

ACCA

PROFESSIONAL  
COURSES

# CPD EVENTS

corporate and financial services



# INTRODUCTION

## THIS BROCHURE DETAILS COURSES OFFERED THROUGH ACCA UK PROFESSIONAL COURSES IN THE CORPORATE AND FINANCIAL SERVICES SECTORS FOR 2014.

We know that your time is valuable, so our courses have been designed to fit into whatever learning time is best for you. You can opt for an in-depth course on a subject that really interests you, or choose a short, focused seminar that will give you the essential information to allow you to do your job more effectively.

### QUALITY TRAINING

Whichever course you choose, we're confident that it will be of the highest quality, as well as being fully accessible and representing excellent value.

Our lecturers have been chosen for their expert knowledge and wealth of experience in their fields. We are proud that many lecturers have been working with us for several years, reflecting the positive feedback from previous delegates.

### WEBSITE

You can view all of our courses and events, or download a copy of this CPD Events listing, on the events section of our website. Please visit [www.accaglobal.com/uk/professionalcourses](http://www.accaglobal.com/uk/professionalcourses) for more information.

### CPD UNITS

The number of CPD units you can gain is stated in each course description. All courses count as verifiable CPD provided the content is relevant to your development needs.



### What To Wear

There is no dress code, however, most delegates choose to wear smart casual clothing.

### Certificates

Certificates will be issued for attendance at all courses. These are for your own CPD records.

### Accommodation

Courses and seminars are usually non-residential (unless otherwise stated). Delegates requiring accommodation should, therefore, make their own arrangements.

### Special Requests

When booking online, delegates should complete the section on special requirements at the time of booking, eg dietary, wheelchair access, etc. When booking by any other method delegates are asked to notify Professional Courses at ACCA of any special requirements, in writing, at least ten full working days before the start of the course. We will endeavour to accommodate your requests; however, please note this may not always be possible.

## MULTIPLE BOOKING DISCOUNT SCHEME\*

Multiple booking discounts apply to one-day courses run by ACCA\*.

- Save at least 10% of the course price when you book two or more ACCA one-day courses.
- Book two ACCA one-day courses and pay just £420 per course – saving £60 per course.
- Book three or more ACCA one-day courses and pay just £390 per course – saving £90 per course.

In addition, discounts are available for unemployed members and for members working for registered charities (proof will be required in both cases). This is subject to availability.

The following are not eligible for discounts:

- half-day courses
- partner courses.\*

Please contact the Professional Courses team on 020 7059 5910 for further information.

\* the discounts do not apply to courses organised by the ACT, CIMA Mastercourses, Evolia Training, FinancePD, ICSA Training and MBL Seminars – see individual courses for discount details on these courses where applicable

# ACCOUNTING AND FINANCIAL REPORTING



## ACCENTUATING THE POSITIVES IN YOUR FINANCIAL STATEMENTS

Preparation of annual accounts is often regarded as a chore. This course demonstrates how we can present financial information in the best (albeit compliant) possible way.

• **SPEAKER:** Charles Gubbins BSc CA

**LOCATION**  
London

**DATE**  
9 October

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## ACCOUNTING IN THE US

This course examines the main content and practical problems of US GAAP, using annual reports of US corporations as illustrations. Comparisons with UK GAAP and IFRS will also be discussed.

• **SPEAKER:** Christopher Nobes FCCA BA PhD

**LOCATION**  
London

**DATE**  
18 November

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## DRILLING DOWN INTO FINANCIAL STATEMENTS – ADVANCED ANALYSIS SKILLS

Accounting standards and regulations increasingly result in more complex financial statements. This course concentrates on the less straightforward aspects to allow delegates to get 'under the skin' of the accounts.

• **SPEAKER:** Charles Gubbins BSc CA

**LOCATION**  
London

**DATE**  
19 November

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## FINANCIAL REPORTING – ALL CHANGE!

This seminar offers an introduction to the new UK accounting standards – FRS 100, 101 and 102 that every organisation will need to comply with from 1 January 2015.

• **SPEAKERS:** Charles Gubbins BSc CA  
Guy Loveday BSc (Econ) FCA

This seminar forms part of the Corporate Accountants' Updating Programme. Please see page 12 for further details.

**DATES AND LOCATIONS**  
13 October, Cardiff  
18 November, Manchester  
25 November, London  
1 December, Edinburgh

**TIME**  
14.00 – 17.30

**FEE**  
£190

**UNITS**  
4



## FINANCIAL REPORTING – REFRESHER

This seminar looks at the standards in current use, including the remaining SSAPs, and the practical problems encountered in their application and interpretation. The seminar will not focus on standards introduced in 2015.

• **SPEAKERS:** Charles Gubbins BSc CA  
Guy Loveday BSc (Econ) FCA

This seminar forms part of the Corporate Accountants' Updating Programme. Please see page 12 for further details.

