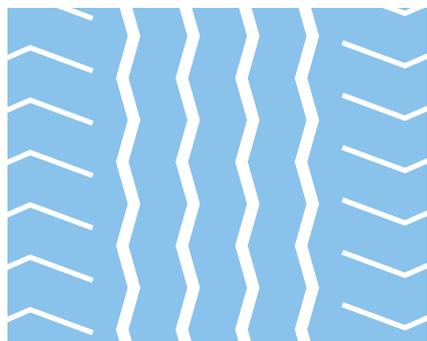


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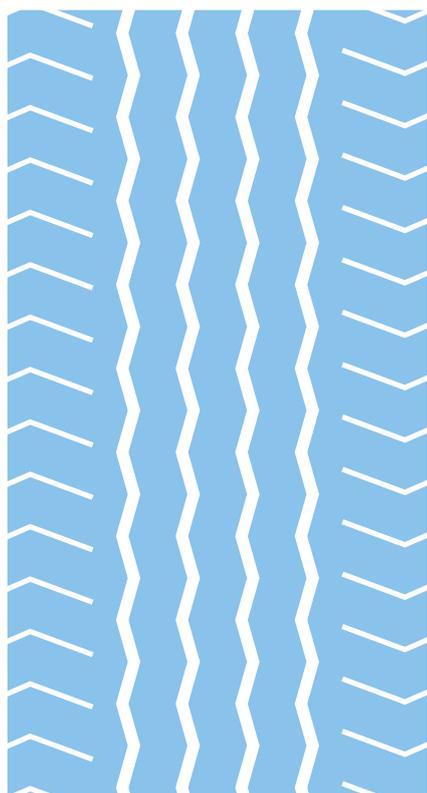


WALES CHARITY LAW AND GOVERNANCE CONFERENCE 2014

Helping your organisation stay on track

The legal and regulatory conference for Wales' third sector

Liberty Stadium, Swansea • Wednesday 21 May 2014



#walescharitylaw

Programme

This conference will qualify for up to four hours/four points CPD as an accredited course for Law Society requirements.

09:30 Registration and refreshments

10:00 Chair's welcome and opening remarks

Tom Jones OBE, Vice-President, WCVA

10:05 Plenary 1: Conflict awareness, management and prevention

Linda Laurance, Linda Laurance & Associates

10:45 Plenary 2: The practicalities of good governance

Giselle Davies, Geldards LLP; Linda Laurance, Linda Laurance & Associates; and Debbie Hawkins, Charity Commission

11:25 Coffee break

11:45 Breakout session A (1-5)

1 Evidencing policies and good governance

Carol Green, Swansea Council for Voluntary Service

2 Charities trading to raise funds

Andrew Evans, Geldards LLP

3 Getting your accounts right

David Williams, Watts Gregory LLP

4 Opting to incorporate: looking at CIO and company structures

Martyn Robinson, Geldards LLP

5 An update on the programme for Welsh language standards investigations

Gethin Edwards, Awel Trefor and Catrin Edwards, Welsh Language Commissioner's office

12:45 Lunch and networking

13:45 Breakout session B (6-10)

6 Charity mergers: the real issues you need to consider

Sian Mainwaring, Calan DVS and Martin Davies, Geldards LLP

7 An update on Welsh Government's legislative programme for the Future Generations Bill & the National Conversation on 'The Wales We Want'

Rita Singh, Policy Director, Cynnal Cymru - Sustain Wales

8 Straight talking and good leadership

Anne-Marie Rogan and Gillian Webber, YMCA

9 Charity law update and Q&A for advisors

Giselle Davies, Geldards LLP

10 Safeguarding and risk governance: using the new DBS Update service

Emma Leighton-Jones, WCVA Criminal Records Unit

14:45 Coffee break

15:00 Plenary 3: Managing sickness absence – identifying and avoiding the pitfalls

Stephen Jenkins, Geldards LLP

15:45 Panel round up and Q&A

16:00 Chair's closing remarks

With organisations facing numerous pressures on a day to day basis, it can be difficult to stay on track when it comes to the ever-changing landscape of laws and regulations. But don't worry, help is at hand.

