

Induction Training Elected Members July 2019



**Councillors & The Local Authority & the Role
of the Elected Member – Formal & Informal**

**HORSE & JOCKEY HOTEL, TIPPERARY
13TH JULY 2019**

Faillte roimh

Induction Training Elected Members - July 2019



Launch of AILG Elected Member Starter Pack

- AILG Elected Member's Guidance Manual
- AILG 5-Year Activity Report
- GDPR – Data Commissioners Guidance Documents for Public Representatives including:-
 - Elected Member's and GDPR
 - Guidelines on the processing of Personal Data by Elected Representatives
 - Constituency Office – Best Practice in the Workplace
- AILG Autumn Seminar Notice – 11th & 12th September 2019
- AILG Spring Newsletter
- AILG 120th Anniversary Diary

Induction Training Elected Members July 2019



**Briefing on Elected Member Remuneration and Other
Supports & Local Government Issues to 2024 including
briefing AILG Member Training**



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Elected Members Remuneration & Other Supports

**AN OVERVIEW OF CURRENT REMUNERATION, TERMS,
CONDITIONS & SUPPORTS FOR THE ELECTED MEMBER**

Current Position

1. Annual Representational Payment (Monthly)
2. Municipal District/Area Allowance (Monthly)
3. Annual Fixed Allowance Payment (Monthly)
4. Other LA Committee Allowances
5. Mobile Phone Allowance & Other
6. Training Budget – AILG, LAMA & other prescribed bodies
7. Conference allowance
8. Outside Bodies
 - a) Regional Assemblies
 - b) Regional Health Forum
 - c) Education & Training Boards

1. Representational Payment – Circular

LG03/2018

- ▶ Salary Type Payment
- ▶ €17,060 per annum- Paid Monthly/Fortnightly
- ▶ “Office Holder” not employee
- ▶ Subject to PAYE
- ▶ Subject to Universal Social Charge
- ▶ Subject to PRSI Class S 4% - Certain Social Welfare Benefits
- ▶ Subject to Pension related deduction (PRD)

2. Municipal District/Area Allowance – Circular LG07/2017

- ▶ New Allowance introduced in July 2017
- ▶ €1,000 per annum- Paid Monthly/Fortnightly along with Representational Payment
- ▶ Subject to PAYE, USC and PRSI Class S
- ▶ Subject to Pension related deduction (PRD)

3. Annual Fixed Expenses Allowance – Circular LG04-2018

- ▶ Allowance (Non-Taxable) to cover attendance at LA related meetings
- ▶ Paid Monthly/Fortnightly
- ▶ LA's split into Bands
- ▶ Three Elements to this Allowance
 - ❖ Travel
 - ❖ Subsistence
 - ❖ Fixed Element to cover Stationery, Postage, office related costs, Home Phone etc.

3. Annual Fixed Expenses Allowance

- I. Travel element is compensation for travel incurred by the elected member for attendance at local authority related meetings. The calculation of this element of the allowance is based on the actual distance from the principal place of residence of the elected member to the Local Authority HQ and is subject to the standard public service travel rates.

For ease of administrative purposes, it is calculated on a set pre-determined number of local authority related meetings with all local authorities split into a banding system. (A minimum distance applies)

- I. Subsistence element is also for the attendance at local authority related meetings. Again, this is payable at the standard public service subsistence rate and for easier administrative purposes is calculated on the same set of pre-determined number of local authority related meetings and same banding system.
- II. Fixed representational element - is to reimburse the elected members for office type expenditure. The amount of this allowance payable an un-vouched amount per annum of approx. €2,500 per member or a fully vouched amount of €5,000 per annum.

3. Annual Fixed Expenses Allowance – Vouched Element – Circular LG07/2017 & LG04/2018

- ❖ A new vouched annual expenses allowance was introduced in 2017 as an alternative option to the existing fixed annual allowance for miscellaneous expenses.
- ❖ The maximum amount payable in vouched expenses shall not exceed €5,000 per annum.
- ❖ Members may choose to continue to claim the fixed annual rate on an un-vouched basis of €2,500 appox. or opt for the new vouched allowance of €5,000 per annum.
- ❖ The categories for eligible expenditure are set out in Part I, Schedule A of Circular LG07/2017 and further expanded in Circular LG04/2018.