**DATES AND LOCATIONS**  
13 October, Cardiff  
18 November, Manchester  
25 November, London  
1 December, Edinburgh

**TIME**  
09.30 – 13.00

**FEE**  
£190

**UNITS**  
4



## FRS 102: THE NEW UK GAAP

This course examines the new UK standards which replace the old UK GAAP (old FRSs and SSAPs). There is a new FRS 102, which is loosely based on the IFRS for SMEs. It introduces changes that require thought and planning now. This practical one-day course guides you through the changes.

• **SPEAKER:** Christopher Nobes FCCA BA PhD

**LOCATION**  
London

**DATES**  
17 October  
4 December

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## GROUP ACCOUNTING UNDER IFRS

This course covers IFRS accounting for business combinations, on-going consolidations and sale/partial sale. It includes practical case studies using a spreadsheet including group cash flow statements and foreign currency issues.

• **SPEAKER:** Malcolm Greenbaum ACA CTA

**LOCATION**  
London

**DATE**  
13 October

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## HOW TO BOOK:

020 7059 5910

[professionalcourses@accglobal.com](mailto:professionalcourses@accglobal.com)

<https://events.accglobal.com>

## IFRS UPDATE PART ONE

This course provides a solid foundation for a number of the most common, important issues and adjustments faced by organisations. More complex issues are covered in Part Two.

• **SPEAKER:** Malcolm Greenbaum ACA CTA

**LOCATION**

London

**DATE**

8 December

**TIME**

09.30 – 17.00

**FEE**

£480

**UNITS**

8



## INTERPRETING ACCOUNTS AND REPORTING RELEVANT INFORMATION

This interactive course will help you identify and interpret meaningful accounting information and key value drivers critical to decision making. It also demonstrates how to produce relevant reports for internal and external audiences.

• **SPEAKER:** Raj Gandhi FCCA FCT MIOD

**LOCATION**

London

**DATE**

12 November

**TIME**

09.30 – 17.00

**FEE**

£480

**UNITS**

8



## IFRS UPDATE PART TWO

This course focuses on the more complex IFRS areas of deferred taxation, business combinations and financial instruments.

• **SPEAKER:** Malcolm Greenbaum ACA CTA

**LOCATION**

London

**DATE**

9 December

**TIME**

09.30 – 17.00

**FEE**

£480

**UNITS**

8



## UK FINANCIAL REPORTING UPDATE – CHANGES, ISSUES AND PROBLEMS

The focus of this course will be on current issues and latest developments in UK financial reporting. Of particular importance at present is gaining an appreciation of the accounting standards FRS 100, 101 and 102.

• **SPEAKER:** Guy Loveday BSc (Econ) FCA

**LOCATION**

London

**DATE**

3 December

**TIME**

09.30 – 17.00

**FEE**

£480

**UNITS**

8



## INTEGRATED REPORTING AND ORGANISATIONAL VALUE

Everything we do should add organisational value. By taking a pro-active approach we can turn the reporting requirement into a process of value-addition rather than just an annual compliance task.

• **SPEAKER:** Mark Wearden FCCA FCIS

**LOCATION**

London

**DATE**

2 October

**TIME**

09.30 – 17.00

**FEE**

£480

**UNITS**

8



### HOW TO BOOK:

020 7059 5910

[professionalcourses@accaglobal.com](mailto:professionalcourses@accaglobal.com)

<https://events.accaglobal.com>

# IN-COMPANY TRAINING SERVICE

**ACCA UK's Professional Courses offer quality training on your doorstep. We can tailor a course specifically for your organisation at an affordable price. You control the content, location and date of an event whilst we take care of everything else.**

### What will you get out of it?

- relevant training that focuses on your organisation's objectives
- training when and where you want it
- savings in travel, accommodation and time
- opportunity to discuss information confidential to your organisation
- increased competitiveness from a skilled and motivated workforce
- a cost-effective way of training a large number of staff.

# BUSINESS REPORTING AND EVALUATION TOOLS



## ADVANCED EXCEL PART ONE

Familiarise yourself with the advanced concepts of Excel and learn how to use Excel for high-powered spreadsheet modelling. Prior attendance on the Intermediate Excel course or an in-depth knowledge of Excel is required.

This course is run by Evolia Training.

**LOCATION**  
London

**DATES**  
17 September  
10 December

**TIME**  
09.30 – 16.30

**FEE**  
£220

**UNITS**  
7



## FINANCIAL MODELLING

This two-day course is designed to teach you how to build 'from scratch' an integrated balance sheet, profit and loss and cash flow forecasting model appropriate for equity valuation and debt-related analysis. A good knowledge of Excel is assumed. Delegates will have individual access to a computer.

