



CPD Courses in West Midlands



Tempting offer inside...

A tempting CPD offer...£49 per place

We can think of lots of reasons why you should attend Mercia CPD courses but to help you decide how we compare, all CPD courses in this brochure cost just £49 plus VAT per place.

If you book on a course but can't make the date you can switch to the same course at a different venue (if available) or contact us and we'll send you a copy of the notes.

How else can we tempt you?

Experienced presenters - the majority of our CPD courses are presented by Mercia speakers, who all have an excellent reputation for high quality presentation skills and technical expertise. They use their practical experience to interpret the rules and regulations and provide advice on how to apply them in a professional environment.

Comprehensive, detailed notes - all of our courses are supported by comprehensive and detailed notes that many of our delegates retain for future reference.

Exceptional service - we pride ourselves on the courses we deliver and the service we provide as we appreciate that fulfilling your training needs is not always as easy as it should be. If you have any questions, special requests or would just like to find out more, we're here to help. Kay Sanders is the manager dedicated to looking after the training in your area. She can be contacted on 0116 258 1200 or by email at kay.sanders@mercia-group.co.uk If she isn't available to help, any member of our friendly and knowledgeable training admin team will be happy to talk to you.

What else is in the mix?

Webinars and online courses - in addition to live courses we also offer a programme of one-hour live and interactive Webinars plus a programme of 12 CPD courses online which can be purchased on an ad hoc basis or you can subscribe to the complete programme. More recently we have made some of our Introductory courses, including Introduction to Bookkeeping, available online for delegates to complete in their own time - see page 6 to find out more.

The proof of the pudding is in the eating - have we tempted you enough to try us?

CPD Course Programme 2011

Course Title	
Finance Act 2011	
Capital Taxes Update	
Common Accounting Problems	
Business Tax Problem Areas	
VAT Update and Problem Areas	
Improving Personal Productivity and Effectiveness	
Delivering Service Excellence and Developing Client Advocacy	
Topical Tax Issues	
The Tax, Legal and Accounting Implications of Transactions between a Company and its Directors	
Detecting Fraud and Advising on Preventing Fraud	
Timings	am: pm:

Venues

Birmingham

Birmingham City Thistle Hotel,
St Chads Queensway,
Birmingham B4 6HY
Tel: 0121 236 4211

Coventry

¹ Hilton Hotel, Paradise Way,
Walsgrave, Coventry CV2 2SG
Tel: 02476 603000

² Ricoh Arena, 71 Phoenix Way,
Coventry CV6 6GE
Tel: 0844 873 6586

Birmingham		Coventry		Solihull		Walsall		West Bromwich	
6 Sep (am)	6 Sep (pm)	-	-	8 Sep (pm)	27 Sep (pm)	12 Sep ¹ (pm)	10 Oct ² (pm)	19 Sep (am)	19 Sep (pm)
-	-	6 Sep ² (pm)	28 Sep ² (pm)	-	-	29 Sep ² (pm)	-	-	-
28 Sep (am)	28 Sep (pm)	-	-	-	-	-	-	3 Nov (am)	3 Nov (pm)
-	-	-	-	20 Oct (pm)	-	-	-	-	-
26 Oct (am)	26 Oct (pm)	5 Oct ¹ (pm)	17 Oct ¹ (pm)	-	-	-	-	6 Oct (am)	6 Oct (pm)
-	-	10 Nov ¹ (pm)	-	-	-	-	-	-	-
-	-	-	-	23 Nov (pm)	-	-	-	-	-
1 Dec (am)	1 Dec (pm)	22 Nov ² (pm)	5 Dec ² (pm)	10 Nov (pm)	15 Dec (pm)	10 Nov ² (pm)	6 Dec ¹ (pm)	16 Nov (am)	16 Nov (pm)
-	-	-	-	1 Dec (pm)	-	31 Oct ¹ (pm)	-	-	-
15 Dec (am)	15 Dec (pm)	15 Nov ¹ (pm)	-	-	-	23 Nov ² (pm)	-	7 Dec (pm)	-
9.15-12.15 2.30-5.30	9.15-12.15 2.30-5.30	3.30-6.30	3.30-6.30	3.30-6.30	3.30-6.30	2.00-5.00	2.00-5.00	9.15-12.15 2.30-5.30	9.15-12.15 2.30-5.30

