

2nd ACCA UK Local Government Summit Public Service Reform



FRIDAY 17 OCTOBER 2014

09:30 to 18:00 (drinks and networking reception 16:30 to 18:00)

**Church House Conference Centre
Westminster**

Speakers:

- Sir Peter Rogers, chairman, Capacity Grid
- Alex Aiken, executive director, Government Communications
- Dr. Dame Jane Roberts, chair, New Local Government Network
- Josephine Lyseight, head of finance and senior policy adviser, Public Service Transformation Network
- Helen Randall, partner, Trowers and Hamlins
- Greg McIntosh, director of public sector audit, KPMG
- Gavin Hinks, editor, Room 151 Print Quarterly
- Ian Knowles, director of resources, West Lindsey District Council
- Lord Andrew Adonis, reformer, writer and Labour peer

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YOUR
PLACE
NOW**

£199

Early bird booking rate of £169 available if you book before 1 October 2014.

To book or for further information visit <http://tinyurl.com/qgr6jyt>

#LocalGovSummit

BOOKING FORM

UK LOCAL GOVERNMENT SUMMIT – 2014

Book online at <http://tinyurl.com/qgr6jyt>

Alternatively, please use the booking form below using BLOCK CAPITALS throughout.

INVOICE TO

For the attention of:

Mr/Mrs/Miss/Other (please specify)

First name

Surname

Organisation

Address

Postcode

Is this a home address? business address?

Tel no. Fax no.

Email

VAT reg. no.

DELEGATE DETAILS

Membership no. (if applicable)

Are you an ACCA? FCCA?

(Please note these letters will appear on joining instructions and the delegate list)

Additional designatory letters

Mr/Mrs/Miss/Other (please specify)

First name

Surname

Job title

Email

Tel. no. Mobile no.

Correspondence address

Postcode

Is this a home address? business address?

PREFERRED METHOD OF COMMUNICATION

Email Post

SPECIAL DIETARY REQUIREMENTS (tick as appropriate)

Vegetarian Other _____
(please specify)

TRANSFERS/REFUNDS/CANCELLATIONS

Notification of transfers should be given, in writing, at least 10 full working days prior to the start of the originally booked event. 10% of the event fee will be charged on each event transferred, based on the standard non-discounted course fee.

Refunds will only be given where cancellations are notified, in writing, 10 working days or more before the event. 10% of the event fee will be charged on each event cancelled, based on the standard non-discounted course fee. If you are unable to attend a booked event a colleague may attend in your place.

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

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.**

Visit http://uk.accaglobal.com/uk/members/professional_courses/book to view our full terms and conditions.

PAYMENT METHOD (tick as appropriate)

Please note, ACCA courses run by CAET are VAT exempt.

I enclose a cheque (made payable to CAET) for £ _____

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Mastercard Visa Amex
 Maestro Visa Debit

Please note that card transactions are processed by Worldpay on behalf of the Certified Accountants Educational Trust.

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Card no.

Issue no.

Start date Expiry date

Please invoice

The purchase order number/reference is: _____

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.

Signature

Date

Please return this form to:

CAET, Professional Courses,
PO Box 64185, London, WC1A 9EB
Fax: 020 7059 5959.
Email: emma.hale@accaglobal.com

VAT registration number GB 233 3332 02