

## Charity accounting workshops

The five workshops will cover a variety of topics that are relevant to the charity accounting sector. The workshops are designed to be relaxed, interactive and informative and will also provide an opportunity to network with fellow finance professionals.

### What you can gain:

- A series of high quality information and practical 'how to' workshops delivered at affordable prices over a 12 month period.
- The workshops can be attended as standalone sessions. However, they have been designed as a comprehensive course.
- In depth knowledge and information about operational and strategic financial management of the UK charity sector delivered by a specialists.

### Who will benefit:

- CIMA members and students, CIPFA, ACCA, ICAEW, AAT accountants, finance and business professionals, anyone with an interest in developing charity accounting knowledge.

### Cost per workshop:

- CIMA members £50, CIMA students £40, guests £60

### Discount:

- Buy 4 workshops get the 5<sup>th</sup> free - CIMA members £200, CIMA students £160, Guests £240

### Workshop 1: Overview of the external regulatory framework

**Date:** Wednesday 19 September 2018

**Time:** 9.00 for 9.30am – 4.00pm (refreshments and lunch included)

**Venue:** Doubletree by Hilton Bristol City Centre, Redcliffe Way, Bristol BS1 6NJ

Topics covered during this workshop will include:

- Legislation: Companies Act.
- Accounting framework: FRS102/Charities SORP 2015 and removal of FRSSE (Financial Reporting Standard for Smaller Entities) from 1 January 2016, audit requirements.
- Regulation: Charities (Protection and Social Investment) Act 2016; The Fundraising Regulator: General Data Protection Regulation May 2018.
- Regulators: Charity Commission and other regulators.
- Policy development: who are the main players and how do finance professionals get involved in policy formation?
- Managing auditors.
- Independent examinations.

## **Workshop 2: Different organisational structure and the accounting and audit requirements**

**Date:** Wednesday 28 November 2018

**Time:** 9.00 for 9.30am – 4.00pm (refreshments and lunch included)

**Venue:** Doubletree by Hilton Bristol City Centre, Redcliffe Way, Bristol BS1 6NJ

Topics covered during this workshop will include:

- Types of organisations;
  - Charities
  - Charitable incorporated organisations
  - community interest companies
- Strategic financial management;
  - business planning
  - budgeting
  - decision making.

## **Workshop 3: Charity accounts**

**Date:** Thursday 24 January 2019

**Time:** 9.00 for 9.30am – 4.00pm (refreshments and lunch included)

**Venue:** Doubletree by Hilton Bristol City Centre, Redcliffe Way, Bristol BS1 6NJ

Topics covered during this workshop will include:

- Understanding accounts/accounts made easy
- Charity accounting requirements for charities of different sizes
- SORP
- SOFA
- Disclosure of accounting policies
- Making the most of your trustees report
- Demonstrating sustainability to the auditors
- Cash flow
- Budgeting
- Forecasting
- Donor reporting
- Management accounts

#### **Workshop 4: Fundraising and taxation**

**Date:** Thursday 28 March 2018

**Time:** 9.00 for 9.30am – 4.00pm (refreshments and lunch included)

**Venue:** Doubletree by Hilton Bristol City Centre, Redcliffe Way, Bristol BS1 6NJ

Topics covered during this workshop will include:

- Trading;
  - Trading limits
  - Trading subsidiaries
  - Primary, secondary, ancillary trading
- Donations;
  - Member schemes and donor benefit limits
- Charity shops
- Gift aid
- VAT;
  - VAT and charities
  - Interplay with rewards given to donors
  - Cultural exemption
- Corporation tax

#### **Workshop 5: Strategic financial management**

**Date:** Thursday 23 May 2019

**Time:** 9.00 for 9.30am – 4.00pm (refreshments and lunch included)

**Venue:** Doubletree by Hilton Bristol City Centre, Redcliffe Way, Bristol BS1 6NJ

Topics covered during this workshop will include:

- Governance
- Role of the trustees
- Risk management
- Risk policy and assessment;
  - Governance risk
  - operational risk
  - finance risk
  - environmental and external risk
  - law and regulation compliance risk
- Reserves policy
- Managing investments

**For further information, please contact Suzanne Allen, Specialist Events.  
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