Solihull

Old Silhillians Association Ltd,
Memorial Clubhouse & Ground,
Warwick Road, Knowle, Solihull,
West Midlands B93 9LW
Tel: 01564 777680

Walsall

¹ Holiday Inn Birmingham, M6 J7,
Chapel Lane, Great Barr,
Birmingham B43 7BG
Tel: 0121 386 7079

² Walsall Football Club, Banks's Stadium,
Bescot Crescent, Walsall WS1 4SA
Tel: 01922 651418

West Bromwich

Park Inn Birmingham West, M5 J1,
Birmingham Road, West Bromwich,
West Midlands B70 6RS
Tel: 0121 609 9988

Finance Act 2011

Speaker: Andrew Burgess, Mark Morton or Norman Allison, Mercia Group Ltd

OBJECTIVES

This course will cover all of the major sections in the Finance Act and will concentrate on the practical implications for accountants and their clients.

CONTENT

Changes to:

- Personal tax
- Employee tax
- Capital taxes
- Business and corporate tax
- VAT
- Other legislative changes relevant to 2011/12 tax year

CPD HOURS: 3

Birmingham

6 Sep (am & pm)

Walsall

12 Sep (pm) 10 Oct (pm)

Solihull

8 Sep (pm) 27 Sep (pm)

West Bromwich

19 Sep (am & pm)

Capital Taxes Update

Speaker: Andrew Burgess MA, Mercia Group Ltd

OBJECTIVES

The changes in the CGT rules in 2010 have meant a rethink on some areas of tax planning. Whilst there have been no recent significant changes in IHT that too remains a tax where planning is essential. This course will update participants on key areas in both taxes.

CONTENT

- CGT post FA 2010
 - Reminder of new rules
- Entrepreneurs' Relief
 - Basic entitlement
 - Ensuring clients get the most out of the relief
- Emigration as a planning option
 - Difficulty of becoming non resident
 - Extra issues for CGT
- Key lifetime IHT planning issues
 - Use of trusts
 - Freezing value
 - Plan early
- Maximising and using IHT reliefs
 - Key issues on BPR and APR
 - Make sure relief is used.

CPD HOURS: 3

Coventry

6 Sep (pm) 28 Sep (pm)

Walsall

29 Sep (pm)

Common Accounting Problems

Speaker: Phil Frost BA ACA, Mercia Group Ltd

OBJECTIVES

Using practical and many real life examples the course will provide solutions to common accounting problems.

CONTENT

- Determining the size of companies and groups
- The Directors' Report - including Business Reviews
- FRS 18 Accounting policies and going concern
- FRS 5 - Reporting the substance of transactions - including Revenue recognition
- Directors advances, credits and guarantees
 - Company law
- FRS 8 - Related parties
- FRS 11 - Impairment of fixed assets and goodwill
- FRS 12 - Provisions and contingencies
- FRS 15 - Fixed assets
- SSAP 21 - Leases and HP contracts.

CPD HOURS: 3 (Audit Related: 3)

Birmingham

28 Sep (am & pm)

West Bromwich

3 Nov (am & pm)

Business Tax Problem Areas

Speaker: Phil Williams, BA FCA ATII, Mercia Group Ltd

OBJECTIVES

The course will refresh and update participants' awareness of some of the issues which affect the agreement of profits arising from a trade for unincorporated and incorporated businesses. It will draw on published HMRC material and on recently-decided cases.

CONTENT

- Profit computations - expense deductions including interest relief and whether expenditure is repairs or capital
- Treatment of loans and trading debts of companies
- Loss relief for the unincorporated business ensuring tax efficient use of losses
- Current issues with corporation tax and associated companies
- Capital allowances - a review of the opportunities to maximise plant capital allowances

CPD HOURS: 3

Solihull

20 Oct (pm)

VAT Update and Problem Areas

Speaker: Simone Hurst, VATease

OBJECTIVES

VAT is a complicated and ever changing tax, famously called a “fiscal theme park” and “absurd” in recent years but despite this general acceptance of VAT complexities, HMRC still want to see the exercise of reasonable care in your affairs.

We will also give you an insight into land and property issues that can create big problems. Couple all that with an overview of the place of supply of service rules now the 2011 change has kicked in and mix it with a sprinkling of recent case law and together it makes for a busy session which will bring you up to speed with the issues that clients face.

