



Friends Day

4th April 2006

Chair's Introduction



Opening Doors for the Freelance Community



Why does PCG lobby?

- To support PCG's objectives:
 - to ensure proper recognition of independent freelancers as a genuine and valuable sector of the economy, generating wealth and employment, and providing industry with a flexible workforce
 - to promote members commercially and support their development

Who does PCG lobby?

- Government and relevant EU bodies on issues that affect freelancers, including:
 - Taxation (IR35, Section 660A)
 - Employment status and employment law
 - Agency regulations
 - Immigration and work permits

Who does PCG lobby?

- Government and relevant EU bodies on:
 - Red tape
 - Access to public sector contracts and procurement
 - Software patents
 - Constitutional matters

Who does PCG lobby?

- Complementary organisations / trade bodies to:
 - promote the value of a talented freelance workforce to the economy
 - raise awareness of freelancing and freelancer issues
 - encourage the use of sound business-to-business contracts
 - identify and promote best practice in all areas of running a small business – accounting, procedures, credentials
 - share information and resources for benefit of respective members

Benefits of lobbying?

- Opens doors
- Increased influence
- Increased understanding
- Provides a warning of issues likely to affect
- PCG is consulted with widely



- Freelancing – a modern way of working
- Neither employees nor employers
- “Anything else is abuse”
- A “third way”

- The failure of IR35
 - legitimised the abuse it was intended to eradicate
 - unworkable in practice
 - cost to government?
- Solutions
 - Muscat?
 - new legislation?
 - Budget review?

- Settlements legislation (S660A)
 - “normal commercial arrangements”
 - intentions of Parliament
 - sued by the Government for following Government advice
 - £250,000 to chase £7,000?
- Broad understanding of what “normal commercial arrangements” are

- Intellectual Property Rights
- Better Regulation
- Pensions
- Work Permits
- Freelance Research Council
- HMRC

- Understanding of freelancing
- Freedom to freelance
- Benefit to UK

The European perspective

Ben Butters
Small Business Europe





Working with External Bodies

John Thomas PCG CEO

PCG Friends Day 4th April 2006

Agenda

- UK Institutions
- European Institutions
- Agencies and their organisations
- Commercial Organisations
- Partners
- Affiliates
- New initiatives.

UK Institutions

- CBI
- BCS
- IEE
- Intellect
- IMA
- IoIM
- CIPS

European Institutions

- UEAPME
- NORMAPME
- SBE
- Lisbon Council
- Lisbon Group
- SME Union

Agencies and their organisations

- Hays
- Spring
- Capita
- REC
- ATSCo

Commercial Organisations

- Barclays
- Coop Bank
- Accountants

Partners

- BVQI
- BQI
- Accountax
- Contractor UK
- Top Consultant

Affiliates

- Xchange Team – Working together on CIPD and jointly hosted events
- Russams – First ever series of workshops around the country

New Initiatives

- Freelance Research Council – 8 organisations looking at how they can co-operate
- Providing speakers for other organisations on how “the third way” should be recognised e.g. ACCA
- PCG/ATSCo “Agency Watchdog”

So how will this help open doors?

- By getting the message out that we are professionals.
- By encouraging TPTB to recognise that we represent an ever-growing segment of the revenue generating base in UK Plc
- And the Scotia Nostra is equally alive and flourishing in the PCG

Thank you.

Panel Discussion

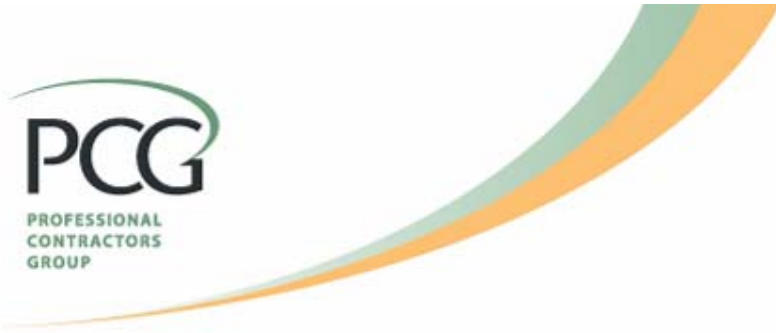


Coffee Break





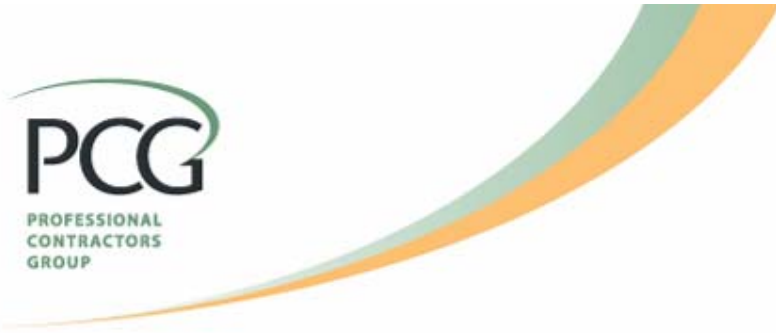
Professionalism – the
way forward for the
freelance community



PCG – Quality Family

What is the quality family?

