



HILLINGDON

LONDON

Ref: LHC/LW

Date: 25 October 2010

Valerie Sharples
Project Services Manager
Royal Borough of Kensington & Chelsea TMO Ltd
Network Hub
292A Kensal Road
London
W10 5BE

Dear Ms Sharples

APPLICATION FOR ASSOCIATE MEMBERSHIP OF LHC

I refer to the application from Royal Borough of Kensington & Chelsea TMO to become an Associate Member of the LHC and am pleased to confirm that this has been accepted with immediate effect.

The LHC is a consortium of local authorities and is managed by a joint committee of Councillors. It generally meets twice a year with the annual meeting being held on the first Friday in December and a budget meeting in June.

Associate members are entitled to send a representative to these meetings and while they do not have a vote they are always welcome to join in the discussion about past performance and future direction of the organisation. If your organisation wishes to take up this opportunity please let me know the name and address of the representative and I will arrange for him or her to be sent papers for future meetings.

I would like to draw your attention to terms for Associate membership introduced by the LHC Board which took effect from 1 July 2007. These terms require that Associate members joining LHC after 1 July 2007 should make use of at least two LHC framework arrangements in any one year and participate in LHC sponsored activities such as User Groups and Seminars, in order to qualify for a rebate.

LHC officers should have already provided you with details of the services available and the annual rebate for Members but please do not hesitate to contact the Director or one of his colleagues if you have any queries or would like any further information.

Yours sincerely,

Lloyd White

Lloyd White
Honorary Clerk to the LHC

Democratic Services
Deputy Chief Executive's Office

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