



At a glance events calendar 2009

Business Development

Strategic Business Planning	22 July 2009
Developing a Marketing Strategy	27 Aug 2009
Maximizing Sales performance	24 September 2009
Financial management for business growth	21 October 2009
Using IT effectively in business	26 November 2009
Customer Service	10 December 2009

Soft Skills

Effective Leadership	14 July 2009
Personal Development	5 August 2009
Effective communication skills	16 September 2009
Effective Leadership	14 October 2009
Personal Development	18 November 2009
Effective communication skills	15 December 2009

Policy Writing Workshops

Diversity and Inclusion Policy Writing	7 July 2009
Health & Safety Policy Writing	4 August 2009
Environmental Policy Writing	8 September 2009
Quality Assurance Policy Writing	6 October 2009
Diversity and Inclusion Policy Writing	3 November 2009
Health and Safety Policy Writing	8 December 2009

Procurement Clinics

Barking & Dagenham	14 May	Barking & Dagenham	8 September
Greenwich/Lewisham	21 May	Greenwich/Lewisham	17 September
Tower Hamlets	22 May	Tower Hamlets	22 September
Hackney	16 June	Bexley	7 October
Bexley	18 June	Waltham Forest	13 October
Greenwich/Lewisham	25 June	Greenwich/Lewisham	22 October
Waltham Forest	7 July	Hackney	5 November
Redbridge	9 July	Redbridge	10 November
Greenwich/Lewisham	23 July	Greenwich/Lewisham	19 November
Havering	11 August	Havering	2 December
Newham	18 August	Greenwich/Lewisham	10 December
Greenwich/Lewisham	20 August	Newham	17 December

For more details please visit the website on www.elbp.co.uk or email events@elbp.co.uk