBB, activity-based costing ABC and standard costing as its core methods.

Who Gains Most from Budgeting and Cost Control

- Cost centre owners who approve purchase requests, overtime and contractor spend
- Cost controllers who maintain standard costs, allocation keys and monthly cost reports
- Plant and site managers who run labour, maintenance, energy and consumables budgets
- Project managers who track committed cost, earned value and contingency drawdown
- Procurement leads who negotiate rates and track realised savings against targets

An operations division that sends its site managers and cost controller together gains most, because the people who incur cost and the person who reports it can agree one set of drivers and alerts.

Budgeting and Cost Control Capabilities

Participants move from explaining overruns after the event to setting cost targets and alarms that prompt action while savings are still possible.

- Build a zero-based budget for a discretionary cost pool with decision packages — the cost centre owner
- Design an activity-based cost model that traces overheads to products and services — the pricing committee
- Calculate standard cost cards and material, labour and overhead variances — the plant manager
- Specify variance triggers and escalation thresholds for each cost line — the operations director
- Weigh cost reduction levers against service, quality and safety effects — the executive committee
- Test a monitoring dashboard that flags drift before month end — the finance business partner

Key Budgeting and Cost Control Terms

- Zero-based budgeting ZBB — building each cost line from a zero base and justifying every activity rather than adjusting last year's figure
- Activity-based costing ABC — assigning overheads to products or services through the activities and cost drivers that consume resources
- Standard cost — the expected cost of one unit of output, set from planned quantities and prices of inputs
- Cost driver — the factor whose change causes a change in the total cost of an activity
- Variance trigger — a preset threshold that, when crossed, obliges the cost owner to investigate and act
- Committed cost — spending already contracted or ordered that will occur even if no further decisions are taken

Budgeting and Cost Control Day by Day

Day 1: The Cost Landscape of the Organisation

- Cost Structure Mapping by Nature and Function — Where Spending Concentrates
- Controllable Versus Non-Controllable Costs — Assigning Accountability Fairly
- Cost Centre Hierarchy and Approval Limits — Authority to Commit Spend
- External Cost Pressures From Prices and Wages — Exposure Assessment
- Cost Baseline Snapshot — Reference Point for Later Targets

Day 2: Cost Behaviour and Drivers

- Fixed, Variable and Step Costs — Predicting Spend at New Activity Levels
- Regression and High-Low Methods — Separating Mixed Cost Elements
- Cost Driver Identification Workshops With Operations — Choosing Measurable Drivers
- Capacity Utilisation and Idle Cost — Shift and Shutdown Decisions
- Learning Curve Effects — Cost Targets for New Lines

Day 3: Zero-Based Budgeting

- Decision Units and Decision Packages — Structuring Discretionary Spend
- Minimum Service Levels — Separating Essential From Optional Activities
- Ranking Packages by Benefit — Funding Cut-Off Lines
- Zero-Based Reviews of Support Functions — Travel, Consultancy and Facilities
- Hybrid Incremental and Zero-Based Calendars — Rotating Deep Reviews

Day 4: Activity-Based Budgeting and Costing

- Activity Dictionaries and Resource Pools — Building the ABC Model
- Driver Rates and Overhead Assignment — True Cost of Products and Services
- Customer and Channel Cost-to-Serve — Pricing and Service Level Choices
- Activity-Based Budget From Demand Forecasts — Resourcing Each Activity
- Time-Driven ABC — Simplifying Model Maintenance

Day 5: Standard Costing

- Standard Cost Cards for Materials, Labour and Overhead — Unit Cost Benchmarks
- Ideal Versus Attainable Standards — Motivating Realistic Performance
- Bill of Materials and Routing Accuracy — Reliable Standards in Production
- Standard Revision Policy — When Prices and Methods Change
- Standards for Service Operations — Cost per Bed-Night or Patient Day

Day 6: Variance Analysis for Cost Owners

- Material Price and Usage Variances — Buying and Yield Accountability
- Labour Rate, Efficiency and Idle Time Variances — Rostering and Overtime Choices
- Fixed and Variable Overhead Variances — Spending and Volume Effects
- Planning Versus Operational Variances — Separating Forecast Error From Performance
- Root-Cause Templates for Variance Investigation — Corrective Action Records

Day 7: Cost Reduction Levers

- Spend Cube and Category Review — Consolidating Suppliers and Specifications
- Should-Cost Modelling — Negotiating From Component Cost Evidence
- Value Engineering and Specification Challenge — Removing Cost Without Losing Function
- Energy, Maintenance and Consumables Efficiency — Operational Savings Pipeline
- Savings Tracking and Leakage Checks — Realised Versus Promised Savings

Day 8: Project and Contract Cost Control

- Cost Breakdown Structure and Control Accounts — Project Budget Baselines
- Earned Value Indicators — Cost and Schedule Performance Signals
- Commitment Tracking and Purchase Order Controls — Preventing Hidden Overruns
- Change Order and Variation Pricing — Protecting Contract Margins
- Contingency Drawdown Rules — Releasing Reserves Responsibly

Day 9: Monitoring Dashboards and Triggers

- Cost Dashboard Design Principles — Signals Owners Act On
- Variance Trigger Thresholds and Escalation Paths — Who Acts and When
- Weekly Flash Cost Reports — Early Drift Detection
- Forecast-at-Completion Updates — Year-End Landing Estimates
- Cost Review Meeting Cadence — Turning Signals Into Decisions

Day 10: Practising the Cost Control Plan

- Driver and Baseline Review of the Participant's Cost Centre — Applying Days 1 and 2
- Budget Method Selection by Cost Pool — Applying Days 3 to 5
- Food Manufacturing Plant and Hotel Group Cases — Peer Challenge of Savings Levers
- Trigger and Dashboard Configuration — Applying Days 6 and 9
- Cost Control Plan — Targets, Owners, Levers and Variance Triggers

Applying Budgeting and Cost Control After the Course

- Set variance triggers and escalation paths for the five largest cost lines in your cost centre and review them at the next monthly meeting
- Run a zero-based review of one discretionary cost pool, such as consultancy or travel, and present ranked decision packages to the budget committee

Budgeting and Cost Control Questions FAQ

What is Advanced Budgeting and Cost Control and why does it matter now?

Advanced Budgeting and Cost Control combines zero-based, activity-based and standard costing methods with variance triggers and savings levers. It matters now because volatile input prices erode margins between budget rounds and executives expect cost owners to act early.

Which roles gain most from Budgeting and Cost Control?

Cost centre owners, cost controllers, plant and site managers, project managers and procurement leads gain most. Cases from a food manufacturing plant and a hotel group show how drivers, standards and triggers differ between production and service operations.

How does Advanced Budgeting and Cost Control differ from a course on financial reporting standards?

It focuses on controlling spending inside cost centres and projects, not on how results are presented externally. A reporting standards course deals with recognition and disclosure; here you set cost targets, analyse variances and pull savings levers.

What do you bring back from Budgeting and Cost Control?

You bring back a plan for your own cost centre listing baselines, targets, owners, savings levers, dashboard measures and variance triggers. It is ready to agree with your finance business partner.

Budgeting and Cost Control: The Way Forward

The cost control plan sets out targets, owners, savings levers and variance triggers for one cost centre or project. Its first decision is which cost lines receive triggers and weekly monitoring, and cost centre owners use it to run their monthly reviews. After one quarter, revisit standard costs and trigger thresholds as prices and activity levels settle.