



**International
Growth Centre**

Growth Week

23-25 September 2014

CONFERENCE GUIDE

Twitter: #GrowthWeek

Web: www.theigc.org



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International
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1. The International Growth Centre (IGC)

The International Growth Centre (IGC) aims to promote sustainable growth in developing countries by providing demand-led policy advice based on frontier research. The IGC directs a global network of world-leading researchers and in-country teams in Africa and South Asia and works closely with partner governments to generate high quality research and policy advice on key growth challenges. The IGC believes that long-term poverty reduction will not be achieved without sustainable economic growth. IGC research focuses on developing an effective state, fostering private sector enterprise, enabling functioning cities and promoting access to energy – with the underlying aim of driving up living standards and lifting people out of poverty. With offices in 14 countries, the IGC sponsors the work of hundreds of researchers in leading universities around the world. The IGC is based at the LSE in partnership with the University of Oxford, and led by Professor Jonathan Leape, Executive Director, and Directors Professor Robin Burgess and Professor Paul Collier. The IGC is funded by the UK Department for International Development (DFID).

Growth Week, the IGC's annual conference, is held in September at the London School of Economics and Political Science. Growth Week draws together ministers, civil servants, investors, business people, journalists, and researchers from Africa and South Asia with the aim of forging connections between policymakers and academics. The event consists of a series of innovative research presentations, intensive country seminars, and broad public discussions with a sharp focus on combining ideas and policy issues.

To find out more about the IGC, please head to www.theigc.org and follow us on @The_IGC.

2. Growth Week 2014: The Event

2.1 The Venue

Growth Week 2014 will be held at the London School of Economics and Political Science from Tuesday 23 September to Thursday 25 September 2014.

The registration desk will be open at the following times:

- Tuesday 23 September: 0800 to 2000
- Wednesday 24 September: 0900 to 2000
- Thursday 25 September: 0815 to 2000

The draft programme is available [online](#): Please note that this is still subject to change, and we advise to always check back online for the latest version.

Registration and all sessions will be held in the New Academic Building (NAB) on the corner of Sardinia Street and Lincoln's Inn Fields. The NAB is located at 54 Lincoln's Inn Fields, London WC2A 3LJ (circled in green in the map below).



2.2 The Facilities

The NAB has a cloakroom on the lower ground floor that will be open from 0830 to 1730 daily, where you can leave your coats and other belongings, although you are advised to keep your valuables with you.

LSE has introduced WiFi access for guests and visitors in association with The Cloud, also in use at many other locations across the UK. You will be able to connect to WiFi provided by The Cloud after creating an account at www.thecloud.net. We would recommend creating an account prior to arrival. Visitors from participating institutions are encouraged to use eduroam.

Lunch will be provided every day in the lower ground of the NAB and will include a variety of vegetarian and non-vegetarian food.

2.3 Public lectures

Please note that the four public lectures which will take place on the evenings of Monday 22, Tuesday 23, Wednesday 24 and Thursday 25 September will be un-ticketed and open to members of the general public. Therefore guests are advised to take their seats at least 20 - 25 minutes before the lecture start time. Entry is on a first come, first served basis, and cannot be guaranteed.

More information about these events is available on the IGC website: <http://www.theigc.org/events/growth-week-2014>.

2.4 Photography, session recordings and media

Please note that all sessions will be audio recorded and may also be video recorded, and the recordings will be made available online after the conference, subject to consent from the speakers. A photographer will work during the conference and all photographs will also be made available online.

Attendees and speakers should also be aware that journalists have been invited to Growth Week 2014 and may be present in any of the sessions and public lectures.



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2.5 Feedback

Feedback forms are an essential part of any event and will help us improve the Growth Week experience for our delegates in the future. This year, a daily feedback form will be given to the delegates at the end of each day during the last session. A comprehensive Growth Week evaluation form will be given at the end of the last conference day. The comprehensive Growth Week evaluation form will be provided in the welcome pack. Delegates are kindly requested to complete the short feedback forms at the end of each day and to return them to the IGC staff member collecting forms at the end of each day, or to the IGC helpdesk. A few weeks after the conference, you will receive a link to take an online survey about your Growth Week experience. We kindly request that you answer the questions and help us create an even more successful event next year.

3. Nearest stations and local transport

3.1 Underground (Tube) stations

- **Holborn Station** (Piccadilly and Central lines) is located on the corner of Kingsway and High Holborn, and is approximately a 5 minute walk from the NAB.
- **Temple Station** (District and Circle lines) is located on the Embankment at the bottom of Arundel Street, and is approximately a 10 minute walk from the NAB.
- **Charing Cross Station** (Jubilee, Northern and Bakerloo lines) is located on the Strand (Trafalgar Square end), and is approximately a 15 minute walk from the NAB.