CONTENT

- The new penalty regime
- Land and property
 - Capital goods scheme
 - Land and property on deregistration
 - Option to tax anti-avoidance rules
 - Practicalities around the option to tax forms
- International services
 - 2011 changes
- Recent case law

CPD HOURS: 3 (Audit Related: 1)

Birmingham

26 Oct (am & pm)

Coventry

5 Oct (pm) 17 Oct (pm)

West Bromwich

6 Oct (am) 6 Oct (pm)

Improving Personal Productivity and Effectiveness

Speaker: John Sharkey BA(Econ) ACA, Mercia Group Ltd

OBJECTIVES

To enable participants to:

- Equip delegates with a greater understanding of the principles of effective time and task management and personal productivity
- Implement specific techniques for being better organised, planned and prioritise their tasks more effectively
- Be more efficient in their working day
- Think more like a master of their time and less like a servant to it

CONTENT

- Analysing your time, the time wasters and changing your mindset
- Symptoms of a disorganised person
- Effective communication and personal productivity
- Communicating with and utilising colleagues
- Prioritising effectively short and longer term planning
- Structuring your day
- Goal setting
- Using your energy cycles effectively
- Effective decision making
- Overcoming distraction and interruptions - improving personal focus

CPD HOURS: 3

Coventry

10 Nov (pm)

Delivering Service Excellence and Developing Client Advocacy

Speaker: John Sharkey, BA(Econ) ACA, Mercia Group Ltd

OBJECTIVES

Delegates will have the opportunity to review the key skills and disciplines required in managing client relationships and expectations effectively and ensure they deliver a consistent, excellent service to their clients, with the ultimate objective of turning their clients into advocates of them and their firm.

CONTENT

- Identifying and clarifying clients needs and expectations
- Delivering to client needs and keeping promises
- Delivering added value
- Providing clarity and transparency around actions and outputs
- Handling complaints, perceptions of non delivery and areas of difficulty
- Seeking and responding to client feedback
- Turning clients into advocates.

CPD HOURS: 3

Solihull

23 Nov (pm)

Topical Tax Issues

Speaker: Mark Morton, Pat Nown or Norman Allison, Mercia Group Ltd

OBJECTIVES

The course will aim to make participants aware of developments in taxation over the last six to twelve months and issues of current concern.

CONTENT

The course will review developments and planning points under the following headings:

- Business and corporate tax
- Personal tax
- Employment issues
- Capital taxes
- Administration and other taxes

Developments in case law, HMRC practice and changes currently under discussion will also be included.

CPD HOURS: 3

Birmingham

1 Dec (am & pm)

Coventry

22 Nov (pm) 5 Dec (pm)

Walsall

10 Nov (pm) 6 Dec (pm)

Solihull

10 Nov (pm) 15 Dec (pm)

West Bromwich

16 Nov (am & pm)

The Tax, Legal and Accounting Implications of Transactions between a Company and its Directors

Speaker: John Welsford or Phil Frost, Mercia Group Ltd

OBJECTIVES

The correct treatment of transactions with directors remains a difficult and complex area. FRS 8 contains detailed requirements regarding what must be disclosed in the accounts for related parties and confirms that directors will always be a related party. These are supplemented by the legal requirements in Company law.

The requirements of Schedule 6 of the 1985 Companies Act cease to apply for periods commencing 6 April 2008 onwards and are replaced by the less detailed regulation of the Companies Act 2006. Although less detailed the new requirements are causing problems and the interaction with FRS 8 / FRSSE is difficult to apply in practice.

On top of this HM Revenue & Customs continue to enforce the correct tax treatment more rigidly and the penalties for incorrect treatment increase.

This course will use a series of case studies to revise the principles involved. The objective will be to take a number of transactions involving directors and consider in detail the legal and tax consequences and the disclosure requirements.

CONTENT

- Expense payments to directors
- Benefits in kind
- Directors' current accounts
- Amounts drawn in advance of remuneration
- NIC implications
- PAYE implications
- Companies Act 2006 - disclosure requirements for full statutory accounts and abbreviated accounts
- Connected persons - Companies Act 1985
- Legality of transactions and possible consequences
- FRS 8 : related parties and disclosures of transactions

This course contains little formal lecturing. Participants will review case studies and their feedback will form the basis for discussions.