• **SPEAKER:** Mark Woolhouse BA Hons (Oxon)

**LOCATION**  
London

**DATES**  
6–7 October  
8–9 December

**TIME**  
09.30 – 17.00

**FEE**  
£960

**UNITS**  
16



## ADVANCED EXCEL PART TWO (DATA ANALYSIS)

Gain an understanding of the advanced features and functions within Excel and discover the advantages of using a powerful spreadsheet.

This course is run by Evolia Training.

**LOCATION**  
London

**DATES**  
18 September  
11 December

**TIME**  
09.30 – 16.30

**FEE**  
£220

**UNITS**  
7



## INTERMEDIATE EXCEL

Discover how to use Excel for more advanced spreadsheet modelling and gain an understanding of further useful functions. Prior attendance on an Introduction to Excel course or an existing knowledge of Excel and the Windows Environment is required.

This course is run by Evolia Training.

**LOCATION**  
London

**DATES**  
16 September  
9 December

**TIME**  
09.30 – 16.30

**FEE**  
£220

**UNITS**  
7



## AUTOMATING YOUR BUSINESS REPORTING WITH EXCEL VBA MACROS (AN INTRODUCTION)

Excel is often used to perform repetitive tasks. Efficiency increases significantly through using macros. This course also explores how to perform tasks that you can't do without harnessing macros.

• **SPEAKER:** Bob Hawken ACA

This course is run by FinancePD.

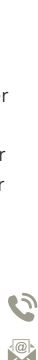
**LOCATION**  
London

**DATES**  
25–26 September  
15–16 October  
19–20 November  
18–19 December

**TIME**  
09.30 – 17.00

**FEE**  
£960 + VAT

**UNITS**  
16



## SPREADSHEET SKILLS FOR THE FINANCE FUNCTION

Excel is possibly your favourite work tool but you suspect that it could do so much more. The course explains what finance professionals could do with Excel that many can't.

• **SPEAKER:** Bob Hawken ACA

This course is run by FinancePD.

**DATES AND LOCATIONS**  
12 September, Manchester  
24 September, London  
14 October, London  
17 November, Edinburgh  
21 November, London  
17 December, London

**TIME**  
09.30 – 17.00

**FEE**  
£480 + VAT

**UNITS**  
8



## EXCEL'S FINANCIAL CALCULATIONS FOR THE FINANCE FUNCTION

We are often asked to perform financial calculations to assist in decision making. This hands-on course reminds you of the types of calculations that we are commonly asked to perform and explains what functions within Excel are available to assist you along with how to properly use them.

• **SPEAKER:** Bob Hawken ACA

This course is run by FinancePD.

**LOCATION**  
London

**DATE**  
18 November

**TIME**  
09.30 – 17.00

**FEE**  
£480 + VAT

**UNITS**  
8



## THE FINANCE FUNCTION GUIDE TO CREATING IMPRESSIVE AND MEANINGFUL CHARTS IN EXCEL

Charts are created to illustrate complex data relationships. This hands-on course shows how to analyse data and efficiently create a chart which best presents that information to maximum effect.

• **SPEAKER:** Bob Hawken ACA

This course is run by FinancePD.

**LOCATION**  
London

**DATES**  
17 October  
16 December

**TIME**  
09.30 – 17.00

**FEE**  
£480 + VAT

**UNITS**  
8



## THE FINANCE FUNCTION GUIDE TO CREATING ENGAGING POWERPOINT PRESENTATIONS

PowerPoint is often badly used to communicate issues. Finance function staff members frequently have complex points to present. Doing this well can be the difference between being heard and not.

• **SPEAKER:** Bob Hawken ACA

This course is run by FinancePD.

### LOCATION

London

### DATES

13 October

15 December

### TIME

09.30 – 17.00

### FEE

£480 + VAT

### UNITS

8



### HOW TO BOOK:

 020 7059 5910

 [professionalcourses@accaglobal.com](mailto:professionalcourses@accaglobal.com)

 <https://events.accaglobal.com>

# AUTUMN UPDATE FOR ACCOUNTANTS 2014

**ACCA UK's Autumn Update for Accountants provides a relaxed environment in which to update your skills and gain CPD. You can network and benefit from the experience of your peers as well as from that of our expert speakers.**

Delegates can attend 11 out of 29 sessions – mix and match between streams A (Business and Finance), B (Taxation and Law) and C (Professional Development) to gain maximum benefit from the training.

The Autumn Update will take place at Forest Pines Hotel and Golf Resort, Lincolnshire from 23–25 October.

A great way to gain 21 verifiable\* CPD units in one event, minimising the time spent out of the office.

**“Good value for money, fast way of obtaining latest updates and knowledge”**

– Albina Salova, Commercial Contracts Manager,  
Hermes Datacommunications International

\* provided the content is relevant to your area of work.