3.2 Railway stations

- **Waterloo Station** is located on the other side of the Thames over Waterloo Bridge, and is approximately a 15 minute walk from the NAB. Trains to and from the south coast and south west of England depart from here.
- **Charing Cross Station** is located on the Strand at the Trafalgar Square end, and is approximately a 15 minute walk from the NAB. Trains mainly to south east London and into Kent depart from here.
- **Blackfriars Station** is located on the Embankment near Blackfriars Bridge, approximately a 15 minute walk from the NAB. Departing trains are mainly to south London and south east England, as well as the First Capital Connect line through north London.
- **St Pancras International Station** is located on Euston Road, close to King's Cross mainline station. Please take the Piccadilly Line from King's Cross to Holborn, from which it is a five minute walk (see 'Holborn' station above). The station serves the Eurostar, as well as trains to the Midlands.

For any further details and guidance on travel in London, please visit www.tfl.gov.uk.

3.3 Buses

Buses that stop on or near the Aldwych are: Numbers 1, 4, 6, 9, 11, 13, 15, 23, 26, 59, 68, X68, 76, 77a, 91, 139, 168, 171, 172, 176, 188, 243, 341 and 521. Each bus stop notes which buses serve the stop, as well as their frequency. The final destination of the bus is located on the front of the vehicle, and may also show the names of main stops along its route.

3.4 Driving

We do not recommend driving to the LSE as it is located within London's congestion charging zone. There are only a few parking meters around the campus, mainly near Lincoln's Inn Fields; however, none of these can be reserved. The closest private parking facility is on Parker Street, off Drury Lane.

3.5 Visitor Oyster Cards

To make traveling around London easier, we recommend that you purchase a Visitor's Oyster Card. These can be purchased from station ticket offices at all Underground and Railway stations. Visitor Oyster cards are plastic smartcards you can use instead of paper tickets. You then purchase pay-as-you-go credit for your Oyster, which is then used when you travel. It is the cheapest way to pay for single journeys on Bus, Tube, Tram, DLR and London Overground in London.



Visitor Oyster cards can be reused indefinitely. If you run out of pay as you go credit, top up your credit at Tube stations, Oyster Ticket Stops and Travel Information Centres in order to continue using the Oyster card.

To use your Visitor Oyster card, just touch on a yellow card reader at the start and end of your journey.

To pay the correct fare, you must always touch in at the start and out at the end of every rail or tube journey. When travelling on a bus or tram you only need to touch in at the start of your journey.

For more information visit: <http://visitorshop.tfl.gov.uk>.

4. Directions from London airports to Holborn Station

4.1 Heathrow Airport

The most cost-effective way to travel from Heathrow Airport to Central London is by London Underground. The journey takes approximately 45 - 60 minutes and is about £5 (using a single-way ticket or pay-as-you-go Oyster card). Follow directions upon arrival at the terminal to the Underground station, and take the Piccadilly line to Holborn.

For further details please visit: <http://www.heathrowairport.com/transport-and-directions/getting-into-london>

4.2 Gatwick Airport

There are several train services that run from Gatwick to Central London, including the Gatwick Express which runs to Victoria station every 15 minutes (with a journey time of 30 minutes). From Victoria, take the Victoria line tube to Oxford Circus and change onto the Central line to Holborn.

There are also other less expensive services such as the First Capital Connect and Southern Trains as well as a National Express coach service.

For further details please visit: <http://www.gatwickairport.com/transport/to-london/>

4.3 Stansted Airport

The Stansted Express runs every 15 minutes, arriving at Liverpool Street station in 45 minutes. From Liverpool Street take the Central Line tube to Holborn, or get the number 242 bus.

For further details please visit: <http://www.stanstedairport.com/transport-and-directions/stansted-to-central-london>



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4.4 City Airport

The Docklands Light Railway (DLR) service connects to the London Underground. Take the DLR to Stratford Station and then take the Central line tube to Holborn.

For further details please visit:

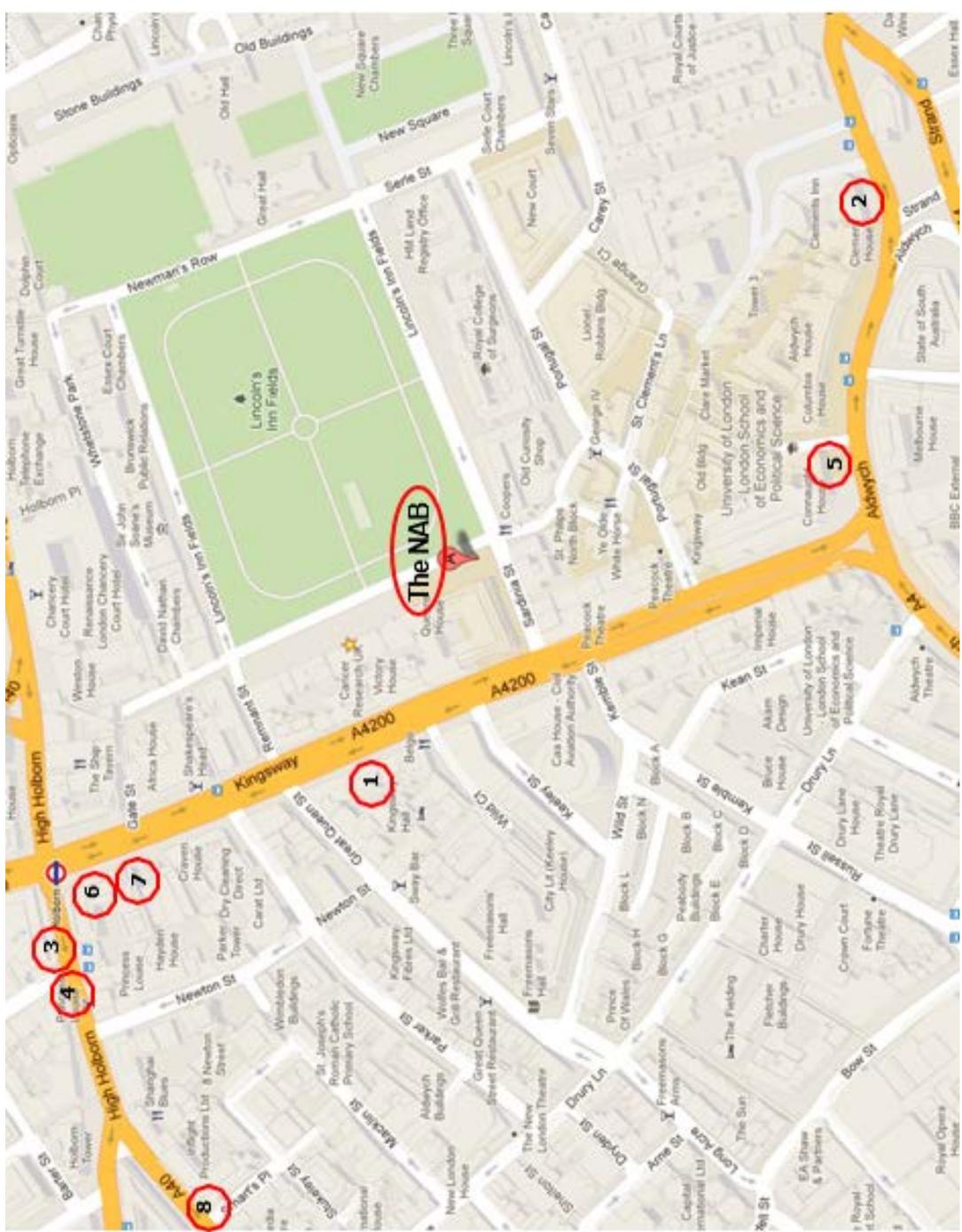
<http://www.londoncityairport.com/visitingtheairport/page/publictransport>

4.5 Taxis

Please note that the IGC will not reimburse guests for travelling in taxis within London. If guests would like to travel in taxis and are willing to bear costs, the IGC recommends Addison Lee: info@addisonlee.com (tel: +44 (0)844 800 6677).

5. Map of the Area with Local Amenities

1. **Travelx PLC**
(Bureau de change)
65 Kingsway, London
WC2B 6TD
2. **Post office**
95 Abchurch, London
WC2B 4JN
3. **Royal Bank of Scotland**
High Holborn,
London WC1V
6PQ
4. **HSBC**
210 High Holborn,
London WC1V 7BZ
5. **Natwest**
Connaught House,
65 Abchurch, London
WC2B 4DS
6. **Sainsbury's**
(supermarket)
7. **Boots** (pharmacy
and essentials)
8. **Post office**
181 High Holborn,
London WC1V 7RL





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6. Hotel contact details

6.1 The Strand Palace Hotel

Address: 372 Strand, London WC2R 0JJ

Website: www.strandpalacehotel.co.uk

Tel: +44 (0) 207 379 4737

Fax: +44 (0) 207 836 3612

Email: reservations@strandpalacehotel.co.uk

6.2 Club Quarters Lincoln's Inn Field

Address: 61 Lincoln's Inn Fields, London WC2A 3JW

Website: <http://clubquarters.com/london/lincolns-field-inn>

Phone: +44 (0) 207 404 6640

Fax: +44 (0) 207 404 6582

Email: memberservices@clubquarters.com

6.3 Club Quarters Trafalgar Square

Address: 8 Northumberland Avenue, London WC2N 5BY

Website: <http://clubquarters.com/london/trafalgar-square>

Phone: +44 (0) 207 839 9333

Email: memberservices@clubquarters.com

6.4 Thistle Kingsley

Address: Bloomsbury Way, London WC1A 2SD

Website:

http://www.thistle.com/hotels/united_kingdom/london/thistle_holborn/index.html

Phone: 0871 376 9006 / +44 (0) 845 305 8306

Fax: 0871 376 9106 / +44 (0) 845 305 8345

6.5 Guoman Charing Cross

Address: The Strand, London WC2N 5HX

Website: http://www.guoman.com/en/hotels/united_kingdom/london/charing_cross



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Phone: +44 (0) 845 305 8312

Fax: +44 (0) 845 305 8351

6.6 Mercure London Bloomsbury

Address: 130-134 Southampton Row, London WC1B 5AF

Website: <http://www.mercurebloomsbury.com/>

Phone: +44 (0) 207 837 3485

Fax: +44 (0) 207 837 3485

Email: h8066@accor.co

7. Directions from the hotels to the New Academic Building

7.1 The Strand Palace (approximately a 10 minute walk)

- ↑ 1. Head southeast on Burleigh St toward Strand/A4

108 ft
- ↶ 2. Turn left onto Strand/A4

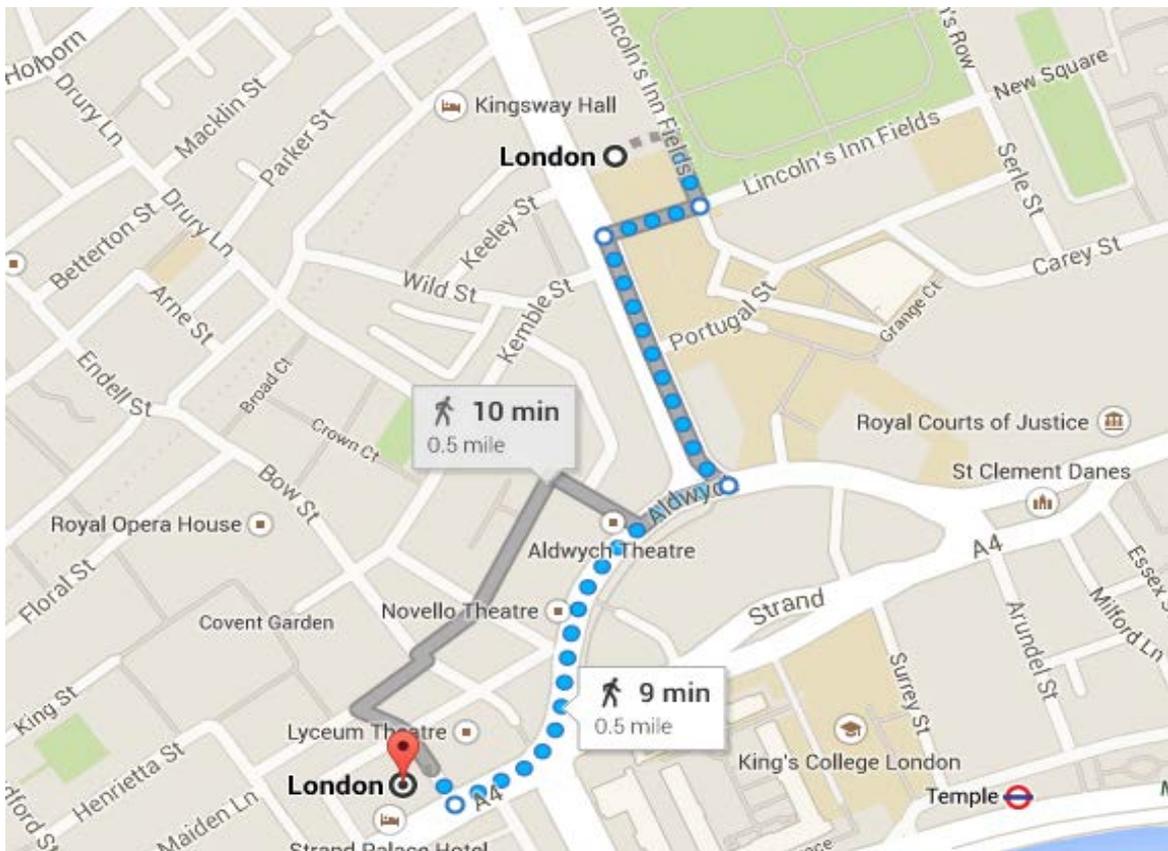
266 ft
- ↷ 3. Slight left onto Aldwych/A4

