



PROFESSIONAL
COURSES

CPD EVENTS

FOR PRACTITIONERS 2014



INTRODUCTION

WELCOME TO ACCA UK PROFESSIONAL COURSES. OUR COURSES HAVE BEEN SPECIFICALLY DESIGNED TO KEEP YOU INFORMED OF THE LATEST DEVELOPMENTS WITHIN THE ACCOUNTANCY PROFESSION. THIS WILL ENSURE YOU ARE EQUIPPED WITH THE RIGHT SET OF SKILLS AND KNOWLEDGE TO BEST SUPPORT YOUR PRACTICE.

HOW TO BOOK

book online at
<https://events.accaglobal.com>

You can view all of our courses and events, or download a copy of this directory, on the Professional Courses area of our website.

Please visit
www.accaglobal.com/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.



Your professional development is important to us

To help you maintain your competitive edge we direct you to ACCA's learning hub – *My Development*. It is designed to be the central access point for all your learning and help you meet your CPD requirement as well as progress in your career. You can find local face-to-face events, technical articles, e-learning and lots more.

Visit *My Development* today at www.accaglobal.com/cpd



PROGRAMME OF EVENTS

PROGRAMME/EVENT TITLE	LOCATION(S)	DATE(S)	TIME(S)	FEE(S)	CPD Units
Budget Breakfast					
	London	20 March	08.00–10.15	£50	2
Guide to Practical Audit Compliance for Partners and Managers					
	London	07–08 May	09.45–17.00	£398	14
	London	24–25 September	09.45–17.00		
	London	27–28 November	09.45–17.00		
	Manchester	02–03 December	09.45–17.00		
Practical Guide to ISQC 1 for Partners and Managers					
	London	24 June	09.45–17.00	£235	7
	Manchester	05 November	09.45–17.00		
	London	12 December	09.45–17.00		
Money Laundering Workshop					
	London	11 November	16.00–19.00	£95	3
One-Day Courses					
Accounting Standards Update	Bristol	14 October	09.30–16.30	£195	7
Accounting Standards Update	Birmingham	21 October	09.30–16.30		
Tax Update for the Busy Accountant	Leeds	23 October	09.30–16.30		
IFRS for Accountants in Industry and Practice	Isle of Man	23 October	09.30–16.30		
Tax Update for the Busy Accountant	Norwich	28 October	09.30–16.30		
Tax Update for the Busy Accountant	Newcastle	30 October	09.30–16.30		
Tax Update for the Busy Accountant	Bristol	19 November	09.30–16.30		
Accounting Standards Update	Newcastle	26 November	09.30–16.30		
UK and IOM Tax Update	Isle of Man	05 November	09.30–16.30		
Tax Update for the Busy Accountant	Nottingham	02 December	09.30–16.30		
Accounting Standards Update	Norwich	09 December	09.30–16.30		
Accounting Standards Update	Leeds	11 December	09.30–16.30		

RESIDENTIAL CONFERENCE FOR PRACTITIONERS

Burleigh Court, Loughborough
11–12 July

Marriott Hotel, Leicester
21–22 November

£399

12 CPD units

This conference offers you 12 units of CPD in a relaxed and sociable environment, providing you with the perfect opportunity to update your knowledge on the current developments in the profession. Taking place over a Friday and Saturday, this two-day conference minimises valuable time away from the office.

SATURDAY CPD CONFERENCES FOR PRACTITIONERS

These conferences are the ideal way to keep your professional knowledge up-to-date and get your CPD without disrupting your working week. The conferences consist of four sessions which makes it a cost-effective way of staying informed of the latest technical issues.