### AN INTRODUCTION TO AUTO ENROLMENT

This course is intended to provide an outline of the employer duties in respect of auto-enrolment into a workplace pension and the ten steps that will lead to a successful implementation. It is intended for business owners, directors, finance, payroll and HR professionals and their professional advisors.

- **SPEAKER:** Kate Upcraft FCIPP AMBCS

This course is run by MBL Seminars.

#### DATES AND LOCATIONS

16 September,  
London  
24 October,  
Manchester

**TIME**  
14.00 – 17.15

**FEE**  
£240 + VAT\*

**UNITS**  
3



### CORPORATE DATA PROTECTION AND INFORMATION SECURITY: THE HOT TOPICS

Data protection and information security have truly moved from the backroom to the boardroom as corporate issues. At the same time, the law and guidance in these areas are undergoing a period of rapid development.

This seminar will provide an essential review and update of data protection law and guidance and the legal aspects of information security matters. It is aimed at those who work with corporate data protection and information security matters.

- **SPEAKER:** Belinda Doshi

This course is run by MBL Seminars.

#### LOCATION

London

#### DATE

9 October

#### TIME

14.00 – 17.15

#### FEE

£240 + VAT\*

#### UNITS

3



### COMPANY DIRECTORS AND THE LAW

This is a practical course which will consider the new provisions affecting directors pursuant to the Companies Act.

There are worked examples of some of the key relevant sections and this introductory level seminar is especially designed for directors and their advisors.

- **SPEAKER:** Nadine Stanton

This course is run by MBL Seminars.

#### LOCATION

Manchester

#### DATE

23 October

#### TIME

09.30 – 12.45

#### FEE

£240 + VAT\*

#### UNITS

3



### ESSENTIAL EMPLOYMENT LAW

With a 13% increase in claims lodged as against the previous year and the plethora of changes being introduced by the Employment and Regulatory Reform Act, employment law remains one of the most exciting and dynamic areas. The need for lawyers and advisors who can navigate clients successfully through their rights and obligations has never been greater.

- **SPEAKER:** Sue Jennings

This course is run by MBL Seminars.

#### LOCATION

London

#### DATE

24 October

#### TIME

09.30 – 17.15

#### FEE

£480 + VAT\*

#### UNITS

6



### COMPANY LAW UPDATE – THE LATEST DEVELOPMENTS

Now that the Companies Act 2006 seems to have bedded in, much of the action has moved to the court. This course will consider some of the more recent developments of significance. In particular there have been a number of cases where the court has considered the veil of incorporation and ways in which it can be circumvented.

- **SPEAKER:** Mike Griffiths

This course is run by MBL Seminars.

#### LOCATION

London

#### DATE

29 October

#### TIME

14.00 – 17.15

#### FEE

£240 + VAT\*

#### UNITS

3



\* A further  
50% saving  
for MBL  
Members

#### HOW TO BOOK:

020 7059 5910

[professionalcourses@accaglobal.com](mailto:professionalcourses@accaglobal.com)

<https://events.accaglobal.com>

# STRATEGY, GOVERNANCE AND RISK MANAGEMENT



## BUSINESS PROCESS IMPROVEMENT

Pressure to improve customer service and profitability mean organisations must focus on delivering real value to the customer in cost-effective ways. This course offers a hands-on introduction to designing, improving and managing business processes.

• **SPEAKER:** Peter Hill FCMA CGMA

### LOCATION

London

**DATE**  
30 October

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## PRACTICAL RISK MANAGEMENT

This course offers a thorough introduction to the compliance obligations around, and the processes adopted in, identifying and managing organisational risk. It looks in detail at the regulatory frameworks within which risk is managed, and covers the whole of the risk management cycle.

• **SPEAKER:** Gill Bolton

### LOCATION

London

**DATE**  
9 October

**TIME**  
09.00 – 12.30

**FEES**  
ACCA members: £270 + VAT  
Non-members: £300 + VAT

**UNITS**  
3.5



This course is run by ICSA Training.

## ESSENTIAL CORPORATE GOVERNANCE

This course provides delegates with an understanding of the key principles and issues in corporate governance and offers practical advice on compliance and best practice. It explores key governance frameworks, including in-depth coverage of the UK Corporate Governance Code.

• **SPEAKER:** Julia Casson FCIS

### LOCATION

London

**DATES**  
11 September  
11 December

**TIME**  
09.00 – 16.45

**FEES**  
ACCA members: £450 + VAT  
Non-members: £500 + VAT

**UNITS**  
8



This course is run by ICSA Training.

## RISK, CONTROL AND GOVERNANCE

This course looks at risk as an aspect of governance, and explores key messages from the UK Corporate Governance Code and associated guidance. Delegates will consider the relationship between risk and strategy, decision-making and managing risk appetite.