- A range of services for freelancers
- Offering choice to all variations of member businesses
- Aimed at increasing the professionalism for the freelance community



PCG – Quality Family

Member led

- Promoting the value of and raising perceptions
 - Being professional in what you do and how you operate
 - Being credible about what you do
 - Raising the business aspirations and opportunities for members
 - Improving members skills and capabilities to move higher up the value chain



It started...





Choosing an accountant is an important decision for any freelance consultant or contractor. Whether the need is only for help with drawing up accounts and calculating corporation tax at year-end or for a full-blown accounting and bookkeeping service, the relationship is likely to be a long-term one that needs to be chosen carefully.



How does it work?

- The PCG (QA) scheme is restricted to accounting practices with one or more qualified partners or practitioners
- We envisage accrediting no more than one or two practices in a given geographical or postcode area
- Strict entry criteria - only chartered and certified accountants and chartered tax advisers are eligible
- Training on IR35/S660A
- Customer service training to enable accountants to meet the needs of freelance consultants and contractors
- Annual assessment, including feedback from PCG members



PCG(QA) – Quality Accountant

PCG(QA) – is member led

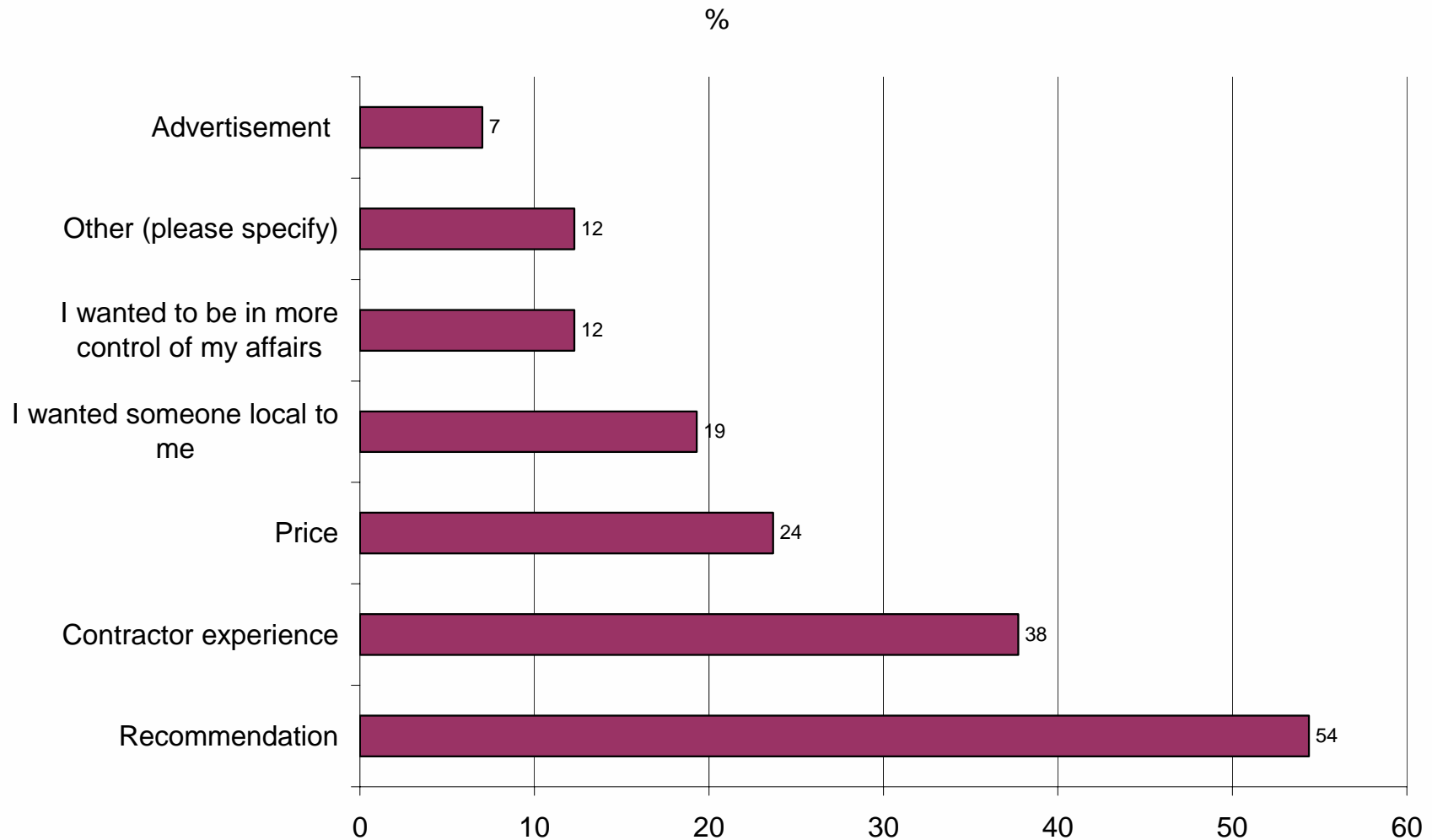
Most asked for service in the 2005 membership survey:

