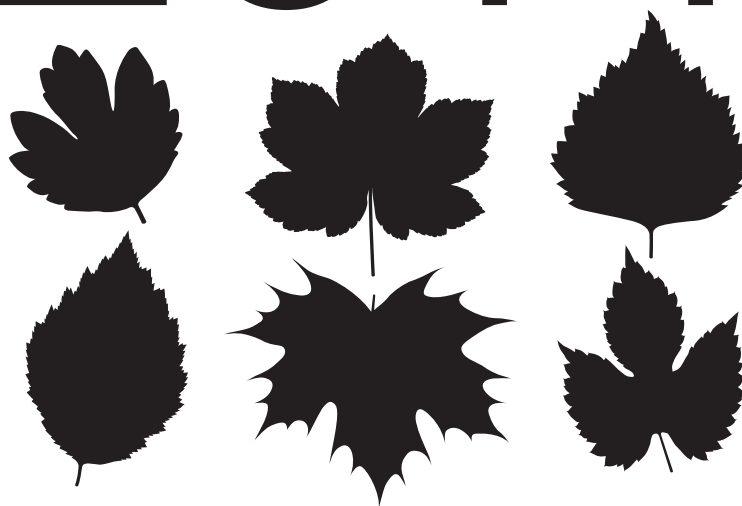


ACCA

PROFESSIONAL
COURSES

AUTUMN UPDATE FOR ACCOUNTANTS 2014



23-25 OCTOBER

Forest Pines Hotel and Golf Resort, Lincolnshire

Welcome

ACCA UK's Autumn Update for Accountants provides a relaxed environment in which to update your skills, benefiting 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 business and finance, taxation and law and professional development to gain maximum benefit from the conference while fulfilling your annual CPD requirements.

KEY FEATURES

convenient

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

informative

Reference material from all 29 sessions to take away and refer to after the Update is over. Soft copies are now sent out after the event.

INFORMATION

venue details

The Update will take place at the Forest Pines Hotel and Golf Resort in Lincolnshire. Accommodation is of a four-star deluxe standard. The hotel is easily accessible by road and rail and has ample complimentary on-site parking.

cancellations

Cancellations made before 3 October 2014 will be refunded less an administration fee of £50. Cancellations made after 3 October 2014 will not be refundable. An organisation may, however, substitute an alternative delegate to the one originally named, at any time prior to the start of the Update. Please note that all cancellations and substitutions must be notified in writing.

ACCA reserves the right to cancel or reschedule events without prior notice and to alter published programmes, accommodation and lecturers.

BOOKING

fee

£1480 including accommodation, meals, light refreshments, lectures and handout material for all sessions.

early booking discount

Take advantage of our early booking discount and save £80 – pay £1400 when you book before 2 October 2014.

how to book

Book online at <https://events.accaglobal.com> or alternatively, please complete and return the booking form on page 11. Photocopies of this form are acceptable.

*provided the content is relevant to your professional development.

“The quality and appropriateness of the seminars combined with the networking opportunities has made this conference extremely valuable and enjoyable”

– Kathryn Newey, Senior Financial Accountant,
Friends Life

Lecturers

A

business and finance

**STEVE BERRY MBA BSc (Hons) FCMA CGMA
ACIB DipFS PgD**

International conference speaker, trainer and author
Neos Learning Ltd

STEPHEN GILES MA (Oxon) ACA

Partner, Highview Consultants

CHARLES GUBBINS BSc CA

Head of faculty, Kaplan Hawksmere

BOB HAWKEN ACA

Managing director, FinancePD Ltd

DR STEPHEN HILL

Director, Snowdrop Consulting Ltd

JOHN McKENZIE MBA (Cranfield)