CONFERENCE ONE

Location	Date
London A	15 February
Bristol	22 February
Glasgow	01 March
Swansea	08 March
London B	15 March
Sheffield	22 March
Manchester	29 March
Birmingham	05 April
London C	12 April

CONTENT

- PAYE and P11D
- Inheritance Tax
- The Construction Industry Scheme
- Solicitors' Accounts Rules

CONFERENCE TWO

Location	Date
Manchester	26 April
London A	10 May
Bristol	17 May
Glasgow	31 May
London B	07 June
Swansea	14 June
Birmingham	21 June
Sheffield	28 June
London C	05 July

CONTENT

- Accounting for LLPs
- Employment Law Update
- Finance Bill/Act 2014
- UK and EU VAT Update

CONFERENCE THREE

Location	Date
London A	04 October
Glasgow	11 October
Manchester	18 October
Birmingham	25 October
Bristol	01 November
London B	08 November
Swansea	15 November
Sheffield	29 November
London C	06 December

CONTENT

- Accounting Standards Update
- Tax Planning for the Family Company

The remaining two sessions have been left open to deal with issues arising during 2014

VENUES

Birmingham	Aston Business School
Bristol	Holiday Inn Filton
Glasgow	Marriott Hotel
London	Royal College of Physicians
Manchester	Marriott Victoria and Albert Hotel NEW
Sheffield	Novotel Hotel
Swansea	Marriott Hotel

SUMMER AND AUTUMN CONFERENCES FOR PRACTITIONERS

These conferences take place on Saturday. Each update consists of three conferences dedicated to the core areas of business advice, accounting and auditing and taxation.

SUMMER UPDATE

Business Advice Conference	17 May, London
The Tax Agent Strategy	09.30–12.30
Alternative Business Finance	13.30–16.30
Accounting and Auditing Conference	14 June, London
Accounting Standards Update	09.30–12.30
Auditing Standards Update	13.30–16.30
Taxation Conference	05 July, London
Business Tax Update for SMEs	09.30–12.30
Personal Tax Update for SMEs	13.30–16.30

FEES

1 Conference	£135
2 Conferences	£123 per conference
3 Conferences	£109 per conference

For flexibility, delegates booking two or more conferences can mix and match from the following programmes:

Saturday CPD Conferences

Summer Update Conferences

Autumn Update Conferences

AUTUMN UPDATE

Business Advice Conference	18 October
Accounting and Auditing Conference	01 November
Taxation Conference	06 December

Topics will be confirmed at a later date to enable us to address any issues arising during 2014

Discounts apply to any number of delegates from one firm. To qualify the booking must be made together. Please note the prices quoted are per person, per conference.

CPD UNITS: 7 units per conference

Working in partnership with 2020, ACCA's practitioners can now benefit from a suite of new CPD webinars and a 50% discount.

The suite covers a wide range of topics covering essential tax; accounting and audit; practice assurance and money laundering; monthly tax updates; practice management and development; and updates on regulated Financial Conduct Authority businesses.

- CPD Webinars
- Monthly Tax Update Webinars
- Practice Management and Development Webinars
- Professional Development Workshop Webinars
- FCA and MGI Webinars

