



a bright future for all

Over 100 delegates from FE colleges and other educational institutions in the UK attended ACM's annual conference at the Manchester Conference Centre on 18 and 19 March 2003.

Keynote speaker on the first day, Jane Williams, Director of Teaching and Learning, DfES, outlined the role and function of the new teaching and learning unit which had been launched the previous week by Margaret Hodge. Chris Hughes, Chief Executive of LSDA, closed the conference with an enlightening presentation on the challenges facing the sector over the next two years. Other speakers included David Gibson, Chief Executive, AoC; David Sherlock, Chief Inspector, ALI; Wally Brown, Principal of Liverpool Community College; Frank Wingate, Head of External Relations, Edexcel; and Steve Palmer, Executive Director, Lancashire LSC.

Delegates were able to choose from a variety of workshops on both days covering topics such as performance-related pay, rethinking mission, a flexible credit-based curriculum framework, colleges as strategic organisations, the national leadership college and how good leaders motivate staff. Copies of presentations from both speakers and the workshops are available on the ACM website at www.acm.uk.com

The exhibition stands enabled delegates to obtain information about the services provided by organisations including Protocol, FD Learning, ASET, NCFE, Jardine Lloyd Thompson and LSDA.

conference 2003

acm awards

The conference dinner provided the perfect setting for the presentation of the ACM Awards 2003 for outstanding contribution to post-compulsory education and training. The winners were:

Ian Nash, FE Editor, *TES*

Ian launched the FE Focus section of *TES*, the leading independent source of news for the sector, in 1996. He has provided a valuable service to further education and has been a good advocate for the sector. The FE Focus campaigns on red tape and pay have been particularly appreciated by the Association and its members.

Jeffrey Robinson, Deputy Principal and Chief Executive, Coleg Gwent (also commended for his work in Wales on behalf of ACM).

Jeffrey has been involved with ACM for many years and was a founder member of ACM Wales. He played a key role in establishing what became the largest ACM branch at the time and in supporting members at Coleg Gwent when the college was in serious financial difficulty.

ACM congratulates the two winners and would like to thank all those involved in the awards process, particularly Eric Morgan, ACM Council member, for coordinating the production of the awards.



Jeffrey Robinson and Ian Nash show off their ACM awards produced by Bradford College.

Request for an ACM information pack and application form

I am considering joining ACM, please provide me with further information.

Full name

Job title

Name of organisation and address

Please return to: Membership Department, Association for College Management,

10 De Montfort Street, Leicester LE1 7GG

Tel 0116 275 5076 Fax 0116 255 0548

Email membership@acm.uk.com Web www.acm.uk.com

The Commission for Black Staff in FE launches second best practice guide at ACM conference

The Commission for Black Staff in FE launched the second in its series of best practice guides on race equality in further education at the ACM annual conference in March. Wally Brown, Principal of Liverpool Community College and Chair of the Commission's implementation group, introduced the ACM-sponsored report on retention and progression. The report outlines some of the measures that can be considered by colleges seeking to retain and progress employees from under-represented minority groups. It aims to provide practical guidance to staff with responsibility for leading, planning, delivering and monitoring race equality.

Launching the guide, Wally Brown said that many FE staff choose their career because of the rewards that come from helping to change people's lives. However, as well as making a difference, employees seek fair, attractive working conditions and opportunities for career development. These are the rewards that colleges will need to actively promote and develop as they pursue their efforts to attract and retain a more diverse and representative workforce.

Copies of the guide have been sent to principals, board chairs and HR directors. Further copies are available from AoC.

A date for your diaries

ACM's next annual conference will be held in March 2004 in the Midlands. More details will be posted on the website nearer the time.

Update on funding issues

Problems with the LSC funding software and the unexpectedly low 2003/04 funding increases (compared to what was implied in *Success for all*) were discussed at a meeting between ACM, John Harwood and other LSC staff including Peter Ashton and Geoff Daniels. While some progress has been made on funding issues, with additional information being issued to colleges and the announcement of the 6.5% underpinning funding increase guarantee, feedback from members indicated that concerns continued in respect of the software problems for 2002/03.

