

Working with Budgets

For anyone spending taxpayers' money, close public scrutiny and clear accountability are a fact of life. In today's economic climate, the importance of accurate budget profiling, monitoring and forecasting is greater than ever before. If you're not a finance professional though, this can all prove rather daunting. At such a time, having a clear understanding of the fundamental principles of budget management will prove incredibly valuable.

Description

This topic will introduce you to the basic budgeting and governance processes you need to be aware of. You'll learn about creating and managing a budget and the different types of expenditure in your budget such as fixed and variable costs. You'll also learn about how budget holders in the Civil Service are accountable and how this directly affects you and your work.

The learning activities contained within this topic make it suitable for all civil servants up to grades 6 and 7, particularly those involved or impacted by budget setting and regular budget management. It is also suitable for budget managers wanting to refresh or improve their financial management skills. Ideally, candidates will have already completed the '[Awareness of finance in government](#)' topic.

What does it involve?

This topic features a blend of learning activities, including videos of senior government officials, a self-assessment and three online tutorials. The tutorials provide an introduction to setting a budget at a strategic level, covering topics such as using zero-based approaches, budget management and forecasting. Furthermore, the topic will take you through a worked example in the form of a case study.

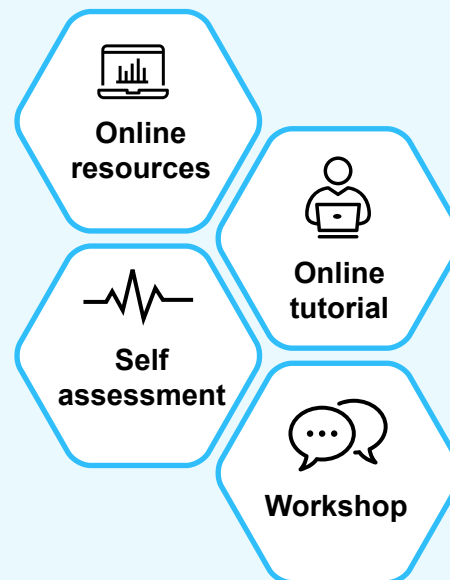
These self-study activities should last around 2 hours and 15 minutes in total. Once these are completed, you'll attend a 2-hour facilitated workshop. During this workshop, you'll have the chance to reflect and build upon your learning from the case study.

What's the outcome?


Having a better understanding of best practice in public sector budgeting should result in fewer budget management errors.

In addition, satisfying the public's demands for transparency and accountability will be more straightforward if we can improve how we manage our budgets throughout the financial cycle.

Learning activities



Delivery method:

F2F 

VLE 

Estimated learning time:

4 hours 45 minutes

How to book

bookings.governmentcampus.co.uk

0203 640 7985

support@governmentcampus.co.uk