Board & Executive Training

Topic: Finance for Non-Finance Trustees

London | Thursday 21st Jun 2018 and 27th Sep 2018 | 10.00am – 4:30pm

This session will demystify the numbers behind the financial documents discussed in board meetings

09:45	Registration
10:00	Introduction and Housekeeping
10:10	**Morning Session** • Understand key finance terminology including assets, liabilities, depreciation, and accruals • Know the difference between cash, profits and/or surplus • Understand what budgets are and how to monitor them effectively • Assess key financial and operational information needed as part of financial reporting
11:30	**Break**
11:40	• Appreciate the role of the audit: what you need to know • Understand the difference between statutory and management accounts • Assess the background of a charity's accounting history including funds, reserves, and legal requirements
12:40	Networking & Lunch
13:15	**Afternoon Session** • Understand controls and managing risk. • Learn the various terms, obligations, and practices of charity finance
14:15	**Break**
14:30	**Panel discussion with experts covering topics including:** • Understanding how a board approved budget fits into the wider picture of a charity's finances. • Various types of reporting: what the figures mean, who they are for, and what they can tell you about the charity in the past, present and future.
16:15	Evaluation
16:30	ENDS

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