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Annual Conference

Shared Services for HE Strategies for results

Monday 21st November 2011, Eversheds HQ, London EC2

Speakers include:

Rt Hon David Willetts MP
Minister of State for Universities
and Science

Daniel Perry
Head, Strategic Business,
JANET (UK)

Professor Malcolm Gillies
Vice-Chancellor and Chief Executive,
London Metropolitan University;
Chair, **London Higher**

Steve Butcher
Head of Procurement and Shared Services,
**Higher Education Funding Council for
England (HEFCE)**

Professor Ian Diamond
Principal and Vice-Chancellor,
University of Aberdeen

Chris Cobb
Chief Operating Officer and University
Secretary, **University of London**



Why you must attend this event:

- **Get an insider's briefing from the Efficiency and Modernisation Task Group** – and ensure your institution is maximising value for money
- **Examine the opportunities of the Universities Modernisation Fund**
- **Define your strategy for shared services** – understand the structural differences between outsourcing, sharing collaboratively and centralising
- **Maximum learning value** – watch the conference again online! All delegates receive post-event access to watch speaker presentations via the Policy Review TV service, AND can download all conference papers

Historically, Higher Education Institutions have ventured into shared 'back office' functions, but with impending budget cuts, **you may be considering cost reductions and efficiency savings across the board.** However, shared services are not without their hurdles - with complex technical, legal, VAT and HR issues to overcome.

By attending this conference you will explore fresh models of service provision and have a fantastic blueprint for saving money and improving efficiency.

For more information please visit:

www.neilstewartassociates.com/jb306

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See inside for details



Agenda (subject to change)

09:00 Registration, refreshments and exhibition

Session One:

 Available on policyreview.tv

Setting the scene

- 09:50 Welcome and introduction from conference Chair **Mike Baker**, Broadcaster and Journalist
- 10:00 Keynote Address: Sharing services and focusing resources
Rt Hon David Willetts MP, Minister of State for Universities and Science
- 10:20 Update on 'London Higher': Beyond cost reductions towards improved quality and shared risks
Professor Malcolm Gillies, Vice-Chancellor and Chief Executive, London Metropolitan University, and Chair, London Higher
- 10:40 Processing the impact of the Universities Modernisation Fund
Steve Butcher, Head of Procurement and Shared Services, Higher Education Funding Council for England (HEFCE)
- 11:00 Defining shared services: outsourcing, sharing collaboratively between institutions or centralising?
Chris Cobb, Chief Operating Officer and University Secretary, University of London
- 11:15 Questions and Discussion
- 11:30 Refreshments, networking and exhibition

Session Two:

 Available on policyreview.tv

Overcoming the obstacles

- 12:00 From talk to action: identifying and overcoming the obstacles of shared services
Daniel Perry Head, Strategic Business, JANET (UK)
- 12:15 Legalities/ VAT
Glynne Stanfield, Education Partner, Eversheds
- 12:30 Co-operating on matters of mutual interest whilst retaining independence
Professor Jeff Waage, Director, Bloomsbury Colleges Consortium
- 14:40 Panel Discussion:
• How can we prioritise areas where collaboration is likely to bring most benefit in each organisation?
• Should we come together to form a 'Shared Services Advisory Board'
- 13:10 Buffet lunch, networking and exhibition

Session Three:

Applying to practice

- 14:10 Feedback from the Efficiency and Modernisation Task Group: increased operational efficiency, overcoming barriers to more effective working and ensuring value-for-money in the Higher Education sector
Professor Ian Diamond, Principal and Vice-Chancellor, University of Aberdeen and Chair of the Efficiency Task Group
- 14:30 Looking beyond our HE neighbours: Higher Education & Local Authority Shared Services (HELASS)
Neville Cannon, Assistant Director for Information and Communication Technology, Plymouth City Council
- 14:45 Creating successful partnerships to achieve replicable Shared Services in HE
Derek Feeney, CEO An Chéim, SunGard Higher Education
Martine Carassik, Strategic Consultant, SunGard Higher Education

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15:00 Refreshments, networking and exhibition

Session Four:

Key issue seminars

15:30 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 Shared services in HE – getting ready for the cost sharing exemption