• **SPEAKER:** Gill Bolton

### LOCATION

London

**DATE**  
9 October

**TIME**  
14.00 – 17.30

**FEES**  
ACCA members: £270 + VAT  
Non-members: £300 + VAT

**UNITS**  
3.5



This course is run by ICSA Training.

## MAKING THE MOST OF BOARD COMMITTEES

Committees are a key part of decision-making in any organisation. This course looks at strategies for optimising committee structures, the legal and compliance issues underpinning their use and the contributions made by the people that sit on them.

• **SPEAKER:** Vanessa Jones ACIS

### LOCATION

London

**DATE**  
3 October

**TIME**  
09.00 – 12.30

**FEES**  
ACCA members: £270 + VAT  
Non-members: £300 + VAT

**UNITS**  
3.5



This course is run by ICSA Training.

## STRATEGIC BUSINESS INSIGHTS

This course will provide the knowledge and practical understanding of strategy and strategic tools to enable participants to develop insights necessary to propose realistic and constructive solutions to business problems.

• **SPEAKER:** David Smith BSc FCA

### LOCATION

London

**DATE**  
21 November

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## PERFORMANCE IMPROVEMENT STRATEGIES

Learn the techniques of business performance improvement through a systematic strategic, financial and value analysis. Through the insights you will gain, enhance your ability to influence and impress your management team.

• **SPEAKER:** David Smith BSc FCA

### LOCATION

London

**DATE**  
28 November

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## THE BIGGEST MISTAKES ACCOUNTANTS MAKE – AND HOW TO AVOID THEM

A look at how to avoid the common errors made in six key areas: leadership, strategy, management information, budgets / forecasts, systems / processes, vital actions.

• **SPEAKER:** Stephen Berry FCMA CGMA MBA BSc (Hons) ACIB DipFS

### LOCATION

London

**DATES**  
9 September  
25 November

**TIME**  
09.30 – 17.00

**FEES**  
ACCA and CIMA members: £539 + VAT  
Non-members: £599 + VAT

**UNITS**  
6



This course is run by CIMA Mastercourses.



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## THE ROLE OF THE COMPANY SECRETARY PART ONE

This course offers an introduction to the core duties of the company secretary. It explains the events that give rise to a need for some sort of company secretarial action, and provides the basic tools to ensure compliance.

• **SPEAKER:** Andrew Hamer FCIS

This course is run by ICSA Training.

### LOCATION

London



### DATES

9 September

4 November



### TIME

09.30 – 16.45

### FEES

ACCA members: £450 + VAT

Non-members: £500 + VAT

### UNITS

8

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## THE ROLE OF THE COMPANY SECRETARY PART TWO

This course looks in detail at some of the more advanced company secretarial issues associated with shares and share capital, group structures, company accounts and auditors; and procedures for closing down unwanted companies, including striking off.

• **SPEAKER:** Andrew Hamer FCIS

This course is run by ICSA Training.

### LOCATION

London



### DATES

10 September

5 November



### TIME

09.30 – 16.45

### FEES

ACCA members: £450 + VAT

Non-members: £500 + VAT

### UNITS

8

### HOW TO BOOK:

 020 7059 5910

 [professionalcourses@accaglobal.com](mailto:professionalcourses@accaglobal.com)

 <https://events.accaglobal.com>



## BUSINESS AND CORPORATE TAXES UPDATE

This seminar will provide a tax update on recent developments relating to corporate and business taxes in the UK over the last 12 months. Recent tax cases, capital allowances, allowable expenditure and other relevant tax developments will be reviewed with the aid of case studies.

- **SPEAKERS:** Russell Cockburn BSc (Hons) FFTA  
Tim Palmer CTA ATT

This seminar forms part of the Corporate Accountants' Updating Programme. Please see page 12 for further details.

### DATES AND LOCATIONS

14 October, Cardiff  
19 November, Manchester  
26 November, London  
2 December, Edinburgh

**TIME**  
14.00 – 17.30

**FEE**  
£190

**UNITS**  
4



## EMPLOYMENT AND PERSONAL TAXES UPDATE

This seminar will provide an essential update on important developments relating to employment, personal taxes and NIC over the last 12 months. A detailed review of current tax efficient benefits will be undertaken with the aid of case studies.

- **SPEAKERS:** Russell Cockburn BSc (Hons) FFTA  
Tim Palmer CTA ATT

This seminar forms part of the Corporate Accountants' Updating Programme. Please see page 12 for further details.

### DATES AND LOCATIONS

14 October, Cardiff  
19 November, Manchester  
26 November, London  
2 December, Edinburgh

**TIME**  
09.30 – 13.00

**FEE**  
£190

**UNITS**  
4



## BUSINESS TAX AREAS EXPLAINED

The course will cover areas that affect companies and directors. This will include tax compliance issues and tax planning. We aim to cover all the key tax areas that companies and directors need to consider in 2014 and beyond.

