

EPS has grown substantially since being established in 2002 by Dr Rosanna Duncan. Since its inception EPS has worked with a number of high profile clients and is seen as expert in the field of equality and diversity.

In taking EPS forward we are proud to announce that EPS is the first and only organisation in Wales licensed to audit and deliver the Committed 2 Equality Standard.

All EPS associates are highly qualified and vastly experienced in working with both sides of the organisation - employment and business - whilst raising awareness of equality legislation and best practice. They are able to adapt their style and timing of delivery to meet the client's needs and are all results focused.

The associates are widely experienced in all business sectors and industries and EPS will try to match their experience with the client's business or industry.

EPS is able to provide bespoke solutions to help businesses reach their employment and business goals effectively and efficiently. EPS' services include:

Research and Evaluation:

Workforce Research - Business Development - Customer / Client Satisfaction Surveys
- Project Evaluation - Labour Market Analysis

Diversity and Equality:

Equal Pay - Equality Impact Assessments - Policy and Procedural Development - Training on Legislation and Best Practice - Discrimination, Harassment and Bullying Investigations

Procurement Advice:

Demonstrating Equality and Providing Supporting Evidence in Tendering Process - Monitoring for Compliant Policies and Procedures

Auditing:

Human Resource Management Systems - Diversity and Equality of Opportunity in Employment and in Service Delivery - Training and Development of Skill Base - Equal Pay and Diversity in Career Progression - Staff Turnover - Discipline and Grievance

HR Management Support:

Employment Legislation and Best Practice - Contracts of Employment - Recruitment and Selection Techniques and Procedures - Performance Appraisal - Training and Development
- Performance Management - Absence Management - Discipline and Grievance
- Organisational Change

Training and Consultancy:

Diversity, Equality and Inclusion - Equality Impact Assessment - Employment Legislation
- Recruitment and Selection, Job Descriptions and Person Specifications
- Contracts of Employment - Discipline and Grievance
- Performance Appraisal

What is COMMITTED 2 EQUALITY ?

C2E is a nationally recognised and Sfedi endorsed Diversity Assured Accreditation programme which helps organisations to develop and improve their own approach to equality and diversity and demonstrate that they can meet the requirements of public sector clients and current equalities legislation. Sfedi is a government recognised, not-for-profit standard setting body for both business enterprise and business support.

What are the benefits of achieving C2E Accreditation?

For your business or company the C2E Diversity Assured kite mark could lead to:

- Public recognition as a quality organisation
- Improved staff morale and positive company ethos
- Becoming a preferred employer and supplier of choice
- Helping your company or business register and remain registered on the National Equality Register
- More success in gaining public sector tenders including NHS and local authorities as your organisation will be able to demonstrate you meet key compliance in line with The Single Equality Act 2010

How can I achieve C2E Accreditation?

Achieving accreditation is straightforward and you are supported by equality and diversity specialist advisors in identifying what policies and procedures you currently have in place and any areas that need further development. However, some companies will already have everything in place that they need to achieve the standard and will need little or no additional support prior to the C2E audit.

Your advisor will help you complete the pre-assessment questionnaire and provide interactive coaching and guidance where necessary and feedback on your progress.

If needed, EPS will provide training and consultancy to those responsible for championing your equality and diversity framework. Registration on the National Equality Register demonstrates to both procurers and suppliers that your internal policies, procedures and practices have been rigorously audited and that your organisation is compliant with legislation and delivers best practice.

The accreditation process should take around 8-12 weeks after which your details will be added to the National Equality Register and you will receive a certificate and will be able to use the C2E logo on your website and literature.



What key areas does the C2E accreditation process cover?

Equality & Diversity Policy

Your policy will be assessed taking into consideration its commitment, accessibility and how it is communicated to your employees customers and suppliers

Training & Development

Your current provision for training and development around key equality and diversity areas will be reviewed

Recruitment & Selection

We will evaluate your processes to ensure that your organisation or chosen recruitment agency openly advertises that you are committed to Equality & Diversity and the methods used for selection comply with legislation and practice

Employment Contracts

Your contracts of employment will be reviewed to ensure that your organisation's remuneration and benefits package are equitable

Discipline & Grievance

We will look at current arrangements in place to manage workplace disputes and ensure that they comply with legal requirements

Diversity in the Workforce

We will review your staff profile and provide advice on diversity in the workplace and how to widen your pool of potential applicants

Diversity Monitoring

We will appraise how you monitor existing and future employees, customers and suppliers and its overall effectiveness within your organisation

Promoting Equality and Diversity through the supply chain

We will assess how you promote equality and diversity amongst your customers and suppliers and review your complaints procedure

Community Activity

We will provide feedback on how to engage with under-represented groups within the wider community to raise your profile and review any current arrangements in place

Equality Impact Assessment

We will assess your internal Equality Impact Assessment procedure to ensure this is carried out annually and fulfils its commitment and does not have an adverse effect in relation to your organisation's mission, intentions and actions

FREQUENTLY ASKED QUESTIONS

Can I come to you for advice if I have queries between the initial assessment and the audit?

Of course, as it is our aim to provide you with all the support you need to get through the accreditation. If you need additional training or development work there may be an additional charge for this which would be agreed with your organisation. However, through C2E and EPS you will have free access to a range of useful templates and resources.

How long will the audit take?

Once the assessor is onsite, the audit should take no longer than half a day.

How do I retain the accreditation?

After initial assessment, the accreditation is reassessed annually. However this process should be much simpler as you will already have in place the key policies and processes and should be able to maintain successful ongoing accreditation.

