



SPRING ROADSHOW AGENDA

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WeAreEvery.com

This year, our spring roadshow sessions focus on a number of compliance and sustainability issues from health & safety through to capital planning. The recent Panorama programme has focused the minds of MATs particularly on the transparency and reporting of capital works and we will demonstrate how you can have the answers ready before the questions are even asked.

WHO SHOULD ATTEND?

CFO/Finance
Directors/
Managers

Compliance
Officers

Contracts
Managers

School
Business
Managers

COO/Estates
Directors/
Managers

HR Directors/
Managers

WHATS ON?

09:00 – 09:15
REGISTRATION & REFRESHMENTS

09:15 – 09:30
WELCOME FROM THE EVERY TEAM

09:30 – 10:15
HR COMPLIANCE SESSION

HR compliance includes keeping on top of policies in terms of revisions, approvals, distribution and visibility. It also includes training and we will demonstrate how you can keep on top of this both at an individual School/Academy and at MAT level.

10:15 – 11:00
PROCUREMENT
COMPLIANCE WORKSHOP

Procurement includes aspects such as supplier/contractor due diligence, contract compliance and everyday purchasing. This session explores proven effective methods of managing suppliers, contracts and their renewal which will make your life easier.

11:00 – 11:15
MORNING REFRESHMENTS

11:15 – 12:00
CAPITAL PLANNING
WORKSHOP

What is condition and why it is important? Using real world examples, we will demonstrate how you can reduce the time taken to produce a programme of work across your Academy or MAT by 85%. You will learn how you can assess and prioritise across your MAT based on need. During this session you will see how condition surveys transformed into insightful and useful charts and discuss what should happen with your data. Why not send us your data prior to the event and we can import this with you in the session.

12:00 – 12:45
PROJECT MANAGEMENT

Condition is a means to an end, i.e. identifying where best to invest your capital. We will discuss and demonstrate how investment leads to a reduction in urgent backlog. We will also discuss how best to record and manage capital funds and how to effectively report on their allocation. We will discuss different types of projects such as onboarding of a new Academy or building a free School, and how best to manage these.

12:45 – 13:30
LUNCH, REFRESHMENTS & NETWORKING

13:30 – 14:15
RISK MANAGEMENT

When it comes to risk, many organisations fall into the trap of focusing on managing the register and not the risk. We will demonstrate how to manage risk mitigating actions and how to put in place the correct counter-measures to reduce your risk score. We will share tips on how to prove your counter-measures are effective and that your organisation is improving the risk management.

14:15 – 15:00
PREMISES MANAGEMENT
SEMINAR

You could argue that the reason the school estate is in poor condition is because of the lack of maintenance leading to deteriorating buildings and assets. Using the DfE's Good Estates Management for Schools documentation, we will discuss how you can identify and manage routine maintenance and how you can use your condition survey data in building a maintenance programme to avoid large, urgent and costly interventions.

15:00 – 15:15
CLOSING COMMENTS
& QUESTIONS

WHAT OTHERS HAD TO SAY ABOUT OUR PREVIOUS ROADSHOWS

100%
of delegates are
likely to implement
the strategies
discussed

83%
found the
sessions very
useful

100%
would recommend
these events to
colleagues

85%
felt the session
answered questions
they had prior
to the event

VENUES AND DATES

Birmingham
...
12th March

Exeter
...
13th March

Swindon
...
14th March

London
...
19th March

Durham
...
21st March

Leeds
...
20th March

Click on a venue for more information
and to reserve your place now!