- **SPEAKER:** Dean Wootten FCA CTA

### LOCATION

London

**DATE**  
14 November

**TIME**  
09.30 – 13.00

**FEE**  
£260

**UNITS**  
4



## EVERYTHING YOU EVER WANTED TO KNOW ABOUT VAT – INTRODUCTION

This course covers all the fundamental areas of VAT, explained in a logical and systematic way, making sure you are left with a strong knowledge foundation.

- **SPEAKER:** Gwen Ryder

### LOCATION

London

**DATE**  
10 December

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## CAPITAL EXPENDITURE – GETTING IT RIGHT

The course initially looks at the issue of whether the spend is revenue or capital, then looks at the capital allowances available on capital spend. In particular we focus on the fixtures claims when acquiring commercial property and the impact of the April 2014 changes.

- **SPEAKER:** Dean Wootten FCA CTA

### LOCATION

London

**DATE**  
14 November

**TIME**  
14.00 – 17.30

**FEE**  
£260

**UNITS**  
4



## EVERYTHING YOU EVER WANTED TO KNOW ABOUT VAT – ADVANCED

This course covers everything you ever wanted to know about VAT at the more complex end of the spectrum. The course will include tax updates and any impending changes expected in supply and consideration, international services and partial exemption.

- **SPEAKER:** Gwen Ryder

### LOCATION

London

**DATE**  
11 December

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## CORPORATION TAX RELIEF FOR INNOVATION

This course will cover how your company can obtain tax relief on its innovation expenditure, including relief for research and development, intangible assets and profits from patented technology.

- **SPEAKER:** Malcolm Greenbaum ACA CTA

### LOCATION

London

**DATE**  
8 October

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## TRANSFER PRICING – FUNDAMENTALS

Basic transfer pricing issues and how to deal with them, including how to perform the required analyses, identify and manage transfer pricing risk, and manage the audit and defence process.

- **SPEAKER:** Martin Zetter BCom LL.M. ACMA CGMA

This course is run by CIMA Mastercourses.

### LOCATION

London

**DATE**  
27 October

**TIME**  
09.30 – 17.00

**FEES**  
ACCA and CIMA members: £539 + VAT  
Non-members: £599 + VAT

**UNITS**  
6



## CORPORATION TAX UPDATE

This course will provide an update on recent corporation tax changes and developments. Detailed computations, model guidelines and answers will be illustrated and reviewed. Changes due from April 2015 will also be considered in detail, and a review of allowable company expenditure will be undertaken.

- **SPEAKER:** Tim Palmer CTA ATT

### LOCATION

London

**DATE**  
28 November

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## VAT AND THE GLOBAL MARKETPLACE

This course covers the VAT implications of buying and selling goods and services across borders and addresses common errors in VAT accounting in this area. Reporting requirements are also addressed.

- **SPEAKER:** Malcolm Greenbaum ACA CTA

### LOCATION

London

**DATE**  
27 November

**TIME**  
09.30 – 13.00

**FEE**  
£260

**UNITS**  
4





## ADVANCED BUDGETING, PLANNING AND FORECASTING

Traditional forecast, budgetary and planning processes are struggling in today's dynamic business environment. Alternative innovative techniques are examined to better meet the needs and imperatives of both finance and operational management.

• **SPEAKER:** John Mckenzie MBA

**LOCATION**  
London

**DATE**  
11 November

**TIME**  
09.30 – 17.30

**FEE**  
£480

**UNITS**  
8



## PRACTICAL CASH MANAGEMENT

An essential guide to managing cash for those who work in corporate treasury, banking and asset management.

• **SPEAKER:** Derek Taylor ACIB ACI MSTA

**LOCATION**  
London

**DATE**  
4 November

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## ALTERNATIVE FINANCE – OPTIONS FOR BUSINESSES AND INVESTORS

Alternative finance providers are expanding rapidly in a business lending market that continues to shrink. This course will explain what they offer and how they differ from traditional sources of business finance.

• **SPEAKER:** Andy Davis

**LOCATION**  
London

**DATE**  
6 November

**TIME**  
09.30 – 13.00

**FEE**  
£260

**UNITS**  
4



## THE MECHANICS OF CORPORATE FUNDING

This course is based on the various forms of borrowing available to the more sophisticated and typically larger businesses. It discusses borrowing instruments, the issue of managing the credit rating and covers usage of derivatives.

• **SPEAKER:** Will Spinney FCT

**LOCATION**  
London

**DATE**  
21–22 October

**TIME**  
09.00 – 17.00

**FEES**  
ACCA members: £1250 + VAT  
Non-members: £1450 + VAT

**UNITS**  
16



This course is run by the ACT.

