

Charity financial reporting conference

THURSDAY 21 OCTOBER 2010



Northern Ireland Council for Voluntary Action
61 Duncairn Gardens, Belfast BT15 2GB
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What the day is about

The Charities Act (NI) 2008 came into being two years ago but, as yet, there has been little change for charities on the ground.

The Charity Commission's Chief Executive, Frances McCandless, will have the latest news on when charities will be expected to register with and report to the Commission. She will also give an overview of the key provisions of the Act, including the accounting and audit requirements for charities.

All charities, regardless of size, will be required to have an external examination carried out on their accounts: audits for large charities and independent examinations for small and medium sized charities. Fiona Gordon, Director, Association of Charity Independent Examiners, will explain what an independent examination is and what charities need to do to prepare for one.

After coffee, Dr Ciaran Connolly from Queen's University Management School will give us an overview of what SORP is and outline why it is necessary for charity accounts. He will then be followed by Una McKernan, Deputy

Chief Executive, NICVA, who will explain the key aspects of maintaining good financial management, from fraud policy to preparing the budget for funding cuts.

There will then be an opportunity for participants to discuss in small groups any issues or concerns that they may have with regard to the new regulations.

After lunch participants may choose one of three workshops which will delve into the detail of charity accounts.

Who should attend

The Charity Financial Reporting Conference is aimed at anyone who is involved with governing, advising or working for a charitable organisation.

The agenda has been specifically designed for charity trustees (committee / board members) from small and medium sized charities to help them prepare for the changes that are going to be implemented as a result of the new charity regulations.

9.30 Registration and refreshments
10.00 Welcome
Una McKernan, Deputy Chief Executive, NICVA
10.10 Charity registration, regulation and reporting update
Frances McCandless, Chief Executive, Charity Commission for Northern Ireland
10.40 What is an independent examination?
Fiona Gordon, Director, Association of Charity Independent Examiners
11.20 Questions and Answers
11.30 Break
11.40 SORP: What is it and why is it necessary?
Dr Ciaran Connolly, Queen's University Management School
12.10 Financial management - how good is yours?
Una McKernan, Deputy Chief Executive, NICVA

12.30 Questions and Answers
12.40 Roundtable discussions on regulation and reporting issues for charities
1.15 Lunch
2.00 Workshops
A Understanding Charity Accounts - reading and understanding accrual accounts. Jackie Smith, Partner, and Mark Stevenson, Audit Manager, Goldblatt McGuigan
B Preparing for an Independent Examination of receipts and payments accounts under £100k. Fiona Gordon, Director, Association of Charity Independent Examiners.
C Understanding Charity Accounts - receipts and payments accounts. Alice O'Kane, Associate, Sector Matters.
3.30 Close

Charity financial reporting conference Booking form

NAME	POSITION
ORGANISATION	
ADDRESS	
TEL	
FAX	
EMAIL	

Please specify if you have any particular requirements, eg access, dietary or other:

Choice of workshop (please tick ONE box only. See previous page for details):

- A Understanding Charity Accounts (Accrual)**
 B Preparing for an Independent Examination
 C Understanding Charity Accounts (Receipts and payments)

When, where and cost

Thursday 21 October 2010, 9.30am - 3.30pm, at NICVA, 61 Duncairn Gardens, Belfast BT15 2GB.

- 1 place free for NICVA members and subscribers
 Extra member delegate rate £30 (2 additional places per organisation only)
 Extra subscriber delegate rate £50 (2 additional places per organisation only)
 Non-members (voluntary and community groups) £70
 Non-subscribers (private businesses and statutory bodies) £95

Please use a separate (photocopied) form for each delegate.

Please complete and return the form to:

Georgie Finlay, NICVA, 61 Duncairn Gardens, Belfast BT15 2GB by **Monday 11 October.**
(Please enclose a cheque, if appropriate, made payable to NICVA.)

Cancellation policy

If you are unable to attend the session after registering, you must inform NICVA five working days in advance, otherwise you will be invoiced for the full cost of the course (see website for details). As places are limited, please return the booking form as soon as possible.