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Broadcast Conference

Shared Services for Further Education

Strategies for results

Monday 26th March 2012, Eversheds, London EC2V

Speakers include:

Bobbie McClelland

Director of FE & Skills System and Relationship Management, Department for Business, Innovation and Skills

Dr Kathy Bland

Project Director, Shared Services, City of Sunderland College

Stella Mbubaegbu CBE

Principal and Chief Executive, Highbury College

Asha Khemka OBE

Principal and CEO, Vision West Notts and winner of the Association of College's Beacon Award for Staff Development

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Christine Doubleday

Director of Innovation and Delivery Models, 157 Group

Lesley Templeman

Senior Project Manager - Shared Services, Efficiency Projects Association of Colleges

Why you must attend this event:


- **Get an insider's briefing** on what services FE colleges are successfully sharing and how to maximise cost savings
- **Understand the obstacles and key success factors** in commissioning shared services – quality, technical, legal, VAT and HR
- **Learn from your peers** - 8 FE colleges share their experiences of delivering shared services
- **Define your strategy for shared services** – understand the structural differences between outsourcing, sharing collaboratively and centralising
- **Maximum learning value** – all delegates receive post-event access to watch speaker presentations again online, AND can download all audio files and speakers' papers

Across the public sector, employers are increasingly turning to shared services as a means of increasing efficiencies and saving money. Historically, Further Education Institutions have ventured into some shared 'back office' functions but, with impending budget cuts, many are considering looking across all spending areas for cost reductions and efficiency gains.

This conference will explore the obstacles and opportunities for the greater integration and streamlining of administrative services. Furthermore, sector leaders will be establishing 'what's worked' in shared services and 'what's next' for shared provision.

For more information please visit:

www.neilstewartassociates.com/jd253

Can't get to London?
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Purchase a group licence to achieve significant savings

See inside for details

Produced by:



Agenda (subject to change)

09:00 Registration, refreshments and exhibition

Session One:

Setting the scene

Available on policyreview.tv

- 09:45 Welcome and introduction from conference Chair **Asha Khemka OBE**, Principal and CEO, Vision West Notts and winner of the Association of College's Beacon Award for Staff Development
- 09:55 Keynote Address: Sharing services and focusing resources
Bobbie McClelland, Director of FE & Skills System and Relationship Management, Department for Business, Innovation and Skills
- 10:10 The Collaboration and Shared Services Grant: delivering efficiencies, service improvements and organisational resilience in further education
Christine Doubleday, Director of Innovation and Delivery Models, 157 Group
- 10:30 Collaboration and shared services
Lesley Templeman, Senior Project Manager - Shared Services Efficiency Projects, Association of Colleges
- 10:45 Identifying and overcoming the obstacles of shared services: the legal and VAT challenges
Glynne Stanfield, Education Partner, Eversheds LLP
- 11:05 Questions and Discussion

11:15 Refreshments, networking and exhibition

Session Two:

Models for delivery

Available on policyreview.tv

- 11:45 Considering mergers and ventures
Candy Munro, Merger Project, City of Glasgow College
- 12:00 Working with academies and trusts
Ian Taylor, Deputy Head, Gloucester Academy
- 12:15 Partnering with local authorities, universities and the NHS to utilise their size and experience of shared services
Dr Kathy Bland, Project Director, Shared Services, City of Sunderland College
- 12:30 Panel Discussion:
How can we prioritise areas where collaboration is likely to bring most benefit in each organisation?
- 12:50 Buffet lunch, networking and exhibition

Session Three:

Applying to practice

Available on policyreview.tv

- 13:50 Case study: shared procurement amongst FE institutions
Andrew Thomson, Chief Executive, Association of Colleges in the Eastern Region
- 14:10 Transforming business support in the NHS: a case study - NHS Shared Business Services
Monica Owen, Director of Communications, NHS Shared Business Services
- 14:30 Case study: sharing the delivery of front line services
See website for speaker updates
- 14:50 Update from a Collaboration and Shared Services Grant Pilot area: collaborative curriculum development
Stella Mbubaegbu CBE, Principal and Chief Executive, Highbury College
- 15:10 Refreshments, networking and exhibition

Session Four:

Key issues seminars

- 15:40 Delegates should choose to attend one seminar from the list below. Seminars are designed to be interactive and participatory in nature. Places are allocated on a first-come, first-served basis and are subject to maximum capacities.