## FOREIGN EXCHANGE AND CURRENCY RISK MANAGEMENT

This course looks at the FX markets, and how to manage currency risk, from a professional, practical perspective.

• **SPEAKER:** Derek Taylor ACIB ACI MSTA

**LOCATION**  
London

**DATE**  
3 November

**TIME**  
09.30 – 17.00

**FEE**  
£480

**UNITS**  
8



## TREASURY IN A DAY

Corporate treasury departments are very specialised, high profile areas of company financial management. Based on the core elements of treasury, this introductory course outlines the key issues, language and terminology of this critical area of corporate financial management.

• **SPEAKER:** Brian Welch FCT FCMA FCIS

**LOCATION**  
London

**DATE**  
11 September

**TIME**  
09.00 – 17.00

**FEES**  
ACCA members: £625 + VAT  
Non-members: £725 + VAT

**UNITS**  
8



This course is run by the ACT.

## INVESTMENT APPRAISAL IN PRACTICE

Investigate more advanced issues in investment appraisal, such as qualitative issues and accounting for risk and uncertainty.

• **SPEAKER:** Richard Mallett BA FCMA MCT

This course is run by CIMA Mastercourses.

**LOCATION**  
London

**DATES**  
18 September  
12 December

**TIME**  
09.30 – 16.30

**FEES**  
ACCA and CIMA members: £539 + VAT  
Non-members: £599 + VAT

**UNITS**  
6



## TREASURY SECURITY AND CONTROLS

This interactive two-day course takes participants through the process of building a secure treasury environment from the creation of a framework of policy and delegated authority through to how treasury should be organised to ensure maximum control of its activities.

• **SPEAKER:** Brian Welch FCT FCMA FCIS

**LOCATION**  
London

**DATE**  
2–3 December

**TIME**  
09.00 – 17.00

**FEES**  
ACCA members: £1250 + VAT  
Non-members: £1450 + VAT

**UNITS**  
16



This course is run by the ACT.

### HOW TO BOOK:

020 7059 5910

[professionalcourses@accaglobal.com](mailto:professionalcourses@accaglobal.com)

<https://events.accaglobal.com>

# CORPORATE ACCOUNTANTS' UPDATING PROGRAMME 2014

**BOOK  
ALL FOUR  
SEMINARS  
AND SAVE  
£150**

## FINANCIAL REPORTING

### Financial Reporting – Refresher

13 October (09.30-13.00), Cardiff  
18 November (09.30-13.00), Manchester  
25 November (09.30-13.00), London  
1 December (09.30-13.00), Edinburgh

### Financial Reporting – All Change!

13 October (14.00-17.30), Cardiff  
18 November (14.00-17.30), Manchester  
25 November (14.00-17.30), London  
1 December (14.00-17.30), Edinburgh

## TAXATION

### Employment and Personal Taxes Update

14 October (09.30-13.00), Cardiff  
19 November (09.30-13.00), Manchester  
26 November (09.30-13.00), London  
2 December (09.30-13.00), Edinburgh

### Business and Corporate Taxes Update

14 October (14.00-17.30), Cardiff  
19 November (14.00-17.30), Manchester  
26 November (14.00-17.30), London  
2 December (14.00-17.30), Edinburgh

### Fees

£190 for each individual seminar  
Book all four seminars and pay just £152.50 per seminar

For further details please contact  
[professionalcourses@accaglobal.com](mailto:professionalcourses@accaglobal.com)

# TERMS AND CONDITIONS

## FOR COURSES RUN BY ACCA

### Two day course:

- Financial modelling

### One day courses:

- Accentuating the positives in your financial statements
- Accounting in the US
- Advanced budgeting, planning and forecasting
- Alternative finance – options for businesses and investors
- Business process improvement
- Corporation tax relief for innovation
- Corporation tax update
- Drilling down into financial statements – advanced analysis skills
- Everything you ever wanted to know about VAT (introduction and advanced)
- Foreign exchange and currency risk management
- FRS 102: The new UK GAAP
- Group accounting under IFRS
- IFRS Update (Part one and two)
- Integrated reporting and organisational value
- Interpreting accounts and reporting relevant information
- Performance improvement strategies
- Practical cash management
- Strategic business insights
- UK financial reporting update – changes, issues and problems.

### Half day courses:

- Business tax areas explained
- Capital expenditure – getting it right
- VAT and the global marketplace.

### Corporate Accountants' Updating Programme:

- Business and corporate taxes update
- Employment and personal taxes update
- Financial reporting – Refresher
- Financial reporting – All change!

### How to book

- book online at <https://events.accaglobal.com>
- e-mail [professionalcourses@accaglobal.com](mailto:professionalcourses@accaglobal.com)
- telephone Professional Courses on 020 7059 5910.

