

# **ACIE - Annual Conference England and Wales 23rd June 2017**

**Woburn House, Tavistock Square,  
Kings Cross, London WC1H 9HQ**

Registration for 09:30 - Conference 10:00 - 16:15pm

(Open to Members and non-members)

*Programme may be subject to change*

# Conference Programme

<b>09:30 - 10:00</b>	Registration - Tea/Coffee
<b>10:00 - 10:10</b>	Welcome and opening remarks - ACIE Chair
<b>10:10 - 10:40</b>	Update from Charity Commission England and Wales (CCEW) - including new Directions - Alan Rawling CCEW
<b>10:45 - 11:45</b>	Workshops - Session 1
<b>11:45 - 12:00</b>	Coffee/Tea break
<b>12:00 - 12:30</b>	Maximising the potential of the Trustees Annual Report - Andrew O'Brien - Charity Finance Group - Head of Policy & Engagement
<b>12:30 - 13:00</b>	Responsible Record Keeping for Small Charities - Dr Charlotte Clements UCL - Institute of Education
<b>13:00 - 13:45</b>	Lunch
<b>13:45 - 14:45</b>	Workshops - Session 2
<b>14:45 - 15:00</b>	Coffee/Tea - Break
<b>15:00 - 16:00</b>	Workshops - Session 3
<b>16:00 - 16:15</b>	Closing remarks from ACIE Chair

# Workshop Programme

## **Workshops - Session 1 - 10:45 - 11:45**

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1a. Using PQASSO\* to ensure financial good practice Nadeem Razvi Program Manager, NCVO. (\*Practical Quality Assurance System for Small Organisations is a performance evaluation system and quality mark for charitable organizations in the UK).

1b. Benefits of Full Membership and how to apply - Ian Barrett - ACIE Fellow and Chair of Membership Committee.

1c. Tax and Gift Aid - HMRC Charities Outreach Team

1d. Talking finance: how to communicate numbers to non finance people - Gillian Mckay - Institute of Chartered Accountant In England and Wales

## **Workshops - Session 2 - 13:45 - 14:45**

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2a. CIOs, CICs and Charitable Companies: Issues for IEs and the new framework for direct conversion to CIOs- Professor Gareth Morgan, Sheffield Hallam University

2b. Managing your reserves - Nick Dugdale International Financial Planning & Analysis Manager - Compassion in World Farming

2c. Reporting to the commission: a practical guide to best practice - John O'Brien - Chief Executive - Community Accounting Plus

2d. Understanding and using FRS 102 - Mrs Sarah Smith - ACIE Fellow Chartered Certified Accountant

### Workshops - Session 3 - 15:00 - 16:00

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3a ACIE 'Ask the Examiner': A chance to ask questions and swop good practice amongst fellow IE's

3b Money Laundering - new regulations and other updates Anne Davis -  
Institute of Financial Accountants

3c Cash and investments - managing conflicting risks - Andrew Hunter  
Johnston CCLA

3d - ACIE CPD workshop - introduction to our CPD pilot - Anne-Marie Barry  
ACIE Development Manager

## Costs

Early Bird Rate (until 4th May 2017)	£90
Standard Rate (after 4th May 2017)	£120
Voluntary IE Rate	£60

**Booking closes 14th June 2017** - Please contact the office directly after that date to enquire about spaces. [info@acie.org.uk](mailto:info@acie.org.uk)

#### Payment options:

Pay online when you register

Pay by BACS: 60-83-01 / 20273040

Cheque: Made payable to ACIE

**Costs include:** Handouts on the day. In an effort to reduce waste, full copies of slides and presentations will be emailed to you after the event.

Morning refreshments, lunch and afternoon refreshments (Please let us know if you have a specific dietary requirements.)

**How to get there:**

**Woburn House Conference Centre Woburn House**  
**20-24 Tavistock Square**  
**London WC1H 9HQ**

Woburn House is in Central London in Tavistock Square, south of the Euston Road:

- 5 minutes walk from Euston Station
- 8 minutes walk from St Pancras International and Eurostar terminals
- 10 minutes walk from Kings Cross Station
- 5 minutes walk from Russell Square and Euston Square Underground

A number of buses stop on Tavistock square including the 59, 68, 168 and 91. Click here to visit the [Transport for London](#) website.  
Click [here](#) for a map