whereby PCG would identify and promote accountants who had received additional training on contractor-specific tax and accounting issues and had a good understanding of how freelance businesses operate.

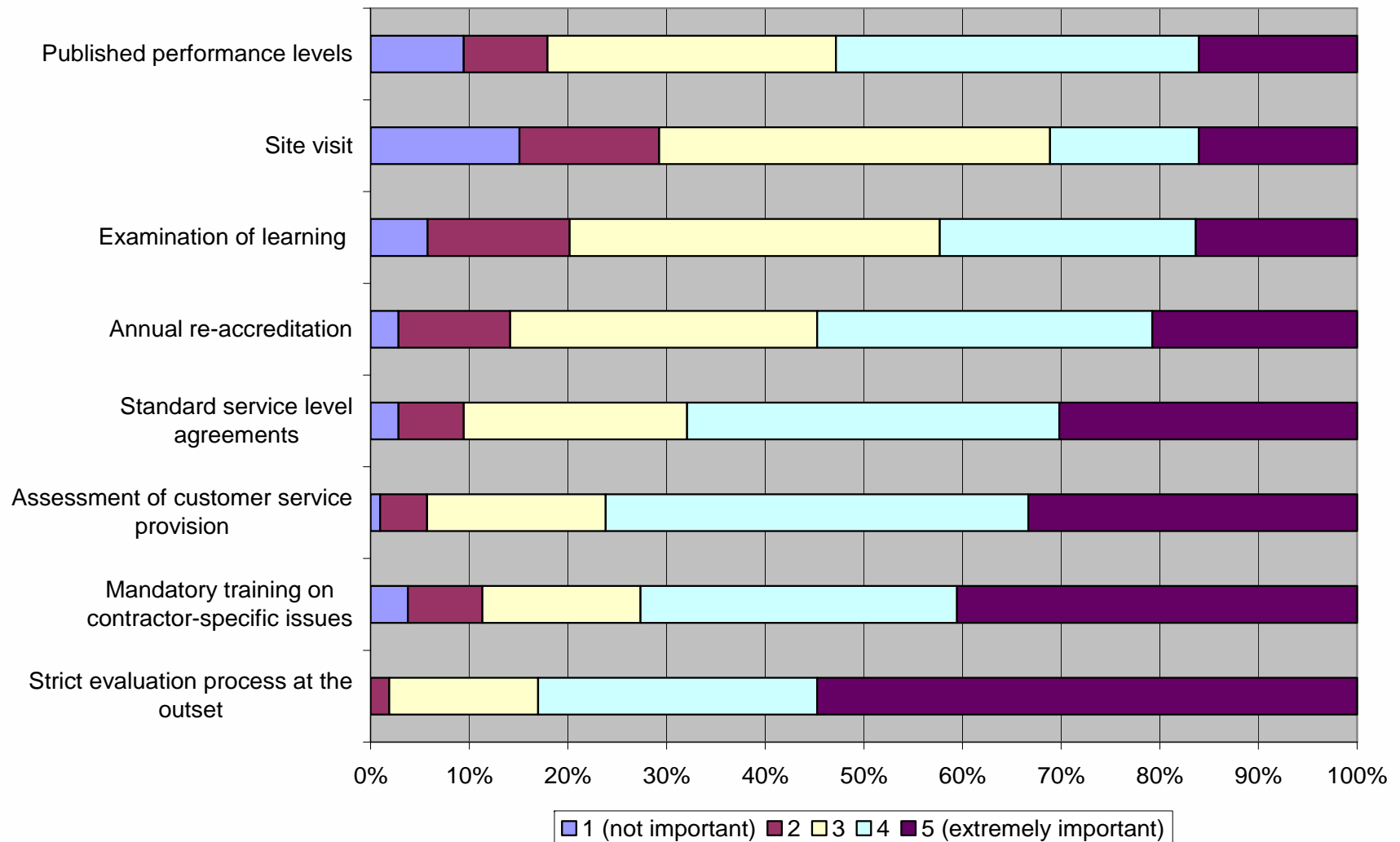
Most frequently asked question on PCG forums