We all have a responsibility to ensure that our organisations are compliant and demonstrating good governance at all times, but with legislation being updated and changed on a regular basis it can be tricky to keep up.

The Wales Charity Law and Governance Conference 2014 offers a wealth of practical assistance to help you stay on track, including a wide variety of informative sessions and a chance for you to pose questions to a range of experts.

Speakers include:

- **Linda Laurance**, a leading governance consultant with expertise in conflict management and mediation, and practical experience of chairing Boards at regional, national and international level. As pressures on organisations continue to increase, Linda will outline how disagreements can be managed or prevented in order to enable effective working and leadership.
- **Stephen Jenkins**, Partner at Geldards LLP and employment law expert. Stephen will consider the difficult issue of managing sickness absence, giving top tips on what you might need to consider and how to deal with problems if they do occur.

Breakout sessions include:

- Practical advice from Swansea YMCA on how a strong relationship between a Chief Executive and Chair can lead an organisation to success
- The essentials from Watts Gregory LLP on getting your accounts right
- A charity law update for advisors, with the opportunity to pose questions to leading charity lawyer, Giselle Davies
- WCVA's specialist Criminal Records Unit taking a look at safeguarding and risk governance when using the new DBS Update service.



“Excellent conference, good engaging speakers and practical assistance for third sector organisations”

DELEGATE AT THE WALES CHARITY LAW
CONFERENCE 2013

Plenary sessions

1 Conflict awareness, management and prevention

Linda Laurance, Linda Laurance & Associates

With the growing pressure within voluntary organisations resulting from the economic climate and increased competitiveness, tensions can multiply and relationships can become fractured. This session will explore the origins of conflict, both personal and organisational, methods for managing disagreements, and ways to avoid what might be a minor misunderstanding from becoming a major issue.

2 The practicalities of good governance

Giselle Davies, Geldards LLP; Linda Laurance, Linda Laurance & Associates; and Debbie Hawkins, Charity Commission

There is a wealth of valuable guidance available on what constitutes good governance, but what does it look like in practice? This interactive plenary session will outline a number of day to day scenarios that a charity's board and staff team might face, and the panel will discuss the options that might be available in dealing with those scenarios.

3 Managing sickness absence – identifying and avoiding the pitfalls

Stephen Jenkins, Geldards LLP

Managing staff is not always easy, particularly where there are either persistent or long-term sickness issues. In this session Stephen will alert you to the main problems that arise in this area, and will provide you with pointers on how to address such issues arising from absences in the workplace.

Financial support from Geldards LLP has enabled us to offer a small number of subsidised places for groups who may otherwise be unable to attend.

These will be offered on a discretionary basis upon receipt of a short (maximum 500 words) summary of why your organisation is unable to meet the normal fee and/or travel or other associated costs, and how attendance at this event will help your group.

Please note that the subsidised places are intended for small groups with limited resources and organisations that are currently facing difficult financial circumstances.

Those interested in applying for a subsidised place should email the short summary required to eventsadmin@wcva.org.uk by Friday 2 May.

Breakout session A

1 Evidencing policies and good governance

Carol Green, Swansea Council for Voluntary Service

Over the last two years, a number of high profile cases of poor governance have hit the headlines. The consequence has been that funders, both charitable and government, have turned their attention to effective governance and the role and active involvement of trustees in ensuring compliance with their own policies and procedures. Audits will now look for evidence of this compliance, as well as financial regularity.

This session will cover:

- Policies needed for good governance
- Governance Audit demands
- Evidencing compliance.

2 Charities trading to raise funds

Andrew Evans, Geldards LLP

Charities may start carrying out activities outside of their objects and will need to establish a trading subsidiary. Andrew will consider the drivers for setting up a trading subsidiary, the pitfalls that organisations need to avoid, and how to extract cash from the subsidiary.

