FOUNDED 1882 INCORPORATED 1927   
President: Peter Haywood IRRV (Tech) MBA  
Treasurer: Mike Shang FIRRV

**Insolvency Workshop**

**Venue – Preston Town Hall, Lancaster Road, Preston PR1 2RL**

**Date – Wednesday 16th December 2015**

Dear Colleague

The Lancashire and Cheshire Association Executive recognises that the delivery of high quality professional events is a key requirement for our members. I am pleased to announce a half day insolvency workshop which aims to help members who deal with insolvency,Council Tax recovery and the associated procedures and the submission of forms.

The half day will include a look at how individuals use insolvency to help deal with debt problems, the impact the different forms of insolvency have on the recovery of Council Tax and in some cases Business Rates. The workshop will include some case studies and also cover the practical aspects of dealing with the documentation that is issued as a result of the insolvency process. The workshop will be run by **Hemal Mistry and John Lee, both Licensed Insolvency Practitioners of Horsfields Insolvency Practitioners**, who have extensive experience in advising and working with local authorities in dealing with debt recovery and insolvency. They have acted as Trustees and Liquidators in many insolvency cases, particularly where local authorities have debt exposure.

The event is also an excellent opportunity to catch up with colleagues and representatives from other authorities and organisations.

Our seminars have previously been very well subscribed with positive feedback from both delegates and employers. At **£50 per delegate** I believe that the event offers excellent value for money; it will of course be delivered to the usual high standards of the Lancashire and Cheshire Association. **In addition the Association is continuing to offer members of the Institute a generous 50% Discount.**

The content of the seminar is designed to give a broader knowledge of Council Tax recovery and insolvency and will be particularly useful for:

* Council Tax staff who want a greater understanding of insolvency and the impact on debt recovery;
* Anyone who has little or no experience in dealing with insolvency;
* Anyone working in debt recovery – whether in the public or private sector;

Full details of the seminar and a booking form are attached.

Yours sincerely,

**Peter Haywood IRRV (Tech) MBA**

Association President

**Please visit our website:** [**http://www.irrvassociations.org.uk/index.asp?AId=3**](http://www.irrvassociations.org.uk/index.asp?AId=3)

**Lancashire & Cheshire IRRV Association**

**Insolvency Seminar**

**Preston Town Hall, Lancaster Road, Preston PR1 2RL― Wednesday 16th December 2015**

**Chair – Peter Haywood, Association President**

**Agenda**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Topic** | | **Speaker** |
| **9.30** | **Seminar Registration and Coffee** | | |
| 10.00 | Workshop Introduction and Objectives | Peter Haywood IRRV (Tech) MBA  Association President | |
| 10.10 | Entry routes into insolvency and the types of insolvency | Hemal Mistry MIPA FABRP  &  John H C Lee MIPA FABRP FCA | |
| 10:30 | The impact of insolvency on debt recovery | Hemal Mistry MIPA FABRP  &  John H C Lee MIPA FABRP FCA | |
| **11.00** | **Break** | | |
| 11.15 | Interactive session on the practical aspect of the completion of documentation and post insolvency action. | Hemal Mistry MIPA FABRP  &  John H C Lee MIPA FABRP FCA | |
| **12.30** | **Workshop Close & Lunch** | | |

# Booking Form: Insolvency Workshop

**Date:** Wednesday 16th December 2015

**Venue:** Preston Town Hall

**Times:** Start: 9.30 a.m. for 10.00 a.m.  
Finish: 12.30 p.m. (approximate)

**Cost:** £50.00 per delegate ― includes refreshments & lunch (will be invoiced to you).

£ 25.00 for Members of the IRRV

To reserve your places fill in your details **including your Purchase Order number** and email them no later than Wednesday 9th December 2015to:

Mike Harkins IRRV, Assistant Treasurer

Email: [mharkins@rundles.org.uk](mailto:mharkins@rundles.org.uk)

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| **Name of Authority** |  |
| **Address for correspondence** |  |
| **Contact name & Tel no** |  |
| **Email address** |  |
| **PO Number** |  |

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| --- | --- | --- | --- | --- |
| **Name of Delegate** | **Contact Telephone Number** | **Work involvement \*E.g. Revenues/Benefits** | **IRRV Member? (Yes\No)** | **Dietary requirements** |
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