1 Round table discussion: Learning shared lessons from across the public sector

Dr Paul Jackson, Performance Improvement Adviser CIPFA

2 Cloud accounting – enabling your future and overcoming the barriers in shared services

Julian Sayer, Sales and Operations Director, Symmetry



16:30 Close of conference

MAXIMUM TRAINING VALUE!
As a delegate you'll have access to watch filmed speaker presentations and download presentation slides post-event.
This extra service is provided free via Policy Review TV

Register online today:

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Purpose of the Conference

Helping you maximise the benefits of shared services:

- Hear from the Government on their future vision for shared services in FE
- Understand how to access the Collaboration and Shared Services Grant to deliver efficiencies, service improvements and organisational resilience
- Learn lessons from shared services across the public sector
- Identify and overcome the obstacles of shared services
- Overcome the legal and VAT obstacles to sharing services
- Considering mergers and ventures
- Hear first hand from an academy about their plans to share within the FE sector
- Understand how to work effectively with the private sector to make savings
- Explore best practice in the delivery of shared services including procurement, front line services and partnering with agencies outside the FE sector
- Hear first hand from an FE institution who is already benefiting from the Collaboration and Shared Services Grant to deliver collaborative curriculum
- Benefit from hearing best practice on regional successes, good news stories and gain practical information to implement in your day-to-day role through interactive practical seminars examining key issues on:
 - > Cloud accounting
 - > Shared financial management

Who should attend

Past delegates from FE colleges and the education sector include:

- Principals and Chief Executives
- Chairs, Administrators and Governors
- Directors of:
 - 14-19
 - Further and Higher Education
 - Development, Learning and Skills
 - Marketing and Communications
 - Programme
 - Finance
 - Curriculum
- Heads of employer engagement
- Senior managers in FE and sixth form colleges
- Senior FE / HE managers in higher education institutions
- Heads of adult and lifelong learning
- Sixth form headteachers and college governors
- Chief executives and directors in voluntary sector bodies in FE

This conference will also be relevant to:

- Funding and Research Councils
- Suppliers and private providers of
 - Financial Services
 - Professional Services
 - Information Technology
 - HR and Careers Services
- Higher Education Consultants
- Commercial Partner Companies
- University support groups
- Professional Associations
- Chambers of Commerce
- Learning Technology Practitioners and Consultants
- Financial Services suppliers
- HR Services suppliers
- ICT Suppliers and E-Learning Providers
- Academics and Researchers
- Senior Civil Servants from central government departments and local authorities

Sponsorship and Exhibition Opportunities

This conference will attract a diverse audience of top level decision makers and key policy professionals, from both the public and the private sector. Sponsoring or exhibiting at this event will ensure your organisation leadership positioning amongst this key target audience.

To find out more about the bespoke packages on offer please contact **Katie Wright** on **020 7960 6852** or e-mail **katie.wright@neilstewartassociates.co.uk**



Can't attend?
Time poor?
Diary clash?



Watch online

Keep up to date with the policy insight you need

- Broadcast exclusively on Policy Review TV - watch the conference live or later on-demand
- Fully interactive - watch live and submit questions, just like a delegate
- Ultimate conference reporting, watch the full online presentations after the event
- Your own expert video library to keep – ideal for management and staff briefing
- Unique insight into the choices and dilemmas faced by policy makers and managers
- Find out how your peers are solving the policy challenges you face
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The costs of the live broadcast and access to the video library are:

Individual licences
£99 + VAT (£118.80)

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Host your own conference

Join an increasing number of organisations who have taken advantage of the cost-effective group viewing licence option

From as little as £65 per person you too can gather a group of colleagues and clients to watch, listen and participate at this conference

All you need is:

- a computer with flash installed, an up to date browser and fast broadband internet access
- a projector or an LCD screen to display the live conference stream
- a space in which to host the event – a boardroom or lecture theatre would be perfect



Watch in groups

Finally, book 10 or more colleagues for online viewing and get one free place at the conference.