A membership survey has helped define the scheme

How do freelancers choose accountants?



What do PCG members want from the PCG(QA)



Benefits to accountants

- The opportunity to present your credentials to PCG members through PCG (QA)
- Up-to-date training from experts in tax and accounting matters that affect freelance contractors
- The opportunity to demonstrate your experience and knowledge in this marketplace, to help you win more business
- Be presented to PCG membership

Benefits to PCG members

- The reassurance that PCG accredited accountants will have received relevant and up-to-date training in freelancer-specific issues
- A published list of all accountants who passed the course satisfactorily and qualified
- The ability to provide feedback on accredited accountants to PCG which will be taken into account when performing annual reviews
- Demonstrates that you manage your business financial affairs professionally

Scheme Update

- Launched early March
- Preference to PCG affiliates
- First course running in May

SOLD OUT

- More applications in progress
- Will be fully launched to members June



PCG's new PCG (QP) scheme enables members to have their CVs certified to BS7858.

Developed in collaboration with Background Checking, the scheme provides a full check in the first year and an annual renewal check in subsequent years, enabling members to have an ongoing and updated CV to offer to agencies and clients at any time.

background checking.com

from RWC plc

Steve Bailey
Nicholas Ricketts

An interesting breakdown

**28%, 8%,
2%**

Another interesting number

15%

Background checking...

- **Funds itself**
- **Raises candidate quality**
- **Reduces the initial sift**
- **Deters timewasters**

Background Checking

- **What's driving this?**
- **Who do we check?**
- **Why do we check?**
- **What's it worth?**



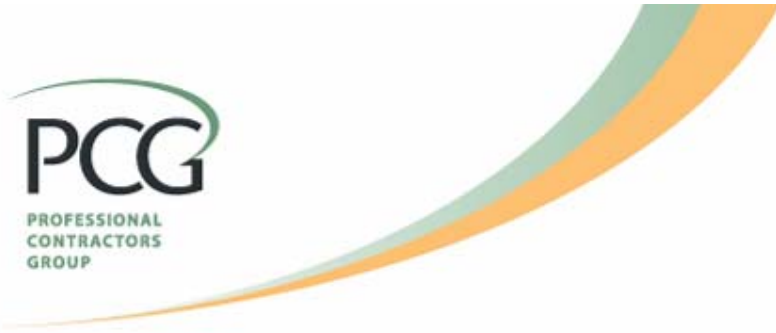
Transsol Ltd and PCG(QS)

S W Mealing
Managing Director



TRANSSOL_{Ltd}
TRANSPORT SOLUTIONS

The Importance of UKAS Accredited
ISO 9001:2000 Certification



Introduction

- What is it all about?
- Transsol Ltd
- Requirement for ISO 9001
- The options available
- The decision
- The benefits
- Summary
- The certificate

What is it all about?

- Obtaining certification to ISO 9001:2000 quality standard
- Certifying body is BVQi
 - Full certification
 - Not a cut down version
 - Has same value as any other BVQi ISO certificate
- BVQi do not issue second class ISO certificates

Transsol Ltd

- A small business
 - In big business sectors
 - Rail and power generation industries
- Client Base
 - UK
 - Network Rail
 - Union Railways North (CTRL)
 - Optilan Communications
 - Mainland Europe
 - Attiko Metro S.A.
 - Construction Joint Venture C.I. Kalogritsas S.A.
 - International
 - ROTEM Company of South Korea

Requirement for ISO 9001

- Decision made April 2004
- Mandatory requirement of safety process in core business sectors
- Necessary in order to maintain existing client base let alone expand it

Options Available

- Undertake the work internally
- Engage external consultancy
- PCGQS

Undertake Internally

- Limited experience with ISO 9001:2000
- Large amount of work to develop QMS
- Risks:
 - Ensure QMS and procedures ISO 9001 compliant
 - Then demonstrate company adherence
 - No backup for advice and guidance
 - Longest timescales for ultimate certification
 - Greatest risk of failure