As a result, these issues were raised when ACM met with senior DfES officials and in a subsequent meeting with Margaret Hodge. It was made clear by the minister that no extra funds additional to those announced in the *Comprehensive spending review settlement* and *Success for all* will be made available.

The minister was more sympathetic towards the software problems. It was explained that current MIS software was still not working. Colleges did not know how the software worked and so were unable to take remedial action when they had achieved their agreed student targets but were still not hitting their expected funding income. We argued that there should not be respective clawback for 2002/03 if the software was still not working halfway through the year and that many colleges were unable to plan in a meaningful way for 2003/04. Margaret Hodge said that colleges should not have money taken away through clawback if they were not at fault and that the problems lay with LSC. She undertook to take the matter up with LSC again. Civil servants indicated that there was some flexibility with clawback and that an announcement from LSC on this was expected.

ACM also raised with civil servants the mismatch between FE and HE establishments on pension costs. LSC had proposed to give nothing to FE institutions for HE work but HEFCE were to give funding to HE institutions for FE work so that they would be double funded. Following our meeting this situation has now been rectified, as announced at the ACM annual conference.

ACM will continue to lobby on these key issues. If you have any comments or views then please contact Peter Pendle (peterpendle@acm.uk.com).

sector news

strategic area reviews

Extracts from ACM's response to the consultation

This Association considers that Strategic Area Reviews (SARs) should aim to develop coherent, comprehensive, inclusive provision that is excellent and cost effective. The nature of the provision should be determined by local learning and skills needs, present and future.

Any boundaries are likely to have an element of randomness, and this is true of the Learning and Skills Council (LSC) local area boundaries. Area reviews cannot be conducted in isolation from one another. Geographical areas, not co-terminus with LSC boundaries, but which nevertheless constitute coherent areas for planning reasons, should be considered. Local plans should be moderated and tested against adjacent plans to ensure coherence. Each local LSC has a piece of the nation's education and training jigsaw puzzle, which they are charged with getting right for that particular location. But there should also be a process that makes the pieces fit together sensibly with other pieces close by.

Colleges are major players in the delivery of LSC-funded provision and should be full partners in all aspects of the review process and outcomes.

The review should focus on identifying unmet current and future needs, and opportunities and strategies for encouraging into learning those who are presently marginalised. Where existing provision is good, the review should not waste energy and time reorganising it. In respect of provision for 16–19 year olds, the aim should be to ensure that provision is of good quality rather than ensure that it is delivered within particular structural arrangements. If satisfactory provision is delivered in integrated general further education colleges then it is the fact that it is good that counts, not the fact that it is integrated into the general provision. After all it has been a shibboleth of the present government that it is outcomes not ideologies that matter!

Increased flexibility at 14+ will demand a renewed emphasis on excellent and objective counselling and advice for young people. The scope of the SARs should include an appraisal of the effectiveness of current advice and guidance and what must be done to improve its depth, objectivity and quality.

A very broad range of issues and elements fall within the scope of Strategic Area Reviews. The list is daunting and we are not convinced that all local LSCs yet have the range of knowledge, skills and experience to deal with those demands satisfactorily. It is important, both to the quality of the process and to gaining the confidence of stakeholders during the process, that this issue is not ducked. It may be necessary to bring in third parties, consultants, with the required skills and experience. Any third parties who are brought in should be kitemarked or quality approved in some way.

We agree that the efficacy of the SARs will depend on collaboration and collective ownership, and we would expect colleges, as major players, to be closely involved at every stage. We look forward to the ongoing involvement of this Association.

This union has a powerful commitment to equity principles and in our view a primary focus of SARs should be on encouraging engagement in learning by low participation groups. This goal is stated so regularly and so universally that we are in danger of becoming unthinking about the scale of the task. But class differences in educational attainment remain stubbornly unchanged in decades. Furthermore older learners, currently neglected by government policy, will comprise 40% of the population just 15 years after the SARs kick in.

