Insight Training

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2023 Programme

www.insight-training.co.uk

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Contents

Please visit our website to download our Booking Form

Date	Course	Trainer	Time
02-Mar	Introduction to Charity Accounts and Audit	Richard Hemmings	9.30 - 12.30
03-Mar	VAT on Land and Property	Dean Wootten	9.30 - 12.30
06-Mar	Ethics for Accountants and Auditors	Peter Herbert	9.30 - 12.30
07-Mar	Hot Topics in Charities	Peter Herbert	9.30 - 12.30
10-Mar	Spring Tax Update	Malcolm Greenbaum	9.30 - 12.30
15-Mar	Independent Examination of Charities	Richard Hemmings	9.30 - 11.30
16-Mar	Practical PAYE and NIC Update	Alexandra Durrant	9.30 - 12.30
28-Mar	ISA 315 + 240 - Practical Implications Challenges	Peter Herbert	9.30 - 12.30
18-Apr	Spring Audit Update	John Selwood	9.30 - 12.30
26-Apr	Tax Planning for 2023/Budget Update	Ros Martin	9.30 - 12.30
03-May	VAT – All the Bits you Used to Know	Dean Wootten	9.30 - 12.30
09-May	Spring Financial Reporting Update	Jez Williams	9.30 - 12.30
10-May	Accounting for Groups *	James Charlton	9.30 - 12.30
16-May	General Practitioners' Tax Workshop	Rebecca Benneyworth	9.30 - 12.30
23-May	Accounting for and Auditing LLPs *	Peter Herbert	9.30 - 12.30
06-Jun	Auditing Groups *	James Charlton	9.30 - 12.30
07-Jun	Introduction to Academy Accounts *	James Charlton	9.30 - 12.30
13-Jun	Academies Update *	James Charlton	9.30 - 12.30
14-Jun	Anti-Money Laundering Update and Refresher	Peter Herbert	9.30 - 12.30
20-Jun	How to Become an Effective Audit Manager	Richard Hemmings	9.30 - 11.30

Technical CPD
2 and 3 hr

Please visit our website to download our Booking Form

* Denotes specialist courses

Technical CPD 2 and 3 hr

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* Denotes specialist courses

Date	Course	Trainer	Time
23-Jun	Family Tax Planning	Malcolm Greenbaum	9.30 - 12.30
28-Jun	ISQM 1 - 6 months in	Peter Herbert, Jez Williams and Edward Rands	9.30 - 12.30
27-Sep	Autumn Tax Update	Malcolm Greenbaum	9.30 - 12.30
03-Oct	How to Audit a Charity	Richard Hemmings	9.30 - 11.30
04-Oct	IFRS Update *	Clare Jones	9.30 - 11.00
09-Oct	Autumn Financial Reporting Update	John Selwood	9.30 - 12.30
12-Oct	Top Tips for an Efficient Audit	Richard Hemmings	9.30 - 12.30
17-Oct	Tax Issues of Buying and Selling Businesses	Ros Martin	9.30 - 12.30
18-Oct	Practice Regulation Update	Edward Rands	9.30 - 12.30
07-Nov	MTD Update	Rebecca Benneyworth	9.30 - 12.30
09-Nov	Property Accounting Issues	Jez Williams	9.30 - 11.30
14-Nov	Financial Reporting and Tax Update	Peter Herbert and Ros Martin	9.30 - 12.30
21-Nov	Autumn Audit Update	Peter Herbert	9.30 - 12.30
23-Nov	Corporation Tax Update	Ros Martin	9.30 - 12.30
28-Nov	What Makes a Good New RI	Peter Herbert	9.30 - 12.30
30-Nov	VAT Update	Dean Wootten	9.30 - 12.30
04-Dec	Property Taxes	Malcolm Greenbaum	9.30 - 12.30
06-Dec	Fraud, Laws and Regulations for the Auditor	Jez Williams	9.30 - 12.30

CPD Bites

Date	Course	Trainer	Time
02-May	Going Concern	Richard Hemmings	12.30 - 1.30
20-Jun	Auditing Creditors	Richard Hemmings	12.30 - 1.30
03-Oct	Analytical Review	Richard Hemmings	12.30 - 1.30
10-Oct	Auditing Stock	Clare Jones	12.30 - 1.30
09-Nov	ISQM 1: Preparing for your first Annual Evaluation	Jez Williams	12.30 - 1.30

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Introductory Courses

Please visit our website to download our Booking Form

* Denotes specialist courses

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10-Oct	How to Become an Effective Audit Senior	Clare Jones	9.30 - 11.30

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, or for block bookings across courses you can download our booking form and email it to enquiries@insight-training.co.uk.
All details can be found at www.insight-training.co.uk/online-seminars.