Independent consultant

B

taxation and law

IAN DIGBY

The Pensions Regulator

MALCOLM GREENBAUM ACA CTA

Lecturer and consultant

Director, Greenbaum Training and Consultancy Ltd

LEE JEF COTT

Employment lawyer, Brabners LLP

TIM PALMER CTA ATT

Director, Palmer Training Limited

PAUL SOPER FCCA

Tax lecturer and consultant

DEAN WOOTTEN FCA CTA

Consultant, lecturer and author

C

professional development

PETER ANDERTON CEng FCIPD

Team member at "The Art of Brilliance" and director of
change and development at Internal Alignment

JONATHAN CHALSTREY BA (Hons)

Associate, MaST International and owner, JCA Training and
Coaching

ANDI LONNEN BA (Hons) FCCA

Owner, Andi Lonnen Business Associates

HEATHER TOWNSEND MCIPD

Author, Excedia Group Ltd

MARGARET ZUPPINGER

Director, Margaret Zuppinger Partnership Ltd

Thursday 23 October

11.00 – 12.30

A1

Protecting your Data in the Cloud

Stephen Hill

Cloud storage is becoming a common way for businesses to share, store or backup their files. Many who use the cloud see it as a way to save money on storage, IT support and making client documents available to their employees no matter where they are based. However, there are risks associated with storing data in the cloud and failing to properly manage these risks can lead to consequences ranging from embarrassing to potentially litigious.

B1

Employment Law Update

Lee Jefcott

Employment law is a complex and fast moving subject – those procedures that were acceptable in previous years are now no longer correct. This session will highlight key changes in legislation and recent tribunal cases that all employers should be aware of.

C1

How to Successfully Influence the Hard-to-Reach Decision Makers

Heather Townsend

Would your life be much easier if key people in your organisation would say yes? Or even just reply to your emails and phone calls? This session will give you the tools to get in front of hard-to-reach decision makers and then get them to say yes.

13.30 – 15.00

A2

Performance Improvement Strategies

Stephen Berry

Business is like trying to walk up the down escalator – if you stop, you get dragged backwards. This session will explore the essential seven building blocks of successful businesses to identify where we can each keep our businesses walking forward and not get dragged backwards.

B2

Employed vs Self Employed

Paul Soper

In recent years the dividing line between employment and self-employment has become more critical for service providers and service users, with HMRC taking action to prevent borderline cases obtaining advantages and preventing the use of agencies, LLPs and similar structures to avoid obligations for both employers and employees.

C2

How to Use LinkedIn to your Advantage

Heather Townsend

This session will firmly make the case why your future career prospects will be significantly improved by using LinkedIn strategically and tactically. In this session you will discover what you need to put in your LinkedIn profile to get found by the right people, and how to use LinkedIn to turbo-charge the power of your little black book.

“Well done ACCA – Exceeded my high expectations again”

– Anthony Leach, Company Accountant,
CB Refrigeration Ltd

15.30 – 17.00

A3

The Key Qualities of an Effective Finance Director

Stephen Giles

The Finance Director is a business leader. This session highlights the key technical qualities: commercial and strategic acumen building on core financial expertise; excellent communication skills; interpretation of numbers. It also gives practical tips on how the FD can become a trusted adviser and transform the image of the finance department.

B3

R&D Patent Box

Paul Soper

This informative session will cover a wide range of topics, including the principles of exciting new and updated tax reliefs, the critical issues concerning whether or not you should opt for a patent, claiming with a focus on SMEs, and recent developments in the area of problems and pitfalls.

C3

The Art of Being Brilliant

Peter Anderton

'The Art of Being Brilliant' provides an antidote to the crazy world that typifies modern Britain. The aim is to share some of the 'secrets' of Positive Psychology, focusing on learning new habits of thinking and behavior that will explore how you can be you, brilliantly.

17.15 – 18.30

A4

Managing Risk to Add Value to your Business

Stephen Giles

Effective risk management is essential to business success. This highly interactive session discusses the essential features of risk management and gives practical tips in five key areas that will add value to your business: the risk register; the '4Ts' approach; high impact risks; conduct risk; and governance and reporting.

