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It gives me great pleasure to bring you the programme for this year's Charity Finance Summit. Now in its 13th year, this essential one-day event forms the centrepiece of our Charity Finance Week activities. Once again we bring you two streams of VAT and tax content, along with streams on investment and risk & strategy. Across these broad themes, we will bring you a heady mix of practical instruction and high-level strategic insight.

To open the event, we're delighted to welcome Girish Menon. ActionAid is one of a number of household-name charities that have been making fundamental changes to their business models in order to be more sustainable, and Girish will give us the lowdown on the thinking behind this. Closing the event, meanwhile, will be Jo Keaney, who is set to discuss the challenges she faces as finance director of St John Ambulance.

The Charity Finance Summit sells out every year and this year will be no exception, so please don't delay in booking places for you and your team. I look forward to seeing you there for the usual mix of learning and networking.



Gareth Jones,
editor, *Charity Finance*

PROGRAMME AT A GLANCE

08:45	Registration
09:20	Conference welcome
09:25	Opening keynote
10:00	Morning sessions
12:40	Lunch
13:50	Afternoon sessions
16:25	Closing keynote
17:00	Networking reception



CharityFinance WEEK

7-11 OCTOBER 2019

In October 2019 we will be celebrating excellence in charity finance practice through a dedicated week of events, content and thought-leadership initiatives.

TIMETABLE OF EVENTS

- OCT 07** PARLIAMENTARY DRINKS RECEPTION
- OCT 08** IT FOR FINANCE DIRECTORS
- OCT 09** DEVELOPING A STRATEGY FOR FINANCIAL SUSTAINABILITY
- OCT 10** CHARITY FINANCE SUMMIT

To view the full programme and other events visit:

civilsociety.co.uk/CFWeek2019



MORNING SESSIONS

08:45	Registration, refreshments, networking & time to visit exhibition	
09:20	Welcome from Gareth Jones , editor, <i>Charity Finance</i>	
09:25	Keynote Address <p>The financial stability and sustainability of ActionAid UK is key for that of the entire ActionAid Federation. At a time when accessing institutional income is increasingly challenging and public trust in charities is declining, ActionAid UK has had to rethink its operational model and seek to grow income while also being a credible voice in influencing public policy. In this high-level presentation, Girish will highlight some key steps that ActionAid UK is taking to grow the right kind of income while building financial sustainability.</p> <p>Girish Menon, chief executive officer, ActionAid UK</p>	
	Stream A – VAT & Tax 1	Stream B – VAT & Tax 2
10:00	Chair’s welcome: Richard Bray , finance, regulatory & taxes manager, CRUK	Chair’s welcome, Favaad Iqbal , head of indirect taxes, Cambridge Assessment
10:05	1A. Case law overview and recent developments <p>In this session Linda will review recent case law and any announcements or changes made by HMRC that might affect the charity sector.</p> <p>Linda Skilbeck, Senior VAT manager, Buzzacott</p>	1B. Latest update on employment tax law <p>Nick will outline forthcoming changes to the IR35 legislation, which are designed to combat tax avoidance among workers supplying their services via an intermediary, and how they will impact the sector in a number of different ways. The session will also incorporate some wider employment status issues as well as issues arising from an employment tax perspective.</p> <p>Nick Bustin, employment tax director, haysmacintyre</p>
10:45	Networking and refreshment break	
11:15	2A. VAT – Are you in business? How does this affect reverse charge? <p>This session covers two linked areas which commonly cause unforeseen VAT issues for charities. The first is how to determine whether a charity is in business or not for VAT purposes. This will include a review of HMRC’s latest guidance on what constitutes a grant. Secondly, you will learn about the reverse charge for VAT purposes: how it works, what it applies to, and how it can impose a VAT cost to any services received by a charity (with business activities) from overseas suppliers. Although this will impact international charities more, it also applies to all charities which receive services from overseas.</p> <p>Kamlesh Chauhan, senior manager, VAT, haysmacintyre</p>	2B. Using certificates to qualify for VAT relief <p>This session will discuss the VAT reliefs available for charities based on qualifying use where certificates need to be provided as evidence and support. Debbie will summarise the available VAT reliefs, explain how to assess the charity’s responsibilities, and explore the conditions for relief. She will also guide attendees on how to establish present and future criteria to meet conditions, understand the certificate issuing process, and examine the penalty regime. This session will include practical examples and lessons from recent cases where HMRC has taken legal action against a charity.</p> <p>Debbie Jennings, VAT director, Kingston Smith</p>
11:55	Transit time	
12:00	3A. VAT registration <p>This session will examine all aspects of VAT registration for charities. These include: identifying when charities have to register (mandatory requirement); when it is a choice; when they cannot register, and clarifying when it is better to register individually or set up a VAT group with one or more subsidiaries. Debbie will also explain the practical aspects of registration, the impact on VAT recovery and the administration and filing requirements. This session will focus on practical scenarios illustrating pros and cons of different approaches to VAT registration.</p> <p>Debbie Jennings, VAT director, Kingston Smith</p>	3B. VAT for fundraising events and dealing with corporates <p>Fundraising by and with corporate partners is becoming a hot topic in the sector as more and more corporate partners want to link with charities. We will look at event fundraising both by the charity and the corporate partners and also focus on sponsorship arrangements, charity of the year and other ways that charities and corporate partners work together. Often there are VAT and direct tax angles which have to be considered, and a need for written agreements between all the parties concerned.</p> <p>Alison Hone, VAT partner, Saffery Champness</p>
12:40	Lunch, networking and time to visit exhibition	



