CPD Specialist Course Programme

A range of courses focusing on specialist topics and niche areas

Prices from £105 plus VAT

- 25% Discount for Members
- Many courses free for MembershipPLUS

www.mercia-group.co.uk
Welcome

Our specialist course programmes are organised twice yearly in the spring and autumn. The programmes are planned in response to what is happening in the professional environment. There is no set pattern or regular programme as they address needs as and when they are identified.

The programmes are designed to provide you with a selection of highly topical and specialist courses which are not usually found in our local CPD course programmes. Our presenters are very experienced and knowledgeable professionals and their delivery is always from a practical perspective. We don’t just inform you about the facts but aim to interpret rules and regulations and explain how they will affect you and your clients.

If you have any comments on our Spring 2015 programme or would like any more information on any of the courses please contact me on 0116 258 1200 or hannah.howe@mercia-group.co.uk.

Hannah Howe BA(Hons) ACA
Training Events Manager

Course Programme Spring 2015

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</tbody>
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How to book

- **Online**
  Book online at www.mercia-group.co.uk
- **Email**
  Send your request to enrolments@mercia-group.co.uk
- **Phone**
  Call a member of our enrolments team on 0116 258 1200
- **Post**
  Complete the booking form and return by post to Mercia Group Ltd Best House Grange Business Park, Enderby Road Whetstone Leicester LE8 6EP
- **Fax**
  Complete the booking form and return to us by fax on 0116 258 1250

Key

- Audit and Accountancy
- Not for Profit Assignments
- Niche Clients
- Tax
- Tax Workshop
- Excel and Sage

Course details, venues and timings can be found on pages 3 - 15
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Back to Basics: Auditing
£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS
Speaker: Jenny Faulkner, Mercia Group Ltd

OBJECTIVES
By the end of the course participants will have a better understanding of how to carry out an efficient audit under the latest rules at the three stages of planning, fieldwork and completion.

CONTENT
The course will include:
- Recap on International Standards on Auditing (UK and Ireland) and Ethical Standards
- Planning, including appointment, risk assessment procedures and the audit approach
- Fieldwork, including tests of control, analytical procedures and other substantive tests
- Completion
- Key problem areas identified during regulators’ monitoring visits

WHO SHOULD ATTEND
This course is aimed at those who have, or at least in the past have had, a basic understanding of the main concepts. They may have had a break from the profession or have worked in a different area and need a refresher.

CPD HOURS – 3 (Audit related: 3)

Groups and Reorganisations Under the New UK GAAP
£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS
Speaker: Phil Frost, Mercia Group Ltd

OBJECTIVES
This course will provide:
- A refresher of the key requirements for preparing group accounts, together with common issues arising
- An outline of the changes introduced by FRSs 101 and 102
- An overview of the accounting issues when dealing with group reorganisations

CONTENT
- Companies Act 2006 requirements to prepare group accounts and the relevant exemptions
- Acquisition accounting especially fair values, goodwill and intangibles
- Minority interests and the problem of subsidiaries with net liabilities
- Disposals of interests in subsidiaries
- Cash flow statements
- The impact of FRSs 101 and FRS 102
- ICAEW guidance on the preparation of group accounts
- Accounting for group reorganisations including new top-holding companies and hive-up

WHO SHOULD ATTEND
Partners and staff in firms who prepare or audit group financial statements.

CPD HOURS – 3 (Audit related: 3)

IFRS: Refresher, Recent Changes and Remaining Differences from UK GAAP
£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS
Speaker: Phil Frost, Mercia Group Ltd

OBJECTIVES
The course will serve as a refresher of the standards of particular importance to the majority of companies and groups reporting under full, EU-endorsed IFRS. It will also consider recent changes to IFRS. Finally, and in the light of recent changes to UK GAAP, it will highlight the key differences which remain between UK GAAP and IFRS.

CONTENT
- Refresher – key issues including tangible fixed assets, financial instruments, intangible assets, the presentation of financial statements, cash flow statements, share-based payments, deferred tax and leases
- Recent changes – including the new standard on revenue recognition
- Differences between new UK GAAP and IFRS

WHO SHOULD ATTEND
This course is aimed at accountants currently using IFRS. It will provide a useful reminder of earlier standards and how these are being implemented in practice.

CPD HOURS – 3

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First Intuition - London
1 May 2015
9.30am - 12.30pm
Hilton Coventry Hotel
15 May 2015
9.30am - 12.30pm

Novotel Nottingham
15 April 2015
9.30am - 12.30pm
Grand Connaught Rooms, London
21 May 2015
9.30am - 12.30pm

Mercia reserves the right to vary the published programme

enrolments@mercia-group.co.uk
0116 258 1200
0116 258 1250
www.mercia-group.co.uk
Small Company Accounting and Reporting - 2015 and Beyond!

£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS

Speaker: Andrew Güntert, Mercia Group Ltd

OBJECTIVES
This course considers the many issues arising from the different rules that relate to the preparation of accounts of small private companies and groups.

CONTENT
The new standard for micro-entities
• What is a micro-entity and why should a qualifying company take advantage of the micro-entity option?
• Statutory accounts of micro-entities and what else can be produced for the owner-manager

The new small company accounting and reporting rules
• Small company accounts in 2015 and changes in FRSSE 2015
• Requirements of the Revised EU Accounting Directive
• Proposed changes to UK Companies Legislation
• New small company FRS requirements and the differences from FRS 102 for medium and large companies
• What will small company financial statements look like in 2015 and subsequently
• The need for the financial statements to show a True and Fair View

Reporting on Small Company Accounts
• Establishing the availability of audit exemption
• Reporting in an accountant’s report - the latest guidance
• Reporting in an assurance review engagement

WHO SHOULD ATTEND
Partners and senior staff requiring and insight in to the small company reporting rule changes.

CPD HOURS – 3

An Introduction to the Audit Manual

£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS

Speaker: Sally Hutchings, Andrew Paul or Jenny Faulkner, Mercia Group Ltd

OBJECTIVES
On completion of the course, participants will understand the documentation and how to use in practice. Participants who have previously used alternative systems will be converted to, and made aware of the differences in, the approach of the Mercia Audit System. The course will cover the important procedures and identify which are mandatory and which can be amended in certain circumstances.