B4

Auto-Enrolment

Ian Digby

The Pensions Act 2008 places legal requirements on employers to offer auto-enrolment. This session will cover the employers obligation to enrol eligible jobholders into a qualifying pension scheme, how to register with The Pensions Regulator and the requirement of the business to make contributions on staging date. This session will explore other obligations and safeguards, and will highlight common pitfalls.

C4

The Power of Strengths

Peter Anderton

People grow, learn and develop best in the areas of their strengths – despite what has been said for years about focusing on weaknesses. Challenge yourself to identify strengths and make them work for you. You will leave the session revitalized and re-energised and ready to perform at new heights!



“These conferences are excellent value and exceptionally informative”

– Amanda Hall, Financial Director,
SYSCOM Building Management Ltd

Friday 24 October

09.00 – 10.30

A5

Improving your Excel Graphical Output

Bob Hawken

Excel is an extremely powerful charting tool and this function has been improved significantly in recent versions. Most accountants are able to produce simple charts so this session extends your ability to produce charts which really tell the story they need to.

B5

Tax Implications of New UK GAAP

Malcolm Greenbaum

For those businesses not eligible to use FRSSE, a new system of UK GAAP will be mandatory from 2015, based around IFRS principles. This session will discuss the tax implications (current and deferred) of accounting changes when adopting the new system including any transitional adjustments for tax purposes in the year of adoption.

C5

Communicating Financial Information – with IMPACT!

Andi Lonnen

This workshop provides an energetic, engaging and highly practical overview of how to powerfully present and cleverly communicate financial information both verbally and in writing. Being able to deliver complex financial information professionally, effectively and concisely is a crucial skill for those in financial roles. It contributes to improved decision making in your organisation, saves time and shortens meetings and, as a result of this, gives a great impression thereby enhancing your reputation.

10.45 – 12.15

A6

Excel's Analysis Tools

Bob Hawken

The accountant's role isn't just to put the numbers together, it is to analyse them and give meaningful insight to management. This session reviews what is in the Excel toolbox (including sorting, filtering, pivot tables, scenarios, goal seek and data tables) explaining how to use them to best effect.

B6

Investment Appraisal – Are you Considering all the Consequences?

Malcolm Greenbaum

This session will be scenario-driven to discuss all the implications a business should take into account before making a decision about an investment opportunity. It will examine the cash flow forecasts, sensitivity analysis, tax implications and especially the impact of the investment on financial reporting over its duration.

C6

Leading Change – Making the Mindshift

Jonathan Chalstrey

Why are some leaders able to create a 'buzz' around their change initiatives? This session explores four differentiators associated with these leaders suggested by recent neuroscience. We will examine their beliefs about change initiatives and what's possible, their ability to think from others' perspectives, how they pull ideas together into a clear, compelling and consistent story, and their use of social networks to influence others.

13.00 – 14.30

A7

Advanced Budgeting, Planning and Forecasting

John McKenzie

This session examines alternatives to traditional budgetary processes such as true rolling forecasts, driver based and simplified activity based budgets and output budgeting. Advanced forecasting methods are considered using both non-statistical and simple statistical techniques as well as practices to overcome forecast error due to human influences.

B7

VAT Update

Dean Wootten

VAT is a rapidly changing tax and this session provides a practical summary of all the recent developments that affect accountants in industry. A summary of the key points of relevant cases and HMRC announcements will leave the delegate with a good understanding of what is relevant to their business.

C7

Dealing with 'Difficult' Personalities – It's all in your Head

Jonathan Chalstrey

Recent neuroscience suggests that it is not other people's personalities per se which we find difficult but handling our own emotional reactions to specific things which others say and do. In this session we will explore the evolutionary purpose of emotion and brain processes, the brain's emotional 'braking system' and different techniques for applying the brakes, and techniques for increasing self and social awareness and self-control.

14.45 – 16.15

A8

A Strategic Approach to Management Accounting

John McKenzie

Management Accounting (MA) is more about 'keeping the lights'. Strategic MA focusses on business analysis to help plan for where strategically the organisation wants to be, concentrating on investing in value-based strategies, correct strategic positioning, the right value propositions, shareholder/ stakeholder value creation and reporting on strategic business drivers and KPIs.

