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ACCOUNTING AND FINANCE | AF-031

Budgeting Masterclass Training

UK
+44 33 000 111 90
info@informatech.co.uk
https://informatech.uk
63-66 Hatton Garden Hatton Garden
EC1N 8LE , London

NL
+31 85 74 444 46
info@infomatech.nl
https://infomatech.nl
Waarderweg 50 - 2031PB
Haarlem - Netherlands

Course content

Why Attend

Budgeting is a fundamental management discipline that enables organisations to translate strategic objectives into financial plans, allocate resources effectively, manage expenditure, and evaluate business performance. In an environment characterised by economic uncertainty, changing operating costs, market volatility, and increasing pressure on financial resources, organisations require budgeting systems that are accurate, flexible, and closely connected to operational realities.

Traditional budgeting methods often rely heavily on historical figures and fixed annual assumptions, making it difficult to respond to changing business conditions. Effective financial planning requires a broader range of techniques, including zero-based budgeting, activity-based budgeting, driver-based forecasting, rolling budgets, scenario analysis, and integrated financial modelling.

The Budgeting Masterclass Training course provides a comprehensive and practical understanding of budgeting principles, advanced planning techniques, financial forecasting, cost management, and performance evaluation. Participants learn how to prepare operating budgets, capital expenditure plans, cash flow forecasts, and integrated financial models while strengthening their ability to interpret budget variances and support management decisions.

The programme also examines budget governance, departmental coordination, financial accountability, forecasting accuracy, and the use of Excel-based analytical tools to improve budgeting efficiency.

Through realistic financial scenarios, modelling exercises, and management case studies, participants develop the skills needed to design effective budgeting systems, challenge financial assumptions, evaluate alternative business scenarios, and strengthen organisational financial performance.

Professional Problems This Course Is Designed to Solve

• Budgets that do not reflect business priorities: Connecting financial planning with strategic objectives, operational activities, resource requirements, and measurable performance outcomes.

• Unreliable revenue and expenditure forecasts: Applying structured forecasting methods and financial drivers to improve the accuracy of budget assumptions.

• Inefficient allocation of financial resources: Using zero-based, activity-based, and priority-based budgeting techniques to justify expenditure and improve resource utilisation.

• Limited flexibility in financial planning: Developing rolling forecasts, flexible budgets, and scenario-based models that respond to changing business conditions.

Course content

Why Attend

• Weak budgetary control: Establishing effective expenditure monitoring, financial accountability, variance analysis, and corrective action procedures.

• Insufficient cash flow and capital planning: Integrating operating budgets with investment requirements, working capital projections, and liquidity forecasts.

• Poor communication of budget performance: Developing clear management reports, financial dashboards, and decision-focused analysis for executives and departmental managers.

Course Methodology

The programme combines instructor-led discussions, advanced budgeting demonstrations, financial modelling workshops, practical Excel exercises, business case studies, and budget performance simulations.

Participants work with realistic financial and operational datasets to develop revenue forecasts, departmental budgets, cost models, capital expenditure plans, cash flow projections, and integrated financial budgets.

Practical activities focus on comparing budgeting methodologies, testing assumptions, evaluating financial scenarios, analysing variances, and presenting financial recommendations. The programme culminates in a comprehensive budgeting exercise that integrates financial planning, forecasting, control, and performance reporting.

Course Objectives

By the end of this course, participants will be able to:

• Understand the strategic and operational roles of budgeting in organisational management

• Evaluate and select appropriate budgeting methodologies

• Develop realistic revenue, cost, and expenditure forecasts

• Prepare comprehensive operating and departmental budgets

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Course Objectives

- Apply zero-based, activity-based, and driver-based budgeting techniques
- Develop capital expenditure budgets and investment planning assumptions
- Prepare integrated cash flow and liquidity forecasts
- Construct flexible budgets and rolling financial forecasts
- Apply scenario planning and sensitivity analysis to financial decisions
- Calculate and interpret budget variances and performance indicators
- Develop effective budget governance, reporting, and monitoring procedures
- Build integrated Excel-based budgeting models to support management decisions

Target Audience

This course is suitable for:

- Finance directors and finance managers
- Financial controllers and management accountants
- Budget managers and senior budget officers
- Financial planning and analysis professionals
- Corporate planning and strategy specialists
- Cost accountants and cost control managers
- Treasury and cash management professionals
- Project finance and capital planning managers
- Departmental managers responsible for financial resources
- Professionals involved in organisational budgeting and financial performance management

Target Competencies

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Target Competencies

Participants will develop competencies in:

• Strategic and operational budgeting

• Financial forecasting and planning

• Zero-based and activity-based budgeting

• Driver-based financial modelling

• Operating and capital budget preparation

• Cash flow and liquidity planning

• Flexible budgeting and rolling forecasts

• Financial scenario and sensitivity analysis

• Budget variance and performance analysis

• Budget governance and management reporting

Course outline

Day 1: Budgeting Principles, Strategic Alignment and Financial Planning

• Understanding budgeting as a management tool for strategic planning, operational coordination, resource allocation, and financial accountability

• Examining the budgeting cycle, including planning assumptions, departmental submissions, consolidation, approval, implementation, and performance review

• Comparing traditional and modern budgeting approaches, including incremental, zero-based, activity-based, driver-based, and flexible budgeting

• Translating organisational objectives into financial targets, operating plans, cost assumptions, and measurable budget responsibilities

• Establishing budget governance structures, financial policies, planning calendars, approval authorities, and cross-functional coordination procedures

Course content

Course outline

• Practical workshop: Developing a strategic budgeting framework with planning assumptions, financial objectives, departmental responsibilities, and budget preparation guidelines

Day 2: Advanced Revenue Forecasting, Cost Modelling and Operating Budgets

• Developing revenue forecasts using sales volumes, pricing assumptions, customer demand, market conditions, and business growth projections

• Classifying and analysing fixed, variable, semi-variable, direct, and indirect costs to improve expenditure forecasting

• Applying driver-based budgeting to connect operating activities, production volumes, service demand, and resource consumption with financial requirements

• Using zero-based budgeting and activity-based budgeting to evaluate spending priorities, cost efficiency, and resource allocation

• Preparing departmental operating budgets covering personnel, procurement, administration, maintenance, marketing, and other organisational expenditure

• Excel workshop: Building a detailed operating budget incorporating revenue forecasts, cost drivers, departmental expenditure, and projected operating results

Day 3: Capital Budgeting, Cash Flow Planning and Integrated Financial Models

• Preparing capital expenditure budgets covering asset acquisition, replacement programmes, infrastructure investment, and project funding requirements

• Evaluating capital investment decisions using net present value, internal rate of return, payback period, and relevant financial assumptions

• Developing cash flow budgets based on operating receipts, supplier payments, payroll, capital expenditure, financing, and working capital requirements

• Integrating operating budgets, capital expenditure plans, projected income statements, balance sheets, and cash flow statements

• Assessing liquidity requirements, financing gaps, cash reserves, and the financial consequences of alternative investment decisions

Course content

Course outline

• Practical workshop: Developing an integrated financial budget that combines operating performance, capital expenditure, cash flow projections, and funding requirements

Day 4: Flexible Budgets, Rolling Forecasts and Advanced Variance Analysis

• Applying flexible budgeting techniques to evaluate financial performance under different production, sales, and operational activity levels

• Developing rolling forecasts that incorporate actual results, updated assumptions, changing market conditions, and revised business priorities

• Performing scenario and sensitivity analysis to evaluate changes in revenue, inflation, labour costs, exchange rates, and other financial drivers

• Calculating and interpreting revenue, material, labour, overhead, and operating expenditure variances

• Investigating significant budget deviations through root cause analysis, management accountability, and operational performance evaluation

• Case study: Evaluating a business experiencing financial underperformance and preparing revised forecasts, variance explanations, and corrective management actions

Day 5: Budget Performance Management, Reporting and Continuous Improvement

• Developing budget monitoring frameworks using financial performance indicators, expenditure controls, reporting responsibilities, and management review schedules

• Preparing management budget reports that integrate actual results, approved budgets, revised forecasts, financial variances, and performance commentary

• Designing Excel-based budget dashboards with financial summaries, trend analysis, variance indicators, and decision-support information

• Evaluating budgeting effectiveness through forecast accuracy, financial discipline, resource utilisation, planning cycle efficiency, and management responsiveness

• Identifying opportunities for budgeting process improvement through automation, financial systems integration, standardised templates, and stronger departmental collaboration

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Course outline

• Capstone exercise: Developing and presenting a Comprehensive Organisational Budgeting Model incorporating strategic objectives, operating budgets, capital expenditure, cash flow forecasts, scenario analysis, variance reporting, and financial performance recommendations

Seminar dates

Available seminar dates

Live dates and pricing for Budgeting Masterclass Training generated from the course details page.

Date	Location	Format	Fee
Dates on request	Venue on request	Classroom	**Contact us**

Live online option	Online delivery is available at €1,850.-.