There will be a meeting of the Fire Services Management Committee (Meeting Rooms 7.1 & 7.2) at 11.00am on Monday 23 November 2009, at Local Government House.

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: <u>aicha.less@lga.gov.uk</u>
Conservative:	Angela Page:	020 7664 3264 email: <u>angela.page@lga.gov.uk</u>
Liberal Democrat:	Evelyn Mark:	020 7664 3235 email: evelyn.mark@lga.gov.uk
Independent:	Group Office:	020 7664 3224 email: independent.group@lga.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 Local Government House is printed on the back cover.

Contact

Paul Johnston (Tel: 020 7664 3031, email: paul.johnston@lga.gov.uk)

Carers' Allowance: As part of the LGA Members' Allowances Scheme a Carer's Allowance of up to £4.93 per hour is available to cover the cost of dependants (i.e. Children, elderly people or people with disabilities) incurred as a result of attending this meeting.

Hotels: If you wish to stay overnight in London, discounted hotel rates are available through the Local Government Travel Club (consult your own authority for information). Alternatively, accommodation can be booked through Hotelzon, tel. 01962 844004, fax 01962 860974.