External Consultancy

- Relatively high cost - circa £12k +
 - Mainly providing guidance
 - Transsol responsible for producing all mandatory components and having these assessed against requirements of ISO 9001:2000
 - Consultancy would 'review' and 'comment' on above
 - Consultancy would 'facilitate' certification process
- Potential for further un-quantified costs
- No guarantee of success

- Relatively low cost - circa £2k
 - Real value of PCGQS
 - Economy of scale
 - Fixed budget to certification
 - Includes all mandatory components (e.g. QMS).
 - All of the components of PCGQS have been produced by professionals and assessed to be compliant with requirements of ISO 9001:2000 by BVQi (ISO 9001 accreditation body)
 - Full support of PCG and its main consultant (BQI)
 - Includes bespoke electronic document management system
- No guarantees but lowest risk of failure
- Final analysis - Decision was obvious

The Decision

- 'No brainer'
- PCG(QS) offers:
 - The most likely road to success
 - Unrivalled technical support
 - Economies of scale and hence costs
 - The whole QMS environment is included in the scheme

The Rewards

- ISO 9001 certification well received by existing clients
- Enables the company to develop autonomously in its core business sectors
- Transsol has been able to tender for:
 - Contract with ROTEM for safety case work.
 - Framework Agreement with Tubelines.
 - Table top safety exercise for Transpennine Express.
 - Training provider to Network Rail.
- Transsol has won contracts with:
 - Network Rail (safety assessment for power supply upgrades)
 - Optilan Communications
 - Extensions to existing contracts with URN and C I Kalogritsas
- Invited to present a paper on Athens Metro Experiences at IEE International Conference of System Assurance



Summary

- Obtaining UKAS accredited ISO 9001:2000 quality standard has enabled Transsol Ltd to develop from a small contracting entity with limited market potential into a serious business with industry wide appeal.

The modest costs associated with PCGQS are disproportionate to the real and tangible benefits that certification provides.

The Certificate



Certification Awarded to

TRANSSOL LIMITED
32 BUNTON ROAD WEST
DISLEY, CHESHIRE,
SK12 2LY

BVQI certify that the management system of the above organisation has been assessed and found to be in accordance with the requirements of the standards detailed below.

STANDARD

BS EN ISO 9001:2000

SCOPE OF SUPPLY

THE PROVISION OF RELIABILITY, AVAILABILITY, MAINTAINABILITY AND SAFETY (RAMS) ANALYSES, SAFETY AND RISK MANAGEMENT AND ELECTROMAGNETIC COMPATIBILITY (EMC) ASSESSMENTS TO THE RAIL AND TRANSPORTATION INDUSTRIES IN ACCORDANCE WITH PCG QS SCHEME GUIDELINES.

Original approval date: **25 FEBRUARY 2005**

Subject to the continual satisfactory operation of the organisation's management system, this certificate is valid until:

25 FEBRUARY 2008

To check this certificate validity please call 0207 663 6068.

Further clarifications regarding the scope of this certificate and the applicability of the management system requirements may be obtained by consulting the organisation.



For Baven, Veritas Quality International
BVQI Limited
2nd Floor, Tower Bridge Court
274-275 Tower Bridge Road
London SE1 2TX

Vic Bowen

Certificate number: **32700**
Date issued: **02/03/2005**

MANAGING OFFICE: BVQI 2nd Floor, Tower Bridge Court, 274-275 Tower Bridge Road, London, SE1 2TX.
ISSUING OFFICE: BVQI 12th Floor, Tower Bridge Court, 274-275 Tower Bridge Road, London, SE1 2TX.



Scheme Update

Launched June 2005

- 15 fully certified
- 121 various stages of being certified
- New members joining
- Improved EQMS





Promoting the quality
family

How can you help?

PCG(QA)

- If you are an accountant – think about getting involved
- If you are not – recommend it especially to new freelancers

PCG(QP)

- If you are an agency – sign up to support PCG(QP), we will be publishing a list of those agencies who will take PCG(QS) in place of their own checks
- If you are not you can mention it to your freelance clients

PCG(QS)

- Recommend this to freelancers who will gain value from having ISO9001



Raising the profile of
a professional
freelancing sector

What can we do?

In your tables.....

- 3 ways in which PCG can help to promote the freelance market
- 3 ways in which you can contribute to this
- 15 minutes brainstorm
- Feedback



THANK YOU