

European & International Board

10 December 2013

The European & International Board meeting will be held on **Tuesday 10 December 2013 at 11.30am, Lake Room, County Hall, Spetchley Road, Worcester, WR5 2NP.**

Timings

11.30am – 12.15pm	LGA Formal Board meeting.
12.15pm – 12.45pm	Working lunch with EU Structural and Investment Fund seminar.
12.45pm – 2.30pm	Visit to Malvern Hills Science Park

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.

Political Group meetings

Please refer to your Political Group office (see contact details below) for group meeting timings and venues.

Labour:	Aicha Less: 020 7664 3263 email: aicha.less@local.gov.uk
Conservative:	Luke Taylor: 020 7664 3264 email: luke.taylor@local.gov.uk
Liberal Democrat:	Group Office: 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 County Hall is printed on the back cover.

LGA Contact

Frances Marshall (Tel: 020 7664 3220, email: frances.marshall@local.gov.uk)

Carers' Allowance

As part of the LGA Members' Allowances Scheme, a Carers' Allowance of up to £6.31 per hour is available to cover the cost of dependents (i.e. children, elderly people or people with disabilities) incurred as a result of attending this meeting.

Social Media

The LGA is committed to using social media in a co-ordinated and sensible way, as part of a strategic approach to communications, to help enhance the reputation of local government, improvement engagement with different elements of the community and drive efficiency. Please feel free to use social media during this meeting. **However, you are requested not to use social media during any confidential items.**

The twitter hashtag for this meeting is #lgaei.