

SCHOOL ADMINISTRATORS and SCHOOL BUSINESS MANAGERS NETWORK

THURSDAY 13th MARCH 2025, 1.00pm – 3.00pm

Face to Face at the Civic Centre – Committee Room 6

NB: The timings may be 'flexible' - thank you for your understanding

	<p>PLEASE SIGN THE ATTENDANCE REGISTER - FOR HEALTH & SAFETY REASONS</p>
1.00	<p>NETWORKING – SHARING INFORMATION on tables then together for general discussion:</p> <p>Budget Reviews: *Which companies do you use for goods and services – why did you choose them? Would you recommend them? Please bring details (email addresses and contact names).</p> <p>Recent challenges: *Contractors requesting additional costs in prices for National Insurance increases. What can we do - and how can we learn to futureproof contracts? *Have you asked for quotes for services, and the company have assumed your request is a firm booking and wanting to charge you?! *Late payments for lettings *Benchmarking and different CFR codes used *DfE/COLLECT reports for the Census</p> <p>Further Information sharing: (you may already know about this but better told twice!) DfE Risk Protection Arrangement Cyber Response Plan: Do you have the latest information via LEAP for critical incidents contact numbers. They are available and the LA's policy to support schools. You can access it here https://leap.hillingdon.gov.uk/article/12296/Notification-of-Critical-Incident--Contacts</p> <p>Are there other knowledge sharing issues that could assist the Network members? Please share them on the day.</p> <p>Ideas for future agendas: Please discuss at the tables and raise in this part of the meeting and I'll include them next time. Please always feel welcome to contact me on joannapalmer44@hotmail.com between the meetings.</p>
1.30	Schools Finance, LBH: Latest updates.
1.50	Head of Programme Management - Education & SEND at LBH, Rani Dady: Rani will be advising the network on a new education system called EYES, which will go live in September 2025. The Headteachers have been advised of this and the LA wanted to also talk to the SBMs/Administrators, so that all in schools are receiving the same message.
2.10	Tunde Adekoya and Ian Pyke Tunde, Pensions, LBH will attending to seek views the reporting system from Dataplan to Hampshire and whether it has assisted with the required Year End Report.
2.25	SIMS: Kunal Shah and Carol Noel will be giving updates. If you have any specific questions that you would like Kunal and Carol to address at the meeting, please email Kunal in advance. We will all learn from the answers.
2.45	Schools HR: Updates will be given.