3. Annual Fixed Expenses Allowance

Local Authority	Band No.	Travel Element (Minimum Distance)	Subsistence Element	Fixed Element (Un-vouched)	Total Annual Allowance
Cork Co Co & Dublin City Council	4	1,691	2,857	2,667	7,215
Dun-Laoghaire/Rathdown, Fingal & South Dublin Co Co.	3	1,424	2,521	2,540	6,485
Clare, Donegal, Galway, Kerry, Kildare, Limerick City & County, Mayo, Meath, Tipperary, Wicklow, Waterford City & County, Wexford Co. Co.'s & Cork City Council	2	890	1,849	2,413	5,152
Carlow, Cavan, Kilkenny, Laois, Leitrim, Louth, Longford, Monaghan, Offaly, Roscommon, Sligo, Westmeath Co. Co.'s & Galway City Council	1	880	1,344	2,286	4,510

4. Other LA Committee Allowances – Circular LG04/2018

Other allowances payable to elected local authority members can be described as allowances for office holders as they are payable for members who are elected as;

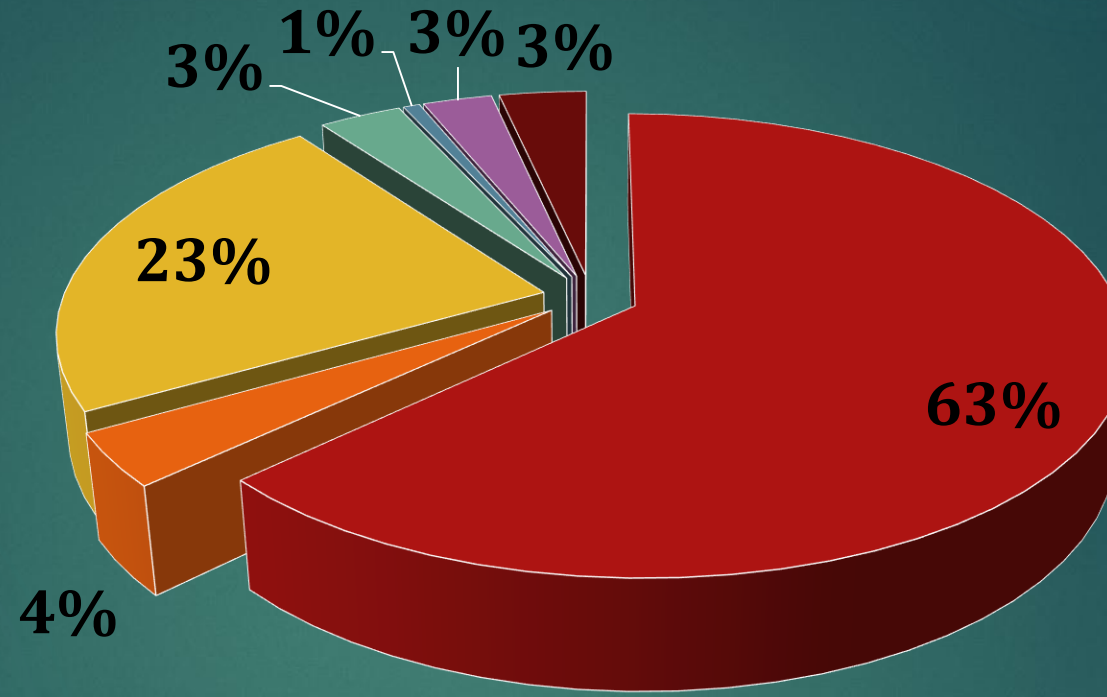
- 1) Cathaoirleach/Mayor Allowance of the full local authority
- 2) Leas-Cathaoirleach/Deputy Mayor's allowance
- 3) These allowances are only paid to the members elected to fill these positions and they are of a fixed duration (normally one year)
- 4) 50% of the allowance (to a maximum of €10,000) is tax free
- 5) Municipal District Cathaoirleach allowance
- 6) SPC Chairpersons allowance.

4. Other LA Committee Allowances – Circular LG04/2018

Under the provisions of section 143 of the Local Government Act 2001, a local authority may pay an allowance for reasonable expenses to its' Cathaoirleach, Leas Cathaoirleach, MD Cathaoirleach and SPC Chairperson, however, as each local authority can set the level of payment itself the amounts vary from one local authority to another and may be lower than the maximum amounts provided for under the regulations.