0.2 mi
- ↶ 4. Turn left onto Kingsway/A4200

0.1 mi
- ↷ 5. Turn right onto Sardinia St

240 ft
- ↶ 6. Turn left onto Lincoln's Inn Fields

194 ft



7.2 Club Quarters, Lincoln's Inn Fields (approximately a 1 minute walk)

- ↑ 1. Head southeast on Kingsway/A4200 toward Wild Ct

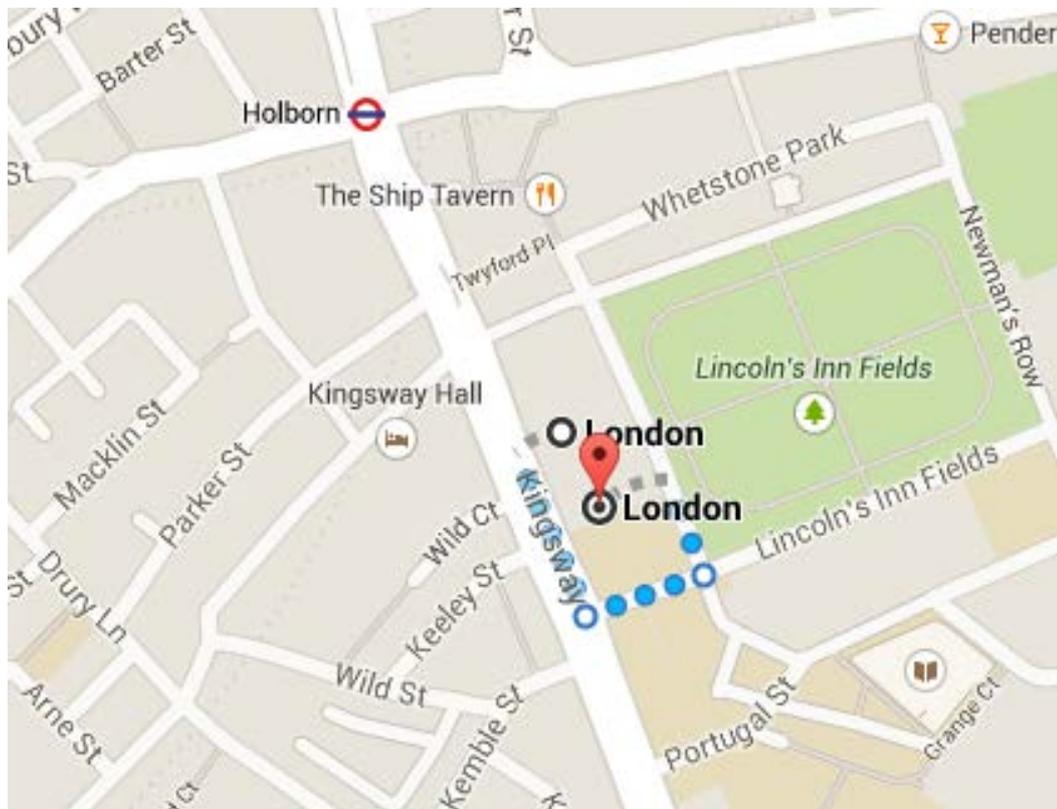
338 ft

- ↙ 2. Turn left onto Sardinia St

240 ft

- ↙ 3. Turn left onto Lincoln's Inn Fields

194 ft



7.3 Club Quarters, Trafalgar Square (approximately a 15 minute walk)