Great conference with practical and implemented ideas and learning at both operational and board level. Exceeded my expectations

Angie Rusbridge, Christians Against Poverty



Stream C – Risk & Strategy	Stream D – Investment
<p>Chair’s welcome, Liz Pepler, associate, St Ethelburga’s Centre for Reconciliation and Peace</p>	<p>Chair’s welcome, Rob Preston, senior reporter, <i>Charity Finance</i></p>
<p>1C. Risk appetite in a non-profit – it’s not about the money</p> <p>Recent experience has shown that it is not simply what organisations do but how they do it that is important. Leaders need to set the values of the organisation, but also need to show staff and volunteers how to interpret the values. This is setting the risk appetite – an exercise that is much harder in non-profit organisations where not everything can be measured in financial terms. This session will look at how leaders can articulate risk appetite as attitudes rooted in the organisation’s values, and plan to change behaviours to align with the values.</p> <p>Jonathan Orchard, partner and Kate Sayer, consultant, Sayer Vincent</p>	<p>1D. A practical guide to CC14, the Charity Commission’s guidance on investment matters</p> <p>One of the most important roles of a trustee is to manage their charity’s resources responsibly. That means exercising sound judgement and not taking unnecessary risks, particularly when it comes to investing. They need to make balanced and adequately informed decisions, which involves thinking about the long term as well as more immediate concerns. Andrew and Gareth will cover the duties of trustees relating to financial investments, how to set a charity’s investment objectives, and what should be included in an investment policy statement.</p> <p>Andrew Pitt, head of charities and Gareth Pearl, investment manager, Rathbones</p>
<p>2C. Charities and disputes</p> <p>Disputes take time and resources to resolve and can damage a charity’s reputation, whether they are internal or external. Charity leaders need to spot the warning signs of potential disputes, take steps to avoid them escalating and, in the worst case, manage them effectively while complying with the complex regulatory regime. Join this session for an expert overview of the legal framework for managing disputes and practical insights from recent cases. Whether you need to enforce contracts with commissioners or suppliers, protect your charity’s reputation or navigate disputes, this session will help you get the best results for your charity.</p> <p>Shivaji Shiva, partner and Ben Holt, partner, VWV</p>	<p>2D. Opportunities and risks in the real estate sector</p> <p>In the face of prevailing low yields from fixed income and cash markets, the income-generating real estate sector has been particularly attractive to investors. In this dynamic market, we look at key investment themes such as the co-working phenomenon, where businesses share office space to lower costs and workers gain more flexibility. Daniel will outline current opportunities, both inside and outside the UK, as well as the risks. The key challenge is to identify where and how to take advantage of these themes as an investor.</p> <p>Daniel Casali, chief investment strategist, Smith & Williamson</p>
<p>3C. Financial reserves</p> <p>According to the Charity Commission, less than a quarter of larger charities accurately reported in their trustees’ annual report the level of financial reserves they hold. The Commission says its findings suggest an incomplete understanding of what reserves are, which could lead trustees to make poor decisions about their charity’s finances. But is that the whole story? Join this session to understand the essentials for reserves in the charity sector.</p> <p>Nick Moore, strategy consultant and former head of support services, Methodist Church</p>	<p>3D. The good, the bad and the ugly – preparing for a new stage in the cycle?</p> <p>Join this session to hear Conan McKenzie expertly talk about taking a flexible approach to managing challenges and opportunities on the global investment horizon during the latter stages of this current market cycle.</p> <p>Conan McKenzie, Multi-Asset portfolio manager, BlackRock</p>