Prices – 2022 prices have been frozen for 2023
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.

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.

The Details

Testimonials

"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."

"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"

A series of bitesize modules designed to provide CPD to help to develop professional skills (including those required by IES 8)

Coming soon!

Professional Skills

Introduction to professional skills

- What & why

Effective communication

- Resolving issues through consultation

Dealing with difficult conversations and conflict

- Assertive communication and courageous conversations

Delegation and coaching

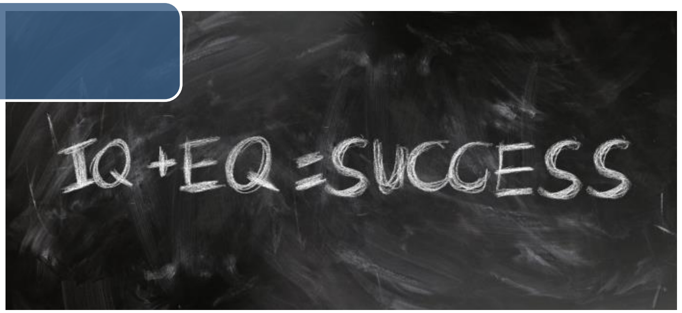
- Acting as a mentor or coach to your team

Developing leadership skills

- Providing leadership & project management of teams

Evaluating the competence of the team

- Appraisals and feedback



A C C O U N T I N G

Date	Course
02-Mar	Introduction to Charity Accounts and Audit
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13-Jun	Academies Update
04-Oct	IFRS Update
09-Oct	Autumn Financial Reporting Update
09-Nov	Property Accounting Issues
14-Nov	Financial Reporting and Tax Update

Introduction to Charity Accounts and Audit (3 hr)

Using case studies and examples, this course will provide a detailed insight into the preparation of charity accounts and the framework for charity audits and independent examinations. Topics covered include:

- Charity regulatory and legal framework
- The format and content of charity accounts and how these differ from non-charities
- The Trustees' Annual Report
- Challenging areas including income recognition and fund accounting
- Charity specific disclosures – practical considerations
- Key considerations for auditors and independent examiners

2 Mar 9.30-12.30

Ethics for Accountants and Auditors (3 hr)

Compliance with ethical frameworks and rules is ever more important for accountants and changes to ICAEW CPD rules in 2023 will specifically require training in this area. This course will cover all the important requirements, with a particular focus on practical problems and how to resolve them. Topics covered will include:

- Background to professional ethics and the sources of ethical rules and guidance
- How the 'threats and safeguards' model works in practice
- An overview of the ICAEW Code of Ethics for accountants in practice
- Getting to grips with the FRC's Ethical Standard for Auditors
- Important 'red lines' for auditors – what can and can't be done
- Policies and procedures – requirements and practical application
- Practical problem areas and how to resolve them

6 Mar 9.30-12.30

Hot Topics in Charities (3 hr)

In what continues to be a challenging environment for many charities and their advisers, this course will provide a practical insight into current hot topics in financial reporting, independent examination and audit for charities. Topics covered will include:

- Latest developments in the Charities SORP, FRS 102 and the financial statements
- Considerations for the Trustees' Annual Report
- Challenging accounting areas for charities
- Important considerations for charity auditors
- Latest guidance from the Charity Commission

7 Mar 9.30-12.30

Independent Examination of Charities (2hr)

ICAEW inspectors have been focussing a lot on Independent Examination work in recent years. This means, more than ever, that examinations must be performed to a high standard. This seminar will navigate through all the key requirements and focus on balancing efficiency and effectiveness. Topics covered will include:

- Which charities qualify for independent examination and why
- The Charity Commission directions for independent examinations step by step
- Documentation requirements – what professional bodies expect to see on file
- The impact of recent changes to ICAEW's Code of Ethics on independent examinations
- Tricky accounting areas and how to tackle them

15 Mar 9.30-11.30

Spring 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:

- The Exposure Draft of FRS 102 (revised)
- Changes to other relevant accounting standards and SORPs
- Companies House update – electronic filing and the end of filleted accounts
- Narrative reporting and climate risks
- Common accounting issues raised by file reviewers

9 May 9.30-12.30

Accounting for Groups
(3 hr)

The preparation of consolidated financial statements is a challenging task for accountants working in professional practice and industry. This seminar will provide a comprehensive refresher on the mechanics, and deal with a range of practical issues faced by accountants preparing group financial statements under UK GAAP. Topics covered include:

- Determining group status and when consolidated accounts are needed
- Refresher on essential consolidation principles
- Goodwill, disposals and other more complex considerations
- Group reorganisations – common scenarios and how to account for them
- How to account for associates and joint ventures

10 May 9.30-12.30

Accounting for and Auditing LLPs
(3 hr)

It's been a busy time recently for LLPs, with a new SORP taking effect in 2022. This seminar will navigate you through all the changes and highlight common problem areas faced by accountants and auditors acting for clients within this sector and how these are addressed. Topics covered will include:

- The changing face of the LLP SORP and what this means in practice for the accounts of small and micro-sized LLPs
- The form and content of financial statements for LLPs prepared in accordance with the SORP
- Constructing the members' interests table - worked examples and frequently asked questions
- Presenting and allocating losses in LLP financial statements
- LLPs and IFRS

23 May 9.30-12.30

A C C O U N T I N G

Introduction to Academy Accounts (3hr)

This practical session will provide a comprehensive beginner's guide to compiling financial statements using the SORP and the Accounting Direction and to all the key audit and regularity tests that would be needed. Topics covered include:

- The legal and regulatory framework for academy schools
- Accounting fundamentals – what the financial statements look like and how to produce them
- The Academies Financial Handbook – what it requires and why it matters
- Key audit and regularity tests and how to perform them

7 Jun 9.30-12.30

Academies Update (3 hr)

This popular seminar is essential viewing for any accountant or auditor acting for academy schools. Recent updates to the Accounts Direction and Financial Handbook will be covered in depth. The audit part of the session will focus on what the ESFA and professional bodies expect to see on audit files. Topics covered include:

- The latest Academies Accounts Direction – key changes and their impact
- 2022 Updates on the Academy Trust Handbook
- Common accounting problem areas for Academies – and how to get them right
- Audit and regularity challenges
- ESFA feedback for Academies and their auditors – examples of good and poor practice

13 Jun 9.30-12.30

IFRS Update
(90 mins)

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 2023 year ends and will highlight the most common problems with existing standards and how to tackle them. Topics covered include:

- Changes to accounting and disclosure rules for December 2023 year ends and onwards
- Common challenging areas in applying IFRS and how to tackle them
- What are the IASB are currently looking at – an insight into IASB Exposure drafts and projects
- An overview of some of the strategic reporting requirements, including the latest climate-related disclosures focus points
- Regulator feedback and what it means for IFRS preparers and FRS 101 accounts for qualifying SME businesses

4 Oct 9.30-11.00

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. There will also be an overview of any relevant IFRS issues. This is a topical course and its content will reflect that. The seminar will use practical examples and case studies, where relevant, and will cover:

- Recent and proposed 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 Reform
- The latest on narrative reporting
- The latest guidance from ICAEW

9 Oct 9.30-12.30

Property Accounting Issues (2hr)

A perennial source of technical queries, accounting for property transactions is sometimes not straightforward. The seminar will consider some of the most common accounting and auditing issues to consider when dealing with trading and investment properties under both FRS 102 and FRS 105. The seminar will cover:

- Initial recognition including dilapidations
- Component accounting
- Revaluation versus fair valuation: what's the difference?
- Depreciation, useful life and residual value
- Dealing with investment properties in standalone companies and groups
- Common audit issues relating to property

9 Nov 9.30-11.30

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, thus providing an invaluable insight. Topics covered will include:

- Important recent developments in corporate tax and how they affect accounts
- Hot topics – accounting issues currently on HMRC's radar
- 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 for provisions and accruals – what is and isn't allowed for tax

14 Nov 9.30-12.30

Date	Course
28-Mar	ISA 315 + 240 - Practical Implication Challenges
18-Apr	Spring Audit Update
02-May	How to Become an Effective Audit Junior
02-May	Going Concern
06-Jun	Auditing Groups *
20-Jun	How to Become an Effective Audit Manager
20-Jun	Auditing Creditors
28-Jun	ISQM 1 - 6 months in
03-Oct	How to Audit a Charity
03-Oct	Analytical Review
10-Oct	How to Become an Effective Audit Senior
10-Oct	Auditing Stock
12-Oct	Top Tips for an Efficient Audit
09-Nov	ISQM 1: Preparing for your first Annual Evaluation
21-Nov	Autumn Audit Update
28-Nov	What Makes a Good New RI
06-Dec	Fraud, Laws and Regulations for the Auditor

ISA 315 + 240 - Practical Implication Challenges (3 hr)

The revisions to ISAs (UK) 315 on risk assessment and ISA (UK) 240 on fraud will have a big bearing on the planning and conduct of audits in 2023. This session will walk through all the important details and provide practical guidance on how to address the changes. Topics covered will include:

- Common current failings – and how the revised ISAs will address them
- What the new 'inherent risk spectrum' means in practice
- Documenting and assessing internal controls – minimum requirements
- Impact on planning forms, sample sizes, work programmes and forms
- What ICAEW & ACCA will expect to see and when

28 Mar 9.30-12.30

A U D I T

A U D I T

Spring Audit Update (3 hr)

There are lots of audit changes that practitioners need to be aware of currently, which make this course essential viewing. Changes to ISAs (UK) 240 and 315 need bedding in, as do ISQMs 1 & 2 and revisions to ISA (UK) 220. Topics covered include:

- Introduction to ISA 315 and ISA 240 revised
- Preparing for changes in group audits
- Overview of the new quality management requirements
- IAASB's proposed standard for Less Complex Entities
- Other recent revisions to ISAs and guidance
- Important proposed changes and exposure drafts
- Issues arising from FRC disciplinary cases
- FAQs on Coronavirus audit related issues
- Plus other topical issues from ICAEW Audit and Assurance Faculty

18 Apr 9.30-12.30

How to Become an Effective 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 the 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

2 May 9.30-11.30

Going Concern (1 hr)

Going concern has always been a fundamental part of the audit but with turbulent economic conditions seemingly becoming the norm, and pressure on the profession to continually raise the bar, its importance has never been greater. This session will recap the requirements and use real life examples to explore best practice across a range of different circumstances. Topics covered include:

- Respective responsibilities of management and auditors
- The different possible conclusions and their implications for the accounts and audit report
- What is required in low-risk situations
- Stress testing and dealing with uncertainty
- Documentation requirements

2 May 12.30-1.30

Auditing Groups (3 hr)

The audit of groups is governed by ISA (UK) 600, a standard which regulators tell us is often misunderstood and poorly executed. This seminar will walk through the process end to end and highlight all the key documentation requirements. Topics covered include:

- Reminder of group audit thresholds
- Key steps to follow when planning group audits
- Components and component materiality – what they are and why they matter
- Important do's and don'ts when relying on component auditors
- Practical considerations for component auditors
- Common documentation problem areas and how to tackle them
- Heads up on the revision to ISA (UK) 600, applicable p/c 15 December 2023

6 Jun 9.30-12.30

A U D I T

How to Become an Effective Audit Manager (2 hr)

Balancing the needs of clients, audit teams and RIs can make the role of audit manager a challenging one. This course will focus on the technical, people and project management skills needed to succeed in the role and use real life examples to identify practical solutions to help improve the quality and efficiency of the audits you manage. Topics covered include:

- Effective audit planning
- Challenging audit areas including accounting estimates and going concern
- Effective delegation and getting the best out of your team
- Managing clients, RIs and other stakeholders
- Completion and getting audits over the line