1. Head west on Northumberland Ave/A400

 89 ft
2. At the roundabout, take the 2nd exit onto Trafalgar Square/A4/A400

 184 ft
3. Turn right toward Strand/A4

 453 ft
4. Continue onto Strand/A4

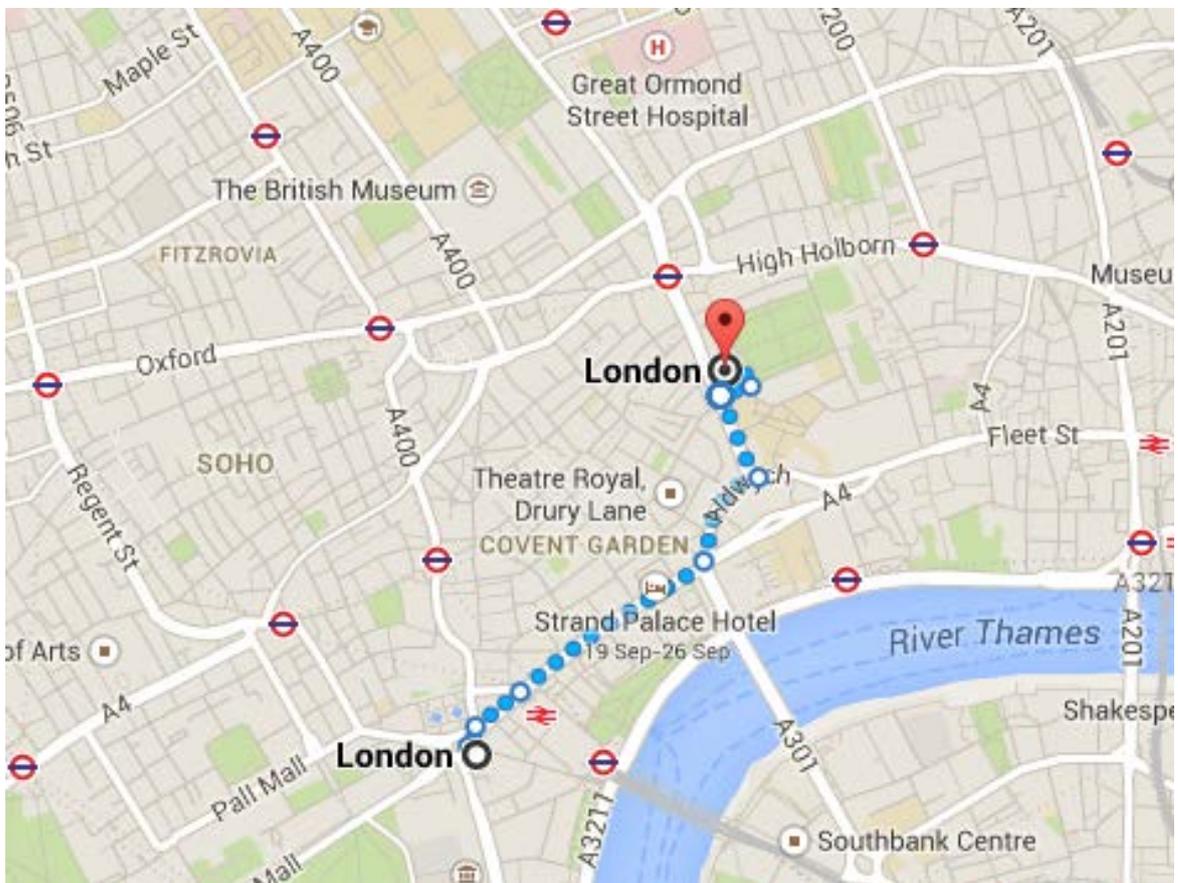
 0.3 mi
5. Slight left onto Aldwych/A4

 0.2 mi
6. Turn left onto Kingsway/A4200

 0.1 mi
7. Turn right onto Sardinia St

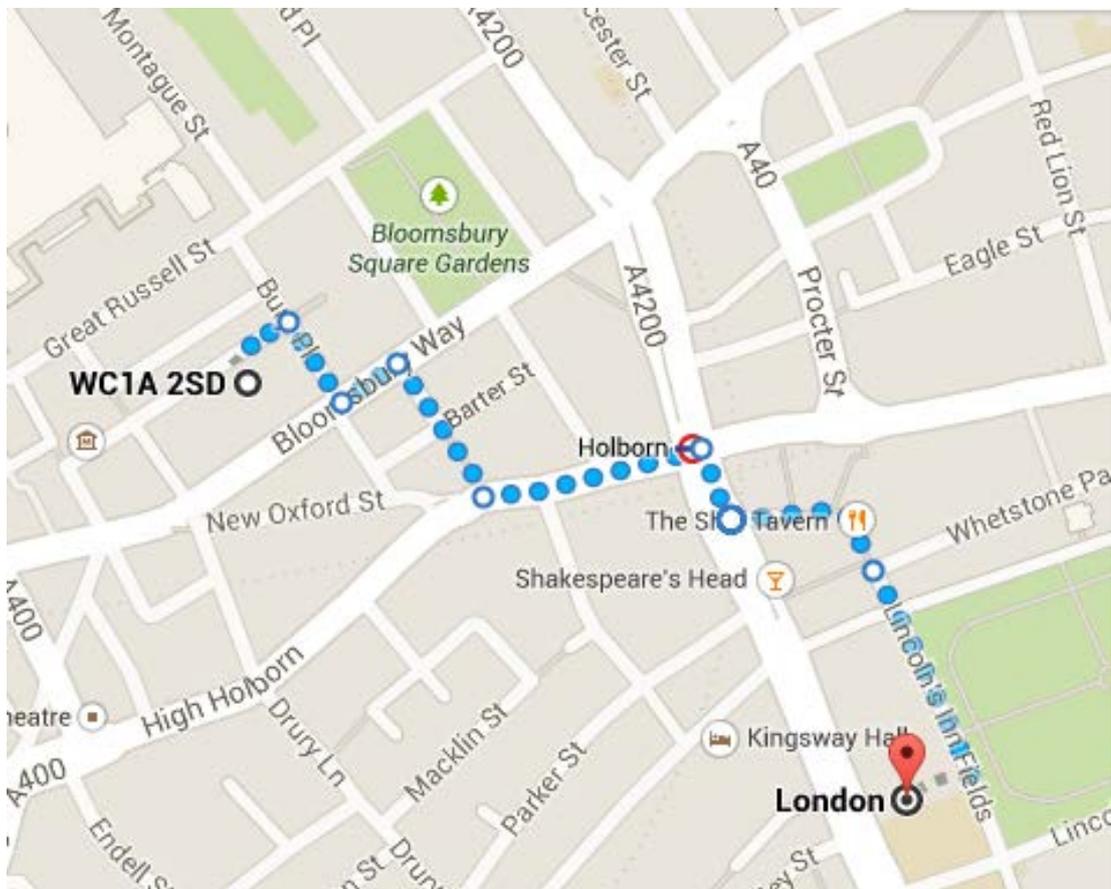
 240 ft
8. Turn left onto Lincoln's Inn Fields