Allowance Details	Amount of Annual Allowance (Maximum Allowance)	Number of LA Members that allowance is applicable to on an annual basis	% of full body of 949 LA Members that allowance is applicable to on an annual basis
Cathaoirleach/Mayor	Range from €20,000 - €50,000 per annum	31	3%
Leas-Cathaoirleach/Deputy Mayor	Range from €4,000 - €10,000 per annum (1/5 of full allowance)	31	3%
Municipal District Cathaoirleach	Range from €6,000 -€18,000 per annum	97	10%
SPC Chairpersons	€6,000 per annum	146 (2018)	15%

% Summary of Members Payments



- Representational Payment
- MD/AC Payment
- Fixed Allowance
- Cathlaoirleach/Mayors Allowance
- Leas- Cathlaoirleach/Deputy Mayors Allowance
- MD Cathlaoirleach's Allowance
- SPC Chairpersons Allowance

5. Mobile Phones/Broadband & Other – Circular LG04/2018

- ▶ Annual Mobile Phone Allowance in respect of 50% of the total vouched costs of mobile phone usage in association with the public duties of a councillor. (Subject to a maximum of €600 per annum)
- ▶ Inclusion in the local authority's contract for mobile data and voice ("bundle") or where lesser, €600 p.a. towards vouched expense
- ▶ Many councils will pay for a monthly broadband connection
- ▶ Laptops, iPads, Printers, Photocopying services etc

6. Training Budget – AILG, LAMA & other prescribed bodies – Circular LG04/2018

- ▶ Provision of allowances for expenses for training is separated from the allowances for expenses for conferences, on the basis that attendance at training events will be of greater advantage to individual councillors and thus to the overall membership of the council and ultimately of greater benefit to the people the councillors represent.
- ▶ Since 2010 Local Authorities have been required to adopt a Training and Development Programme for Councillors

6. Training Budget – AILG, LAMA & other prescribed bodies – Circular LG04/2018

- ▶ All Elected Members entitled to attend (from their training budget)
 - ▶ 2 No. AILG Annual Conference/Autumn Seminar
 - ▶ 6 No. AILG Regional Training Days per annum
 - ▶ 2 No. LAMA Annual Conference/Seminar
- ▶ Can attend up to two out of region AILG training days per year and be paid for the longer distance involved
- ▶ Attendance at appropriate events organised by national representative bodies for functions for which local authorities have responsibilities e.g. IPI/RIAI in relation to planning functions

6. Training Budget – AILG, LAMA & other prescribed bodies – Circular LG04/2018

- ▶ Provision for inclusion of structured training or educational courses that would lead to or contribute to qualifications of relevance to the functions of the local authority and of councillors. This could include, for example, distance or online courses leading to the award of qualifications which are recognised within the National Framework of Qualifications
- ▶ Training provided by the Institute of Public Administration in relation to local government is approved by the Minister for the purposes of this provision.
- ▶ For educational programmes identified at Level 6 and above in the National Qualification Framework, the local authority should pay a proportion only of the course fees where these are in excess of €500 per annum, and should in no case pay a contribution in excess of €1,500 per annum.

7. Conference Allowance

- ▶ Conference allowance €700 per member per year (Can be increased to €1,000 subject to overall amount not exceeding €700 per member)
- ▶ Conference fee from within the €700/ €1,000

8. Outside Bodies

▶ Regional Assemblies

- ❑ Travel & Subsistence per meeting attended
- ❑ Conference allowance of €500 per year-No sharing
- ❑ Training may also be provided

▶ Regional Health Forum

- ❑ Travel & Subsistence
- ❑ No training or conference allowance
- ❑ No Cathaoirleach allowance

8. Outside Bodies

▶ Educational & Training Boards

- ❑ Travel & Subsistence per meeting attended
- ❑ No Cathaoirleach allowance
- ❑ Annual ETBI Conference

▶ Other Local Boards/Community Bodies

- ❑ Elected Members nominated to local boards/community bodies
- ❑ More than often on a voluntary basis
- ❑ No payments applicable

Annual Travel & Subsistence Rates that apply from 1 January 2018 as set by the Minister for Finance and Public Expenditure and Reform

Motor Travel Rates per kilometre (effective from 1 April 2017)

Band	Official Motor Travel in a calendar year	Engine Capacity up to 1200 cc	Engine Capacity up to 1201 to 1500cc	Engine Capacity up to 1501cc & over
Band 1	0 - 1,500km	37.95c	39.86c	44.79c
Band 2	1,501km - 5,500km	70.00c	73.21c	83.53c
Band 3	5,501km - 25,500km	27.55c	29.03c	32.21c
Band 4	25,501km and over	21.36c	22.23c	25.85c

NB. Implications in relation to aggregation of travel mileage for Elected Members on various bodies.