CONTENT
• Outline of the structure and content of the Mercia audit manual.
• Introduction to the 7 stage approach to planning
• The planning process and documentation
• Implementing risk focused thinking not form filling
• The free-form planning memorandum
• How the audit programme works
• Electronic creation of tailored packs
• Obtaining minimum evidence through effective analytical procedures
• Proforma working papers
• The completion process and documentation

Throughout the course, the papers and procedures are illustrated by a case study.

WHO SHOULD ATTEND
All partners and staff who are involved in auditing. Please note that a basic knowledge of audit procedures is assumed so this course is not ideal for new recruits with no previous audit experience.

CPD HOURS – 6 (Audit related: 6)

Transition to FRS 102: A Practical Workshop

£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS

Speaker: Jeremy Williams, Mercia Group Ltd

OBJECTIVES
FRS 102 will introduce a number of accounting policy changes for all non-small (and, it is likely, small) entities when it is first adopted. Most of these changes will require prior period adjustment. This workshop will consider some of the practical adjustments that will arise and the options open to entities on transition.

As well as an overview of the key changes, the workshop will use case study examples and exercises to help participants get to grips with the practical issues involved.

CONTENT
• Overview of the key changes in New UK GAAP
• Investment properties
• Intangibles and business combinations
• Basic financial instruments
• Forward contracts, swaps and options
• Government grants
• Lease accounting
• Deferred tax
• Employee benefits
• The transitional exclusions and options

WHO SHOULD ATTEND
Since it is likely that most if not all the recognition and measurement principles of FRS 102 will apply to all entities from 2015, this course is suitable for all audit and accounts teams.

CPD HOURS – 3

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Mercia reserves the right to vary the published programme

enrolments@mercia-group.co.uk  t 0116 258 1200  f 0116 258 1250  www.mercia-group.co.uk
Audit Manual Refresher

£105 plus VAT per place
25% Discount for Members
Free for MembershipPLUS
Speaker: Andrew Paul or Jenny Faulkner, Mercia Group Ltd

OBJECTIVES
On completion of the course, participants will establish how to use the system more effectively, efficiently and in line with the requirements of the standards.

CONTENT
• Review of the risk focussed audit approach
• Efficiency and tailoring tips, including ‘creator’
• Documenting ethical compliance and implementing safeguards
• Ensuring ISA compliance with risk assessment procedures including knowledge of the business, systems and controls, fraud and risks
• The free-form planning memorandum
• Proforma working papers

Throughout the course, the papers and procedures are illustrated by a case study.

WHO SHOULD ATTEND
All partners and staff who are involved in auditing. A basic knowledge of audit procedures and existing Mercia methodology is assumed.

CPD HOURS – 3 (Audit related: 3)

Academies: An Introduction

£105 plus VAT per place
25% Discount for Members
Free for MembershipPLUS
Speaker: Jenny Faulkner, Mercia Group Ltd

OBJECTIVES
This course will provide staff with an introduction to the academies sector and a summary of the key governance, financial reporting and assurance requirements relating to academies.

CONTENT
• A brief history of academies
• Accountability and assurance over the changing face of the education sector
• An introduction to the Academies Financial Handbook
• Academy financial reporting requirements, the charities SORP and the annual Accounts Direction
• Common accounting issues
• Experts, laws and regulations and accounting estimates: key considerations for academy auditors

WHO SHOULD ATTEND
The course is ideally suited to staff who are new to, or practitioners seeking to act for, academy clients.

CPD HOURS - 3 (Audit related: 3)

Academies: Audit and Accounts Update

£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS
Speaker: David Smith, Mercia Group Ltd

OBJECTIVES
The pace of change within the academies sector in recent years has led to significant developments to the assurance and accounting requirements for academies. This course will provide a timely and informed update on the key issues facing academy accountants and auditors in 2015.

CONTENT
The specific course content will vary as requirements develop though will cover the following areas:
• Examples of best practice financial reporting
• Financial reporting developments
• Accounts Direction 2015 and future reporting developments
• Assurance and accountability requirements
• The Academies Financial Handbook - key changes
• Regularity reporting
• Fraud in academies

WHO SHOULD ATTEND
The course is suited to those looking for an update on developments within the academies sector.

CPD HOURS – 3 (Audit related: 3)

Novotel Nottingham
5 March 2015   2.00pm - 5.00pm

Holiday Inn Leeds-Garforth
18 March 2015   2.00pm - 5.00pm

First Intuition - London
13 April 2015   2.00pm - 5.00pm

First Intuition - London
1 May 2015       2.00pm - 5.00pm

Hilton Coventry Hotel
15 May 2015       2.00pm - 5.00pm

Park Crescent Conference Centre, London
7 July 2015       2.00pm - 5.00pm

Novotel Nottingham
8 July 2015       2.00pm - 5.00pm

Holiday Inn Leeds-Garforth
9 July 2015       2.00pm - 5.00pm

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A Practical Introduction to Charities

£140 plus VAT per place
25% Discount for Members
Free for Membership PLUS

Speaker: Jenny Faulkner, Mercia Group Ltd

OBJECTIVES
Acting for charities is high profile work as there is generally a wider public interest in the charity than in a more typical commercial company assignment, as well as accountability to the regulatory authority, the Charity Commission. It is difficult to know if the accounting and external reporting requirements are being achieved unless you understand what they are.

On completion of this course participants will understand what the rules and regulations concerning charities are and understand how to act for charities in practice. The course will fully reflect the latest rules, whilst highlighting any key differences arising from recent changes.

CONTENT
• Overview of charity legislation for unincorporated and incorporated charities
• The accounting and reporting requirements of Charities Act, Companies Act and SORP
• Fund accounting
• The Statement of Financial Activities and other accounting requirements
• Recognition of incoming resources
• The trustees’ report
• The role of the independent examiner
• The role of the auditor
• SORP FRS 102 and SORP FRSE 2015

The full day course will be a combination of lecturing, case studies, discussions and questions designed to ensure as much information is retained as possible.

WHO SHOULD ATTEND
The course is aimed at those who act for charities. It is suitable for people with little or no experience of charities’ work. However, it will provide a useful recap for those who have not been involved in such work recently but who would like an update on the latest accounting and reporting requirements.

It is not suitable for anyone with extensive experience of such assignments who should consider attending “Charities: Current Issues”.

