



SWANSEA COUNCIL FOR VOLUNTARY SERVICE  
CYNGOR GWASANAETH GWIRFODDOL ABERTAWE



Neath Port Talbot Council for Voluntary Service

Supporting, Promoting and Developing the Voluntary Sector

Cymdeithas Gwasanaethau Gwirfoddol Sir Gâr  
Carmarthenshire Association of Voluntary Services



# South Wales

# Charity Conference

# 2016

# (Fraud & Cyber Crime)

10<sup>th</sup> June 2016

Venue: Wales Air Ambulance, Ty Elusen, Llanelli Gate,  
Dafen, SA14 8LQ

*Supported by*



JCP Solicitors

Bevan Buckland  
Chartered accountants, tax and financial planners

# Introduction

Swansea Council for Voluntary Service (SCVS), Neath Port Talbot Council for Voluntary Service (NPTCVS) and Carmarthenshire Association of Voluntary Services (CAVS) are very pleased to invite you to the inaugural South Wales Charity (Fraud & Cyber Crime) Conference.

The day features a range of speakers and workshops for those involved in the third sector in South Wales, bringing you up to speed on the latest issues relating to charities and the law surrounding fraud and cyber crime in Wales.

Kevin Weekes, Director of Zen Solutions which provide security solutions is our guest speaker, offering an insight into the latest fraud detection and prevention practices.

In addition, you will be able to attend your choice of 2 of 3 workshops, hosted by Bevan & Buckland, JCP Solicitors and MGB PR.

We are very excited to hold the conference at the new Wales Air Ambulance headquarters in Llanelli, with Angela Hughes, Chief Executive of Wales Air Ambulance, chairing the day.

Lunch & refreshments are provided.

## ***Three CVCs Working in Partnership***

SCVS, NPTCVS and CAVS are the County Voluntary Councils (CVCs) covering Swansea, Neath Port Talbot and Carmarthenshire. Whilst they are independent charities, they all offer advice, support and development to not for profit organisations in their areas. The 3 CVCs have worked together with trusted partners to bring this expert-led conference to the South Wales region.

The new Wales Air Ambulance headquarters in Dafen, Llanelli



# Programme

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10.00	Registration & Coffee
10:30	Welcome from SCVS, NPTCVS and CAVS, handing over to the Chair Angela Hughes, (WAA)
10:35	Keynote speaker – Kevin Weekes (Zen RS)
11:20	Tea, Coffee & Biscuits
11:40	JCP Solicitors – Dr Kerry Beynon Legal implications of falling victim to cyber crime
12:00	Bevan & Buckland – Alison Vickers Fraud and poor governance arising in the charity sector
12:20	Breakout session (12:30 start)
1:00	Lunch
2:00	Breakout session (2:10 start)
2:40	The story of the Wales Air Ambulance & close – Angela Hughes

# Plenary sessions

## Key Note Speaker

Kevin Weekes



- Types of fraud (what can they expect)
- Fraudster profiles (what the criminals look like)
- Understanding Insider v Outsider Threats
- Defence mechanisms (how to protect your assets and your reputation)
- Case studies (very quick examination of some high profile cases)
- Reference points (some useful points of reference for self-help or expert advice)



Dr Kerry Beynon

## Legal implications of falling victim to cyber crime

Dr Beynon, Corporate and Commercial expert at JCP Solicitors, will be giving an overview of the importance of having a fit for purpose constitution and the legal implications of falling victim to cyber crime.



Alison Vickers

## Fraud and Poor Governance arising in the Charity Sector

There have been a number of high profile cases hitting the headlines around fraud and poor governance within the charity sector, both at National and local level.

In many instances the charities ceased to operate as a result of their problems.

To minimise the risks of fraud and suggestions of poor Governance we look at what controls and procedures are considered best practice.

# Breakout sessions

## Session 1

Bevan & Buckland - Harri Lloyd Davies



### 'The new charities SORP'

The accounts for the years ending 2016 will all be prepared under a new accounting framework which has led to the charity commission releasing a new SORP (Statement of Recommended Practice).

This session will run through the key changes and explain to trustees and staff the areas likely to see the biggest impact and explain the many changes in terminology.

The session will also suggest key questions trustees and staff should be asking on their accounts.

## Session 2

JCP Solicitors - Paul Shuttleworth



### 'Employment & HR'

An informal workshop on key clauses in Employment contracts and employment policies to assist in good governance and to assist in the prevention of fraud.

## Session 3

MGB – Rachel Thomas



### **'The Power and the Curse of Two-Way Communication: Building and Maintaining Your Reputation on Social Media'**

If you're running any sort of business in 2016 you'll know that social media is a key factor in making your marketing work. Social media has allowed organisations the powerful opportunity to engage directly with their customers or supporters and has also opened the gates for direct communication. The curse? On occasions, this communication can be unfavourable.

