



**Strategic Planning,
Management Control &
Effective Budgeting**

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Strategic Planning, Management Control & Effective Budgeting

Course Summary:

Developing Strategies, Risk Analysis, Negotiating, Budgeting and Cost Control are the essential skills for those who are dedicated to maximizing their performance and value-added contribution - and that of the people who work for them. As the business environment becomes ever more uncertain and turbulent, the requirement for professional leadership and management throughout organizations is at a premium. Hence, these skills learned in this 10 day course provide a structured and coherent framework for addressing the challenges which professionals face in respect of both their day-to-day and longer-term responsibilities.

Who Should Attend?

Professionals, Managers, Specialist Managers, Operational Managers, Team Leaders, Supervisors, Lead Auditors, Auditors, Executive level professionals with strategic and/or financial responsibility, Senior level professionals who need to understand strategic implementation and its financial impact, Middle level professionals in all areas of the business impacting and affected by strategic decisions, and Engineers involved with the planning process who seek to enhance their planning skills, any professional who is required to make strategic decisions, and anyone who wishes to learn the principles of strategic thinking and how to apply them in their own job and their own career, all staff who are accountable for financial performance, Procurement and Client Service Managers responsible for negotiation strategies, Functional Team Leaders in the public or private sector, staff responsible for budgeting and financial controls, Non-finance Managers with financial responsibilities

Course Objectives:

By the end of this course delegates will be able to:

- Develop an appreciation & understanding of each of the elements of the course.

- Understand how skills interact creating a systemic approach to mastering the essential tasks of any leader.
- Develop the skills and applications needed to master and integrate each individual element
- Utilize the elements in achieving individual, team and high organizational results
- Identify priorities for continued professional development

Course Outline:

Strategy

- Introduction to strategy
- Strategic Management
- A consistent methodology for strategy development
- The relationships between vision, mission and strategy
- The steps involved in developing a strategy

Risks

- The meaning and nature of risk
- Identifying the risks in a given strategy
- Prioritizing risks
- Contingency planning
- Risk mitigation strategies

Negotiation

- The everyday role and attitude of 'Win-Win' negotiating
- Power - gaining a superior position
- Strategy and tactics in negotiating
- Understanding your opponents negotiating style and tactics
- Negotiating Countermeasures

Leadership

- The strategic role and nature of effective leadership
- Charisma and how to earn it and use it effectively
- The role of the modern leader and how leadership has changed
- Innovative Leadership skills

- Maximizing the performance of each team member
- Motivating the 'average' employee

Strategic Leadership Workshop

- Intrapersonal style and skills
- Interpersonal and leadership communication skills
- Leadership and The Challenge of Change
- Strategic leadership for team development
- Developing a personal action plan for further self-development

Building a Common Financial Language

- The key role of budgeting and cost control in contemporary organizations
- The 21st century business imperative: delivering value added (but to whom?)
- Financial vs. Managerial accounting (for decision making)
- Understand your processes: integrating financial and non-financial aspects
- The budgeting process

The Budgeting Process

- The key features of budgeting
- Advantages and concerns with budgeting
- Accountability and centers of responsibility
- Zero-based budgeting
- Budgeting and cost control

Analysis

- Different costs for different purposes
- Fixed vs. Variable costs
- The Cost-Volume-Profit analysis model
- Contribution Margin analysis

Traditional vs. Advanced Techniques in Cost-Control

- Under-costing and over-costing: the consequences for profitability
- Indirect (OH) vs. Direct costs:
- Traditional Cost Allocations systems vs. Activity-Based Costing (ABC)

- Linking resources, activities and management
- Variance analysis

Balanced Scorecards and Six-Sigma

- Broadening performance measurement systems
- Beyond budgeting: integrating financial and non-financial issues
- Introducing the Balanced Scorecard
- Introducing the Strategy maps
- Introducing Six-sigma