20 Jun 9.30-11.30

Auditing Creditors (1 hr)

Gaining assurance over the completeness of an entity's liabilities is always an important objective of the audit, and in some cases, it can be a key area of focus for stakeholders, such as banks and other providers of finance. Obtaining evidence over completeness is often more challenging for auditors because you're looking for what isn't there but should be. It's therefore important that auditors think carefully about their approach to testing. This session focuses on some of the common challenges that arise when auditing creditors as well as the common pitfalls and how to avoid them. Topics covered include:

- Understanding the risks relevant to creditors
- Testing approaches and identifying the population
- Evaluating results and drawing conclusions
- Common issues and how to avoid them

20 Jun 12.30-1.30

ISQM 1 – 6 months in (3 hr)

With many firms having struggled to 'get over the line' with ISQM 1 implementation, 2023 will be the year in which they start to properly use their system of quality management in practice. Using case studies and example documentation, this course will provide an essential insight into exactly what independent firms need to do to comply. Topics covered will include:

- Developing a sound strategy for good quality management
- The role of the RI in embedding audit quality
- What good looks like – typical policies and procedures for smaller firms
- How to interact with service providers – key tips and traps
- Tackling key strategic and governance barriers in smaller firms
- Using root cause analysis to really drive improved audit quality

28 Jun 9.30-12.30

How to Audit a Charity (2 hr)

Charities are fundamentally different from for-profit entities in terms of their income streams, their costs and the very reason they exist. These differences are reflected in charity accounts so it is no surprise that they can present different challenges to auditors. This session will focus on the key areas of the accounts where these differences arise and consider the different ways auditors might approach them, depending on the circumstances of the charity. Specific areas covered include:

- Trustees' Annual Report
- Funds
- Income
- Charity specific assets
- Additional disclosure requirements for charities

3 Oct 9.30-11.30

A U D I T

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 an insight into the use and effectiveness of analytical procedures within an audit. Topics covered 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

3 Oct 12.30-1.30

How to Become an Effective 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 who are soon to, or have recently taken on the in charge role on audits, 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 in the context of current market conditions
- 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 effectively

10 Oct 9.30-11.30

Auditing Stock (1 hr)

Stock is often a material figure in both the profit and loss and the balance sheet and requires careful audit consideration. Auditors are required to verify the amount of stock held and consider its quality and condition in its valuation. This seminar will provide participants with an awareness of the audit risks associated with stock and responding to those risks with relevant audit procedures. Topics covered include:

- Key planning considerations - nature of stocks, audit risks at assertion level, methods of valuation, physical stock count
- Performing a risk assessment on the stock provisions and responding to those risk factors with relevant audit procedures
- Attendance at the stocktake and the required audit procedures
- Obtaining third party confirmations and testing the reliability of evidence
- Analytical review procedures and relationships with margins

10 Oct 12.30-1.30

Top Tips for an Efficient Audit (3 hr)

With the ever-increasing requirements being placed on auditors, and heightened scrutiny on the profession, it can sometimes feel impossible to carry out an audit that is both compliant and efficient. This challenge can be compounded by methodologies and software necessarily designed to cater for a broad range of audit clients. This session will concentrate on areas where a clear understanding of the requirements can help teams to focus on the aspects that really matter for a particular client and ensure that time is spent in the right areas. Specific areas covered include:

- Getting the most out of planning
- The role of the team discussion
- Risk assessment and links to the fieldwork
- Approaches to testing and gauging how much is enough
- Escaping the void at completion

12 Oct 9.30-12.30

A U D I T

ISQM 1: Preparing for your first Annual Evaluation (1 hr)

By 15 December 2023, audit firms will need to have undertaken a comprehensive evaluation of their System of Quality Management. This seminar considers the common issues arising from regulators' and reviewers' findings from a pragmatic standpoint. The seminar will cover:

- Recap on ISQM 1, ISQM 2 and ISA 220
- Monitoring issues – common problems
- Dealing with deficiencies: root cause analysis done right
- Documenting your annual evaluation

9 Nov 12.30-1.30

Autumn Audit Update (3 hr)

There is lots changing in the world of audit. Firms have lots to think about, getting to grips with changes effective for 2022 year ends. There's also 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 for 2022 – ISA (UK) 240 revised , 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