### Please note:

- we accept Amex, Mastercard, Visa, Maestro and Visa Debit
- email is not encrypted and therefore not a secure method of communicating payment details with ACCA. If paying by card, we suggest you do so online or via post or fax
- card transactions are processed by Worldpay on behalf of CAET.

### Confirmation

Places on training events are reserved from the receipt of the booking request. When booking online, a confirmation email will be sent to you within 24 hours. When booking by any other method, confirmation of booking will normally be sent within 14 days, and will include an invoice.

### Payment Terms

When booking events online, payment must be made at the time of booking. When booking events by post, fax or email an invoice may be issued and must be settled within 14 days or in advance of attendance at the event, whichever is sooner. Cheques for ACCA events should be made payable to the Certified Accountants Educational Trust (CAET).

### Fee Guidance

Please note, ACCA courses run by CAET are exempt from VAT. Fees include all course material, tea, coffee and lunch as appropriate.

### Joining Instructions

Joining instructions are usually sent at least five working days before the start of an event. If you have not received your joining instructions three days prior to the event, please call the Professional Courses team on 020 7059 5910.

ACCA will not be held responsible for non-receipt of joining instructions and refunds will not be issued under such circumstances.

### Transfers

Bookings for courses run by ACCA can be transferred to a later course in the current schedule (up to December 2014), providing subsequent courses are not already fully booked. Notification of transfers should be given, in writing (irrespective of the method of booking), at least 10 full working days before the start of the originally booked course. 10% of the event fee will be charged on each event transferred, based on the standard non-discounted course fee.

### Cancellations

Cancellations notified in writing at least ten full working days before the date of the course will be refunded. 10% of the event fee will be charged on each event cancelled, based on the standard non-discounted course fee. Regrettably, because funds are allocated to the course in advance, no refunds will be given for cancellations notified less than ten full working days before the start of the course. Payment in full will still be due. A colleague may, however, be substituted. This should also be notified in writing.

Please note there is a separate cancellation policy for the *Autumn Update for Accountants*.

### Cancellations to Multiple Bookings

#### One-day courses run by ACCA

- where three courses have been booked at the multiple booking rate and attendance at one is subsequently cancelled, the remaining two courses will be charged at the discounted two-course rate
- where two courses have been booked at the multiple booking rate and attendance at one is subsequently cancelled, the remaining course will be charged at the full one-course rate.

#### Corporate Accountants' Updating Programme

- where four seminars have been booked at the multiple booking rate and bookings are subsequently cancelled, the remaining three seminars will be charged at the standard rate.

### If ACCA Cancels a Course

In the event that we cancel a course run by ACCA, our liability shall be limited to a refund of any course fees paid. In order to keep costs – and thus fees – to a minimum, we reserve the right to cancel or reschedule courses without prior notice and to amend or alter published programmes, fees, venues and lecturers.

## FOR COURSES RUN BY PARTNER ORGANISATIONS

- ACT
- CIMA Mastercourses
- Evolia Training
- FinancePD
- ICSA Training
- MBL Seminars.

NB: Additional partner organisations may be added to the programme during 2014.

### How to book

- e-mail  
[professionalcourses@accaglobal.com](mailto:professionalcourses@accaglobal.com)
- telephone Professional Courses on 020 7059 5910.

We will then contact our partner organisation to check whether the requested place is available and if a place is available, we will forward you a booking form for completion. You will be asked to return the booking form to Professional Courses and we will then forward the booking form to the appropriate partner organisation for processing.

### Confirmation and joining instructions

Confirmation of your booking and joining instructions will be sent to you directly from the appropriate partner organisation.

### Fee Guidance

Please note, courses run by the ACT, CIMA Mastercourses, FinancePD, ICSA Training and MBL Seminars are subject to VAT at 20%. Courses run by Evolia Training are exempt from VAT. Fees include all course material, tea, coffee and lunch as appropriate.

Please refer to individual courses for discount details where applicable.

### Transfers and Cancellations

For full details regarding cancellations and transfers, please visit the relevant website addresses given below:

ACT

**[www.treasurers.org](http://www.treasurers.org)**

CIMA Mastercourses

**[www.cimamastercourses.com](http://www.cimamastercourses.com)**

Evolia Training

**[www.evoliatraining.co.uk](http://www.evoliatraining.co.uk)**

FinancePD

**[www.FinancePD.com](http://www.FinancePD.com)**


ICSA Training

**[www.icsatraining.co.uk](http://www.icsatraining.co.uk)**

MBL Seminars

**[www.mblseminars.com](http://www.mblseminars.com)**

# NOTES





CPD  
EVENTS

SEPTEMBER – DECEMBER 2014  
corporate and financial services