CPD HOURS: 3 (Audit Related: 3)

Solihull
1 Dec (pm)

Walsall
31 Oct (pm)

Detecting Fraud and Advising on Preventing Fraud

Speaker: Andrew Güntert MSc FCA, Mercia Group Ltd

OBJECTIVES

This course has been designed and developed to reflect the increased attention being given to fraud, particularly in the current economic environment, and also to reflect the changing role of the practitioner given the further increase in audit exemption limits.

Although practitioners are generally aware of their role and responsibility in preventing and detecting fraud, their clients and the general public are not. Obviously changes in the money laundering rules and regulations have also increased the importance of this area and highlighted the dangers of getting it wrong.

In addition there is evidence that a number of clients, whether or not taking advantage of audit exemption, are asking their accountant or auditor to become more involved in fraud prevention and detection.

The course will assess where and how frauds take place within businesses and other organisations and the ways in which practitioners can advise clients on preventing and detecting fraud. There will be extensive use of practical illustrations, examples and case studies.

Attending the course should enable the auditor or accountant to understand what fraud is and how it can come about, and also to feel more confident about what they would be expected to do in a variety of situations. The practitioner will also be better equipped to put appropriate procedures in place. Quite apart from the increased likelihood of fraud in the present economic climate, there is extensive feedback from regulators that auditors are not complying with the requirements of ISA 240 "The Auditors' Responsibility to Consider Fraud in an Audit of Financial Statements" and these requirements will be reviewed.

CONTENT

- What is fraud?
- The work and publications of the Fraud Advisory Panel
- Indicators of fraud and fraudsters and the possible impact of the present economic crisis
- The requirements of ISA 240 Clarified (Fraud), and the deficiencies detected by QAD, and the impact of the 2007 Money Laundering Regulations/POCA
- Assessing the risk of fraud and examples of common frauds
- Reacting to fraud
- Advising clients as to their vulnerability for fraud and carrying out fraud surveys
- Fraud Act 2006 and Bribery Act 2010

CPD HOURS: 3 (Audit Related: 3)

Birmingham
15 Dec (am & pm)

Walsall
23 Nov (pm)

Coventry
15 Nov (pm)

West Bromwich
7 Dec (pm)

Online CPD Programme

CPD courses online

A selection of our core CPD courses is filmed on a rolling basis. Each course includes a film of the three hour course, a copy of the course notes and the speaker's slides. The courses can be purchased individually (prices start from £55) or you can become a digital subscriber (see below).

Digital subscription

As a digital subscriber you receive access to a programme of our 12 most popular CPD courses to view online over a 12 month period, starting from the month you begin to subscribe. The cost of digital subscription is based on the size of your practice with a charge of £250 per firm plus £150 per partner, manager and senior member of staff. The subscription will be invoiced in advance but can be paid in 12 monthly instalments.

Course Title	Date
Corporation Tax Refresher	Jul 2011
Inheritance Tax Planning Including Trusts	Aug 2011
The Reporting Requirements of Small Companies	Sep 2011
Finance Act 2011	Oct 2011
Money Laundering Update	Nov 2011
Topical Tax Issues	Dec 2011
VAT Update	Jan 2012
The Tax Man Cometh - Handling Revenue Enquiries	Feb 2012
Detecting Fraud and Advising on Preventing Fraud	Mar 2012
Audit Update	April 2012
Accountancy Update and Current Issues	May 2012
Taxation of Property Transactions	June 2012

Mercia Group Limited reserves the right to vary the published programme.

Webinars

A new effective training solution that combines technological innovations with Mercia's wealth of technical experience. Each webinar costs £75 plus VAT per participant or £225 plus VAT for three or more participants (25% discount for Members). To find out more and to view our programme of live and pre recorded webinars visit www.mercia-group.co.uk/webinars or call Kay Sanders on 0116 258 1200.

Bookkeeping course online

Following the success of our digital CPD courses, we are developing a selection of online versions of our Professional Development courses. This will give your staff access to our courses from their desk. The first in the range is An Introduction to Bookkeeping. The cost is £300 plus VAT per annum with 25% discount for Members. For details of this and other online courses for your staff visit www.mercia-group.co.uk/digital