 194 ft



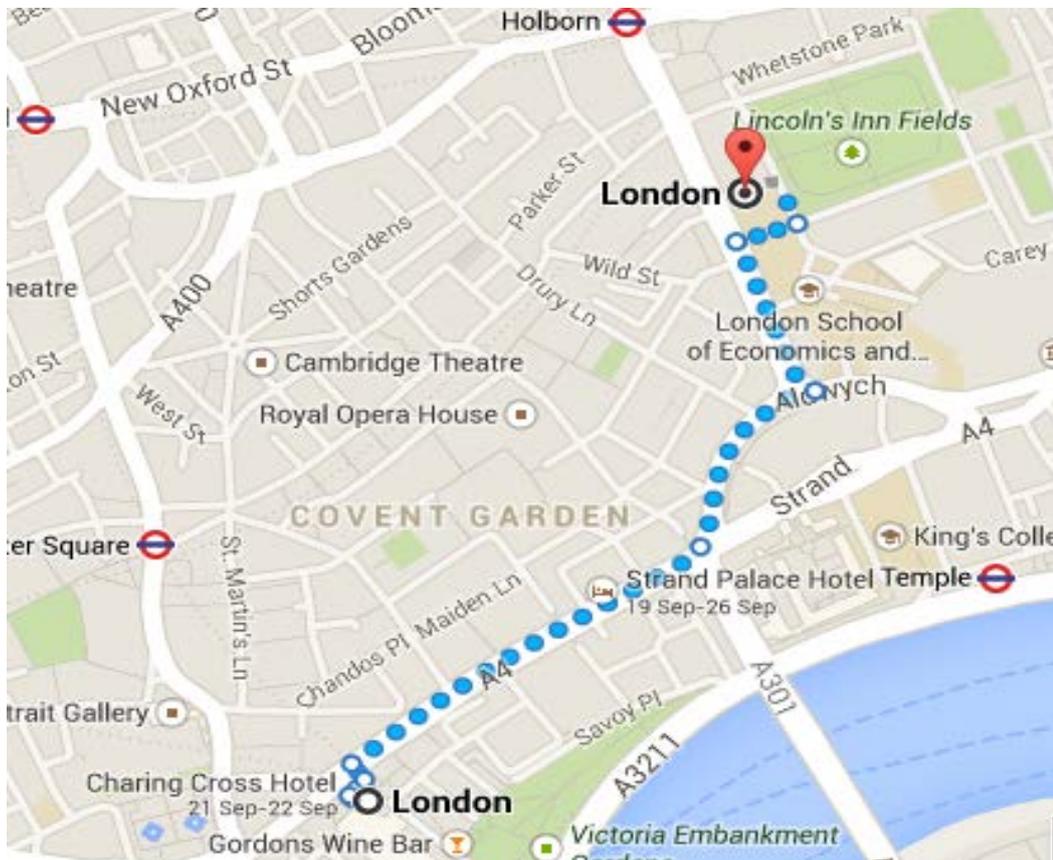
7.4 Thistle Kingsley (approximately a 8 minute walk)

- ↑ 1. Head northeast on Little Russell St toward Bury Pl
141 ft
- 2. Turn right onto Bury Pl
207 ft
- ⬅ 3. Turn left onto Bloomsbury Way/A40
148 ft
- 4. Turn right onto Barter St
335 ft
- ⬅ 5. Turn left onto High Holborn/A40
472 ft
- 6. Turn right onto Kingsway/A4200
164 ft
- ⬅ 7. Turn left onto Gate St
374 ft
- ↑ 8. Continue onto Lincoln's Inn Fields
479 ft



7.5 Guoman Charing Cross (approximately a 15 minute walk)

- ↑ 1. Head northwest
49 ft
- ➡ 2. Turn right toward Villiers St
95 ft
- ↩ 3. Turn left onto Villiers St
89 ft
- ➡ 4. Turn right onto Strand/A4
0.3 mi
- ↙ 5. Slight left onto Aldwych/A4
0.2 mi
- ↩ 6. Turn left onto Kingsway/A4200
0.1 mi
- ➡ 7. Turn right onto Sardinia St
240 ft
- ↩ 8. Turn left onto Lincoln's Inn Fields
194 ft