Rachel Thomas of MGB PR will discuss the highs and lows of using social media platforms for Not For Profit organisations, how to build a good reputation and outline the best practice for responding to negativity or criticism.

# Chair Person



Angela Hughes was the first employee of Wales Air Ambulance by the Board of Trustees. She was previously Finance Director and then European HR and Quality Manager in the construction and technology industry, before embarking on a new career in regional and national fundraising.

In 15 years Angela has built WAA into a vital healthcare charity with helicopters covering every corner of Wales, 365 days a year. Through a creative, community-focused strategy, she has led the charity in raising more than £55 million to keep the air ambulances flying for Wales.

**Angela Hughes,**  
**Chief Executive Officer**  
[angelahughes@walesairambulance.com](mailto:angelahughes@walesairambulance.com)

In her opening and closing remarks, Wales Air Ambulance CEO Angela Hughes will provide a unique insight into how she built a multimillion-pound helicopter charity from scratch. Aviation is an expensive business and as a charity that relies entirely on donations to raise £6 million each year, Angela has led the team in creating sustainable income.

Developing and running any charity has its challenges, and Angela's philosophy is to keep learning every step of the way. Central to this is having a support network around you, to ensure good governance at all times. With the right team of professionals, charities are empowered to take their mission, vision and values forward to success.

## About the Venue: Wales Air Ambulance, Dafen, Llanelli

This year, Wales Air Ambulance began a new chapter in the charity's history by developing its first property: a purpose-built headquarters and an airbase for one of its three helicopters. The new home provides the latest technology and facilities for the lifesaving crews and aircraft. This includes specialised training and briefing rooms, customised storage for equipment, and bedrooms as a step towards a 24-hour service.

Bringing the charity and operation together for the first time, the move has been an investment in the future of WAA – safeguarding operations and saving thousands in rental costs. The charity will save up to £40,000 per year alone by having its own fuel supply. This means Wales Air Ambulance can continue to develop the service and carry out missions. The airbase construction was built entirely through donations.

# Key Note Speaker

Kevin Weekes  
Director  
Zen Solutions  
[www.zenrs.com](http://www.zenrs.com)



Kevin has 30 years experience both as an investigator and intelligence officer with Military Intelligence, HMRC (Maritime Intelligence & Drugs Investigations) and the Serious Organised Crime Agency. This time has been spent profiling, identifying, tracking and ultimately bringing to justice those involved in terrorism, serious organized crime and fraud, both in the UK and internationally.

He has worked extensively across the world, often in collaboration with foreign police and security forces, gaining a rich insight into the methodologies and criminals use to further their aims. This portfolio of casework gives an insight into the mind of the adversary and the innovation they use to commit their crimes and defraud businesses.

Kevin now runs his own company, ZENRS, which offers security solutions to SMEs, larger enterprises and High Net Worth Individuals from their HQ in Cardiff. ZENRS deploy a fusion of traditional policing and investigation methodology with the latest hi-tech cyber tools to unmask the fraudsters and recover losses, with the aim of protecting profits and reputations

Kevin is now a leading developer of Internet based intelligence-gathering methodology and is a regular contributor and speaker at expert working groups and conferences. He is a proud member of ASIS International (the leading global community of security practitioners), a registered independent security consultant with the (UK) Association of Security Consultants and a founding member of the Open Source Intelligence Research Association (OSIRA).

# Guest Speakers



Kerry Beynon  
Corporate & Commercial Solicitor  
Direct line: 01792 529 645  
[kerry.beynon@jcpsolicitors.co.uk](mailto:kerry.beynon@jcpsolicitors.co.uk)

Kerry specialises in commercial law, with particular emphasis on intellectual property and has been involved in a number of high profile trade mark infringement and breach of copyright cases (enforcement and defence).

Kerry has lectured nationally and internationally on commercial law, intellectual property law and dispute resolution mechanisms to professionals, international corporations (most notably in the defence and commercial & civil aviation sectors) and government agencies.

Kerry acts for a number of charities, providing advice on constitutional matters, framework agreements, trading agreements, brand partnership issues and charitable fundraising activities.



Paul Shuttleworth  
Director and Head of Employment  
Direct line: 01792 529636  
[paul.shuttleworth@jcpsolicitors.co.uk](mailto:paul.shuttleworth@jcpsolicitors.co.uk)

Paul has extensive experience in all areas of contentious and advisory employment law, having acted for major PLC clients, national and international business concerns. Paul's experience includes advising national clients on complex TUPE issues (including second generation contracting out and insourcing), dismissing senior executives and advising on complex disability claims (including sexual orientation, religion and beliefs).

