



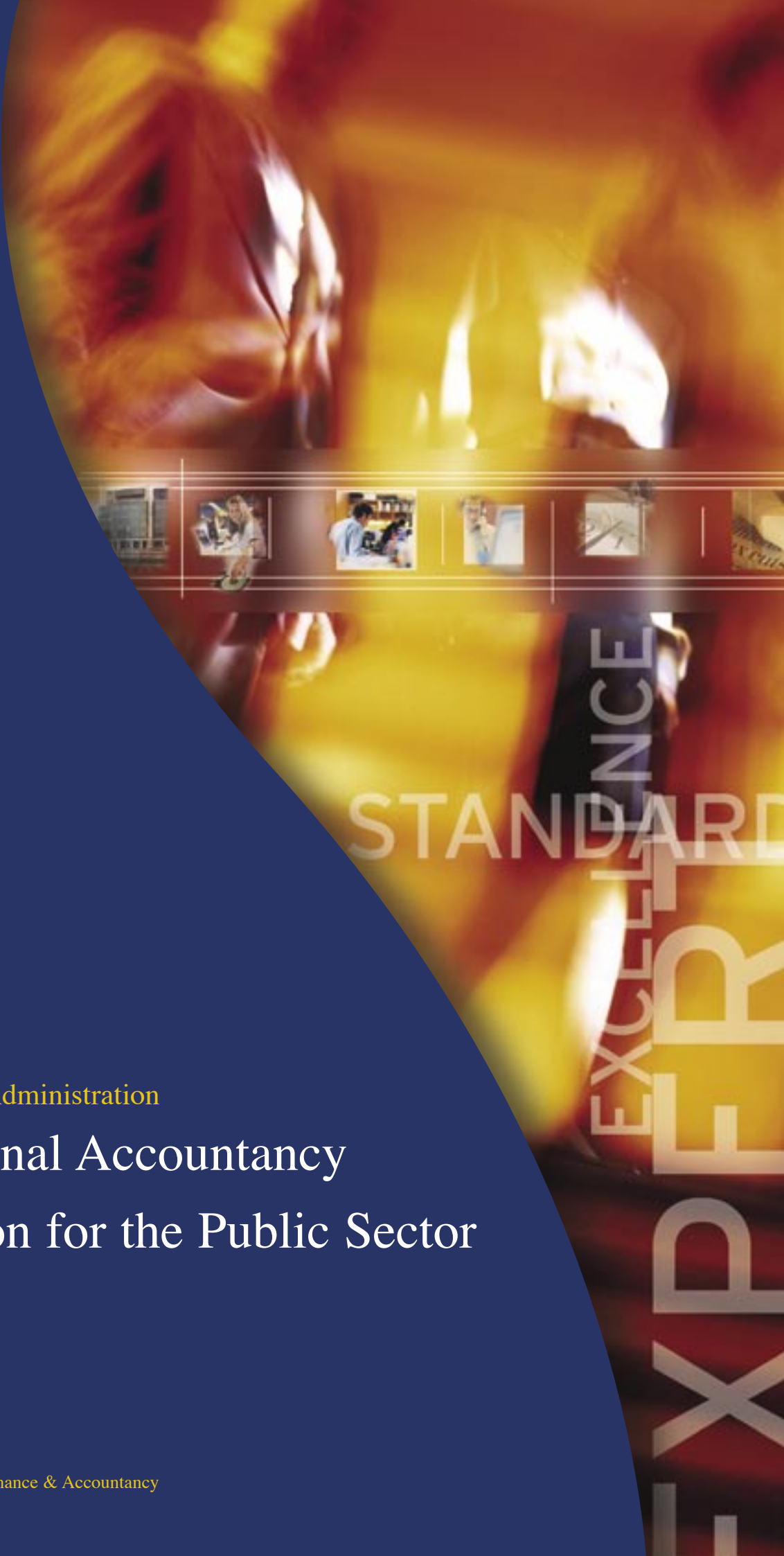
A RECOGNISED COLLEGE OF THE
NATIONAL UNIVERSITY OF IRELAND
Coláiste Aitheanta d'Ollscoil na hÉireann

Institute of Public Administration

A Professional Accountancy Qualification for the Public Sector



Chartered Institute of Public Finance & Accountancy



NEW PROFESSIONAL ACCO

As we all know, the pace of change for organisations engaged in the delivery of public services is unrelenting. Across the world, Governments are making reform, improvement and modernisation of vital services a top priority. In Ireland our reform initiatives mirror those across the developed world and the issue of value for money and the management of resources to maximise societal benefits are key challenges. Relevant professional expertise has never been more necessary. In the public service, this essential, relevant expertise is offered through the CIPFA Professional Accountancy Qualification (PAQ).

CIPFA members and students operate in a wide variety of roles across the various sectors in Ireland, including central and local government, health and educational services, state companies, audit bodies and consultancy organisations. They have a unique knowledge of the public services and therefore have a special contribution to make to help ensure that organisations are strongly led and well managed, and that services really are improved.

This is the backcloth against which the development of the new CIPFA PAQ has been crafted. We have worked hard to identify and understand the needs and demands facing modern organisations and to map carefully and systematically the many different facets of expertise which **Chartered Public Finance Accountants (CPFAs)** can bring to the table in a way that adds distinctive value and enables real success.

Of course, simply obtaining an excellent qualification is not enough. Having acquired the knowledge and skills which modern organisations demand, it is vital that CPFAs keep refining and sharpening their skills, adding new knowledge throughout their careers. This is why the new PAQ integrates a professional development scheme and the IPA and CIPFA provide Continuing Professional Development opportunities to emphasise the importance of lifelong learning.

ACCOUNTANCY QUALIFICATION

CIPFA Scheme

CIPFA CERTIFICATE

Financial Accounting

Management Accounting

Financial Reporting

Financial Management Systems and Techniques

CIPFA DIPLOMA

Financial & Performance Reporting

Accounting for Decision Making

Audit & Assurance

Leadership & Management

Governance & Public Policy

Public Finance
Taxation

IPDS
Initial Professional Development Scheme

FINAL TEST OF PROFESSIONAL COMPETENCE

Finance & Management Case Study

Strategic Business Management



The Chartered Institute of Public Finance & Accountancy

The Chartered Institute of Public Finance and Accountancy (CIPFA) is the only major accountancy body which specialises in public service financial management including the provision of professional training for the staff of public service organisations. It is a member of the Consultative Committee of Accountancy Bodies (CCAB), which comprises the six premier bodies in UK and Ireland. The qualification process offers a thorough grounding in all matters financial, managerial and relevant to the public service.

The IPA has worked with CIPFA to create a route to professional qualification which incorporates Irish legislation and regulation. The route to CIPFA in Ireland begins with the IPA Certificate and Diploma in Finance.

CIPFA in the IPA

The IPA Certificate and Diploma in Finance are designed to provide a solid grounding in public sector accounting and finance in Ireland and cover all aspects relevant to the work of public servants. The courses combine to offer exemptions onto the CIPFA PAQ.

These programmes allow candidates, without a formal qualification, the chance to progress at their own pace. Each course is of ten months duration and, is delivered and assessed at the IPA. The programme was designed to offer choice and flexibility to those who wish to progress further, thus a route to a Business Studies degree, with generous exemptions is also available.

On successful completion of the IPA Diploma in Finance, candidates have several options for progression. If the Professional Accountancy Qualification is chosen, significant exemptions directly onto the CIPFA programme are available. These exemptions mean that a successful candidate is only required to study for the following modules:

At the **CIPFA Certificate** Level:

- Financial Management Systems and Techniques

At the **CIPFA Diploma** Level:

- Leadership & Management
- Financial & Performance Reporting
- Accounting for Decision Making
- Taxation
- Governance and Public Policy

The IPA will support each participant through the programme via a directed study guide and a tutorial programme. The programme will be delivered on a modular basis so that study can be self directed and spread over a time period that is suitable to each participant. Examinations take place twice a year in June and December.

Each participant will receive a learning pack for each Module – these will be customised for the Irish public services where relevant. Tutorial support includes half day and full day workshops and one half day revision. A study guide will focus and direct your learning.

Final Test of Professional Competence (FTPC)

Upon completion of the CIPFA Diploma, a candidate need only complete Strategic Business Management and The Financial Management Case Study, which brings all the syllabus together in an applied Case Study examination. This will be supported through workshops, tutorials and coaching over a nine month period.

Initial Professional Development Scheme (IPDS)

As part of the qualification process and best practice in professional development you will be required to maintain a log of experience. These will contribute to obtaining Professional Status and be the means of ensuring continual update and personal development which is a key feature of all professional programmes.

Transition Arrangements

PART-QUALIFIED

For those who have been studying on the old CIPFA Scheme, transfer to the new CIPFA scheme is automatic, and like for like exemptions will be given.

Upon successful completion of Professional One, candidates transferring to the CIPFA Diploma will be required to study the modules outlined. In addition, they will be expected to complete the Public Finance Module. An Irish version of this module has been developed by the IPA and has been granted an exemption from CIPFA. This module will be delivered in spring each year.

A candidate who has successfully completed Professional Two, will be able to transfer directly to the new Final Test of Professional Competence. However, they too will be required to complete Public Finance, which will be made available to them.

ALTERNATIVE PATHWAYS

Candidates who have been successful at undergraduate level, the old CIPFA Diploma, Accounting Technician and various other routes are usually offered exemptions from two of the four CIPFA Certificate Modules, leaving them to complete Financial Reporting and Financial Management, Systems and Techniques before progressing to the CIPFA Diploma.

