

Economy and Transport Programme Board
24 May 2011

Notification

The **Economy and Transport Programme Board** meeting will be held on **Tuesday 24 May at 11:00am** in **The Westminster Suite (8th floor), Local Government House, Smith Square, London SW1P 3HZ.**

Please note that there will be a Lead Members' Pre-meeting at 9:15am in the Horseferry Room (7th floor).

Refreshments will be available upon arrival and lunch from 1:00pm.

Apologies

Please notify your political group office (see contact telephone numbers below) if you are unable to attend this meeting, so that a substitute can be arranged and catering numbers adjusted, if necessary.

Labour:	Aicha Less: 020 7664 3263 email: aicha.less@local.gov.uk
Conservative:	Angela Page: 020 7664 3264 email: angela.page@local.gov.uk
Liberal Democrat:	Evelyn Mark: 020 7664 3235 email: libdem@local.gov.uk
Independent:	Group Office: 020 7664 3224 email: independent.group@local.gov.uk

Attendance Sheet

Please ensure that you sign the attendance register, which will be available in the meeting room. It is the only record of your presence at the meeting.

Location

A map showing the location of Local Government House is printed on the back cover.

Contact

Fatima de Abreu (Tel: 020 7664 3136, email: Fatima.deabreu@local.gov.uk)

Carers' Allowance: As part of the LGA Members' Allowances Scheme a Carer's Allowance of up to £5.93 per hour is available to cover the cost of dependants (ie. Children, elderly people or people with disabilities) incurred as a result of attending this meeting.

Hotels: The LG Group has negotiated preferential rates with two hotels close to Local Government House – the **Novotel** (Tel: 020 7793 1010), which is just across Lambeth Bridge and the **Riverbank Park Plaza** (Tel: 020 7958 8000), which is along the Albert Embankment. When making a booking, please quote the LGA and ask for the government rate.

http://www.parkplaza.com/hotels/gbriver?s_cid=se.bmm2175

<http://www.novotel.com/gb/hotel-1785-novotel-london-waterloo/index/shtml>