Although we recognise that local LSCs will come up with plans that reflect the particular nature of their locality, we welcome a clear, detailed national framework for the conduct of reviews. There should be detailed guidance on the collaborative nature of the process. National guidance could usefully clarify that good provision will not be reorganised as this would be disruptive and costly.

Evidence from previous reviews should only be admitted where it can be demonstrated to the satisfaction of partners in the review process that it is fit for purpose, accurate, valid and clean.

Colleges are major players in the delivery of LSC-funded provision and should be full partners in all aspects of the review process and outcomes.

It is essential that local LSCs take into consideration the value added by providers. The best mechanism for dealing with this important issue would be to develop national measures. Neither ACM nor any college seeks to justify poor service to learners, nevertheless it is well evidenced that the starting point of a learner will be a major factor in determining their eventual achievement. For example, colleges that take learners on to Level 3 courses with minimal qualifications (eg four grade Cs at GCSE) may add more value to these learners' achievements than a sixth form that generally deals with learners with six or seven GCSEs at grades A and B, even where the final Level 3 grades of the college students are lower than those of the school student. The present measures would imply that in this example the school has been more successful with its students. The college's success is masked.

The LSC should bear in mind that there are many institutions that deliberately recruit high achievers in order to attain top results and (it is a circular, self-fulfilling process) thus attract high achievers to maintain those strong results. If more institutions gravitate towards that practice, there will be fewer opportunities for disadvantaged learners.

In a similar theme, it is also important that standard measures are developed and applied for the assessment of retention patterns and overall achievement rates. Currently schools and LSC sector institutions calculate achievement and retention rates on different bases. Retention is calculated based on a November census in colleges and a January census in schools. Achievement is calculated on examination entries in schools and qualification enrolments in colleges. Any review needs to take into account the differences between these methods of calculating performance.

In the view of the Association, the implementation of the review's outcomes will be successful where there is a shared commitment to making them happen, and where stakeholders feel that they have emerged from a fair, intelligent, rational and evidence-based process.

Lambeth College in-house training event a success

A course run for Lambeth College in London marked a successful first run for ACM's new bespoke training service for individual colleges. Twenty college managers attended the event on disciplinary and grievance best practice, facilitated by Patrick Boardman and David Green of ACM's employment relations team. Liz Preston, Head of Quality Development at Lambeth College said, 'The day was a real success. The in-depth knowledge of the sector and legal expertise that David and Patrick brought to the session was invaluable.'

ACM offers in-house training on various employment relations topics for a competitive fee. Any staff development managers interested in in-house training should contact David Green on 0116 285 4055 or by email at davidgreen@acm.uk.com

New College Durham benefits from ACM support

A working relationship struck up by John Lowe, ACM branch representative, and David Green, ACM's Head of Employment Relations, has benefited the work of Karl Fairley, Head of Human Resources at New College Durham, who has spent many months collaborating with unions to produce policies and procedures.

Whenever Karl presents a new document for discussion with the college's union representatives, John emails a copy to David whose detailed responses are greatly valued and invariably included in the final version. To thank ACM for its input, Karl has agreed that the union can use the college's policies and practices for the benefit of all ACM members.

Networking can bring benefits

ACM branch officers are invited to attend a networking event on 6–7 June at the Crowne Plaza Hotel, Leeds. It's the perfect opportunity for ACM officers to learn from each other and exchange views. Any branch officer interested in attending should contact Emma Icke on 0116 275 5076 or by email at events@acm.uk.com

ACM reveals new look

ACM launched its new logo and corporate identity at the annual conference held in Manchester on 18 and 19 March 2003. Feedback from members has been very positive and we hope you like the new look.

We extend our thanks and appreciation to Kevin Ashill and Jackie Mace at thingswedo for their inspiration and all the hard work they have put in to produce such a professional and modern image for the Association, which will undoubtedly take us forward as the leading trade union for managers in the post-compulsory education and training sector.

Copies of the new ACM membership information and application leaflet are available from Jane Dunn, Membership Administrator, on 0116 275 5076 or email at janedunn@acm.uk.com. Why not request a supply to distribute to potential members? Posters and recruitment leaflets that reflect the ACM's new corporate identity will be circulated to branches in the near future.