21 Nov 9.30-12.30

What Makes 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:

- 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
- What 'professional scepticism' means and where new RIs can fall short of the mark
- Areas of the audit where the RI needs to be hands-on – and what they need to document
- Managing the team effectively – not too much; not too little

28 Nov 9.30-12.30

Fraud, Laws and Regulations for the Auditor (3 hr)

Although every audit report must now include a detailed account of auditors' work on fraud and on compliance with laws and regulations, many auditors are still unsure what they are required to do. This seminar demystifies the requirements in ISAs 240, 250A, 250B and 700 on this topic, and will cover:

- What's a NOCLAR and why does it matter?
- ISA 240 revised – what's changed?
- ISAs 250A and 250B – what do they require?
- How to record your approach to fraud and NOCLARs
- Irregularities and the audit report

6 Dec 9.30-12.30

A U D I T

REGULATORY

Anti-Money Laundering Update and Refresher (3 hr)

Good awareness of the AML regime is crucial for all staff in professional firms. This seminar will provide an insight into common issues that firms face when applying the regulations and how they should tackle them. Topics covered will include:

- Client onboarding and due diligence – what professional bodies really expect to see on file
- Performing and documenting risk assessments – key tips and traps
- Recent legislative changes and why they matter
- Money laundering ‘red flags’ and how to spot them
- Reporting money laundering offences to the NCA – key do’s and don’ts

14 Jun 9.30-12.30

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
- New ICAEW CPD requirements
- 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

18 Oct 9.30-12.30

Anti-Money Laundering – Comprehensive E-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 five pre-recorded webinars with supporting materials and assessments. A sixth 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 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. The content and assessments are refreshed and updated annually.

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.

Modules 2 and 3

These modules 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

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 5

This module will look at a number of other procedural requirements that are important for staff working in an accountancy practice, including record keeping, systems and controls. This module also covers important aspects of the Bribery Act, Criminal Finances Act and GDPR.

Prices vary based on the size of your firm. Please email us for details.

T A X

Date	Course
03-Mar	VAT on Land and Property
10-Mar	Spring Tax Update
16-Mar	Practical PAYE and NIC Update
26-Apr	Tax Planning for 2023/Budget Update
03-May	VAT - All the Bits you used to Know
16-May	General Practitioners' Tax Workshop
23-Jun	Family Tax Planning
27-Sep	Autumn Tax Update
17-Oct	Tax Issues of Buying and Selling Businesses
07-Nov	MTD Update
23-Nov	Corporation Tax Update
30-Nov	VAT Update
04-Dec	Property Taxes

VAT on Land and Property (3 hr)

The course will cover the VAT issues that practitioners come across on a regular basis when dealing with clients' property transactions. Topics covered will include:

- CIS domestic reverse charge
- VAT issues when buying commercial property
- VAT issues when building commercial property
- Opting to tax - When, how and why
- VAT issues when building residential property
- Impact of selling v renting residential property
- VAT issues when converting property
- VAT issues when renovating property
- Property and TOGCs
- Importance of certificates in the charitable sector

3 Mar 9.30-12.30

Spring Tax Update (3 hr)

This session will cover developments in various taxes in the previous six months. This includes new legislation and case law developments as well as topic reviews of areas that practitioners commonly encounter with issues that may not have been considered previously.

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

- Personal taxes
- Capital taxes
- Business taxes
- VAT

10 Mar 9.30-12.30

Practical PAYE and NIC Update (3 hr)

The course is designed to review relevant changes in the last year as well as those planned for the 2023/24 tax year and beyond. Topics to be covered will include:

- Update on relevant payroll related employment issues
- PAYE - Update on Tax Allowances and Tax Bands for 2023/24
- NIC - Update and rates for 2023/24 including the Health and Social Care Levy
- SSP, SMP, SAP - Update on rates for 2023/24
- RTI – Filing, penalties and problem clients
- Termination payments
- National Minimum Wage and common issues
- IR35 and changes to Off Payroll Working
- Voluntary payrolling of Benefits in Kind and Trivial Benefits
- Review of HMRC consultation on payroll matters

The course is suitable for general practitioners and their staff as tax advisors and employers, employees of companies with responsibility for payroll and HR matters and returners to work requiring an update of PAYE/NIC.

