

LGA General Assembly

Agenda

Tuesday, 8 July 2014

Bournemouth International Centre
Exeter Road, Bournemouth, BH2 5BH

To: General Assembly representatives, substitutes and observers attending the meeting

www.local.gov.uk

Information for Members

Location Map

A location map is attached (**back cover**) showing the venues for the various meetings - all are situated either within, or a short distance from, Bournemouth International Centre.

All sessions are being held within Bournemouth International Centre or within close proximity, so no transport will be provided during the conference.

Registration

Registration and exhibition will be open from 9.00am on Tuesday 8 July. The registration desks will be situated in the main entrance. All registration for the conference will take place in this area for delegates, exhibitors, press and speakers. Everyone must register here on their first day.

All representatives should register their attendance **before** going to their Group Meetings.

General Assembly 2014 - Voting

The LGA's Standing Orders state that questions shall, wherever possible, be determined by a show of hands. A ballot may be held if: the Chairman considers it desirable, or immediately after the Chairman has declared the result of voting, representatives from not less than one-third of the authorities represented at the meeting rising in their seats demand a ballot. If a recorded vote is required, **representatives with the right to vote** should complete, sign and detach the voting card at the back of their General Assembly agendas and hand it to the hall staff. The actual votes cast will be determined retrospectively and the LGA will notify the Chief Executives of all member authorities of the result of the ballot as soon as possible.

Security

Please note that there will be strict security at Bournemouth International Centre.

It is essential that all representatives and observers wear their badges for the General Assembly Meeting.

All delegates (those who are attending the General Assembly Annual Meeting and the Annual Conference and those who are attending the General Assembly only) will be sent their badges during week beginning Monday, 23 June.

If you lose your badge at any time during the event, please collect a replacement from the badging desks in the main entrance foyer of Bournemouth International Centre. Please note that proof of identity will be requested before replacement badges are issued.

Emergency Procedures - Evacuation of Bournemouth International Centre

If the BIC Duty Operations Manager decides the building should be evacuated a tannoy announcement will be made asking you to evacuate the building and go to the nearest assembly point. A siren will sound after the announcement.

The BIC blue coat staff will assist at this time and BIC staff with yellow fluorescent jackets will be responsible for the total evacuation.

Please leave the building immediately

Please do not return to any rooms to collect personal belongings.

Assembly point A: the cliff path outside the Purbeck Foyer entrance – a large red sign stating Assembly point A is located on a lamp post on the cliff path.

Assembly point B: Outside the Hot Rocks Ocean Restaurant near the Pier

Car parking

The car park at the BIC (650 spaces) is Pay and Display and is open to the general public. There are also many other car parks within walking distance including the Bournemouth Pavilion car park.

Meeting of the General Assembly

Seating

The General Assembly will be held in the Windsor Hall in the Bournemouth International Centre starting at 11.45am.

Space will be allocated for wheelchair users within the Hall.

Questions

For delegates wishing to speak/ask questions, there will be roving microphones during all plenary sessions and speakers will be called by the session chair. Delegates are asked to announce their name and authority clearly before addressing the meeting.

Dietary Requirements

Please remember to advise the LGA events team of any special requirements as soon as possible. It may not be possible to meet special dietary needs if these are not notified before the day of the meeting. LGA events team email: events@local.gov.uk.

Hearing

There are induction loops in rooms within Bournemouth International Centre where sound amplification is provided. No additional equipment is required to access this facility.

Cloakroom

The delegates' cloakroom will be open from 8.30am on Tuesday 8 July, situated to the right of the registration desks in the main entrance foyer. Delegates can collect any luggage after the General Assembly Meeting.

Delegate messages and information point

The conference office is located behind the registration desk and will be open throughout the conference.

The conference office can take telephone messages for delegates which will be available to collect from the registration area. Tel: 01202 586089.

Toilets

Toilets are clearly marked at all the venues, including adapted facilities for those with mobility difficulties.

Contact Officers

The contact officers for the General Assembly are –

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Email: fatima.deabreu@local.gov.uk

Cathy Boyle

Direct line 020 7664 3205

Email: cathy.boyle@local.gov.uk

Programme

The Annual Meeting of the General Assembly will take place in Bournemouth International Centre, Exeter Road, Bournemouth, Dorset BH2 5BH

TIME		VENUE
8.30-10.00	Registration and Refreshments	
	Refreshments	Purbeck and Tregonwell Halls
10.00-11.30	Political Group meetings:	
	Conservative Group	Windsor Hall
	Labour Group	Solent Hall
	Liberal Democrat Group	Tregonwell Hall - Seminar Suite 1
	Independent Group	Bayview Suite
11.45-12.30	General Assembly meeting	Windsor Hall
12.30	Close of General Assembly	
12.30-2.00	LUNCH AND EXHIBITION VIEWING	Purbeck and Tregonwell Halls
2.00pm	OPENING OF ANNUAL CONFERENCE	Windsor Hall

Agenda

General Assembly

Tuesday 8 July 2014

12.45 pm

Bournemouth International Centre, Exeter Road, Bournemouth, BH2 5BH

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Date of Next Meeting: Thursday, 30 June 2015, Harrogate