CPD HOURS – 6

Charities: Approaching the Charity Audit

£105 plus VAT per place
25% Discount for Members
Free for Membership PLUS

Speaker: Kris Taylor, Mercia Group Ltd

OBJECTIVES
The course is designed to identify key areas associated with charity audits for those who have so far had limited exposure to this specialist area. We will also review practical problems encountered by charity auditors in applying current legislative, accounting and auditing requirements.

CONTENT
• How the International Standards on Auditing affect charity work
• Documentation - what should we have on the permanent file?
• The audit of income
• Common problems encountered on charity file reviews

The course will be a combination of lecturing, case studies and discussions. Reference will be made to Charity Commission publications, operating guidance, inquiry reports and other publications where appropriate.

It will also incorporate extracts from our Specialist Assignment Manual (SAM).

WHO SHOULD ATTEND
The course is aimed at those who wish to understand what is involved in the audit of a charity. It is suitable for people who already have some experience of charities work and who, therefore, have a grasp of the basic principles.

It will not be suitable for those who have extensive current experience of such assignments, who should consider attending our CPD course “Charities: Current Issues”.

CPD HOURS – 3 (Audit related: 3)

Charities: Current Issues

£140 plus VAT per place
25% Discount for Members
Free for Membership PLUS

Speaker: Peter Herbert, Insight Training or Phil Frost, Mercia Group Ltd

OBJECTIVES
2015 is a big year for charity accounting with two SORPs (IFRSSE SORP and FRS 102 SORP) taking effect. This session will consider the different options and explore the practical challenges facing accountants as they implement the new standards.

We will also review other practical problems encountered by accountants and auditors in applying the raft of legal, accounting and audit regulations which affect charities of all sizes.

CONTENT
• Key steps to take when preparing for the new SORPs and how to decide which one to adopt
• Common current accounting problem areas and how to resolve them – including grant accounting, fund accounting and income recognition
• Update on recent Charities Commission consultations and publications
• Charitable structures – including Charitable Incorporated Organisations two years on
• A file reviewer’s perspective of common problem areas when performing and documenting both independent examinations and charity audits

WHO SHOULD ATTEND
All accountants involved in preparing, auditing or examining the financial statements of charities in England and Wales.

CPD HOURS – 3 (Audit related: 3)
Acting for FCA Clients: An Introduction

£255 plus VAT per place (including lunch)
25% Discount for Members
Free for MembershipPLUS
Speaker: Jeremy Williams, Mercia Group Ltd

OBJECTIVES
Financial services firms including asset managers, stockbrokers, financial advisers and mortgage/insurance brokers are regulated by the FCA. This course is designed to introduce delegates to the FCA regime and to ensure that they have the compliance procedures and knowledge to comply fully with the rules and undertake audit and accounts work effectively.

CONTENT
This course will cover:
• The key rules of the FSMA 2000
• The roles of the FCA and PRA as regulators
• Part 4A authorisation and categories of firm
• The FCA Handbook and website
• Statutory audit and accounting requirements
• Overview of the financial resources rules for retail firms
• CASS (client money and assets) assurance requirements
• RMAR reporting requirements
• CASS assurance rules and auditors’ work
• Audit exempt work
• Whistleblowing requirements
• Risk and common errors

WHO SHOULD ATTEND
Anyone who has clients who are regulated by the FCA and wants to get a thorough understanding of the rules and accounts/audit requirements.

CPD HOURS – 6 (Audit related: 6)

Acting For FCA Clients: A Refresher

£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS
Speaker: Jeremy Williams, Mercia Group Ltd

OBJECTIVES
This course is designed to refresh delegates on the FCA regime and to ensure that they are up to date with all the latest FCA developments and rule changes.
It will also revisit key accounting, audit and assurance issues and any new FRC, ICAEW and ACCA pronouncements in this specialist area.

CONTENT
This course will cover:
• A refresher on the regulator’s role
• FCA rule changes affecting accountants
• New FRC, ICAEW, ACCA and FCA pronouncements
• The FCA website including a refresher on key FCA rules
• Practice assurance and/or audit regulations
• Guidance on the preparation of accounts and/or the statutory audit of FCA regulated businesses
• CASS assurance responsibilities
• An overview of the Mercia specialist assignment manuals (SAMs) for FCA assignments

WHO SHOULD ATTEND
Anyone who has clients who are regulated by the FCA and would like a reminder and update of the rules affecting them.

CPD HOURS – 3 (Audit related: 3)

Acting for General Insurance and Mortgage Brokers

£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS
Speaker: Jeremy Williams, Mercia Group Ltd

OBJECTIVES
The objectives of this course are to ensure that all auditors of mortgage and general insurance brokers (MGl’s) understand the FCA regulatory environment and the procedures they must adopt to comply with their responsibilities to both the client and the FCA.

CONTENT
• An overview of the regulator’s role for MGl’s
• Which activities require regulation?
• Statutory audit and CASS (client money) assurance requirements
• CASS 5 rules and guidance for auditors including APB Bulletin 2011/2 and FRC Bulletin 3
• Overview of proposed CASS 5A Rules
• Financial resources for MGl’s
• Reporting and whistleblowing requirements
• Accounting requirements for audit exempt clients
• New FCA and other regulatory developments

WHO SHOULD ATTEND
All partners and staff who have general insurance and mortgage broker clients and who are involved in the accounts, audit or tax affairs of these clients.

CPD HOURS – 3 (Audit related: 3)
Solicitors’ Accounts: An Introduction to SRA Accounts Rules

**£105 plus VAT per place**
25% Discount for Members
Free for MembershipPLUS

**Speaker:** Kris Taylor, Mercia Group Ltd

**OBJECTIVES**

The report required by the SRA under the SRA Accounts Rules 2011 is one of the more onerous tasks of the independent accountancy practice. Continuing shortages of clients’ money has led the SRA to look carefully at the role of the accountant. It is very difficult to check that a Solicitor is complying with those rules unless you understand what the current rules are. On completion of this course participants will not only know what the rules consist of and what they say but will also understand what they require a Solicitor to do in practice.

**CONTENT**

The content will include:
- Outline of client money rules
- Operation of client account
- Deposit interest
- Accountant’s report requirements
- Case studies illustrating workings of rules including examples of:
  - Client monies, cash book and ledger accounts
  - Disbursements (professional and other)
  - Transfers of costs
- Problem areas

**WHO SHOULD ATTEND**

The course is aimed at those who undertake the work on Solicitors’ records. It is suitable for people with little or no experience of Solicitors work. An understanding of accounting principles is required.