Paul and his team advise a number of not for profit/charity organisations, providing advice on issues ranging from National Minimum Wage Regulations to Restrictive covenants. They also provide various levels of outsourced HR to a number of clients in this sector.

# Guest Speakers

**Bevan Buckland**  
Chartered accountants, tax and financial planners



Harri is a partner at UK top 100 accounting firm Bevan & Buckland, acting for a number of leading local charities and delivering training and advice across the region. Harri has also served as a charity Trustee in recent years and so has seen the issues charities face from both sides of the fence. Harri is a charity audit specialist but also advises on governance, risk management and charity structures and has recently advised on two charity mergers.

Harri Lloyd Davies  
Partner  
Direct Line 01792 410104  
[hld@bevanbuckland.co.uk](mailto:hld@bevanbuckland.co.uk)

**Bevan Buckland**  
Chartered accountants, tax and financial planners



Alison is a partner at UK top 100 accounting firm Bevan & Buckland, working with the not for profit sector for almost 30 years. She is one of Wales's leading authorities on financial and audit matters for the third sector. In addition to carrying out audits and independent examinations, Alison has advised on a number of specialist projects including governance reviews, trading structures, VAT issues, charity mergers and due diligence exercises.

Alison Vickers  
Partner  
Direct Line 01792 410116  
[alison@bevanbuckland.co.uk](mailto:alison@bevanbuckland.co.uk)

# Guest Speakers

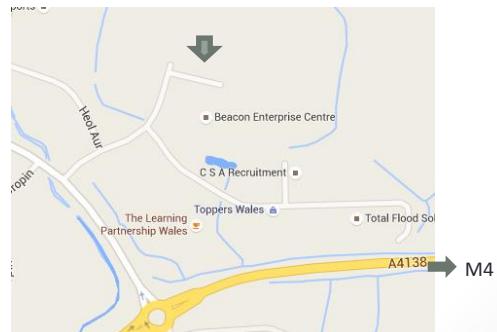


Rachel Thomas  
Account Director  
Direct Line 01792 460200  
[rachel@mgbpr.com](mailto:rachel@mgbpr.com)

Rachel is an Account Director at MGB PR, Swansea Bay's most established PR and Digital Communications agency. Rachel is an active member of the Chartered Institute of Public Relations, with 10 years experience. Rachel has provided PR, marketing and social media services for a range of B2B and B2C clients locally, nationally and internationally. A passionate digital media expert, Rachel has a track record of strategic planning and implementation and currently heads up MGB's consumer client base.

## What you need to know

- The WAA site offers disabled access and lift. Please indicate on the booking form if you have any special dietary or other requirements.
- You will be able to park on the street around the building (Please be aware part of the site is still under construction for the next phase).
- Please use the post code of the Beacon Enterprise Centre next door for your Sat Nav. SA14 8QE
- After the roundabout turn right opposite the junction for Play King.
- WAA contact number 0300 0152 999



# Booking Instructions

To book your place at this event, please complete the form per attendee on the next page and return it, with your cheque, to Christina Coates at JCP Solicitors (or indicate that you require an invoice).

Tickets £20 – But 50% Discount for clients of Bevan & Buckland, JCP Solicitors or members of SCVS, Neath Port Talbot CVS & CAVS.

Lunch and refreshments are included. We look forward to seeing you there.

Wales Air Ambulance, Ty Elusen, Llanelli Gate, Dafen, SA14 8LQ  
For Sat Nav use SA14 8QE



## Booking Form

### South Wales Charity Conference 2016 (Fraud and Cyber Crime)

10<sup>th</sup> June 2016, Wales Air Ambulance, Ty Elusen, Llanelli Gate, Dafen, SA14 8LQ

Tickets: £20 - Please note: if you are a client of Bevan & Buckland, JCP Solicitors or a member of SCVS, Neath Port Talbot CVS & CAVS please take advantage of a 50% discount off the ticket price.

To book to attend, please complete and return this form per attendee, together with cheque payment for the appropriate amount drawn in favour of JCP Solicitors. Please return to Christina Coates, JCP Solicitors, Venture Court, Valley Way, Swansea, SA6 8QP

**Bookings close Tuesday, 7th June 2016.**

Please note that no actual tickets will be issued for the event however your order will be acknowledged by email. If you require any further information, please do not hesitate to contact Christina Coates on 01792 529630 or email christina.coates@jcpsolicitors.co.uk

Name:.....

Job Title.....

Organisation: .....

Address:.....

Email address:.....

Contact telephone number:.....

Cheque enclosed  Please invoice me at the above address

Special dietary or other requirements (E.g. gluten free, hearing loop):  
.....

**Please indicate below which 2 break out sessions you would like to attend:**

**Break Out Session**

The new charities SORP

The power and the curse of two way communication

Employment & HR

**Before Lunch**  
(Tick one box)

**After Lunch**  
(Tick one box)