3 Getting your accounts right

David Williams, Watts Gregory LLP

David will be looking at common weaknesses in accounts, in particular:

- Understanding the different types of fund
- Sensible use of designated funds to send the right messages to users
- Having a reserves policy that is meaningful
- Understanding activity based accounting
- Linking the trustees report with the 'numbers'

He will also give some advance warning on what to expect in SORP 2014.

4 Opting to incorporate: looking at CIO and company structures

Martyn Robinson, Geldards LLP

A year on from the creation of the Charitable Incorporated Organisation (CIO), this session will examine the continuing and growing appeal of incorporation for charitable trusts and unincorporated associations. Martyn will consider some of the lessons that can be learnt from the first wave of CIO registrations, and other incorporation options that are also available to trustees.

5 An update on the programme for Welsh language standards investigations

Gethin Edwards, Awel Trefor and Catrin Edwards, Welsh Language Commissioner's office

This session will provide an update on the Welsh Language Commissioner's programme for standards investigations. The Commissioner is in the process of collecting evidence from organisations that are required to comply with standards in accordance with the Welsh Language Measure (Wales) 2011. A number of third sector organisations will be part of rounds 2 and 3 of the standards investigation. Come to this session to find out more about the nature of the investigation, which organisations will be under consideration and how the standards will affect you. The Welsh Language Commissioner's officers will also be discussing the Commissioner's wider programme for promoting and facilitating the Welsh language in the third sector.



“Fantastic venue and excellent standard of speakers”

DELEGATE AT THE WALES CHARITY LAW CONFERENCE 2013

Breakout session B

6 Charity mergers: the real issues you need to consider

Sian Mainwaring, Calan DVS and Martin Davies, Geldards LLP

This session will look at the key points to be taken on board by those parties considering a charity merger. A real insight into the process will be provided through a look at a recent case study involving Calan DVS, which is now in its second year as a 'merged' organisation, as well as top tips for getting ready to undertake a merger.

7 An update on Welsh Government's legislative programme for the Future Generations Bill & the National Conversation on 'The Wales We Want'

Rita Singh, Policy Director, Cynnal Cymru – Sustain Wales

The Welsh Government's proposed Future Generations Bill (working title) will aim to help tackle the inter-generational challenges Wales faces in a more joined up and integrated way. This workshop will give you an insight into:

- who the Bill will affect, how and by when?
- how the national conversation will look to shape and influence the long-term goals for Wales that will sit within the Bill?
- how you can get involved and help shape the long-term goals for 'the wales you want'?

8 Straight talking and good leadership

Anne-Marie Rogan and Gillian Webber, YMCA

Good leadership is integral to the success of an organisation, and the specific importance of a successful relationship between the Chief Executive and their Chair is the focus of this workshop session. Join Anne-Marie and Gillian to discover the key to their relationship that has enabled them to grow their successful award winning social enterprise.

9 Charity law update and Q&A for advisors

Giselle Davies, Geldards LLP

Are you an advisor that works to help voluntary organisations? If your answer is yes, then this is the session for you! Giselle will report and comment on recent developments in charity law including registration issues, compliance requirements and other changes. Giselle will also be taking questions put to her by the delegates attending this session, to help clarify practical issues that may arise when assisting voluntary groups.

10 Safeguarding and risk governance: using the new DBS Update service

Emma Leighton-Jones, WCVA Criminal Records Unit

In June 2013, the Disclosure and Barring Service (DBS) launched their Update service which lets applicants keep their DBS certificates up to date online, and allows employers to check a certificate online. This workshop will look at how that new Update service can be managed and incorporated into your existing safeguarding procedures, to help ensure safer recruiting when working with vulnerable groups.

Wales Council for Voluntary Action, Baltic House,
Mount Stuart Square, Cardiff, CF10 5FH.
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