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**From:** Love, Stuart: WCC <slove@westminster.gov.uk>  
**Sent:** 18 June 2017 13:12  
**To:** Lizzie Clifford  
**Cc:** Sawyer, Mark; Brownlee, Barbara: WCC; mary.harpley@hounslow.gov.uk; Sally Randall; Barker, Richard: WCC  
**Subject:** Re: Support staff

Thanks Lizzie

On 18 Jun 2017, at 12:06, Lizzie Clifford <[Lizzie.Clifford@communities.gsi.gov.uk](mailto:Lizzie.Clifford@communities.gsi.gov.uk)> wrote:

Stuart, Mark,

Just to keep linked up, we are looking to source some support for Barbara to help with this new commitment around visiting all households by tomorrow. We are seeking someone to act in private secretary capacity, someone to act as TA manager to check the hotel situation, and some staff to make calls/visits.

I am planning to put a call in to John O'Brien to see if London Councils can help mobilise people.

Wanted to let you know as we'll need to be clear with anyone we get in about structures they are working in.

Let's speak when you have a minute.

Thanks,

Lizzie

**Lizzie Clifford**

Housing Strategy, Department for Communities and Local Government  
3<sup>rd</sup> Floor, Fry Building, 2 Marsham Street, London SW1P 4DF



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