**CPD HOURS – 6**

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Solicitors’ Accounts Rules – A Practical Refresher

**£105 plus VAT per place**
25% Discount for Members
Free for MembershipPLUS

**Speaker:** Sally Hutchings, Mercia Group Ltd

**OBJECTIVES**

The report required by the Solicitors’ Regulation Authority under the Solicitors’ Accounts Rules 2011 is one of the more onerous tasks of the independent accountancy practice. The SRA have confirmed that for the foreseeable future an independent report under the SRA Accounts Rules 2011 will continue to be required for most firms of solicitors holding clients’ money.

This course will ensure participants are aware of the current position. Further changes are expected in April 2015 and course materials will be updated as appropriate.

**CONTENT**

The course will be a combination of formal lecturing and practical case studies which will cover the key aspects of the current Solicitors’ Accounts Rules.

**WHO SHOULD ATTEND**

The course is aimed at those who undertake the work on Solicitors’ records. It is suitable for people who are involved in the fieldwork on these assignments and is designed to act as a refresher/update on the Solicitors’ Accounts Rules. It will be a combination of formal lecturing and case studies/ quizzes to illustrate the key points.

It is not suitable for people with no prior experience of SAR as a basic understanding of Solicitors’ Accounts Rules is required. People seeking an introduction to the Rules are advised to attend An Introduction to Solicitors’ Accounts Rules.

**CPD HOURS - 3**

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Solicitors’ Accounts Rules Update

**£140 plus VAT per place**
25% Discount for Members
Free for MembershipPLUS

**Speaker:** Sally Hutchings, Mercia Group Ltd

**OBJECTIVES**

This course will cover recent changes to the Reporting Accountant Requirements and look ahead to proposed future changes. It will also provide a useful refresher of the SRA Accounts Rules.

**CONTENT**

In May 2014, the SRA issued a consultation document proposing radical changes to the Reporting Accountant Requirements. Whilst the final outcome of this process has not resulted in the wide-reaching changes first feared there are changes that came into effect in 2014 as well as a programme of future reform to be considered.

This course will cover those changes and ensure that the Reporting Accountant is aware of their impact. Further changes are expected in April 2015 and course materials will be updated as appropriate.

The SRA Accounts Rules 2011 are extremely detailed and although they currently remain largely unchanged it is essential that everyone involved in such assignments is fully aware of their requirements. This course will provide a useful refresher of those rules and the accountant’s reporting responsibilities.

**WHO SHOULD ATTEND**

All those with an understanding of the Solicitors’ Accounts Rules and who need to update their knowledge, including on the recent and proposed changes.

**CPD HOURS – 3**

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**IBIS Birmingham City Centre**

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Mercia reserves the right to vary the published programme

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**First Intuition - London**

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Mercia reserves the right to vary the published programme

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**Grand Connaught Rooms, London**

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<td>23 June 2015</td>
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Mercia reserves the right to vary the published programme
Acting for Healthcare Professionals: An Update

£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS

Speaker: Deborah Wood, Moore and Smalley

OBJECTIVES
The course will address the main changes affecting doctors and dentists working in the NHS in England, the impact of those changes on the services that accountants can offer in the sector and a consideration of common issues about which clients ask.

CONTENT
The content will include the following topics:
• The new NHS, CCG posts and independent provider organisations
• Contract changes (doctors GMS/PMS/APMS, dentists GDS/PDS)
• Locums, associates and expense claims
• Property matters
• NHS Pension Scheme (existing schemes and the proposed 2015 scheme)
• Pension tax charges and protection
• Retirement issues
• Business structures and goodwill.

WHO SHOULD ATTEND
Accountants already acting for clients in the sector who are looking for a technical update and refresher. The content assumes some existing knowledge of dealing with clients in the sector.

CPD HOURS – 3

Leicester City Football Club
11 March 2015 2.00pm - 5.00pm

Park Crescent Conference Centre, London
18 March 2015 2.00pm - 5.00pm

Holiday Inn Leeds-Garforth
23 March 2015 2.00pm - 5.00pm

Adams Park Conference Centre, High Wycombe
14 April 2015 9.30am - 12.45pm

Mercia reserves the right to vary the published programme

LLP Accounts – Current Issues and Refresher

£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS

Speaker: Bill Telford, Telford Financial Training

OBJECTIVES
LLP’s are increasingly being used to provide limited liability while retaining the tax benefits of partnerships.
There are currently over 50,000 LLPs registered under the Companies Act 2006 and related legislation.
Two important changes will impact of the accounts of LLPs:
(a) FRS 102 and the revised SORP;
(b) Changes in the taxation treatment of some members.

This course is designed to ensure that delegates can understand how LLPs operate and apply the provisions of the legislation, prepare accounts which comply with the SORP and accounting regulations and conduct an audit taking into account the specific issues relevant to LLPs.

CONTENT
• The legal background
  – Setting up an LLP
  – Members and designated members
  – Running an LLP
• Why use an LLP
  – Comparison between LLP, general partnership and limited company
• The implications of FRS 102 and the requirements of the revised SORP
  – Debt and equity – understanding the treatment of capital and other monies contributed by / due to members
  – Treatment of remuneration due to members
  – Analysis of members interests
  – Implications of changes in tax treatment of some members
• Accounting problem areas
• Audit problem areas

WHO SHOULD ATTEND
Partners and staff involved preparing or reporting on the accounts of LLPs.

CPD HOURS – 3

Adams Park Conference Centre, High Wycombe
25 February 2015 2.00pm - 5.15pm

The Royal Air Force Club, London
12 June 2015 9.30am - 12.30pm

Hilton Coventry Hotel
19 June 2015 8.30am - 12.30pm

Mercia reserves the right to vary the published programme

Pension Scheme Accounts – Current Issues and Refresher

£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS

Speaker: Bill Telford, Telford Financial Training

OBJECTIVES
To ensure that those involved in the audit of pension schemes are aware of the legal and regulatory requirements and are able to apply the Pensions SORP and comply with International Standards on Auditing as they apply to pension schemes and Practice Note 15.

This course will focus on the changes introduced by FRS 102 and the revised SORP, and deal with new guidance / requirements from the Pensions Regulator.

