

Streamlining finance processing

Improving reporting and
transaction efficiency

One-day conference

Sydney: 23 July 2008

Melbourne: 24 July 2008

Coping with enormous volumes of data is nothing new for finance teams. Yet the pressure to reduce errors and improve efficiency is greater than ever.

Managing change and implementing new measures can result in better data, speed and outcomes that will benefit all areas of the business.

This practical conference delivered by industry leaders will provide you with the tools and knowledge you need to transform the systems and processes in your organisation for long-term success.

Key benefits

- › Improve accounts payable and transaction speed
- › Establish meaningful process measures
- › Streamline financial reporting techniques
- › Implement technology and procurement strategies
- › Training and skilling your finance team

Register by 27 June and
SAVE up to \$110

Key speakers

Ben Ali

Manager – Financial Services,
Santos

Patrick Ainsworth CPA

National Financial Controller,
Star Track Express

Darren Crichton

Group Finance Manager,
Leighton Contractors

Karyn Welsh

Manager Strategy, CISD,
Australia Post

Micheal Axelsen CPA

Director,
Applied Insight

8

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Overview

Changing processes, standards and priorities continue to shape finance departments. The need to assess, streamline and monitor systems is an ever-present reality. Faced with these challenges, the best finance managers are focusing on where change is needed – and the resources required!

It is not merely introducing a new system. Best practice lies in integrating process, people and technology for real benefits. How will this affect the organisation? How do I engage and train staff? Solutions and answers lie in proper planning. This event will take you on the journey to a better finance department.

Why you should attend

- › Gain new insight into accounting process improvements
- › Learn practical measures to streamline finance and accounts payable
- › Manage implementation and change issues
- › Explore technology strategies that deliver real benefits
- › Learn how to monitor success and engage staff

Who should attend

- › Finance managers and directors
- › Financial controllers
- › Accounts payable managers and supervisors
- › Accounting services and systems staff
- › Other professionals involved in finance and accounting systems



Streamlining finance

8.30am – 9.00am Registration and arrival refreshments

9.00am – 9.10am **Opening remarks and welcome from the chairperson**

9.10am – 10.10am **Keynote 1**

KN1 Transforming finance to capture long-term advantage

Streamlining finance processing is really just one (important) part of the change finance functions are undergoing. This session will paint the picture for why change is occurring, and how organisations are making better use of their finance expertise.

- › Financial reporting and transactions – how can finance improve data integrity, data quality and its overall effective use by management?
- › Managing change – how has technology and compliance shaped workloads and priorities in finance departments?
- › Potential models for streamlining finance to add greater value to the organisation

Darren Crichton
Group Finance Manager, Leighton Contractors

10.10am – 10.40am Morning tea and networking break

10.40am – 11.40am **Keynote 2**

KN2 How accounts payable can drive stronger business performance

The accounts payable function can help drive substantial business improvements, from efficient data collection through to better service delivery. This benefits decision makers internally and key relationships with clients, suppliers and others.

- › Driving accounts payable and procurement efficiencies
- › Using reporting and feedback mechanisms to deliver valuable data throughout your business
- › Linking AP targets and KPIs to key business goals and outcomes
- › Key steps in moving from pure processing tasks to a vital business operation

Patrick Ainsworth CPA
National Financial Controller, Star Track Express

11.45am – 12.35pm **Concurrent sessions A**

A1 Invoice automation – tracking the road from manual to electronic

Many organisations are reaping the benefits of electronic accounts automation. Yet the decision to move from paper to electronic is influenced by many factors. This session will discuss:

- › Assessing the impact of introducing technology into your business processes
- › Identifying inefficiencies in paper-based processes and how technology can help
- › The costs versus benefit equation
- › Benchmarking, monitoring and training – how it can work in practice

Jeff Southgate
Manager, Operations & Systems Support, Financial Services Division, SA Department for Families and Communities

OR

A2 Developing KPIs and benchmarks for your finance function

Your finance and accounts function is a fluid vehicle that will see many changes, and this can be driven positively by introducing meaningful KPIs and benchmarks. As part of a streamlined finance function, they help progress organisations and individuals towards desired goals and outcomes. This session will discuss:

- › Assessing process inefficiencies and wastage
- › Implementing benchmarking, KPIs and continuous improvement strategies
- › Measuring their success to ensure business goals can be reached