DATE	TIME	WEBINAR	SPEAKER	Cost per delegate ACCA 50% discount	Cost for 3-9 delegate places ACCA 50% discount
CPD Webinars					
28 February	10:00–12:00	Tax Planning for 5 April 2014	Martyn Ingles	£37	£112
14 March	10:00–12:00	Small Company Reporting Issues	John Selwood	£37	£112
27 March	10:00–12:00	2014 Budget Update	Mark Ward	£44	£132
01 May	10:00–12:00	Spring Audit and Accounts Update	Guy Loveday	£37	£112
12 May	10:00–12:00	PAYE & NIC Hot Topics	Tim Palmer	£37	£112
03 June	10:00–12:00	Practical Advice on Tax Enquiries and Investigations	Kevin Igoe	£37	£112
08 July	10:00–12:00	Key Issues on VAT	Neil Owen	£37	£112
08 September	10:00–12:00	Capital Taxes Update and Planning	Gerry Hart	£37	£112
29 September	10:00–12:00	Finance Act 2014 and Tax Update	Robert Jamieson	£37	£112
03 October	10:00–12:00	Autumn Audit and Accounts Update	Guy Loveday	£37	£112
04 November	10:00–12:00	Practice Assurance and Money Laundering Update	John Selwood	£37	£112
05 December	10:00–12:00	Tax Issues for the Self Employed, LLPs and Partnerships	Ros Martin	£37	£112
Monthly Tax Update Webinars					
12 February	10:00–11:00	Monthly Tax Update	Gerry Hart	£34	£102
21 March	10:00–12:00	Budget Special	Gerry Hart	£44	£132
25 April	10:00–11:00	Monthly Tax Update	Gerry Hart	£34	£102
23 May	10:00–11:00	Monthly Tax Update	Gerry Hart	£34	£102
23 June	10:00–11:00	Monthly Tax Update	Gerry Hart	£34	£102
14 July	10:00–11:00	Monthly Tax Update	Gerry Hart	£34	£102
26 September	10:00–11:00	Monthly Tax Update	Gerry Hart	£34	£102
17 October	10:00–11:00	Monthly Tax Update	Gerry Hart	£34	£102
14 November	10:00–11:00	Monthly Tax Update	Gerry Hart	£34	£102
15 December	10:00–11:00	Monthly Tax Update	Gerry Hart	£34	£102

To view the programme of Practice Management and Development Webinars; Professional Development Workshop Webinars; and FCA and MGI Webinars visit www.the2020group.com/ACCA

Book your webinars now!

For further information on all 2020 webinars call 0121 314 1234 or email acca@the2020group.com

TERMS AND CONDITIONS

HOW TO BOOK

- book online at <https://events.accaglobal.com>
- email professionalcourses@accaglobal.com.

Please note:

- we do not accept telephone bookings
- payment must accompany booking
- we accept Amex, Mastercard, Visa, Maestro and Visa Debit
- cheques should be made payable to the Certified Accountants Educational Trust (CAET)
- 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. Card transactions are processed by Worldpay on behalf of CAET.

CONFIRMATION

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

FEE GUIDANCE

Please note, ACCA courses run by CAET are exempt from VAT. Fees include all event papers and refreshments as appropriate.

JOINING INSTRUCTIONS

Joining instructions are usually sent five working days before the event. If you have not received your joining instructions three days before the event please contact 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 these circumstances.

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 events. These are for your own CPD records.

ACCOMMODATION

Events 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 event. We will endeavour to accommodate your requests; however, please note this may not always be possible.

CANCELLATIONS

All cancellations must be notified in writing at least ten working days before the date of the event, irrespective of the method of booking. 10% of the event fee will be charged on each event cancelled. Regrettably, because funds are allocated to the event in advance, no refunds will be given for cancellations of bookings made less than ten working days before the date of the event. Payment in full will still be due. A colleague may, however, be substituted at no extra charge. This should be notified in writing.

CANCELLATIONS TO MULTIPLE BOOKINGS

- Where events have been booked at the multiple booking rate and attendance at one is subsequently cancelled, the remaining events will be charged at the standard rate. For example:
- where two events have been booked at the multiple booking rate and attendance at one is subsequently cancelled, the remaining event will be charged at the one event rate
- where three events have been booked at the multiple booking rate and attendance at one is subsequently cancelled, the remaining two events will be charged at the two events rate.

IF WE CANCEL

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

TRANSFERS

Bookings for Professional Courses events can be transferred to another event in the current schedule (to December 2014) providing subsequent events are not already fully booked. 10% of the event fee will be charged on each event transferred. Notification of transfers should be given in writing at least ten working days before the start of the event, irrespective of the method of booking.



CPD
EVENTS
FOR PRACTITIONERS 2014

ACCA UK
29 Lincoln's Inn Fields London WC2A 3EE
tel: 020 7059 5910
professionalcourses@accaglobal.com
uk.accaglobal.com