CONTENT
• An overview of pension scheme regulation
  – The Pension Regulator
  – The Pension Protection Fund
• Accounting for pension schemes
  – FRS 102
  – The Pensions SORP and its main requirements
  – Practical problems
• Pension Scheme Investments including alternative investments and audit issues
• Contributions and funding
• The Employers Covenant
• Practice Note 15 and Auditing Issues
• Reporting and whistle blowing
• Winding Up
• Current Development

WHO SHOULD ATTEND
Principals and staff involved in auditing pension schemes.

CPD HOURS – 3

Adams Park Conference Centre, High Wycombe
25 February 2015 2.00pm - 5.15pm

The Royal Air Force Club, London
12 June 2015 2.00pm - 5.00pm

Hilton Coventry Hotel
19 June 2015 2.00pm - 5.00pm

Mercia reserves the right to vary the published programme
Accounting for Tax Under FRS 102: Deferred and Current

£140 plus VAT per place
25% Discount for Members Free for MembershipPLUS

Speaker: Bill Telford, Telford Financial Training

OBJECTIVES
Accounting for taxation – current and deferred – changes significantly under new UK GAAP, both in individual company and group accounts. In this course we will revise the basic principles together with the detailed provisions of the new standards.

CONTENT
Accounting for current taxation
- The basic computation
- The key adjustments and the changes in accounting which affect the taxable profit

Deferred tax
- The basic concept and calculation
- Variations in accounting for micro, small and larger companies

Taxation in the year of transition
- In the financial statements
- In the tax computation

WHO SHOULD ATTEND
Partners and staff involved in the preparation and audit of accounts and tax computations of limited companies and other entities required to include tax charges within their accounts.

CPD HOURS – 3

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International VAT Update

£140 plus VAT per place
25% Discount for Members Free for MembershipPLUS

Speaker: Simone Hurst, VATease

OBJECTIVES
International VAT is very similar to trying to understand a foreign language in that it can all sound like gobbledegook at times! This course will break down the rules to an understandable level starting at the basics and building from there to ensure that these complex rules start to make sense. The course will be full of practical examples to aid comprehension.

CONTENT
The course will cover:
- The VAT treatment of place of supply of service rules aka the vat treatment for exports of services
- Imports of goods from the EC and beyond
- Imports of services
- Exports of goods to the EC and beyond
- EC sales lists
- Intrastat background
- Triangulation
- Distance selling regulations

WHO SHOULD ATTEND
Senior staff and partners who need to have an understanding of the operation of VAT and international transactions in goods and services.

CPD HOURS – 3

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Share and Business Valuations

£140 plus VAT per place
25% Discount for Members Free for MembershipPLUS

Speaker: Jenny Nelder, Bruce Sutherland & Co

OBJECTIVES
To provide an understanding of the fundamental concepts of valuation, issues arising, the differences in approach for tax & other purposes and how to minimise your risk.

CONTENT
- Valuation principles and methodologies
- Factors affecting valuation
- The role of the valuer
- Approaches to giving advice to minimise risk
- Valuing different sizes of shareholdings
- The difference between valuation for commercial and fiscal purposes
- Principles from statute & case law, for tax and other valuations
- Valuations for tax purposes:
  - Negotiating with HMRC - shares and assets valuation
  - The information standard
  - Valuation of employment related securities
  - Valuing shares at 31 March 1982 or other base dates
- Goodwill on incorporation and acquisition

WHO SHOULD ATTEND
Partners, managers and staff who may become involved with share and business valuation issues, whether in practice or in industry, and for all purposes, including sales and purchases, disputes, tax, employee share awards, incorporation, divorce and other.

CPD HOURS – 3

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Park Crescent Conference Centre, London
8 June 2015 2.00pm - 5.00pm
Mercia reserves the right to vary the published programme

Hilton Coventry Hotel
6 May 2015 2.00pm - 5.00pm

Grand Connaught Rooms, London
12 May 2015 2.00pm - 5.00pm
Mercia reserves the right to vary the published programme

Grand Connaught Rooms, London
9 June 2015 9.30am - 12.30pm

Novotel Nottingham
10 June 2015 2.00pm - 5.00pm
Mercia reserves the right to vary the published programme
Tax in the Construction Industry: A Refresher and Planning

£140 plus VAT per place
25% Discount for Members Free for Membership PLUS
Speaker: Tim Palmer, Palmer Training Partnership

OBJECTIVES
The course will provide a detailed insight into how the Construction Industry Scheme works in practice and explains the tax responsibilities and roles of both the contractor and subcontractor. Participants will gain an understanding of the current CIS tax rules and administration requirements. The full practical impact of tax and CIS will be considered, together with an update on recent developments.

CONTENT
This course will cover:
- The CIS tax responsibilities of both the contractor and subcontractor under the current CIS regime
- Verification and the steps contractors have to take
- The dealings the contractor will have with HMRC
- The monthly CIS return: its completion and filing
- The impact on the subcontractor
- Is the subcontractor really self-employed?
- Current problems facing contractors and subcontractors
- What really are construction operations
- Who are within the scheme and who are not
- The proposed HMRC changes to the current CIS tax regime
- CIS penalties
- Current IR35 issues facing the construction industry
- Practical CIS planning
- General overview

WHO SHOULD ATTEND
All accountants and tax advisers who have clients in the Construction Industry and also those accountants in industry who need a detailed CIS tax refresher.

CPD HOURS – 3

UK Trusts – Tax and Tax Planning

£140 plus VAT per place
25% Discount for Members Free for Membership PLUS
Speaker: Robert Jamieson, Mercer & Hole Chartered Accountants

OBJECTIVES
This course examines in some depth a range of income tax, CGT and IHT planning possibilities for UK trusts and their beneficiaries. Particular attention is given to the impact of the FA 2006 regime and to the various ways in which discretionary trusts can still be used for tax planning. The proposals for simplifying the calculation of IHT charges (expected to be included in the FA 2015) will also be considered.

CONTENT
- Interest in possession trusts
- IHT and FA 2006
- Accumulation and maintenance trusts
- Discretionary trusts
- Simplifying IHT charges for trusts
- Pilot trusts
- Self-settlements
- Matrimonial settlements - are they affected by FA 2006?
- Other tax planning ideas
- Illustrations of IHT charges on discretionary trusts

WHO SHOULD ATTEND
Practitioners who advise individuals and their trusts on personal tax matters.

