

Workforce Board

21 October 2013

The **Workforce Board** will be held on **Monday 21 October 2013 at 11.30am**, in **Smith Square Rooms 3 & 4 (Ground floor), Local Government House, Smith Square, London SW1P 3HZ**. Refreshments will be available on arrival. Lunch will be available after the meeting.

Please note that there will be a meeting for Lead Members in the **Meeting Room 4 (Floor 4) at 10.30am**. Refreshments will be available in the meeting room on arrival.

Political Group meetings

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

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:	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.GroupLGA@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

Donna Hirsch - Tel: 020 7664 3051; e-mail: donna.hirsch@local.gov.uk

Carers' Allowance

As part of the LGA Members' Allowances Scheme a Carer's Allowance of up to £6.31 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.

Guest WiFi in Local Government House

This is available in Local Government House for visitors. It can be accessed by enabling 'Wireless Network Connection' on your computer and connecting to LGH-guest, the password is 'Welcome2010LG'.