AFTERNOON SESSIONS

	Stream A - Vat & Tax 1	Stream B - Vat & Tax 2
13:50	<p>4A. Direct tax and property transactions</p> <p>This session will explore when direct tax may be an issue in a property transaction. Mark McGarry will look at when HMRC may consider a sale to be part of a trade and where charities may be affected by land anti-avoidance legislation.</p> <p>Mark McGarry, partner, Saffery Champness</p>	<p>4B. Gift Aid surgery</p> <p>During this interactive and hands-on session, Luke Savvas will answer questions from the audience around Gift Aid and how to manage it effectively. If you are able to submit questions to Luke in advance of the Summit, he will be prepared on the day to answer specific challenges that you are facing.</p> <p>Luke Savvas, charity tax partner, Buzzacott</p>
14:30	Transit time	
14:35	<p>5A. Making Tax Digital: Update from HMRC</p> <p>Making Tax Digital is changing the landscape of VAT administration and payment, and the challenges for charities are not inconsiderable. By the time of the Summit, charities will have just passed the deadline for compliance and entered the "soft-landing period", during which HMRC has promised to be understanding of any teething troubles. In this session, delegates will hear how the implementation is going from HMRC's perspective and have the chance to debate any outstanding issues.</p> <p>Verna Gellvear, Making Tax Digital for business, customer readiness and external stakeholder team, HMRC</p>	
15:15	Networking & refreshment break	
15:40	<p>6A. Panel discussion</p> <p>In this interactive closing session, you'll have the chance to quiz our panel of experts on the most relevant VAT and tax issues of the moment. Our panel will highlight the key topics, discuss how these may play out, and answer any questions from the floor about any VAT and tax matter. The session will be conducted under the Chatham House Rule and delegates are encouraged to submit questions in advance.</p> <p>The session will be led by Richard Bray, who is vice-chairman at the Charity Tax Group and finance, regulatory and taxes manager at Cancer Research UK</p>	
16:20	Transit time	
16:25	Closing keynote: Jo Keaney , director of finance and corporate services, St John Ambulance	
16:55	Chair's closing remarks, Gareth Jones , editor, <i>Charity Finance</i>	
17:00	Networking drinks reception	



This event is great. The topics are relevant and really interesting. I would definitely recommend it for any individuals working in charity finance, regardless of level