CPD HOURS – 3

VAT – Land and Property

£140 plus VAT per place
25% Discount for Members Free for Membership PLUS
Speaker: Gwen Ryder

OBJECTIVES
Land and property transactions are high value and inevitably high risk from a VAT point of view. This area of VAT is complex. Errors are easy to make, often impossible to correct, and can lead to unanticipated costs and penalties. This course will give accountancy professionals a full understanding of how VAT applies to commercial and residential property including construction, development, and sale and leasing. The VAT option to tax is also covered, including circumstances in which it is ‘disapplied’.

CONTENT
- Zero rated construction and sale of domestic property
- What to do if exempt supplies are made in an economic downturn
- The 5% rate for conversions and refurbishments
- Commercial property and the VAT option to tax
- The numerous circumstances under which the option can be ‘disapplied’
- Supplies between landlords and tenants
- Points to watch for in the VAT Capital Goods Scheme

WHO SHOULD ATTEND
Accountants in practice who need a sound understanding of the VAT implications and risks surrounding their clients’ land and property transactions - and how to avoid the VAT traps!

CPD HOURS – 3

Novotel Nottingham
15 June 2015 2.00pm - 5.00pm
The Royal Air Force Club, London
29 June 2015 2.00pm - 5.00pm

Hilton Coventry Hotel
5 May 2015 2.00pm - 5.00pm
The Royal Air Force Club, London
30 June 2015 2.00pm - 5.00pm

Grand Connaught Rooms, London
9 June 2015 2.00pm - 5.00pm
National Motorcycle Museum, Solihull
11 June 2015 2.00pm - 5.00pm

Mercia reserves the right to vary the published programme

enrolments@mercia-group.co.uk t 0116 258 1200 f 0116 258 1250 www.mercia-group.co.uk
Payroll Workshop

£105 plus VAT per place
25% Discount for Members
Free for Membership PLUS
Speaker: Shan Hughes, Mercia Group Ltd

OBJECTIVES
To ensure participants are aware of current payroll issues and forthcoming changes.

CONTENT
The course will include:
- Recent and forthcoming changes in legislation affecting PAYE and NIC
- An update on RTI procedures and penalties
- An review of statutory payments and the administration of shared parental leave

Case studies may be used as appropriate.

WHO SHOULD ATTEND
This course is suitable for those participants who have a reasonable working knowledge of payroll issues.

CPD HOURS – 3

Auto Enrolment Workshop

£105 plus VAT per place
25% Discount for Members
Free for Membership PLUS
Speaker: Shan Hughes, Mercia Group Ltd

OBJECTIVES
Under ‘automatic enrolment’ employers are required to put qualifying individuals into a workplace pension scheme.

Many large employers have already commenced auto enrolment as there is a planned timetable for implementation depending on the number of employees. However, many smaller employers and their employees are still to go through this process. This is partly because many businesses employ fewer than 50 individuals and this size of business is not required to compulsorily start until 1 June 2015 at the earliest.

These changes to pensions law affect every employer in the UK. Understanding and budgeting for this key change is essential to ensuring that SME businesses are prepared as there are a wide range of issues to understand and consider.

This workshop has been designed to outline the essential framework of what you need to know to get started and how the process works.

CONTENT
Specifically the content will include:
- Staging dates
- Types of worker and their relevance
- Identification of workers for auto enrolment
- Financial contributions
- Choosing a pension scheme
- Communication processes
- Opting in/out
- Administering the auto enrolment process
- Compliance and penalties
- Case studies will be used as appropriate.

WHO SHOULD ATTEND
All those requiring a practical insight in to this area.

CPD HOURS – 3

Back to Basics: Trusts

£140 plus VAT per place
25% Discount for Members
Free for Membership PLUS
Speaker: Pat Nown, Mercia Group Ltd

OBJECTIVES
To introduce the basic principles of trusts and the computations necessary for trust tax compliance. This course does not cover tax planning ideas using trusts.

CONTENT
The course will include:
- Types of trusts and their uses
- Income tax computations for different types of trust
- Capital Gains Tax occasions of charge and computation aspects
- CGT reliefs and trusts
- Types of trust for IHT
- Occasions of charge for IHT
- Principal and exit charges
- Administration
- Case studies

WHO SHOULD ATTEND
This course is aimed at members of staff who require a basic understanding of trusts and how personal taxes apply to trusts. This course will also be suitable for staff members who deal with the tax compliance of trusts but who have come to rely on computer software to get things right.

The course is not suitable for those new to the profession as participants require a working knowledge of income and capital gains tax and some understanding of IHT concepts.

Participants should bring a calculator.

CPD HOURS – 3
Essential Taxation Aspects of Groups

£105 plus VAT per place
25% Discount for Members
Free for MembershipPLUS
Speaker: Pat Nown, Mercia Group Ltd

OBJECTIVES
This series builds upon the highly popular ‘Back to Basics’ tax courses. The aim is that each workshop combines a refresher on the fundamentals with a relevant update on key topics and incorporates practical case study exercises with basic planning points.

By the end of the course participants will have a better understanding of the key essentials of this more complex area of corporation tax.

CONTENT
• Definitions
• Identification of key relationships
• The use of losses including basic planning
• Capital transactions
• Loan relationships
• Payment and administration

WHO SHOULD ATTEND
All those acting for group companies, who need an introduction to, or a refresher of, the fundamental aspects of corporate taxation for groups.

The course is not suitable for those who are new to either the profession or to tax, as an understanding of the main tax principles is required.

CPD HOURS – 3

Changing Business Structures: An Essentials Workshop

£105 plus VAT per place
25% Discount for Members
Free for MembershipPLUS
Speaker: Pat Nown, Mercia Group Ltd

OBJECTIVES
This essentials workshop focuses on the direct taxation implications arising on transactions involving changing business structures for the directly owned business/company. Basic planning points will be included in considering the tax consequences for the business and its owners.

CONTENT
Specific areas to be included:
• Sale of or incorporation of a business
  o Income tax considerations
  o Loss aspects
  o Capital allowances
  o Capital gains relief
  o CT implications on acquisition of the business
• Sale of a company business (assets and trade)
• Reconstruction methods for the standalone company
• Tax issues on disposal of company shares
• Tax aspects of liquidation or disincorporation

WHO SHOULD ATTEND
The workshop is suitable for a variety of members of staff including those who have, or at least in the past have had, a basic understanding of direct taxation. The course is relevant to staff who need a refresher or who are seeking to expand their taxation knowledge and skills into additional areas of expertise.

