

LG Group Improvement Programme Board

17 November 2010

The Programme Board away day will start at **10.30am on Wednesday 17 November 2010 at the City Marketing Suite, LONDON, EC2V 5AR**. The away day will be followed by a meeting of the Improvement Programme Board at **3.00pm**.

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.

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: evelyn.mark@local.gov.uk
Independent:	Group Office: 020 7664 3224 email: independent.group@local.gov.uk

Location

A map showing the location of the City Marketing Suite is printed on the back cover.

LGA Contact

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

Carers' Allowance: As part of the LGA Members' Allowances Scheme a Carer's Allowance of up to £5.73 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: The LG Group has negotiated preferential rates with two hotels close to Local Government House – the Novotel, which is just across Lambeth Bridge and the Riverbank Park Plaza, 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>