Thank you

Thank you to all the members who took time out of their busy schedules to complete and return the 14–16 curriculum flexibility pilots pro forma. These have now been collated and forwarded to Caroline Neville, National Director of Policy and Development, LSC and Peter Lauener, Director of the Learning Delivery and Standards Group, DfES.

ACM events

ACM is holding the following events during 2003 in various locations. Please visit our website at www.acm.uk.com for further details and to book places online.

6 June 2003 | London

Media training

Members £245
Non members £265

6 and 7 June 2003 | Leeds

Branch networking event

Details have been circulated to branch officers and contacts. For further information contact David Green, Head of Employment Relations. Tel 0116 275 5076
email davidgreen@acm.uk.com

23 June 2003 | Birmingham

Disciplinary and grievance training

Members £60
Non members £80

3 July 2003 | Birmingham

A qualification system for the 21st century

A one-day conference for managers
Members £120
Non members £150

27 October 2003 | Leicester

New thinking about funding

A one-day conference for managers
Members £120
Non members £150

18 November 2003 | Cirencester

Preventing work-related stress

Members £60
Non members £80

ACM Council elections: AGM 2003–2006

Electoral Reform Services, our independent scrutineers, have submitted the following report of voting in the above election dated 24 February 2003 for which nominations closed at 5pm on Wednesday 11 December 2002. A ballot was held for the Principal and Manager categories, which closed at 5pm on Friday 21 February 2003.

President Elect 2003 and President 2004: 1 to elect

JONES Dorothy	ELECTED UNOPPOSED
---------------	-------------------

Northern Ireland Representative: 1 to elect

No nominations received

Scotland Representative: 1 to elect

No nominations received

Wales Representative: 1 to elect

RAWLINGS Fiona	ELECTED UNOPPOSED
----------------	-------------------

Manager category

Number of ballot papers despatched	3332
Number of ballot papers returned	745
Number of invalid (blank/spoilt) papers	2
Therefore, number of valid votes counted	743

Results: 9 to elect

MILLARD Ian	366	ELECTED
DOLLIN-EVANS Maggie	357	ELECTED
GEORGE Bernadette	344	ELECTED
LOWE John	343	ELECTED
JAMES Mike	305	ELECTED
LANDMAN Robin	303	ELECTED
MORGAN Eric	300	ELECTED
WARDALL Ann	282	ELECTED
DROWLEY Theresa	280	ELECTED
CULPIN Roger	262	
BERRY Ann	244	
LEES Leslie	220	
MANN Rajinder	209	
KELLS Robert	193	

Principal category

Number of ballot papers despatched	139
Number of ballot papers returned	63
Number of invalid (blank/spoilt) papers	0
Therefore, number of valid votes counted	63

Results: 6 to elect

DICKETTS Sally	42	ELECTED
RANSOM Sue	39	ELECTED
WATKINS David	36	ELECTED
KHAN Daniel	28	ELECTED
DISHMAN John	26	ELECTED
JOHNSON Tom	24*	ELECTED
COOKE Clive	23*	

*result confirmed by a full manual recount

As scrutineer appointed in accordance with section 49 of the Trade Union and Labour Relations (Consolidation) Act 1992 (as amended), we are satisfied as to each of the relevant matters specified in subsection 52(2) with regard to the election.

The independent person appointed under section 51A was Electoral Reform Ballot Services Limited.

Section 49(3) requires the scrutineer to inspect the register of names and addresses of the members of the trade union whenever it appears to him appropriate to do so or when requested to do so under the conditions specified under subsection (3A). It was not deemed appropriate, at this time, to inspect the register and no requests to inspect the register were received.

We would draw your attention to sections 52(4), 52(5) and 52(6). Section 52(4) requires that a copy of this report be published and made available to all members of the ACM within a three-month period from today. This does not mean that everyone has to be notified individually.

Ballot papers will be stored securely for 12 months before being destroyed.



Have you seen our new website?