16 Mar 9.30-12.30

T A X

Tax Planning for 2023 / Budget Update (3 hr)

This course will cover current hot topics in tax, including any relevant announcements in the Spring Budget. The aim is to consider the practical application of any changes and the current planning ideas within the tax world. The content will vary but we will cover:

- Income tax for individuals and business
- Capital taxes
- Corporation tax
- Administration
- Employment tax issues

26 Apr 9.30-12.30

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

This course will cover VAT areas that practitioners commonly encounter when dealing with owner managed clients. The course is aimed at partners, managers and seniors who deal with OMBs in their daily work. Topics covered will include:

- Registration issues
- Common output tax liability errors
- Input tax recovery on directors', staff and freelancers' costs
- Business entertainment and subsistence issues
- Business gifts – when we can and cannot recover VAT
- Impact of private use
- Cars
- Partial exemption
- Invoicing issues – sales and purchases
- Dealing with international transactions correctly
- Small business schemes
- Reporting issues
- Disclosing errors
- Minimising VAT penalties

3 May 9.30-12.30

General Practitioners' Tax Workshop (3 hr)

This highly practical session will cover tax issues dealt with in the smaller practice and highlight particular topical tax compliance and planning points to be aware of. The session will cover a range of taxes relevant to both personal and business tax clients.

The precise topics to be covered will depend on what is relevant and topical at the time of the course, but is likely to include:

- Incorporation advice
- Penalty regimes – VAT and income tax
- Salary v dividend
- Losses and complications
- Off payroll working – any issues?
- Other topical developments

16 May 9.30-12.30

Family Tax Planning (3 hr)

This session will discuss the tax implications of marriage, separation and divorce. It will also cover anti-avoidance provisions relating to gifts to minor children and how families can plan their affairs to minimise exposure to capital gains tax and inheritance tax when passing wealth to younger generations.

It will cover tax-efficient investment strategies for parents and other family members to provide for funds for young family members when they reach 18 or older and how trusts might be used to both mitigate tax and also protect capital while the income benefits young or disabled family members.

23 Jun 9.30-12.30

T A X

Autumn Tax Update (3 hr)

This session will cover developments in various taxes in the previous six months. This includes new legislation and case law developments as well as topic reviews of areas that practitioners commonly encounter with issues that may not have been considered previously.

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

- Personal taxes
- Capital taxes
- Business taxes
- VAT

27 Sep 9.30-12.30

Tax Issues of Buying and Selling Businesses (3 hr)

This session will cover all aspects of planning related to making sure a business disposal is tax effective for the vendor and purchaser. We will focus on corporate sales but will also consider selling unincorporated businesses. Topics covered will include:

- The nature of consideration and the tax impact of different types of sale proceeds
- The availability of Business Asset Disposal Relief
- Considering the types of areas where problems arise
- Selling to family or employees, including Employee Ownership Trusts
- The issues where sale is not possible but the owner wishes to cease trading anyway

17 Oct 9.30-12.30

MTD Update (3 hr)

Making Tax digital for Income Tax continues to be developed apace with landlords facing mandation from April 2024. The technical content will be based on the Regulations in place at the time of the course and will update firms what will be expected from firms and their 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; how the systems will work; the income threshold and how it works; quarterly updates; EOPS; final statements; how many obligations are there?
- Implementing MTD – detailed look at transition; 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?

7 Nov 9.30-12.30

Corporation Tax Update (3 hr)

This session will consider current issues for companies and examples of typical corporate tax issues arising, along with any recent developments. Topics to be covered are likely to include:

- Changes in other legislation, guidance and HMRC interpretation
- Recent relevant case law
- Business reliefs including R&D
- Loan relationships, intangible fixed assets and other areas unique to corporation tax
- Particular issues for close companies

23 Nov 9.30-12.30

TAX

VAT Update (3 hr)

This course will cover recent case law and HMRC announcements affecting practitioners and their owner managed clients. Topics covered will include:

- Recent case law and HMRC announcements affecting practitioners
- Common output tax liability errors
- Land and property
- International supplies
- Inputs
- Administration and penalties

30 Nov 9.30-12.30

Property Taxes (3 hr)

This course will examine all the taxes that can be relevant to clients when buying, selling and generating income from properties. Jointly owned properties, both between married couples and unmarried co-owners will be covered, as will the tax implications of incorporating a property investment business. Topics covered will include:

- Income tax
- Corporation tax
- Capital gains tax
- Inheritance tax
- VAT
- SDLT and the Annual Tax on Enveloped Dwellings.