John Corrigan FCPA
Managing Director, Moorestone Group

12.35pm – 1.35pm Lunch and networking break

1.35pm – 2.25pm Concurrent sessions B

B1 Implementing an electronic document management system: Impact and benefits

Electronic document management tools can assist in streamlining accounts payable, improving service delivery and enhancing relationships with suppliers. This session will discuss:

- › The cost of current systems and practices
- › Organisational readiness for EDRM
- › Cost and management issues
- › Streamlining processing – scanning, email and document management
- › Records compliance and risk management issues
- › Improving document sharing and collaboration
- › Managing change at all levels

Conni Christensen
Founding Partner, Synercon Management Consulting

OR

B2 Optimising your financial reporting systems for long-term value

Financial reporting systems are the 'engine room' for data collection, extraction and usage. Their design, usage, costs and benefits need to be understood clearly by finance managers. This session will discuss:

- › Diagnosing the efficiency of your reporting systems – practical steps
- › Implementing operational improvements or building new systems – decisions and costs
- › Tracking and monitoring efficiencies – data quality and effective usage

Micheal Axelsen CPA
Director, Applied Insight

2.30pm – 3.20pm Concurrent sessions C

C1 Exploring best practice e-procurement

E-procurement is now closely involved with accounts payable, supplier relationships and other key functions. How do you justify e-procurement across the business, and gain senior management support? This session will discuss:

- › Exploring the benefits of e-procurement
- › How accounts payable are involved in justifying e-procurement
- › Managing supply, performance and implementation
- › Procurement KPIs, goals and outcomes that are meaningful

Karyn Welsh
Manager, CISD – Strategy, Corporate Infrastructure Services Division, Australia Post

OR

C2 Achieving fast closing accounts in a complex environment

The practicalities of achieving a faster account close involve many factors. This session will discuss:

- › What factors influence the ability to reduce the time for an account close?
- › Methods used to achieve a faster close
- › Staff effort and technology – understanding the inputs into a more efficient process
- › How to maintain quality standards over a long period

Ben Ali
Manager – Financial Services, Santos

3.20pm – 3.40pm Afternoon tea and networking break

3.40pm – 4.50pm Keynote 3

KN3 Keeping your finance team interested!

A more effective finance function naturally requires staff who are engaged, interested and high-performing.

This session will discuss:

- › Motivating staff in repetitive transactional roles – how is this done
- › Proven ways to leverage the skills of each team member
- › Delegating and promoting – knowing when the time is right
- › Talent planning – a guide to ensuring the survival of your finance team

Ben Ali
Manager – Financial Services, Santos

4.50pm – 5.00pm Closing remarks and close of conference

Register by
27 June and SAVE!



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2 Select your venue

| City | Date | Venue | Event code |
|---------------------------|--------|--|------------|
| <input type="radio"/> NSW | 23 Jul | Marriott Hotel, 36 College St, Sydney | NS081077 |
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4 Program at a glance

| Day One – Conference | |
|----------------------|---|
| 8.30am – 9.00am | Registration and arrival refreshments |
| 9.00am – 9.10am | Opening remarks and welcome from the Chairperson |
| 9.10am – 10.10am | <input type="radio"/> Keynote 1 KN1: Transforming finance to capture long-term advantage |
| 10.10am – 10.40am | Morning tea and networking break |
| 10.40am – 11.40am | <input type="radio"/> Keynote 2 KN2: How accounts payable can drive stronger business performance |
| 11.45am – 12.35pm | Concurrent sessions A (your choice from) <input type="radio"/> A1: Invoice automation – tracking the road from manual to electronic <input type="radio"/> A2: Developing KPIs and benchmarks for your finance function |
| 12.35pm – 1.35pm | NL1: Lunch and networking break |
| 1.35pm – 2.25pm | Concurrent session B (your choice from) <input type="radio"/> B1: Implementing an electronic document management system: Impact and benefits <input type="radio"/> B2: Optimising your financial reporting systems for long-term value |
| 2.30pm – 3.20pm | Concurrent session C (your choice from) <input type="radio"/> C1: Exploring best practice e-procurement <input type="radio"/> C2: Achieving fast closing accounts in a complex environment |
| 3.20pm – 3.40pm | <input type="radio"/> Afternoon tea and networking break |
| 3.40pm – 4.50pm | <input type="radio"/> Keynote 3 KN3: Leading and inspiring – keeping your finance team interested! |
| 4.50pm – 5.00pm | Closing remarks and close of conference |

The topics on this program are provisional and may be subject to change.

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