

Road Research Board Finds 17% Savings in Travel Expenses

Project Information

Industry - National Research

Category - Travel Expenses

Savings - 17%



The Organisation

The research board has almost 50 years' experience in the national research and consulting industry. They focus on high-quality road safety, road construction and maintenance practices.

The Challenge

The client engaged Expense Reduction Analysts (ERA) to review the Travel category with a view to consolidate all travel, attain greater visibility of travel spend, implement technology (Online Bookings) and reduce costs.

ERA reviewed air, hotel, car, and transaction expenses. The board's travel expenditure was approximately \$800K per annum. The board and staff were using a number of Travel Management Companies (TMC's) and were also using local portals to book travel.

ERA identified that there were more efficient and effective ways to manage their Travel budget. Subsequently, a group of key internal stakeholders were brought in to ensure that the objectives were in-line with business goals.

The Solution

ERA carried out a detailed analysis of the client's travel expenditures for the previous 12 months. A Discovery Report was then presented to the key stakeholders of the company. This report included detailed baseline analysis of the different airfares paid (by route), classes of fares, the timing of purchases, hotels utilised by city, car rental companies and transaction fees.

The board then commissioned ERA to issue a comprehensive Request for Proposal (RFP) to four TMC's, including two incumbents. ERA analysed the responses and presentations were made by all TMC's to the project group. A new TMC was chosen to provide travel services and implementation of all services was completed promptly.

The Outcome

The client achieved a savings of 17%. ERA continues to monitor the client's travel booking behaviours, compliance with travel policy, identifies future saving opportunities and presents quarterly reviews to senior management. This ensures ongoing travel savings and efficiencies for the client.