

**Improvement Programme Board**  
8 November 2011

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There will be a meeting of the **Improvement Programme Board** at **11.00am on Tuesday, 8 November 2011 in Rathbone Rooms 1 & 2 (7<sup>th</sup> floor), Local Government House, LONDON, SW1P 3HZ.**

**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](mailto:aicha.less@local.gov.uk)  
**Conservative:** Angela Page: 020 7664 3264 email: [angela.page@local.gov.uk](mailto:angela.page@local.gov.uk)  
**Liberal Democrat:** Evelyn Mark: 020 7664 3235 email: [evelyn.mark@local.gov.uk](mailto:evelyn.mark@local.gov.uk)  
**Independent:** Group Office: 020 7664 3224 email: [independent.group@local.gov.uk](mailto:independent.group@local.gov.uk)

**Location**

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

**LGA Contact**

Cathy Boyle (Tel: 020 7664 3205, email: [cathy.boyle@local.gov.uk](mailto:cathy.boyle@local.gov.uk))

**Carers' Allowance:** As part of the LGA Members' Allowances Scheme a Carer's Allowance of up to £6.08 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.