4 Dec 9.30-12.30

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 a large independent firm 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.

BIOGRAPHIES

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.

Jez Williams is a director at Apex. Jez 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. A board member of the ICAEW Audit and Assurance Faculty and a frequent presenter on the CPD circuit, Jez 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.

Malcolm Greenbaum is a chartered accountant and chartered tax advisor who provides consultancy and training services to companies and accountancy firms worldwide. He has particular experience in delivering bespoke IFRS and US GAAP programmes as well as UK tax and VAT training. His style is enthusiastic and encourages discussion of practical issues.

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.

BIOGRAPHIES

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, charities and company law, providing practical insights and pragmatic advice. He also heads up our file review team.

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.

I N H O U S E

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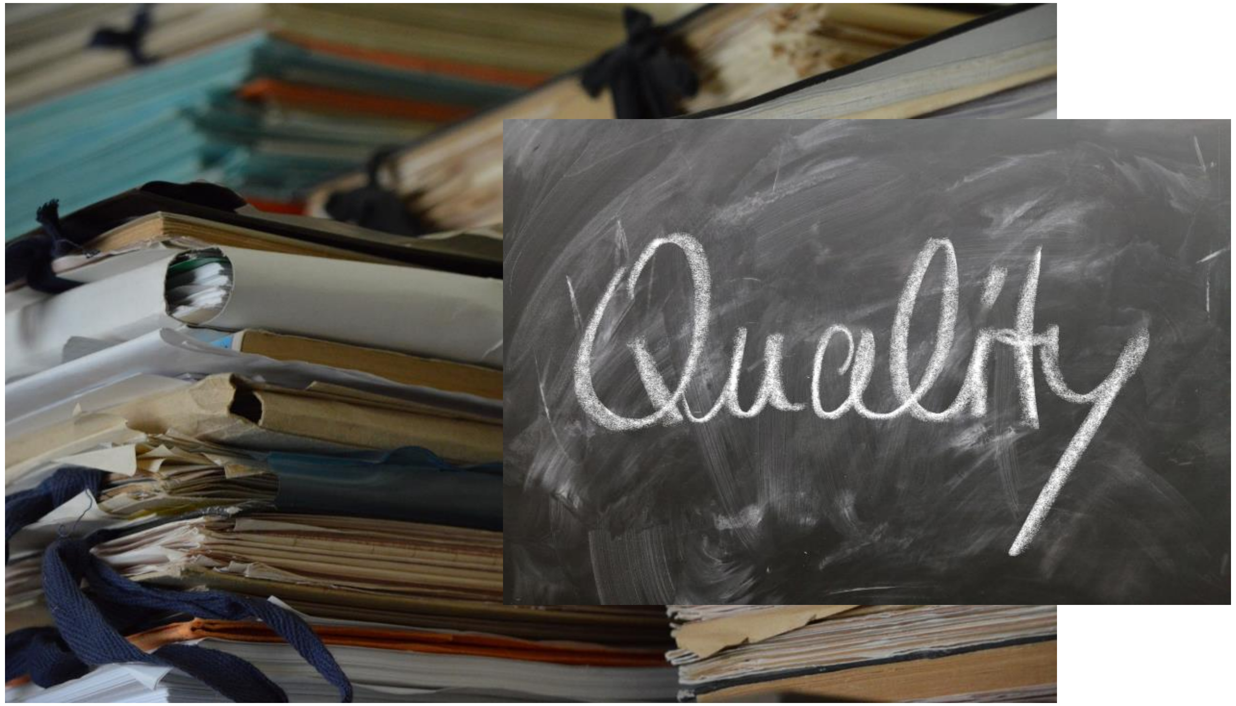

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AML

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R E V I E W S

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

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