**SCHOOLS INFORMATION NETWORKING GROUP**

**S.I.N.G.**

**EALING EDUCATION CENTRE, GREENFORD**

**Tuesday 23rd February 2016 9:00 – 12:00**

 **AGENDA**

 **9:00 - 9:30 *Tea/Coffee/Registration***

**9:30 - 10:00 Accountancy**

**Mel Dharmakirthi - Snr Finance Business Adviser- FINANCE ACCOUNTANCY**

**Important Year End dates and Procedures**

**Tamara Quinn - Finance Business Partner - FINANCE - CONSULTANCY**

**Budget setting - Cash advances & Payments to Schools**

**10:00 - 10:30 weareevery.com - Shaheen Sadough**

**A company providing a range of products to help with aspects of school management - recommended by an Ealing School**

**10:30 - 10:50 *Break for Tea/Coffee***

**10:50 - 11:20 Zenergi - Kevan Walsh**

**Energy provider - recommended by an Ealing School**

**11:20 - 12:00 HRSSC**

**Allison Dean - Enhanced Vetting Officer - Audit & Investigation**

**New service included in buy-back**

**Lara Balogun- Payroll and iTrent Systems Manager**

**Changes in payroll reporting**

**Julie Pickett - HRSSC Recruitment and Administration Manager**

**HR updates and development**

**AOB**