



13 February 2015

### Training for Elected Members

Dear Chief Executive

I refer to Circular LG 21/2014 of 20 August 2014 in relation to Training for Elected Members.

The Association of Irish Local Government (AILG) has arranged a programme of ‘in service’ training events for elected members over the course of 2015 to address a further series of key topics of interest to elected members in the course of their term in office. This programme is being delivered under the aegis of the AILG in conjunction with an advisory committee of the Association, in consultation with the Department.

Enhanced ‘in service’ training of elected members is important in the light of their increased responsibilities, and the attendance of all elected members at training events organised by the AILG should be encouraged and facilitated. In that context, it may be convenient for the council to authorise attendance in accordance with section 142(5A) of the Local Government Act 2001 (as inserted by section 53 of the Local Government Reform Act 2014) for all these training events on a programme basis rather than an individual event basis.

Following consultation with elected members, the AILG are proposing to pilot some of the 2015 ‘in service’ training events at weekends in order to facilitate councillors. Given that these weekend training events will, in each instance, be outside the “home” region of a large proportion elected members, the Department is agreeable, on a three month pilot basis from February 2015 to end-April 2015, to approval of the attendance of an elected member to **ONE** ‘in service’ training event that is held on a weekend outside of their own region, with expenses to be payable in respect of the location where training is undertaken. All other attendances, however, should continue to be treated as follows –

Where an elected member chooses to attend a training seminar at a location other than that assigned for members of his/her authority, any travel and subsistence that may be payable shall not exceed the amount that –

- would have been payable if attending at the assigned location, or
- payable in respect of the location where training was undertaken,

whichever is the lower.

For the avoidance of doubt, the foregoing arrangements are not applicable in respect of the AILG and LAMA Annual Conferences and/or Seminars (which are regarded as training events in accordance with section 142(5A) of the Local Government Act 2001) and the expenses payable in respect of those conferences / seminars shall be as applicable to the location of each event concerned.

In order to facilitate smooth operation of the 'in service' training events, local authorities should provide details of all attendees to the AILG as soon as possible.

The 2015 programme of scheduled training events, together with the locations for attendance by members from each council, are attached.

All queries in relation to 'in service' training events should be directed to AILG.

A copy of this letter should be given to each elected member.

Yours sincerely

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Sean O'Suilleabhain  
Local Government Policy

Phone: 01 888 2800

Fax: 01 888 2643

Email: [sean.osuilleabhain@environ.ie](mailto:sean.osuilleabhain@environ.ie)

To: Each Chief Executive

Copy to: Each Cathaoirleach  
AILG

**AILG “In Service” Training Dates for Elected Members 2015**

<u>Date</u>	<u>Region</u>	<u>Venue</u>
<b><u>February 2015</u></b>		
17 <sup>th</sup> February	Southern Region	Killarney (Brehon Hotel)
<b>21<sup>st</sup> February</b>	<b>Dublin &amp; Midlands Region</b>	<b>Arklow (Arklow Bay Hotel)</b>
26 <sup>th</sup> February	Border & Western Region	Castlebar (Welcome Inn)
<b><u>12<sup>th</sup>/13<sup>th</sup> March AILG Annual Conference Nuremore Hotel Carrickmacross</u></b>		
<b><u>April 2015</u></b>		
14 <sup>th</sup> April	Dublin & Midlands Region	Celbridge (Celbridge Manor)
<b>18<sup>th</sup> April</b>	<b>Southern Region</b>	<b>Limerick (Radisson Hotel)</b>
23 <sup>rd</sup> April	Border & Western Region	Galway City (Clayton Hotel)
<b><u>May 2015</u></b>		
7 <sup>th</sup> May	Southern Region	Kilkenny
<b>16<sup>th</sup> May</b>	<b>Border &amp; Western Region</b>	<b>Sligo</b>
21 <sup>st</sup> May	Dublin & Midlands Region	Portlaoise
<b><u>June 2015</u></b>		
9 <sup>th</sup> June	Southern Region	Waterford
<b>13<sup>th</sup> June</b>	<b>Dublin &amp; Midland Region</b>	<b>Longford</b>
23 <sup>rd</sup> June	Border & Western Region	Roscommon
<b><u>24<sup>th</sup>/25<sup>th</sup> September AILG Autumn Seminar (venue to be decided)</u></b>		
<b><u>October 2015</u></b>		
6 <sup>th</sup> October	Dublin & Midlands Region	Tullamore
<b>10<sup>th</sup> October</b>	<b>Southern Region</b>	<b>Cork</b>
20 <sup>th</sup> October	Border & Western Region	Carrick-on-Shannon
<b><u>November 2015</u></b>		
5 <sup>th</sup> November	Border & Western Region	Ballinasloe
10 <sup>th</sup> November	Southern Region	Ennis
<b>14<sup>th</sup> November</b>	<b>Dublin &amp; Midlands Region</b>	<b>Red Cow</b>

Dates in BLUE indicate Saturdays