Andy Shenstone, Director, Further and Higher Education Capita Consulting

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2 CLOUD READINESS, enabling your future and removing the risks

Mike Wheeler, Director, Prolinx
John Hemmingway, Nov 08 Director, Prolinx

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3 When is it right to share? – the options, the benefits and the issues to consider, showcasing practical examples of how shared services can work in the HE Sector

Nick Gibson, Head of Education Sector, UNIT4 Business Software Ltd

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16:30 Close of conference

Register online today:

www.neilstewartassociates.com/jb306

Tel: 020 7324 4330 / Fax: 020 7490 8830

Watch Speaker Presentations Online!
As a delegate you can watch the speakers' presentations and download conference papers online post-show. This extra service is provided free via Policy Review TV

Purpose of the Conference:

Specifically, attending this conference will enable you to:

- Look to the future of shared services and understand how best to focus resources and time
- Hear feedback from the Efficiency and Modernisation Task Group on ensuring value for money within the higher education sector
- Understand the opportunities of the Universities Modernisation Fund
- Define your strategy for shared services and understand the structural differences between outsourcing, sharing collaboratively and centralising
- Identify and overcome the obstacles to shared services
- Hear from legal experts on the formalities needed and the barriers to overcome
- Hear an update from 'London Higher' on how they have reduced costs and improved quality through shared services
- Explore alternative models to shared services - including a look to sharing with local authorities, health authorities and international bodies
- Understand how to maintain autonomy and independence whilst sharing services
- Discuss how to prioritise areas where collaboration is likely to bring most benefit
- Discuss the potential for a 'Shared Services Advisory Board'
- 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:
 - > Getting ready for the cost sharing exemption
 - > Enabling your future and removing the risks of Cloud services
 - > Practical business models from private shared services: tax and finance
 - > Establish the options and benefits of shared services in the HE sector

Who should attend:

A strategically minded audience of policy makers and senior staff responsible for institutional planning, including:

- Vice-Chancellors
- Pro Vice-Chancellors
- Deputy Vice-Chancellors
- Registrars
- Deans of Faculties/ Graduate Schools
- HR directors
- IT Directors
- Finance Directors
- Directors and Heads of
- Information Services & Systems
- Estates and Facilities
- Innovation, Business Development and Enterprise
- Heads of University Administration
- HE College Principals and Chief Executives
- University Chairs and Governors

This conference will also be relevant for representatives from key stakeholder organisations concerned with strategic leadership and technological development impacting on HEIs:

- Funding and Research Councils
- Suppliers and private providers of:
 - Financial Services
 - Professional Services
 - Information Technology
 - HR and Career 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

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?

Attend a regional satellite conference near you

Can't get away, can't afford the time or full cost? Need network feedback? Attend a regional satellite conference!

- See and hear all the speakers and interact remotely
- Receive all the back-up papers and research
- Network with your peers, benchmark your own work and make contacts for follow up
- Environmentally friendly option

Attending a satellite conference costs just **£195.00 + VAT** (£234.00). See the conference website for locations near you or complete the booking form.

For further information email

paul.rushworth@policyreview.tv

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
- You save on travel, cost and time

The costs of the live broadcast and access to the video archive are:

Individual licences
£99 + VAT (£118.80)

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/jb306

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Delegate Information

jb306

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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Delegate Rates

Please select the relevant rate from the list below

Full Rate -

Commercial Sector

- £499.00 + VAT** (£598.80) **Register by 14 October**
 £549.00 + VAT (£658.80) **Register by 31 October**
 £599.00 + VAT (£718.80) **From 1 November**

Reduced Rate -

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

- £289.00 + VAT** (£346.80) **Register by 14 October**
 £339.00 + VAT (£406.80) **Register by 31 October**
 £389.00 + VAT (£466.80) **From 1 November**

Supported Rate -

Voluntary Organisations, Trade Unions

- £140.00 + VAT** (£168.00) **Register by 14 October**
 £190.00 + VAT (£228.00) **Register by 31 October**
 £240.00 + VAT (£288.00) **From 1 November**

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:

1 2 3

Live viewing and on-demand access

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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

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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

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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.