Visit www.acm.uk.com for up-to-date information on member services, forthcoming events and details of the latest news on pay and funding.

Financial matters

Enclosed with this newsletter is the Association's financial statement to members. It is a legal requirement of the Certification Office for Trades Unions and Employers' Associations for this information to be distributed to members. If you have any queries regarding the statement, please contact **Sara McCaffrey**, Head of Corporate Services, on 0116 275 5076 or by email at saramccaffrey@acm.uk.com

Tax relief on subs

Members can obtain tax relief on the ACM subscription. Please quote **40 HOT/1644/39/1987/JMH** on your tax return. If you have never claimed for your ACM subscription you can claim for previous years. For confirmation of payments made to the Association, please contact Jane Dunn on 0116 275 5076 or by email at janedunn@acm.uk.com.

Here to help

Say 'hello' to the ACM team.

Peter Pendle

Chief Executive and General Secretary

Patrick Boardman

Employment Relations Adviser

Nadine Cartner

Head of Policy

Sukhi Chana

Finance Officer

Jane Dunn

Membership Administrator

David Green

Head of Employment Relations

Emma Icke

Events Coordinator

Sara McCaffrey

Head of Corporate Services

All the staff can be contacted on 0116 275 5076 or by email at firstname@acm.uk.com (eg peterpendle@acm.uk.com)

For workplace advice and support members can contact the helpline on 0116 285 4055 or at helpline@acm.uk.com

member services

Quality free personal injury claims service

Morrish & Co is delighted to have been appointed as solicitors to the ACM and its members. One important aspect of our service to you is the free personal injury claims service that ACM offers.

Hassle-free service

It is bad enough to suffer injury, but great additional stress and trauma can be caused if the claim is not dealt with properly and with care.

At Morrish & Co we are specialist lawyers with a true empathy for the client's needs, real expertise and independently inspected and verified quality standards. Lexcel is an accreditation little understood outside the legal profession but it is the Law Society kitemark for solicitors firms. Giving quality advice to clients calls for qualified and motivated solicitors and support staff, hence the Investors in People (IIP) standard. Legal knowledge and training are vital.

Legal costs

Our legal system is a 'winner takes all' system. If you show fault and win your claim then the loser pays the damages (compensation) and the legal costs. But if you lose then you have to pay the other side's costs, which will be thousands of pounds.

A 'no win-no fee' promise from your solicitor means they will not charge you for their services but you will still be responsible for the other side's bill and the medical and court fees incurred. Bringing an injury claim can still be a very expensive exercise indeed.

As a member of ACM you do not have to worry about any of this. If you suffer injury your union will instruct Morrish & Co, fund the entire claim and pay the other side's legal costs if the case is lost.

Families matter

This very valuable benefit has now been extended to cover members' families. It covers you and your family at all times and however the injuries occur. If there is a good case, ACM will back it. It is that simple.

Members count

ACM's personal injury claims service protects you from the unscrupulous and the unqualified who pretend to deal with injury claims, and extortionate legal costs. To access the free personal injury claims service, call the ACM helpline on 0116 285 4055 or email helpline@acm.uk.com

About Morrish & Co

Morrish & Co was established in 1882 and has acted for trades unions and their members for over half a century. We have a long and proud history of acting for union members throughout the UK and consistently recover headline awards on their behalf. Morrish & Co is a unionised firm with a Recognition and Partnership Agreement in place. ACM members and their families can be sure of a professional service which offers protection in the workplace and beyond.

Get away from it all

Simply Public (ABTA 9632) provides a personalised travel club purely for trades unions and charities in the UK, including ACM. Whatever your travel needs we will donate 2% of the sale price back to ACM every time there is a booking.

Simply Public has over 30 years of travel experience and has formed an alliance with The World of Travel ABTA G9632 and IATA TIDS 9623-3214-6. As an independent travel club, Simply Public is not restricted in its product range and can offer an extremely professional service and competitive prices.

Please call 020 8878 622 or visit the website at

www.simplypublic.co.uk

Please be sure to quote the ACM reference number 009.