Ingela Ekstrom, Personal Support Unit



Stream C – Risk & Strategy	Stream D – Investment
<p>4C. Spreadsheet modelling</p> <p>Spreadsheets are arguably the most utilised tool in an organisation. Even the most advanced finance teams rely to varying degrees on the use of spreadsheets to help record, calculate or model a variety of tasks. However, the use of spreadsheets is not without risk, and research has shown that a large proportion contain some form of error. With so much focus on risk and best practice within the sector, has your organisation ever considered its reliance on spreadsheets? Join this session to learn how to embed good spreadsheet practice.</p> <p>Irfan Umarji, head of finance and procurement, The Royal Society</p>	<p>4D. ESG investing</p> <p>Taking environmental, social and governance factors into account when making investment decisions is increasingly common. But what is it and how should you go about it? Incorporating issues of financial governance, best practice and innovation, Nancy will discuss how ESG investing can lead to enhanced returns and how to make sure your fund manager is really walking the walk rather than just talking the talk.</p> <p>Nancy Kilpatrick, head of unit trust relationships, Legal & General Investment Management</p>
<p>5C. Are annual reports an effective communication tool?</p> <p>Ensuring that funders, public officials and journalists hold a positive view of your charity is important for your future success. So, are charities doing a good enough job with their annual reports? Many of the larger charities are ensuring that annual reports are clear and well written but could charities get their message across more concisely? Are annual reports still too focused on income and spending ratios, rather than value for money and impact? Does an exclusive focus on positive achievements undermine trust?</p> <p>Kevin O'Brien, director of finance and corporate resources, CLIC Sargent</p>	<p>5D. The tipping point: managing investments through a transition</p> <p>Join us for this practical workshop, which applies the findings from ASC's <i>Tipping Point</i> report, based on research by Cass Centre for Charity Effectiveness. This workshop unpicks the barriers facing charities as they approach an investment transition point, whether that's moving from cash to investing for the first time, or dusting off long-held investments or an historic investment policy statement. After sharing an overview of the research findings, the workshop will enable participants to map their charity's own investment journey and create an individual action plan to take away.</p> <p>Julie Hutchison, charities specialist, Aberdeen Standard Capital</p>
<p>6C. Implementing effective change management</p> <p>During this session Pat will focus on defining your charity's culture, identifying key influencers and overcoming barriers to change. The charity sector is unique in having to implement strategy with a wide range of stakeholders, and this session will look at managing the double bottom line of financial results and social impact whilst still focusing on the long-term direction of the organisation. It will outline effective strategic planning techniques including examining the decisions, processes and changes required to get where the organisation wants to be.</p> <p>Pat McArdle, chief executive officer, Mayday Trust</p>	<p>6D. The physics of investing</p> <p>In the modern world of finance, complex dynamics and interactions have made it increasingly difficult for investors to understand why markets and economies develop in the way they do. Often it is useful to refer to the disciplines of physics to provide explanations. One can observe the formation of bubbles, the collapse of a pile of sand or the boiling of a kettle and find parallels in markets. If you have ever wondered why it's impossible to reach Heathrow at 8am precisely in a car and how that relates to the difficulty of reaching investment objectives, then this talk will be right up your street. And you will gain a greater understanding of the forces driving markets today.</p> <p>John Wyn-Evans, head of investment strategy, Investec</p>

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Charity delegate	£269	£319
Charity Team Ticket (up to four places) *Limited availability	£669	£789
Non-charity delegate	£749	£799

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Charity - £195 (exc VAT)
Non-charity - £595 (exc VAT)

Delegate name (inc title)	Position	Email	Please circle the relevant session					
			Session 1 (10:05)	Session 2 (11:15)	Session 3 (12:00)	Session 4 (13:50)	Session 5 (14:35)	Session 6 (15:40)
1.			A B C D	A B C D	A B C D	A B C D	A C D	A C D
2.			A B C D	A B C D	A B C D	A B C D	A C D	A C D
3.			A B C D	A B C D	A B C D	A B C D	A C D	A C D
4.			A B C D	A B C D	A B C D	A B C D	A C D	A C D

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