Annual Travel & Subsistence Rates that apply from 1 January 2018 as set by the Minister for Finance and Public Expenditure and Reform

Subsistence Rates effective 1st July 2019

<u>Rate</u>	<u>Amount</u>
Overnight Rate €147.00	€147.00
Day Rate (More than 7 hours)	€36.97
Day Rate (3 – 7 hours)	€15.41
VA Rate – Vouched Cost of Accommodation	Up to €147.00 plus €36.97

NB: For overnight rate there is a minimum distance of 200km return

Other Local Government Issues to 2024

AILG – Our Roots

AILG

Association of Irish Local Government
Aontas Rialtas Áitiúil na hÉireann

GCCC – 1899
General Council of County
Councils



ACCC – 2007
Association of County and
City Councils

AMAI – 1912
Association of Municipals
Authorities of Ireland



AILG 2014
Association of Irish Local Government

AILG



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AILG



- ▶ **The Association of Irish Local Government (AILG) is the primary body representing the democratically elected members and their member local authority**
- ▶ **Training & Education for Elected Members**
- ▶ **Policy & Research Development, Lobbying & Campaign for Improved Terms & Conditions for Elected Members**
- ▶ **Networking and Communication for Councillors**
- ▶ **General Representation to Members (Help, Advice & Guidance)**

Training & Education for Elected Members

- ❑ One of the key functions of the AILG is to ensure that elected members receive appropriate and relevant training and development as they govern Irish local authorities currently and into the future.
- ❑ Since 2014, 6 modules of training and development have successfully been delivered on an annual basis by the AILG.
- ❑ The AILG's "Elected Members Training Programme" delivers appropriate training across a wide range of local authority functions and related activities.
- ❑ Our training programme is delivered on a regional basis in conjunction with the Department of Housing, Planning and Local Government with speakers being made available from across various government departments, agencies and local authorities.
- ❑ However, we also try to include speakers from our own body of Elected Members who have the appropriate experience and expertise.
- ❑ Please note that all training presentations can be accessed on your website at www.ailg.ie

Policy & Research Development

- ❑ One of the main priorities of the AILG is to continuously develop policy on local government areas that are important to our Elected Members.
 - ❑ The Association has had consultation inputs on a wide variety of areas including Coastal Planning, Flooding, Governance & Ethics, Housing, Planning, Emergency Planning, Brexit, Irish Water, Roads, and GDPR
 - ❑ Another important feature of this work is involved in scrutinising national legislation and government policy on local government including:-
 - ❖ Public Sector Standards Bill
 - ❖ Planning & Development Amendment Act
 - ❖ Local Government Rates Bill
 - ❖ Directly Elected Mayors, engagement with Local Government
- Section DHPLG

AILG



- ❖ Local Authority Leadership, Governance and Administration
- ❖ National Planning Framework – including ongoing

- ❑ As part of our policy work the AILG also appears before various Oireachtas committees in relation to areas such as Public Sector Standards Bill, Local Government Finance, LA Housing & Planning & Development Amendment Act.
- ❑ Full record of all of our Lobbying Activities are registered with the Lobbying Register

Moorhead Review on Role and Remuneration of Local Authority Elected Members

- ▶ Improved remuneration for all Elected Members has been the number one priority for the AILG over the last number of years.
- ▶ Following the 2014 reforms it soon became very evident that all Elected Members were facing an increased workload in their role as elected members of their local authorities.
- ▶ The AILG were successful in 2017 in gaining changes to the PRSI status for our members, which means that our members are now entitled to a number social welfare benefits on the payment of PRSI on their representational payment.
- ▶ We were also successful in securing the additional Municipal District/Area Allowance of €1,000 per annum, which was also introduced in 2017
- ▶ However, we are more than aware that these improvements go no where near far enough in order to provide an appropriate remuneration package for our members.

Moorhead Review on Role and Remuneration of Local Authority Elected Members

- ▶ The AILG were supportive of the establishment of the independent Moorhead review of both the role and remuneration of local authority members.
- ▶ The AILG submitted a detailed submission to this review in September 2018, which clearly set out a viable pathway going forward for an appropriate remuneration and support structure for our elected members in order for them to carry out their important role as members of their local authority.
- ▶ Ms. Moorhead's final report is due to be delivered to Minister John Paul Phelan TD in the summer of 2019, with a firm commitment made by Minister Phelan that any recommendations for improvements to members remuneration that may be contained in the report, and if accepted and approved by government, will be backdated to 1st June 2019 which is the start date of this new council term.
- ