



# 2022 Autumn Programme

[www.insight-training.co.uk](http://www.insight-training.co.uk)

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## Technical CPD 2 and 3 hr

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\* Denotes specialist  
courses

Date	Course	Trainer	Time
27 Sep	<a href="#">Autumn Tax Update</a>	Dean Wootten	9.30 – 12.30
4 Oct	<a href="#">Audit – All the Bits you Used to Know</a>	Richard Hemmings	9.30 – 12.30
5 Oct	<a href="#">Practice Regulation Update</a>	Peter Herbert & Edward Rands	9.30 – 12.30
6 Oct	<a href="#">IFRS Update*</a>	Clare Jones	9.30 – 11.30
10 Oct	<a href="#">Autumn Financial Reporting Update</a>	John Selwood	9.30 – 12.30
18 Oct	<a href="#">A – Z of Charity Accounts</a>	Richard Hemmings	9.30 – 11.30
20 Oct	<a href="#">Tax Planning from Cradle to Grave</a>	Ros Martin	9.30 – 12.30
31 Oct	<a href="#">ISQM Implementation</a>	Peter Herbert & guests	9.30 – 12.30
2 Nov	<a href="#">Making Tax Digital Update</a>	Rebecca Benneyworth	9.30 – 12.30
9 Nov	<a href="#">Autumn Audit Update</a>	Peter Herbert	9.30 – 12.30
16 Nov	<a href="#">Financial Reporting and Tax Update</a>	Peter Herbert & Ros Martin	9.30 – 12.30
22 Nov	<a href="#">FRS 102 Medium Sized Company Accounts End to End</a>	James Charlton	9.30 – 11.30
24 Nov	<a href="#">Corporation Tax Update</a>	Ros Martin	9.30 – 12.30
29 Nov	<a href="#">VAT Update</a>	Dean Wootten	9.30 – 12.30
30 Nov	<a href="#">How to Become a Good New RI</a>	Peter Herbert	9.30 – 12.30
6 Dec	<a href="#">ISA 315 Risk Assessment</a>	Jeremy Williams	9.30 – 11.30

## CPD Bites

Date	Course	Trainer	Time
11 Oct	<u>Auditing Accounting Estimates</u>	Clare Jones	12.30 – 1.30
18 Oct	<u>Effective Analytical Review</u>	Richard Hemmings	12.30 – 1.30
10 Nov	<u>Auditing Revenue</u>	Clare Jones	12.30 – 1.30
6 Dec	<u>The Auditor and Fraud</u>	Jeremy Williams	12.30 – 1.30

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## Trainee courses

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Date	Course	Trainer	Time
11 Oct	<a href="#">How to Become a Good Audit Senior</a>	Clare Jones	9.30 – 11.30
10 Nov	<a href="#">How to Become a Good Audit Junior</a>	Clare Jones	9.30 – 11.30

“Good, engaging lecturer, keen to help and answer questions.”

“Great presenter, good explanation of the course content and very willing to answer questions whilst on the course and afterwards.”

## Testimonials

“Excellent with interaction.”

“Brilliant delivery and condensing of key points. Delivery ideal as very practical.”

“It’s a good way to deliver technical material and suits my working day - I would rather attend courses this way going forward”



## The Details

### Platform

All courses are run on the Zoom webinar platform with computer audio or dial in via phone options available.

### Format

Course numbers are limited to ensure all participant questions are answered. Every effort is made to ensure sessions are engaging and interactive, through polls and Q&A.

### Bookings

Bookings can be made directly on our website via the links throughout this brochure. Block bookings across courses can be made by completing our [booking form](#) and emailing it to [enquiries@insight-training.co.uk](mailto:enquiries@insight-training.co.uk).

### Prices

3 hour courses £70+VAT per person or £60+VAT per person where 5 or more places across all courses are booked. Specialist courses (\*) £90+VAT per person or £80+VAT per person where 5 or more places are booked.

2 hour courses £50+VAT per person. Specialist 2 hour courses (\*) £70+VAT per person or £60+VAT per person where 5 or more places are booked.

1 hour courses £30+VAT per person.

### Joining links and materials

Delegates will be emailed materials and reminded of joining links the day before each course.

### Cancellations

Bookings are fully refundable up to 3 full working days before the course.

### Privacy Policy

For details of our privacy policy, please see [www.insight-training.co.uk/privacy-policy](http://www.insight-training.co.uk/privacy-policy)

## IFRS Update (2 hr)

The preparation of financial statements using IFRS is a challenge for a lot of practitioners, not least because it is a regime which many encounter relatively rarely in practice. This seminar will explain all the key things that accountants and auditors should be thinking about in advance of December 2022 year ends and will highlight the most common problems with existing standards and how to tackle them. Topics will be finalised nearer the time based on the latest guidance and feedback from regulators and amendments by the IASB.

Topics covered may include:

- Changes to accounting and disclosure rules for December 2022 year ends
- Common problem areas and how to tackle them
- Regulator feedback

Date	Course
6 Oct	<u>IFRS Update</u>
10 Oct	<u>Autumn Financial Reporting Update</u>
18 Oct	<u>A – Z of Charity Accounts</u>
16 Nov	<u>Financial Reporting and Tax Update</u>
22 Nov	<u>FRS 102 Medium Sized Company Accounts End to End</u>

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## Autumn Financial Reporting Update (3 hr)

The update will cover all the latest changes to UK GAAP, new FRC and ICAEW guidance and news from Companies House. The seminar will use practical examples and case studies and will cover:

- Recent changes to FRS 102 and FRS 105
- Changes to other relevant accounting standards and SORPs
- Any relevant Exposure Drafts, including the consultation on the periodic review
- The latest Coronavirus related accounting issues
- Companies House update – electronic filing and the latest on filing deadlines
- The latest on narrative reporting
- The latest guidance from ICAEW

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## A – Z of Charity Accounts (2 hr)

Charities are different! From their sources of income to the very reason they exist, these differences are reflected in charity financial statements. This course will walk through a set of charity financial statements, highlighting the key notes and disclosures unique to charities and linking them to the needs of a potentially diverse set of stakeholders. It will focus on common weaknesses and provide practical tips for avoiding them.

Topics covered include:

- The Trustees' Annual Report
- Analysis of income and expenditure
- Fund disclosures and analysis
- Transactions with trustees and other related parties
- Remuneration disclosures
- Additional requirements for larger charities

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## Financial Reporting and Tax Update (3 hr)

Tax and accounting interrelate lots and we get many questions about the important similarities and differences between the rules. This course will compare and contrast accounting and tax treatments in a range of different areas, providing an invaluable insight.

Topics covered will include:

- Important recent developments in corporate tax and how they affect accounts
- Tax and accounts and tax in accounts – presenting the tax numbers in the financial statements
- Tangible and intangible assets – key similarities and differences between tax and accounts
- How loan arrangements are accounted for and how the tax rules differ
- Accounting provisions and accruals – what is and isn't allowed for tax

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## FRS 102 Medium Sized Company Accounts End to End (2 hr)

This course will work through the financial statements of a typical medium-sized company, prepared under FRS 102. It will focus on common disclosure weaknesses, and the lessons that can be learned to improve the presentation of financial statements. The course is relevant to any accountant involved in the preparation or audit of medium-sized company financial statements.

Topics covered will include:

- The front end – strategic and directors' reports
- The financial statements themselves
- Improving accounting policies
- Common issues with disclosure notes

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## Audit – All the Bits you Used to Know (3 hr)

Date	Course
4 Oct	<a href="#"><u>Audit – All the Bits you Used to Know</u></a>
11 Oct	<a href="#"><u>How to Become a Good Audit Senior</u></a>
11 Oct	<a href="#"><u>Auditing Accounting Estimates</u></a>
18 Oct	<a href="#"><u>Effective Analytical Review</u></a>
31 Oct	<a href="#"><u>ISQM Implementation</u></a>
9 Nov	<a href="#"><u>Autumn Audit Update</u></a>
10 Nov	<a href="#"><u>How to Become a Good Audit Junior</u></a>
10 Nov	<a href="#"><u>Auditing Revenue</u></a>
30 Nov	<a href="#"><u>How to Become a Good New RI</u></a>
6 Dec	<a href="#"><u>ISA 315 Risk Assessment</u></a>
6 Dec	<a href="#"><u>The Auditor and Fraud</u></a>

Effective compliance with auditing standards is a challenge for many firms but very important in view of the increasingly tough approach adopted by ICAEW and ACCA inspectors. This popular course will provide a file reviewer's perspective of all the things that have to be done when completing an SME audit and where audit documentation often goes wrong.

Topics covered include:

- Key do's and don'ts when identifying risks and setting materiality at the planning stage
- Considerations for determining an effective approach
- How to approach audit sampling and what to avoid
- How to approach the going concern and subsequent events reviews
- Common issues on audit cold file reviews and how to prevent them happening

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## How to Become a Good Audit Senior (2 hr)

Audit seniors need to develop excellent analytical and personal skills, as well as having good technical knowledge. This seminar, aimed at those with 2-3 years' experience, will provide participants with a range of practical tools enabling them to work effectively and efficiently in the audit field, and help develop their skills in managing audit juniors.

Topics covered include:

- Key planning considerations - including understanding the entity, materiality and preliminary analytical review
- Performing risk assessments and how it impacts on audit testing
- Effective analytical procedures and key questioning skills
- Producing and critiquing evidence in more complicated areas of the audit
- Applying professional scepticism – how to question, and listen, effectively
- Reviewing the work of audit juniors and managing and coaching them appropriately

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## Auditing Accounting Estimates (1 hr)

The implementation of ISA 540 Revised requires the auditor to effectively plan and robustly challenge management's assumptions, where relevant. This seminar will cover the audit requirements focusing on the planning and fieldwork, and highlight common problem areas, and explain what the auditor really needs to include on file.

Topics covered include:

- Identifying accounting estimates and considering the implications on the audit at the planning stage
- Assessing risk and understanding the inherent risk factors and control risk
- Identifying and auditing estimates that give rise to a significant risk – additional audit procedures required
- Professional scepticism – what, why and how?
- What audit tests to perform, including a stand back evaluation
- What professional bodies really expect to see on an audit file

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## Effective Analytical Review (1 hr)

Analytical review procedures may be performed throughout the audit, at planning, fieldwork and completion stages. They can be an effective approach to obtaining audit evidence for various sections of the audit as well as a risk assessment tool at planning and in forming an overall conclusion on the consistency of the financial statements with the auditor's understanding. This seminar will provide insight into the use and effectiveness of analytical procedures within an audit.

Topics covered will include:

- Using preliminary analytical review procedures to understand the entity and its financial performance
- Determining the suitability of using substantive analytical procedures as audit evidence
- Developing a reliable expectation figure to compare against actual results
- Using relevant and reliable sources of evidence
- The importance of final analytical review procedures in forming an overall conclusion

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## ISQM Implementation (3 hr)

The implementation of the new quality management standards in 2022 (especially ISQM 1 and ISA (UK) 220 revised) will be the biggest regulatory changes to affect auditors all year. Using case studies and example documentation, this course will provide an essential insight into exactly what smaller firms need to do to comply.

Topics covered will include:

- How to undertake an audit quality risk assessment
- Minimum requirements when developing a quality management strategy
- The role of the RI in embedding audit quality
- What good looks like – typical policies and procedures for smaller firms
- Using root cause analysis to drive improved audit quality

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## Autumn Audit Update (3 hr)

There is lots changing in the world of audit. Firms are still grappling with changes that have taken effect in 2021. There are big changes in the pipeline affecting risk assessment and quality management and there's a plethora of feedback from professional bodies to take on board. We will highlight all the important changes in this area and what auditors need to do to comply. Subjects covered will include what is topical at the time of the course and are likely to include:

- Key tips and traps when drafting audit reports
- Big changes in the pipeline – ISA (UK) 315 revised and quality management standards
- Issues arising from FRC disciplinary cases and what they mean for smaller practices
- Important feedback points on audit quality from cold file reviews and QAD
- Sampling and materiality – a refresher and update on two very hot topics

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## How to Become a Good Audit Junior (2 hr)

An audit junior is required to understand the fundamental principles of an audit and the relevant audit assertions. This seminar, targeted at those with up to two years' practical experience, will provide participants with a range of practical tools to develop their skills and competence in the field.

Topics covered include:

- Understanding audit assertions and directional testing
- Documenting systems notes and performing walk through tests
- How to question, and listen, effectively when talking to client staff
- Using analytical skills and common sense when carrying out audit work
- Documenting work and producing good quality working papers
- When and how to seek assistance from seniors, managers and partners

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## Auditing Revenue (1 hr)

Revenue is one of the key figures in the financial statements but one that regulators tell us is often audited badly. This seminar will address all the crucial requirements and highlight common pitfalls and how to avoid them.

Topics covered will include:

- Evaluating revenue recognition policies, updating systems notes and internal controls
- Assessing and documenting risk - including the presumption of fraud
- Substantive testing of revenue – how it's done and what to put on file
- Performing and using analytical procedures when testing revenue
- Drawing and documenting conclusions on the audit file

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## How to Become a Good New RI (3 hr)

Making the transition from audit manager to responsible individual (RI) is a challenging one. A different set of competencies needs to be developed and the process needs to be handled carefully, both by the individual and the firm. This seminar highlights the practical steps to take to ensure that the progression is smooth and successful. It is crucial viewing for new and aspiring RIs - and those who manage them. Topics covered will include:

- The application process – key tips and traps
- Managing the transition – clients, mentoring, key checks and balances
- Key decisions required of RIs – and how to approach them
- How to mentor new and aspiring RIs
- Common RI dilemmas and how to tackle them

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## ISA 315 Risk Assessment (2 hr)

Arguably the most important auditing standard, ISA 315 has been recently revised and the effective period end date is looming. This seminar will explain the changes to ISA 315, provide a refresher of the risk model and outline the practical steps auditors need to take to stay compliant.

Topics covered will include:

- The journey to ISA 315 revised and its interaction with other ISAs
- The inherent risk model
- Control risk and the approach to controls
- The role of IT at both clients and auditors
- Application to smaller entities
- Making risk assessment compliant and efficient in practice

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## The Auditor and Fraud (1 hr)

The pandemic has focussed many auditors on fraud risk – how to spot and how to respond. This short session will give audit teams a practical insight into the sort of frauds that can happen in small and medium-sized entities and how to address them during the audit.

Topics covered will include:

- The fraud triangle – what it is and why it matters
- Common frauds in private companies and how to spot them
- Addressing the risk of management fraud when performing audit
- Fraud hot spots during the pandemic
- How to exhibit professional scepticism and evidence this on file

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## Practice Regulation Update (3 hr)

Accountants working in professional practice face a seemingly endless stream of regulatory changes which affect practice management. Non-compliance can result in a bad outcome at the time of an inspection visit from a professional body. Subjects covered will include what is topical at the time of the course and are likely to include:

- Latest ICAEW AML hot topics
- Professional Conduct in Relation to Tax – latest ICAEW feedback
- Engagement letters and PI insurance - FAQs
- Client monies and DPB – where firms go wrong and why
- Top tips for managing risk in your practice
- Recent regulator feedback on Practice and Quality Assurance compliance – what the disciplinary cases tell us

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## Autumn Tax Update (3 hr)

A topical tax update for general practitioners. The course will cover developments, changes and areas of practical interest over the past 6 months. We will consider changes in HMRC guidance, relevant announcements, case law and hot topics being discussed within the profession.

We will cover aspects of the following areas with the aim to consider practical issues of relevance:

- Personal taxes including employment tax issues
- Capital gains tax
- Business taxes
- VAT

Date	Course
27 Sep	<u><a href="#">Autumn Tax Update</a></u>
20 Oct	<u><a href="#">Tax Planning from Cradle to Grave</a></u>
2 Nov	<u><a href="#">Making Tax Digital Update</a></u>
24 Nov	<u><a href="#">Corporation Tax Update</a></u>
29 Nov	<u><a href="#">VAT Update</a></u>

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## Tax Planning from Cradle to Grave (3 hr)

Tax is an issue which affects individuals at all points in their lifetime although it becomes crucial at certain points. This course will consider the planning which can affect families both from a personal perspective and for their businesses.

We will cover:

- General tax planning issues for families
- Separation and divorce
- Pensions and other tax effective investments
- Planning through the business lifecycle
- Inheritance and will planning

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## MTD Update (3 hr)

Making Tax digital for Income Tax continues to be developed apace with the pilot opening in April 2022 and businesses and landlords facing mandation from April 2024. This session will look in depth at the requirements of the new regime and suggest implementation strategies for practices with a mixture of clients.

- MTD for income tax – the detailed requirements of the Regulations; the context from the primary legislation
- MTD for ITSA in practice – the bare bones of the requirements; how what we do now will be different
- Technical detail – digital start date; the digital requirements; the income threshold and how it works; quarterly updates; EOPS; Crystallisation; how many obligations are there?
- Implementing MTD – digital record keeping requirements; getting away with the minimum; issues for landlords
- Penalties for failure to comply – what will they look like? Proposed commencement dates; how will they work in detail?

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## Corporation Tax Update (3 hr)

This session will explore current issues relating to corporation tax at a time when rates of tax are increasing and clients will be looking for ways to mitigate that rise.

Topics to be covered include:

- Calculating the cost of corporation tax rises
- Changes in other legislation, guidance and HMRC interpretation
- Recent relevant case law
- A review of business reliefs such as R&D relief and super-deduction for capital allowances
- Particular issues for close companies

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## VAT Update (3 hr)

The course will cover recent case law and HMRC announcements affecting practitioners together with areas where practitioners commonly encounter problems.

Topics covered include:

- Recent case law and HMRC announcements affecting practitioners
- Registration issues – UK and overseas
- Common output tax liability errors
- Input tax recovery on directors, staff and freelancers costs
- Business entertainment and subsistence issues
- Impact of private use
- Business gifts – when we can and cannot recover VAT
- Dealing with sales commission
- Understanding transactions involving agents
- Changes to the default surcharge regime
- Minimising VAT penalties

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# Anti-Money Laundering – Comprehensive Learning Programme

Compliance with the anti-money laundering regime is mandatory for all staff in all firms of accountants, including subcontractors. To help money laundering reporting officers comply with their obligations in this area – and protect them and their staff – Insight Training has produced a suite of four pre-recorded webinars with supporting materials and assessments. A fifth module is available for non client facing staff, who need less detail, but are still required to be aware of the regime and its requirements.

Ideal for new starters, or to bring out of date training records up to date, each training webinar or module lasts about 20 minutes. A multiple choice assessment is completed at the end of the series with scores emailed to delegates to evidence that they have successfully completed the programme.

## Module 1

This module introduces participants to the AML regime, its key features, what staff need to do to comply and what money laundering is.

## Module 3

It is a legal requirement for anyone working in an accountancy practice to report suspicions of criminal conduct to the Money Laundering Reporting Officer. This module will explain the legal background to this requirement, what the reporting process should involve and the sort of issues that might need to be reported.

## Module 2

This module walks participants step by step through what is required in terms of risk assessment and due diligence at the point of new client take on, what needs to be documented and why it matters.

## Module 4

This module will look at a number of other procedural requirements that are important for staff working in an accountancy practice. These include the need to perform ongoing due diligence checks and obligations in respect of the Bribery Act and GDPR.

**Prices vary based on the size of your firm. [Click here for details](#)**



Alexandra Durrant is a chartered accountant and director of a practice which provides audit, tax and accounting services to clients, including payroll services and advice on PAYE and National Insurance legislation. Alexandra regularly writes and lectures on payroll, PAYE, National Insurance and benefits in kind and expenses.



Clare Jones has a professional practice background and is an experienced trainer, specialising in IFRS, UK GAAP and auditing. Clare has delivered numerous courses around the world and leads on IFRS programmes for Insight Training.



Dean Wootten has been a tax trainer for many years and lectures on a wide variety of tax matters, focusing on the practical aspects of the issues presented. He qualified with Grant Thornton, then gained experience in a variety of large and mid-tier firms before qualifying as an Associate of the Institute of Taxation.



Edward Rands was the Risk and Professional Standards partner at Cooper Parry in the Midlands for 11 years. He was the firm's audit compliance principal and led the technical team, which was responsible for maintaining accounting and auditing knowledge, and for dealing with complex problems and queries. He now works as an independent consultant, advising firms on technical and regulatory matters.



James Charlton is an experienced trainer specialising in financial reporting, auditing and charities. He worked in the audit technical team at a national mid-tier firm, providing financial reporting and audit technical advice to the audit and accountancy departments, before becoming an independent training consultant.



Jeremy Williams is a director at Clarifi Training. Before founding Clarifi, Jeremy spent over two decades at Mercia Group as a CPD lecturer in accounting, financial reporting and auditing with a particular specialism in FCA CASS audits, after qualifying with KPMG. A board member of the ICAEW Audit and Assurance Faculty and a frequent presenter on the CPD circuit, Jeremy is well known for his engaging, practical approach to CPD training.



John Selwood is a chartered accountant and independent training consultant who speaks on financial reporting, auditing, anti-money laundering and company law. Previously the technical partner for a top 30 firm of accountants and head of an accountancy network, John is a member of ICAEW's Audit and Assurance Faculty's Practitioner Services Panel.



Nicky Clough trained with KPMG and is a founding director of Insight Training. She specialises in the development and delivery of commercial and financial awareness training and business skills coaching and is experienced in the design and facilitation of management development programmes.



Peter Herbert is a founding director of Insight Training. Having trained with KPMG, he has over 20 years' training and audit file review experience. He specialises in financial reporting, auditing, practice regulation and company law, providing practical insights and pragmatic advice. He heads up our team of independent consultants offering technical advice.



Rebecca Benneyworth has worked for many years as a lecturer with a particular practical slant on topics. She is past chair of the ICAEW Tax Faculty, a member of ICAEW Council and volunteers on a number of boards, helping smaller businesses and their advisers. She has her own practice in Gloucestershire, consisting of small businesses and personal tax clients.

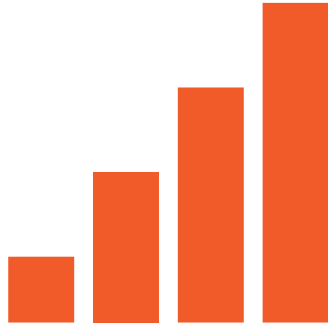


Richard Hemmings has many years' experience in technical and training roles in both large and medium sized accountancy practices, most recently Macintyre Hudson (MHA) and BDO. He specialises in financial reporting, auditing and charities.



Ros Martin started her career in tax with the Inland Revenue but left in 2000 to pursue a career in consultancy and training. She set up her own business in 2004 and now spends her time lecturing on all aspects of tax and advising accountancy firms on tax planning and compliance for their clients.





**Insight Training**  
finance made simple

Insight Training provides financial & commercial awareness training, financial technical training in UK GAAP, IFRS, audit & assurance and anti-money laundering and practice regulation, alongside business skills courses throughout the UK.

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