The course will not generally be suitable for those who are new to either the profession or to tax as an understanding of the main tax principle is required.

CPD HOURS – 3

Excel 2010 – Formulae Fundamentals

£140 plus VAT per place
25% Discount for Members
Free for MembershipPLUS
Speaker: Mike Rees, Mercia Group Ltd

OBJECTIVES
To provide hands-on training on Excel formulae, from basics through to advanced.

To assist staff in improving their productivity and confidence in using the Excel formulae.

Please note that some of our other courses cover more general Excel short-cuts, navigation and other Excel tools and features.

CONTENT
• Range names (named ranges)
• SUM and SUMIF
• IF and nested IF
• LOOKUP, VLOOKUP and HLOOKUP
• COUNT, AVERAGE and RANDOM
• SUMPRODUCT
• INDEX, MATCH, CHOOSE
• Array (CSE) formulae
• New Excel 2010 formulae – SUMIFS, COUNTIFS, IFERROR, AVERAGEIF and AVERAGEIFS
• Case, text and string formulae
• Formulae auditing tools

WHO SHOULD ATTEND
The course is particularly aimed at those who are either self-taught, or have not had the benefit of any structured Excel training.

Also, more senior members of staff who do not usually go on our hands-on all day Excel courses would benefit.

Whilst Excel 2010 will be used on the course, most of the formulae covered are compatible with prior versions of Excel apart from those specifically mentioned in the detailed breakdown below.

CPD HOURS – 3

Numbers limited to 12
Excel 2010 – Data Tab and Pivot Table Tools

£140 plus VAT per place
25% Discount for Members Free for Membership PLUS

Speaker: Mike Rees, Mercia Group Ltd

OBJECTIVES
Many firms have been using Excel for some time now, but are they getting the best out of the software – particularly bearing in mind the new features incorporated in Excel 2010?

This hands-on half day course will include an in-depth look at the Excel 2010 Data tab and Excel pivot table options. Therefore, we will be covering some of the more advanced Excel features that firms could be using to their advantage, including creating refreshable worksheets and access to external data sources.

CONTENT
- Desktop customisation (quick access toolbar and new tabs/groups)
- Sorting
- Autofilter and advanced filter
- Data validation
- Text to columns
- Pivot tables
- Get external data – linking to other databases, such as Sage 50
- Creating refreshable worksheets
- Introduction to MS Query

WHO SHOULD ATTEND
Participants should be familiar with Excel, and have at least 6 months practical experience in using the package on a day to day basis.

Users who are in the process of upgrading from Excel 2003 or below will also find this course of use (as many of the features have been considerably enhanced).

Current version used on this course: Excel 2010.

CPD HOURS – 3
Numbers limited to 12

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Sage 50 Accounts – Smarter not Harder

£140 plus VAT per place
25% Discount for Members Free for Membership PLUS

Speaker: Mike Rees, Mercia Group Ltd

OBJECTIVES
To demonstrate a variety of Sage short-cuts and speed tips and a look at some of the more advanced features of Sage 50.

To assist staff in improving their productivity, knowledge and therefore confidence in using Sage 50 Accounts.

CONTENT
- Optimising the system
- File Maintenance utilities
- Data Export and Data Import utilities
- Keyboard shortcuts and other customisations
- Stationery layouts – adding graphics and logos
- Creating Reports Favourites
- Chart of Accounts – and checking the layout
- Sage Control Accounts
- Period lock-down
- Company settings and switches
- Posting screens – Shortcuts and templates
- Allocations wizards
- Contra Entries, Refunds, Reversing Journals and Journal reversals
- Month-end and Year-end procedures
- Clearing down the Audit trail
- Departmental analysis
- Archive Company datasets

WHO SHOULD ATTEND
The course is particularly aimed at those who are either self-taught, or have not had the benefit of any structured Sage training and who wish to improve their knowledge of some of the more advanced aspects of the software.

It is assumed participants have a grasp of at least the core modules.

Please note that this is NOT a hands-on course.

CPD HOURS – 3

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Excel 2010 – Smarter not Harder

£140 plus VAT per place
25% Discount for Members Free for Membership PLUS

Speaker: Mike Rees, Mercia Group Ltd

OBJECTIVES
Key objectives include demonstrating how to speed up navigation by tailoring the Excel desktop, using some of the new and improved features and formulae, and finally, previewing some of the more advanced Excel features that firms could/should be using to their advantage.

CONTENT
- Navigation and customisation tips
- Minimising rounding errors, and cross-casting
- Cell referencing
- Data Validation
- Lookup and Conditional formulae (including Vlookup, IFs and SUMIFs)
- Concatenation
- Control keys and other keyboard shortcuts
- Conditional formatting
- Named ranges and name manager
- Database advanced filter
- Pivot tables
- Custom number and date formats
- Delimited files
- Introduction to keystroke macros

WHO SHOULD ATTEND
Participants should be familiar with Excel and have at least 6 months practical experience of using the package on a day to day basis. This experience should include creating spreadsheets from scratch, entering and copying formulae and the use of the ribbons and tabs.

Users upgrading from Excel 2003 or below will also find this course of use (as many of the features have been considerably enhanced).

Please note that this is NOT a hands-on course.

CPD HOURS – 3
Numbers limited to 12

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Jurys Inn - Birmingham
22 June 2015 2.00pm - 5.00pm
First Intuition - London
30 June 2015 2.00pm - 5.00pm

Jurys Inn - Birmingham
23 June 2015 9.30am - 12.30pm
First Intuition - London
1 July 2015 9.30am - 12.30pm

Jurys Inn - Birmingham
23 June 2015 2.00pm - 5.00pm
First Intuition - London
1 July 2015 2.00pm - 5.00pm

Mercia reserves the right to vary the published programme
The Speakers

Jenny Faulkner BA(Hons) ACA
Jenny joined Mercia following five years in practice with Deloitte, where she was also involved in the delivery of audit and accounts training programmes. As part of Mercia’s technical team she lectures on a range of audit and accounts courses, as well as carrying out peer reviews.

Phil Frost BA ACA
Phil started lecturing in 1983 having qualified with Coopers & Lybrand in Sheffield. He was the midlands regional director of Financial Training before joining Mercia in 2001. He lectures to the accounting profession on accounting, auditing, and related legal and regulatory topics.

