



We give you the financial skills, knowledge and confidence to make the right decisions and get the best results.

# Budgeting and Cost Control

*a stand-alone course which is also part of the **Certificate Programme in Practical Finance (CPPF)***

## Course Overview

Measurement and management of costs is the key to successful business operation. Skilful budgeting ensures that costs will be controlled through informed planning and effective monitoring. Consultation in line with departmental contributions to strategic plans will ensure commitment to the approved budget.

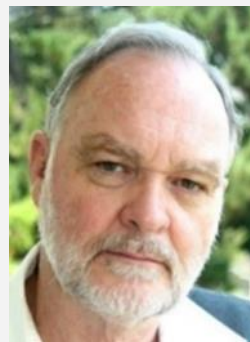
This four-day course explains the budgeting process and its role in planning to contain costs and control them to ensure those goals are obtained. It balances the hard facts of calculation and measurement against the other significant factors of success such as: vision, credibility, inclusion, monitoring and corrective action. It demonstrates the link between calculated financial planning and successful implementation. It provides exposure to different approaches to budgeting. It explains how to measure appropriately to avoid unintended consequences, and to use data to support informed decision making.

The course assumes a functional knowledge of profit, balance sheet and cash flow, but includes revision sessions which emphasise the connection between the budget and the financial statements and the impact of effective cost control on the bottom line.

Successful candidates will receive a certificate from Johannesburg School of Finance. They will also earn credits towards the School's **Certificate Programme in Practical Finance (CPPF)**. For more on the CPPF, see [www.jhbfin.co.za](http://www.jhbfin.co.za).

## The Course Presenter:

### John Mitchell



John is a Past Director of Johannesburg School of Finance, a member of the Investment Analysts Society and holds a Degree in Philosophy. He spent the early part of his career in the South African mining industry initially in human

resources and later managing an in-house printing professional designer and presenter of financial courses for the past twenty-two years.

His empathic and interactive style makes his courses both practical and enjoyable. He is able to illustrate the course material with examples from his own extensive business experience.

# Course Content

## Part One: Structuring the budget aligning with strategic goals

- Introduction
- The principles and purpose of budgeting, the budgeting process
- Business Strategy: considerations and application
- Calculating profit: Income statement revision in the context of the budget and the impact of cost control
- Recognising depreciation

## Part Two: Pricing and Participation

- Pricing, Price Elasticity of Demand and simple forecasting
- Different budgeting methods and approaches
- Participation, negotiation and buy-in
- State, quantify and evaluate budget assumptions
- Costing, funding and cash flow
- Practical exercise in cash flow forecasting

## Part Three: Costing, planning and reviewing

- Practical costing techniques, measurement and assessment
- Opex, Capex and depreciation in budgeting
- Practical budgeting exercise
- The Budget Projection
- Controlling costs by improved efficiency and variance control

## Part Four: Forecasting and Funding

- Budgeting to manage cash flow: sources of funding and repayment
- Practical forecasting exercise, analysis and evaluation
- The business plan, the business case, motivations and scenarios
- The budget forecast, short, medium, long term and rolling budgets
- Budgeting best practice

To book, [apply online](#) or email us at [registrations@jhbfin.co.za](mailto:registrations@jhbfin.co.za).

Johannesburg School of Finance (Pty) Ltd is accredited through FASSET, the South African SETA for Finance, Accounting, Management Consulting and Other Financial Services (accreditation number 585/00187/05) and has a Level 4 (100%) BEE rating.

For more information about the School and our other products and services, see our website [www.jhbfin.co.za](http://www.jhbfin.co.za) or call 27 11 704 7577.

# Course Dates

**2021 Course dates:** 08 - 11 February  
21 - 24 June  
13 - 16 September

**Course Structure:** 4 half days, 08h30 to 12h30,  
presented on Zoom, plus online  
exercises and printable manual

**Course Fees:** R13 800 plus 15% VAT (R15 870)  
per delegate. Classes will not  
exceed 6 people per session

**NB: Customised in-house courses are possible and  
welcomed. Fees, dates and structure are negotiable.**

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