To discuss this further please call
020 7324 4330

Group licences - per person
1-2 viewers **£99.00 + VAT (£118.80)**
3-9 viewers **£89.00 + VAT (£106.80)**
10-19 viewers **£79.00 + VAT (£94.80)**
20-29 viewers **£65.00 + VAT (£78.00)**

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To Register

Please photocopy this booking form for additional delegates.

Complete all relevant sections of this form and either:

Fax: 020 7490 8830

Online: www.neilstewartassociates.com/jd253

Post: Neil Stewart Associates Ltd, 10 Greycoat Place, Westminster, London SW1P 1SB

Alternatively call us on **020 7324 4330** or email us at **customer.services@neilstewartassociates.co.uk**

Delegate Information

jd253

Brochure no.

WEB

Title (Mr/Ms/Dr/Prof/Other)

Full Name

Position

Organisation

Sector: Health Social Care Central/Regional Government Local Government Education and Skills Commercial Non Departmental Public Body / Association or Membership Organisation 3rd Sector Organisation Criminal Justice

Email

Address

Postcode

Tel No.

Direct Line? (Yes/No)

Fax No.

Training Manager

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I have read and agree to the terms and conditions below



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Delegate Rates

Please select the relevant rate from the list below

Full Rate -

Commercial Sector

- £499.00 + VAT** (£598.80) **Register by 12 February**
- £549.00 + VAT** (£658.80) **Register by 4 March**
- £599.00 + VAT** (£718.80) **From 5 March**

Reduced Rate -

Colleges, Universities, W Local Authorities, Central Government Departments and Agencies, Non-Departmental Public Bodies, Other Public Sector Organisations

- £289.00 + VAT** (£346.80) **Register by 12 February**
- £339.00 + VAT** (£406.80) **Register by 4 March**
- £389.00 + VAT** (£466.80) **From 5 March**

Supported Rate -

Voluntary Organisations, Trade Unions

- £140.00 + VAT** (£168.00) **Register by 12 February**
- £190.00 + VAT** (£228.00) **Register by 4 March**
- £240.00 + VAT** (£288.00) **From 5 March**

The above fees include all day access to the event, available conference papers, buffet lunch and refreshments, for registered delegates only. Fees do not include travel costs or accommodation. **Shared places are not permitted.**

Seminar Selection

You may attend one seminar in Session Four.

Places are allocated on a first-come, first-served basis.

Please circle your choice below:

Session Four:

Seminar 1 2

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Individual and Group Licences

- 1-2 viewers @ **£99 + VAT** (£118.80) per person
- 3-9 viewers @ **£89 + VAT** (£106.80) per person
- 10-19 viewers @ **£79 + VAT** (£94.80) per person
- 20-29 viewers @ **£65 + VAT** (£78.00) per person

I would like to register _____ online viewers
@ £ _____ per person:

TOTAL £ _____ + VAT = £ _____

Please complete the delegate information section of this form for each viewer when registering your licence(s). You can do this by photocopying this form or sending a full list to customer.services@policyreview.tv

Terms and Conditions

This booking form constitutes a legally binding agreement. Payment must be received in full before the event. We are not responsible for the non-arrival of confirmation documents: if, by 7 days prior to the conference, you have not heard from us, contact us using the phone number on the brochure. All available conference material including documents, podcasts and in some case films are made available to delegates after the event therefore we do not accept cancellations, whole or in part. Substitutions will be accepted if notified in writing prior to the event, non-arrivals will be liable for the full fee.

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Overseas delegates

Delegates from outside the UK who book to attend an NSA conference must send their remittance in time to clear funds no later than 2 weeks before a one day conference. Bookings from overseas delegates will be subject to the cancellation policy specified on the booking form.