B8

Dealing with VAT on Cross Border Transactions

Dean Wootten

This session will give the accountant a good understanding of the VAT issues when dealing with cross border goods and services. Practical examples will highlight key areas such as reverse charges when buying in services, invoicing requirements when dealing with overseas customers and exposure to overseas VAT registration.

C8

Effective Team Working

Margaret Zuppinger

Teams are special. In this session we will discover that successful collaboration does not just happen, certain key factors need to be in place. It's a fact: teams accomplish more than the individual team members could achieve on their own – *however, they only achieve this success by working in synergy.*

"Easy way to combine all CPD in one conference"

– James Welham, Finance Director,
bf1systems Limited

- A** business and finance
- B** taxation and law
- C** professional development

16.30 – 17.45

A9

Effective Reporting – What Should It Mean for Me?

Charles Gubbins

This session focuses on improving the quality of financial reports. We will consider what is meant by 'understandability,' 'cutting the clutter' and Integrated Reporting by reviewing current FRC projects and examples of effective reporting and bad reporting (e.g. those that 'wallpaper the accounts with trivia!')

B9

Finance Act Update

Tim Palmer

This session will review the main content and planning opportunities, relating to the 2014 Finance Act. Big changes have been introduced in this year's Finance Act, with considerable planning opportunities arising therefrom. We will review everything in detail with the aid of practical case studies. The session will additionally update delegates regarding recent tax developments, cases and announcements.

C9

Have the Time of your Life!

Margaret Zuppinger

This session focuses on the critical aspects of managing *yourself* and *your* time. Time is a major resource for everyone: how you allocate your time is key to being effective in every aspect of your life, and to ensuring that you are having the time of your life every day!

“An enjoyable and informative way to achieve the ACCA's CPD requirements”

– Mark Keith, Director, WG Herbert Holdings Ltd

Saturday 25 October

Accounting Standards Update

This Update is designed to cover both the existing and future UK GAAP structures plus an IFRS update. As 2015 approaches (assuming early adoption is not taken up) companies will have to decide which tier (1, 2 or 3) of the new UK GAAP they will adopt. Everyone will have a default tier but an element of choice exists for most companies and many groups. Part of the purpose of these two sessions is to provide further insights to the decision process.

A10

09.00 – 10.30

Accounting Standards Update

Charles Gubbins

FRS 102 (tier 2) is now with us and we are already well into the transition period for those entities with a December year end. This session will therefore comprise two elements – the first being an update covering changes that will be effective before the mandatory changeover (periods commencing on or after 1 January 2015) and the second, more detailed, element will cover the issues for transition and beyond. The issues discussed in this session will be those facing SMEs and other entities unlikely to opt for IFRS in the new tier 1.

A11

11.00 – 12.45

Accounting Standards Update – Continued

Charles Gubbins

This session will again comprise two elements. The first will further develop the UK GAAP session by covering issues that would be faced by entities deciding to adopt IFRS (tier 1), including the key elements of IFRS 1 and also the availability and implications of FRS 101 (another element of tier 2 – the reduced disclosure framework) to groups using full EU endorsed IFRS. The second element will cover all new/revised Standards and other guidance implemented in the last two years.



“Overall, ACCA have yet again provided an excellent Autumn Update, speakers were excellent, organising staff were brilliant. Hotel services and accommodation were first class. Totally enjoyable experience, thank you!”

– Leanne Ash, Financial Controller,
CDM Recruitment Limited

NOTES

BOOKING FORM

Online Booking: To book online visit <https://events.accaglobal.com>

Alternatively, complete all sections in the booking form below in CAPITALS.

Please book one place on the **Autumn Update for Accountants** to be held on 23 – 25 October 2014

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I confirm that I have the authority of my company to incur this expenditure. I understand that invoices must be settled within 14 days or in advance of attendance at the event, whichever is the sooner. I further understand that delegates will be held responsible for payment of invoices. I have read and accept the terms and conditions.

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