7.6 Mercure London Bloomsbury (approximately a 15 minute walk)

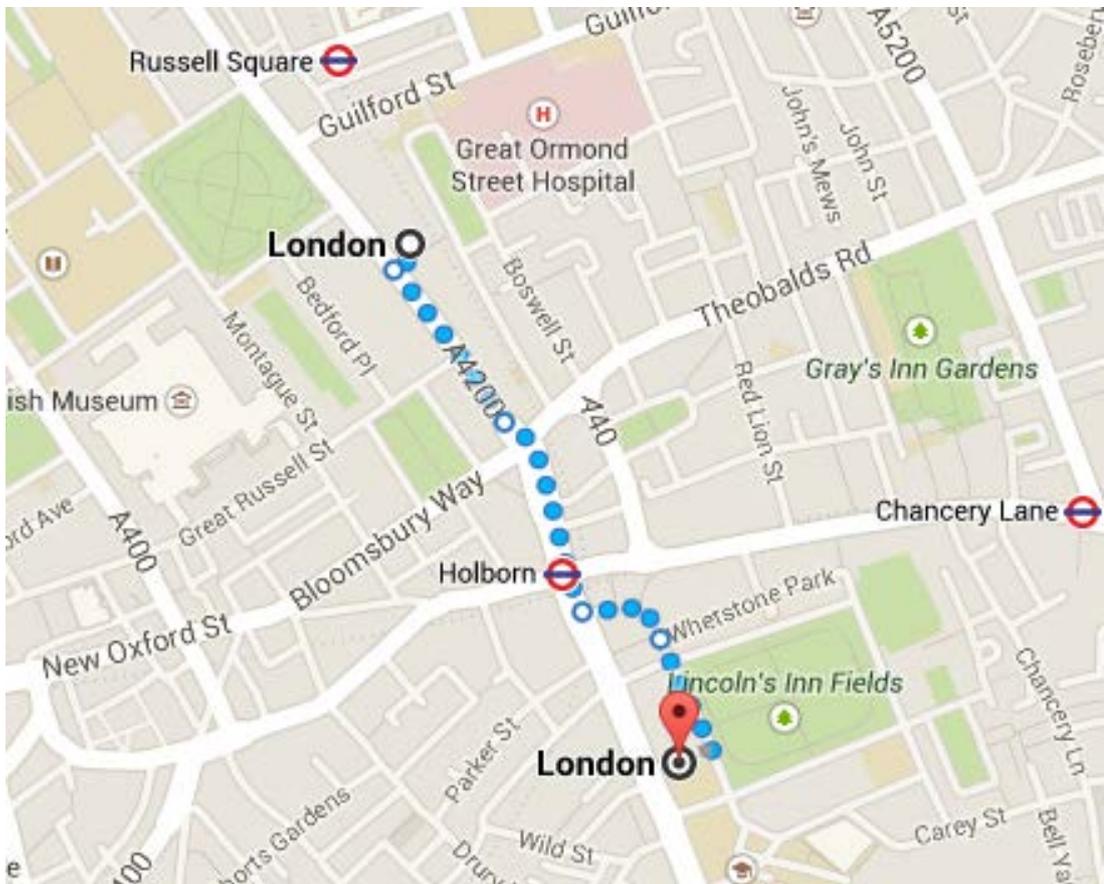
- ↑ 1. Head southwest on Cosmo Pl toward Southampton Row/A4200 112 ft

- ↶ 2. Turn left onto Southampton Row/A4200 0.1 mi

- ↷ 3. Slight left to stay on Southampton Row/A4200
i Continue to follow A4200 0.2 mi

- ↶ 4. Turn left onto Gate St 374 ft

- ↑ 5. Continue onto Lincoln's Inn Fields 479 ft





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8. Expense Claims

Delegates will be able to download an expenses invoice template online and envelopes for receipts will be included in the welcome pack. Once completed, you are requested to deposit the receipts at the registration desk, sealing the envelopes, if you are not required to provide proof of your return flight. If you will be seeking reimbursement for your return travel, please note that you are required to provide proof of travel after the event. The electronic expenses invoice template and the IGC Travel Policy will be available in the 'downloads' section of the registration website. IGC Finance Administrator Fatima Ibrahim will be at the IGC Helpdesk desk to answer any queries during the lunch break. The expenses invoice template form needs to be emailed to igcexpenseclaims@lse.ac.uk and original receipts posted to the following address within four weeks of the conference:

IGC Expense Claims Unit
International Growth Centre
London School of Economics and Political Science
Houghton Street
London WC2A 2AE
United Kingdom

Please note that we will be processing a large volume of expense claims following the conference. We will, however, endeavour to issue payments to guests in a timely manner.

8.1 Meals and subsistence

All hotels pre-booked via the IGC will provide breakfast as part of the standard package. All delegates will be provided with tea/coffee, biscuits and light lunch during the conference. There are also a number of restaurants and coffee shops on the Kingsway outside the NAB and in the Holborn area. Please note that food items (except water) are not permitted inside lecture theatres and classrooms, where sessions and the public lectures will take place.



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Daily subsistence rates for London are set at £30 per day. The IGC reimburses for food and travel expenses, based on actual expenditure, up to this rate. Please also note that alcohol will not be reimbursed. Extra expenses from your hotel will also not be reimbursed. Delegates are required to submit receipts of all purchases in order to claim reimbursement. The IGC does not provide per diems.



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9. Key contacts

For all enquiries, please visit the IGC Helpdesk on the Lower Ground floor of the NAB in the first instance.

Alternatively, contact:

Jeanett Røsbak (Hub Co-ordinator) at j.i.rosbak@lse.ac.uk or +44 (0) 20 7955 6988

Emma Bakht (Events Assistant) at e.y.bakht@lse.ac.uk or +44 (0) 20 3486 2913

LSE Security (emergency number) on +44 (0)20 7955 6555