

# People & Places Board

## Agenda

Thursday, 15 November 2018  
1.00 pm

Smith Square 3&4, Ground Floor, 18 Smith  
Square, London, SW1P 3HZ

## **Guidance notes for members and visitors** **18 Smith Square, London SW1P 3HZ**

Please read these notes for your own safety and that of all visitors, staff and tenants.

### **Welcome!**

18 Smith Square is located in the heart of Westminster, and is nearest to the Westminster, Pimlico, Vauxhall and St James's Park Underground stations, and also Victoria, Vauxhall and Charing Cross railway stations. A map is available on the back page of this agenda.

### **Security**

All visitors (who do not have an LGA ID badge), are requested to report to the Reception desk where they will be asked to sign in and will be given a visitor's badge to be worn at all times whilst in the building.

18 Smith Square has a swipe card access system meaning that security passes will be required to access all floors. Most LGA governance structure meetings will take place on the **ground floor, 7<sup>th</sup> floor and 8<sup>th</sup> floor** of 18 Smith Square.

**Please don't forget to sign out at reception and return your security pass when you depart.**

### **Fire instructions**

In the event of the fire alarm sounding, vacate the building immediately following the green Fire Exit signs. Go straight to the assembly point in Tufton Street via Dean Trench Street (off Smith Square).

DO NOT USE THE LIFTS.

DO NOT STOP TO COLLECT PERSONAL BELONGINGS.

DO NOT RE-ENTER BUILDING UNTIL AUTHORISED TO DO SO.



### **Open Council**

Open Council, on the 7th floor of 18 Smith Square, provides informal meeting space and refreshments for local authority members and officers who are in London.

### **Toilets**

Unisex toilet facilities are available on every floor of 18 Smith Square. Accessible toilets are also available on all floors.

### **Accessibility**

If you have special access needs, please let the meeting contact know in advance and we will do our best to make suitable arrangements to meet your requirements.

Every effort has been made to make the building as accessible as possible for people with disabilities. Induction loop systems have been installed in the larger meeting rooms and at the main reception. There is a parking space for blue badge holders outside the Smith Square entrance and two more blue badge holders' spaces in Dean Stanley Street to the side of the building. There is also a wheelchair lift at the main entrance. For further information please contact the Facilities Management Helpdesk on 020 7664 3015.

### **Guest WiFi in 18 Smith Square**

WiFi is available in 18 Smith Square for visitors. It can be accessed by enabling “Wireless Network Connection” on your computer and connecting to LGA-Free-WiFi. You will then need to register, either by completing a form or through your Facebook or Twitter account (if you have one). You only need to register the first time you log on.

The LGA also offers the Govroam network, a Wi-Fi network which gives Members seamless roaming internet access across multiple public-sector locations if you have also signed up for this service. This network is enabled throughout our Westminster building and allows Members and staff from other authorities who are part of the Govroam network to seamlessly connect to our Wi-Fi.

### **Further help**

Please speak either to staff at the main reception on the ground floor, if you require any further help or information. You can find the LGA website at [www.local.gov.uk](http://www.local.gov.uk)

People & Places Board  
15 November 2018

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There will be a meeting of the People & Places Board at **1.00 pm on Thursday, 15 November 2018** Smith Square 3&4, Ground Floor, 18 Smith Square, London, SW1P 3HZ.

A sandwich lunch will be available at 1.00pm

**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.

**Political Group meetings:**

The group meetings will take place from 10.00 -11.00am. Please contact your political group as outlined below for further details.

**Apologies:**

Please notify your political group office (see contact telephone numbers below) if you are unable to attend this meeting.

<b>Conservative:</b>	Group Office: 020 7664 3223	email: <a href="mailto:lgaconservatives@local.gov.uk">lgaconservatives@local.gov.uk</a>
<b>Labour:</b>	Group Office: 020 7664 3263	email: <a href="mailto:Lewis.addlington-lee@local.gov.uk">Lewis.addlington-lee@local.gov.uk</a>
<b>Independent:</b>	Group Office: 020 7664 3224	email: <a href="mailto:independent.grouplga@local.gov.uk">independent.grouplga@local.gov.uk</a>
<b>Liberal Democrat:</b>	Group Office: 020 7664 3235	email: <a href="mailto:libdem@local.gov.uk">libdem@local.gov.uk</a>

**Location:**

A map showing the location of 18 Smith Square is printed on the back cover.

**LGA Contact:**

Amber Chandler  
Amber.Chandler@local.gov.uk / 020 7664 3235

**Carers' Allowance**

As part of the LGA Members' Allowances Scheme a Carer's Allowance of up to £7.83 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.

**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 #lgapp

## People & Places Board – Membership 2018/2019

Councillor	Authority
<b>Conservative ( 14)</b>	
Cllr Mark Hawthorne MBE (Chairman)	Gloucestershire County Council
Cllr Gillian Brown OBE (Vice Chairman)	Arun District Council
Cllr Derek Bastiman	Scarborough Borough Council
Cllr Tom Fitzpatrick	North Norfolk District Council
Cllr Keith Glazier	East Sussex County Council
Cllr Tim Hall	Surrey County Council
Cllr Adrian Hardman	Worcestershire County Council
Cllr Glen Horn	Mid Suffolk District Council
Cllr Rory Love	Shepway District Council
Cllr Linda Robinson	Wychavon District Council
Cllr Harvey Siggs	Mendip District Council
Cllr David Thomas	Torbay Council
Cllr Peter Jackson	Northumberland Council
Cllr Rob Waltham MBE	North Lincolnshire Council
<b>Substitutes</b>	
Cllr Michael Green	Lancashire County Council
Cllr Tim Oliver	Elmbridge Borough Council
<b>Labour ( 4)</b>	
Cllr Simon Henig CBE (Vice-Chair)	Durham County Council
Cllr Azhar Ali	Lancashire County Council
Cllr Leigh Redman	Somerset County Council
Cllr Sue Woodward	Staffordshire County Council
<b>Substitutes</b>	
Cllr Rosanne Kirk	Lincoln City Council
<b>Liberal Democrat ( 2)</b>	
Cllr Heather Kidd (Deputy Chair)	Shropshire Council
Cllr Sarah Osborne	Lewes District Council
<b>Substitutes</b>	
Cllr Stan Collins	South Lakeland District Council
<b>Independent ( 2)</b>	
Cllr Bob Jennings (Deputy Chair)	Epping Forest District Council
Cllr Helen Grant	Richmondshire District Council
<b>Substitutes</b>	
Cllr Lorna Corke	Sedgemoor District Council



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### People & Places Board

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**Date of Next Meeting:** Tuesday, 29 January 2019, 1.00 pm, Westminster Room, 8th Floor, 18 Smith Square, London, SW1P 3HZ