Andrew Güntert MSc FCA
Andrew specialises in auditing, financial reporting and associated areas and has been delivering CPD lectures for many years. He has a strong interest in technical issues, writing regularly for the specialist press and is an active member of the ICAEW’s Audit and Assurance faculty serving on several committees including the Technical and Practical Auditing Committee.

Peter Herbert BSc FCA
Peter qualified as a Chartered Accountant with an international accountancy firm before moving in to industry. He writes and presents technical updates for national firms of accountants and qualified accountants of private and listed companies. Peter specialises in financial reporting, auditing and practice regulation, and regularly carries out compliance reviews for firms of accountants.

Shan Hughes CTA ATT
Shan joined the tax team at Mercia from practice in 1999 and has lectured extensively throughout the UK on a variety of tax and personal skill professional development courses.

Sally Hutchings BSc ACA
Sally trained and qualified with Deloitte & Touche, before joining Mercia in 1992 as a member of the audit and accounts team. Sally’s role includes presenting audit and personal development courses, providing technical support and peer reviews.

Simone Hurst
Simone started out as a VAT Inspector with HM Customs and Excise (as it was then), later running an in-house VAT department at an accountancy practice before moving over to Ernst & Young. After this, Simone ran independent VAT consultancy VATease, before joining BTG with the rest of the VATease team in 2008.

Robert Jamieson MA FCA CTA Fellow
Robert is a tax partner with Mercer & Hole, with over 30 years’ experience in tax training. He spent 20 years with Financial Training, responsible for their specialist tax course and consultancy division. He now combines his practice work with speaking commitments.

Jenny Nelder BA FCA FTTI
Jenny is a partner in Bruce Sutherland & Co, an independent firm of unquoted company share and business valuation specialists. She has been involved in valuing shares and businesses for many different purposes since 1981. She lectures on the subject for a number of professional bodies.

Pat Nown ACA CTA ATT
Pat joined Mercia in 2008 as a tax lecturer bringing a wealth of experience with her. She worked for many years with FTC Kaplan where she was Tax Product Director for the Midlands and has been a tax lecturer for many years both for exam based training and for the profession in general.

Tim Palmer CTA ATT
Tim lectures all over the UK on a wide variety of taxation and NIC subjects. He also writes magazine articles for the leading taxation publications. Tim provides specialist tax advice on the Construction Industry Scheme, most areas of Corporation Tax and Stamp Duty Land Tax.

Andrew Paul ACA
Andrew joined Mercia in 1999 as part of the Audit and Accounts technical team. At the end of 2012 he left to work in Rwanda for six months, helping to build the capacity of finance teams working in the healthcare sector. On returning to the UK, Andrew held the post of Finance Manager for Compassion UK, a £30m+ income Charity. Andrew returned to Mercia in Autumn 2014. He lectures and consults on a wide variety of audit and accounting areas.

Mike Rees MBCS CITP
Mike joined Mercia in 1991 having previously worked with one of the ‘big 5’ firms providing IT consultancy to a variety of clients. His role within Mercia includes providing training on an array of applications software and assisting with in house systems analysis and development.

Gwen Ryder
Gwen worked in HM Customs (now HMRC) for 9 years before joining the “Big 5”. She subsequently became the VAT and Customs Partner in a top 20 firm, before forming her own consultancy practice in 2003. Gwen is an Associate of, and former examiner for, the Institute of Indirect Tax, and a member of the Customs Practitioners Group and The VAT Practitioners Group. She advises and lectures on all aspects of VAT and Customs duty as it applies in the UK and internationally.

David Smith FCA
Prior to joining Mercia in 2010, David managed a varied portfolio of audit and accounts clients at Grant Thornton. In addition to his lecturing commitments, he is editor of the Mercia Audit Manual, chair of Mercia’s Audit Manual Committee and responsible for the Mercia Academies Specialist Assignment Manual.

Kris Taylor BA FCA
Kris joined BRAINS, a division of Mercia, in 1991 and since that time has been responsible for presenting a wide variety of professional development courses. Her role also includes providing technical support and student advice.

Bill Telford BA FCA
Bill has recently set up Telford Financial Training but for ten years prior to that was a partner in Baker Tilly, responsible for their national training programme. Bill is an experienced trainer and prior to joining Baker Tilly in 2000 had spent many years on the CPD circuit.

Jeremy Williams FCA
Jeremy joined Mercia in 2000 as an audit and accounts lecturer, having qualified with KPMG in Leicester. As well as lecturing on a wide variety of audit and accounting topics, Jeremy is responsible for FCA relevant products as well as providing technical support and developing our online PTW courses.

Deborah Wood FCA
Deborah is a partner with Moore and Smalley. She was instrumental in setting up her previous firm’s specialist medical services unit where she was responsible for the accountancy and taxation affairs of over 100 G.P.s. Within that role Debbie played an active part in the setting up of The Association of Independent Specialist Medical Accountants (AISMA), founded in May 1995.

The Venues

Birmingham
Jury’s Inn, 245 Broad Street, Birmingham, B1 2HJ
Tel: 0121 6069000
IBIS Birmingham Centre, New Street, Ladywell Walk, Birmingham B5 4ST
Tel: 0121 6199000

Coventry
Hilton Hotel, Paradise Way, Walsgrave Triangle, Coventry, CV2 2ST
Tel: 02476 603000

Leicester
Holiday Inn, Leigh Rd, Eastleigh, M3 Jct.13, SO50 9PG
Tel: 0871 942 9075

Haydock
Holiday Inn Haydock M6, Jct. 23, Lodge Lane, Newton-Le-Willows, Haydock, WA12 0JG
Tel: 0871 423 4896

High Wycombe
Adams Park Conference Centre, Wycombe Wanderers Football Club, Hillbottom Road, High Wycombe, HP12 4JH
Tel: 01494 472100

London
First Intuition, Conway Mews, London, W1T 6AA
Tel: 0207 3239636

Grand Connaught Rooms, 61-65 Great Queen Street, London WC2B 5DA
Tel: 0207 405 7811

Leicester City Football Club, King Power Stadium, Filbert Way, Leicester, LE2 7FL
Tel: 0344 815 5000

Nottingham
Novotel Nottingham East Midlands, Junc 25 M1, Bostock Lane, Long Eaton, Nottingham, NG10 4EP
Tel: 0115 9465111

Solihull
National Motorcycle Museum, Coventry Road, Bickenhill, Solihull, B92 0EJ
Tel: 01675 443311

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