The IPA will offer support to candidates for these two modules via a programme which will include the provision of learning materials, a study guide, workshops and tutorial support. The workshops will be offered in Spring each year. If Public Finance is required, candidates can undertake this course with the IPA.

Additional Information

VENUE

Training and Education Centre,
Institute of Public Administration,
57-61 Lansdowne Road, Dublin 4

ARRANGEMENTS

Lunch will be provided.
Parking is available but limited.

Programme Leader:

Helen Keady
Tel: 01 240 3685
Email: hkeady@ipa.ie

Programme Administrator:

Sandra Byrne
Tel: 01 240 3686
Email: sbyrne@ipa.ie

CIPFA

Note: Candidates who have experience in relevant qualification may apply directly to CIPFA for exemption or to the Institute of Public Administration.

www.cipfa.org.uk

FEES

- CIPFA Certificate €800 per module
- CIPFA Diploma €850 per module
- Public Finance Module €575 per module
(where relevant)
- Final Test of Professional Competence €1375 per module

SCHEDULE

Modular sessions commence:

January and September

Exams:

June and December

Syllabus Details

CIPFA Certificate Modules

FINANCIAL MANAGEMENT SYSTEMS AND TECHNIQUES

- Considers the systems and processes involved in supporting the production of financial information including the technology required.
- Considers the quantitative models used to collect, interpret and present meaningful financial information
- Considers the process of managing projects and risks

FINANCIAL REPORTING

- Considers the environment in which financial accounting operates
- Considers the basic concepts and principles in financial accounting
- Involves the preparation and presentation of financial statements

CIPFA Diploma Modules

LEADERSHIP AND MANAGEMENT

- Considers the development of management and organisational theory and its application to a variety of organisational settings including public service organisations.
- It examines the role of the manager, the issue of human behaviours, ethics, organisation structure and the role of HR.

FINANCIAL AND PERFORMANCE REPORTING

- Considers and explains the external financial reporting framework for the public service.
- It discusses the detailed application of current statute, regulation and professional standards of practice to the Irish public services and demonstrate this through preparation and interpretation of the key external financial statements for public service organisations.
- Identifies and appraises regulatory mechanisms for measuring performance in public service organisations.

TAXATION

- Explains the history and functions of taxation and critically assesses alternatives to the current taxation system in Ireland incorporating direct and indirect taxation of employees and companies as relevant to the public service.

ACCOUNTING FOR DECISION MAKING

- Describes the role and nature of management accounting to aid in decision making, evaluating and applying a range of investment appraisal techniques to given scenarios.
- It considers issues such as pricing, the assessment of risk, performance measures and cost management.

GOVERNANCE AND PUBLIC POLICY

- Explains the various definitions and theoretical models of public policy making and differentiates public and not-for-profit decision making from that of the private sector.
- It considers the key elements of structuring public policy, roles, environment, behaviour, and governance in the Irish public sector.

PUBLIC FINANCE

- Appreciate and explain the causes and implications of public borrowing and debt, their significance in the management of the economy, and their influences in the workings and regulation of the financial markets.
- Demonstrate an understanding of the techniques and instruments of treasury and financial risk management available to public service organisations, and of the statutory, regulatory and best practice requirements surrounding their use.

Final Test of Professional Competence

STRATEGIC BUSINESS MANAGEMENT

- Considers all aspects of managing strategy:- strategic analysis, planning, option appraisal, decision making and managing change.

FINANCE AND MANAGEMENT CASE STUDY

- The objective is to test the application of acquired skills rather than simply factual knowledge - to put candidates in as near as possible, a practice office situation and test reaction under a time constraint.

The **Institute of Public Administration** is a leading national provider of personnel and organisational development services to the public sector in Ireland. Its financial management education and training programmes are designed to equip practitioners with the necessary skills and competences required in a modern accountable public service.

Its partnership with CIPFA, through the IPA/CIPFA Accountancy Training Initiative, has contributed both to organisational capacity-building and has also facilitated individuals to professionally qualify as Chartered Public Finance Accountants (CPFAs).

The IPA's activities span public sector-oriented research, training and consultancy, degree-level and professional education, and book and periodical publishing. Although focused on public sector development needs and a public service audience, the IPA's various services are also taken up by the voluntary and private sectors, and are delivered to international clients both in Ireland and overseas.

The IPA is conscious of the demands that the current diversity and speed of change place upon organisations. In the public arena, these demands are driven, inter alia, by the importance of equipping managers and staff with the knowledge and competencies to assist in the achievement of organisational objectives and sustainable economic growth. This need has been expressed at the highest level of government, and carries with it the attendant necessity of putting in place sound financial management arrangements which ensure compliance with governance requirements, performance evaluation and management information systems.



AN FORAS RIARACHÁIN
Institute of Public Administration
57-61 Lansdowne Road
Dublin 4

Tel: (01) 240 3600

Fax: (01) 668 9135

E-mail: cdoyle@ipa.ie

Web: www.ipa.ie