

## Unrivalled professional experience

Our directors have been directly involved in overhead cost benchmarking for many years and have undertaken hundreds of cost reduction projects for clients in a wide variety of business sectors. They also have significant senior management experience.



### Rex Coghlan

Rex has managed cost reduction projects for firms in a wide variety of areas, including manufacturing, distribution and retailing. He is a member of the Institute of Business Advisers, the MBA Association of Ireland and of the Institute of Chartered Secretaries and Administrators. He managed a packaging company employing over 50 people and also has management experience in the clothing and grocery marketing industries.



### Dermot Lawson

Dermot Lawson is a cost reduction analyst who has been financial controller of a group of companies in the publishing and retail book business and financial director of a large group supplying printing and allied materials. He has also been Managing Director of a company supplying household materials to retailers and of a print supply company. He is a qualified Chartered Accountant.



### Sean Molan

Before joining Cost Control & Management Services Sean had spent the previous 10 years as a director of a specialist cost reduction consultancy. Before that that he had extensive experience in operational and management roles in several industries including positions as chief executive of a flexible print & packaging company, general manager of a precision metal enclosures manufacturer and Divisional Director of an international household products company. Sean is a Associate of the Chartered Institute of Management Accountants.



### Jim O'Connell

For a number of year Jim has held a senior cost analysis position in a cost reduction company. He has also worked at senior executive level with Irish and international companies in the pharmaceutical, health care, transport, construction, paper products and electronics industries. As Vice President Finance Europe of a major international concern he had responsibility for the design, development and implementation of leading edge European wide financial control and IT systems. He is a former branch President of the Chartered Institute of Management Accountants and is a member of the Institute of Chartered Secretaries and Administrators.



## Cost Control & Management Services Ltd.

Here's how we can help you make a lot more money without increasing sales

(and it won't cost you a cent!)

## How to contact us

For more information on how we can help you reduce your overhead costs contact:

**Cost Control & Management Services Ltd.**

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**A brief guide to expert solutions from  
Cost Control & Management Services Ltd.**

# Use our expertise to complement your own

Most companies are excellent at buying their essential items, such as raw materials and labour for example, but many lack the time, expertise and infrastructure to effectively manage procurement across all spending categories.

Developing these competencies in-house is often too costly or time consuming so that many enterprises end up paying more than they should for a wide range of goods and services.

This is where we can help. We are experts in identifying cost saving measures and achieving best prices on overhead costs. And we do it well because we have vast experience and comprehensive knowledge of each marketplace.

Over the past 10 years members of our team have helped many of Ireland's top businesses to add thousands of euros to their bottom lines. We can almost certainly do the same for you as we have successfully achieved savings in over 200 projects.

## How we achieve savings

At Cost Control & Management Services Ltd. we benchmark the widest possible range of overhead costs, evaluate company spending and negotiate contracts. With ongoing monitoring of all costs and regular reviews of contracts and prices, we introduce a rigour and discipline that is understood and respected by suppliers.

As specialists we employ proven industry best practices on our clients behalf, whether in analysing their spending or in negotiating with suppliers.

We are paid out of actual savings that arise in the first 18 months; all savings thereafter accrue to you. Our involvement over 18 months ensures that identified savings are bedded down and that staff are fully aware of how and where these savings arise.

## Cost reduction really works

### Our successes include:

- > A large Irish hotel group obtained a full one percentage point cut in the rate charged by its credit card issuer – along with a rebate of €15,000.
- > A large Irish manufacturer enjoyed annual savings of €25,000 in outsourced transport, €15,000 in packaging and €16,000 in manufacturing consumables.
- > An Irish co-operative saw the cost of producing its annual report halved.
- > Reconfiguring the network pattern of a high value consumer goods vendor produced a 50% reduction in distribution costs.
- > A consumer goods distribution group of companies saved €101,000 on annual print costs.
- > A construction company obtained a €30,000 rebate and an 18% reduction in ongoing photocopying costs.
- > A financial services company reduced costs of printing and vat by over €500,000 per annum.

## The 10 stages of a cost reduction project

- 1 The CC&MS project manager agrees exact project parameters with the client.
- 2 The project team assembles all relevant information – keeping disruption of the client staff's regular work to a minimum.
- 3 The information is analysed in detail and a benchmarking model prepared. This is done off site, again with a view to minimising any disruption.
- 4 We prepare detailed briefs for tender and draw up shortlists of potential suppliers capable of meeting precisely the requirements of each brief.
- 5 We talk to potential alternative suppliers without revealing client identity and, subject to client approval, we will also talk to existing suppliers.
- 6 We present our recommendations and action programme to the client at a pre-report meeting.
- 7 The project report is finalised and an agreed implementation plan prepared.
- 8 We assist the client in implementing the cost reduction programme.
- 9 We conduct follow up audits – usually quarterly over an 18 month period to ensure that cost savings are fully implemented and to monitor actual savings achieved.
- 10 All projects are conducted in total confidence.

## Some of the overhead cost categories we are most frequently asked to review

|  |  |                                   |
|--|--|-----------------------------------|
| Advertising and marketing                    | Fuel                                   | Printing                          |
| Canteen supplies                             | IT supplies                            | Protective clothing               |
| Chemicals                                    | Janitorial supplies and laundry        | Security                          |
| Computer consumables                         | Labels                                 | Service and maintenance contracts |
| Energy                                       | Merchant card fees                     | Stationery                        |
| Equipment leasing                            | Office Supplies                        | Storage and warehousing           |
| Facility maintenance                         | Overpayments and duplicate payments    | Telecommunications                |
| Factory consumables and production materials | Packaging and fibre/plastic containers | Travel                            |
| Freight inwards and outwards                 | Pallets                                | Vat for non registered companies  |
|  |  | Waste disposal                    |

## Our fee structure

We are only paid for savings we actually achieve over the 18 month period. We establish at the outset the annual spend in the relevant cost area or areas and how that spend is made up. This makes it easy for both parties to see exactly what savings have been achieved as a result of our work.

We audit purchases quarterly to establish actual volumes and to confirm cost reductions.

This audit is also the basis for staged fee invoices by us. Our initial fee invoice is raised only when a client agrees that there are potential cost reductions which can be implemented. The fee balance is split across the quarterly audits and is adjusted to ensure that the total fee paid is based on actual savings measured and quantified.