



Meeting the Public Sector Equality Duty

ETC Venues, Prospero House	, 241 Borough High Street, London SE1 1GA	18th October
----------------------------	---	--------------

ETC Venues, Prospero House, 241 Borough High Street, London SE1 1GA 18th October						
10.15	Registration & Morning Refreshments					
11.00	Chair's Introduction					
11.05	Equality Analysis and Demonstrating Due Regard					
	 Barriers and challenges to delivering an effective analysis 					
	Structuring an analysis to match the makeup of your workforce/community					
	Collecting hard to gather demographic information					
	The role of equality impact assessments in demonstrating due regard					
	Publishing evidence of analysis					
	⇒ Bertille Calinaud, Senior Inclusion and Diversity Consultant, Inclusive Employers					
12.15	Embedding Equality in Your Decision Making Process					
	 Incorporating diversity and inclusion in the decision making process 					
	Achieving leadership buy-in					
	Changing decision making cultures					
13.15	Networking Lunch					
14.00	Implementing the Duty: Best Practice					
	Gathering data and publishing to meet the specific duty					
	 Improving disclosure to ensure all protected characteristics are reported on 					
	Meeting the duty in procurement					
	Raising awareness of the duty with staff					
	⇒ Valerie Richards, Senior Associate, Equality & Diversity, South East Commissioning Support Unit					
15.30	Event Close					

Register Online | Download MS Word Booking Form

For more information contact <u>Customer.Services@westminster-briefing.com</u> | 0207 593 5657





Booking Form

Pricing (excl. VAT)								
Private Sector	1 Place: £295 2+ Place	1 Place: £295 2+ Places: £245 each						
Public Sector and Non-for Profit	1 Place: £245 2+ Places: £195 each							
Delegate Details								
Delegate Name	Position	Email	Briefing Title	Date				
1.			Meeting the Public Sec- tor Equality Duty	18.10.17				
2.								
3.								
Total number of places:								
Booker Details								
Name:								
Position:								
Organisation:								
Address:								
Telephone:								
Email:								
Method of Payment - please tick								
Please <u>invoice</u> my organisation f	or £ + VAT (at 20.0%)	Quote P/O No:						
If you have a Westminster Briefing Loyalty code please enter it here:								
I wish to pay by credit card VISA, MASTERCARD OR GPC card								
Name on Card:	Credit/GPC Card Number:							
Valid From:								
		ry Date:						
3-digit Security Code:	Tele	phone Number of Cardholder:						
Invoice Details - if different from abo	ve							
Name :		Position:						
Organisation:								
Cost Centre Code:								
Address:		Email:						
ACCOUNTS Telephone:								
I/We agree to notify you of all cancellations and changes in writing no later than 30 days prior to the date of the event. I/We further agree to pay £150 administration charge per place on cancellation. If registration or cancellation is received less than 30 days prior to the date of the conference the full delegate fee is payable, however a substitute may be sent.								
PLEASE NOTE WE INVOICE UNDER THE NAME "DODS PARLIAMENTARY COMMUNICATIONS"								
Signed / Name:		Date:						

Please return by fax to 020 7593 5501 or by email to Customer.Services@westminster-brieifing.com