How confidential is the process?

All involved in the accreditation process are bound by professional conduct of maintaining client confidentiality at all times.

Will all public sector organisations recognise the standard?

Yes, it is a government recognised and SFEDI endorsed standard used throughout the United Kingdom. With the support of the Welsh Government (WAG) EPS has recently taken all of the Business Support providers in Wales including Venture Wales, Business in Focus and The Centre for Business through the C2E process. WAG have now made achieving an equality standard such as C2E part of the criteria in their recent tender for providing business support services in Wales.

What if I don't achieve accreditation?

It is very unlikely that you will not achieve accreditation if you are willing to work with and follow the advice of the advisor appointed to work with you. You must be committed to being an equal opportunity employer and to delivering a fair and unbiased service to your clients.

Can EPS support me in other areas of my organisation?

Yes, we offer a wide range of bespoke solutions under our diverse umbrella and are able to share our expertise in all business sectors and industries.

How quickly can I get started?

We can arrange for an equality and diversity consultant to contact you immediately and arrange a suitable appointment to discuss your organisation's requirements.

The Single Equality Act 2010

The Single Equality Act is the biggest piece of equality and diversity legislation in 40 years. It seeks to declutter the law, make it consistent throughout and make it more accessible. The Act will have a significant effect on organisations who supply the public sector and those tendering for public sector contracts. Under the Act there is a specific Equality Duty which applies to all procurement and commissioning by public bodies e.g. Local Government, Welsh Government and the NHS.

Essentially this means that when procuring goods and services regardless of the value of the contract public bodies need to ensure that the companies they engage have due regard to the need to: eliminate unlawful discrimination, advance equality of opportunity between different groups and foster good relations between different groups.

What does this mean for companies wanting to do business with the public sector?

As a supplier to a Public Body you would be required to have evidence that your equality practice meets a contracting authority's requirements and meets your legal duty. As our society becomes increasingly diverse it is important that public bodies reflect this diversity in the services they offer and in the way public money is spent. Public bodies spend in the region of £220 billion per year on services which enables them to have huge 'Buying Power'. This buying power can and will be used to drive equality which will directly affect your business. The public sector when awarding future contracts will have to take equality & diversity into consideration. However, even if you don't supply the public sector you will still have obligations under the legislation to potential, current and past employees and customers.

How will this affect your organisation?

You may be subject to additional checks and scrutiny and you will have to meet exact requirements. As a supplier or subcontractor you will be required to have specific evidence of compliance that your internal equality policies and procedures meet public sector standards and the legislation. If you are unable to meet the required standards this may affect you gaining new or further contracts from public sector organisations.

What should you do?

Check your current policies, procedures and practices to determine if you are compliant; as during the procurement process your policies and practices may be assessed to ensure they meet current equality law and public sector requirements.

How we can help?

EPS can fully support your organisation and assign you an equality & diversity advisor; the advisor will work with you to develop your internal framework and enhance your existing policies and procedures to ensure that you meet public sector expectations and comply with legislation. You will receive interactive coaching and feedback on your progress to the point of accreditation. Once you have achieved the C2E national kite mark accreditation your details will be placed on the National Equality Register which will demonstrate to both suppliers and procurers that you have been rigorously audited and that your organisation is compliant with current legislation and you pride yourself on delivering best practice and being an employer and supplier of choice.

Clients who have achieved C2E

Testimonials from organisations who have already achieved C2E accreditation with EPS and the support of the Welsh Government:

“Rosanna and the team at EPS provided an invaluable service in our progress towards, and ultimate success, in gaining the accreditation. The real benefit for our organization, in working with EPS, was the mentoring we received which enabled us to implement good practice and build our corporate strategy. We now have positive results that prove equality contributes not only to the welfare of staff and clients but also to the overall profitability of our organization.”

Julie Dubberley, Business Service Manager
Annog Enterprise Cyf

“Centre for Business operates a large range of client services from business advice, to NVQs, to property provision. A large portfolio of services means we must ensure a common approach to ensuring all clients and customers are treated fairly, and that their individual differences are respected and valued. Whilst a lot of our business delivery already included an equality and diversity approach, C2E has allowed us to formalise that approach and become more client focused and better able to meet their needs, whilst examining our own organisation to promote equality and diversity for all employees, stakeholders and partners.”

Jon Hughes, Enterprise Manager
The Centre for Business, Newport

“THE Group are a Training and Development Company offering a range of services including Business Start-up Support, NVQ’s and Leadership & Management ILM accredited courses. The company have always been extremely client focused and implemented the delivery of equality and diversity at all times. With the support offered, we have been able to update all our policies & procedures as well as the internal systems of the organisation, meeting the C2E Standards which ensures we offer an inclusive service to all our customers, employees and contractors. The support received from Rosanna and all the team at EPS along with the help from the Welsh Government to implement and maintain this good practice has been invaluable. A big thank you from all at THE Group for making the process ‘pain free!’”

Mandy Jones, Project Manager
THE Group Ltd

“We at PBI have recently been awarded our C2E accreditation, this is thanks in no small part to Rosanna Duncan and Helen Bulmer at EPS. Their advice and mentoring has been exemplary and on a professional, knowledgeable, yet friendly level. PBI are now able to work together towards providing a clear and equitable framework with proven systems and processes to develop and deliver an inclusive service to all staff, clients and stakeholders of PBI and to ensure best practices in service delivery and employment practices.”

Joanna Brindley, Project Manager
PBI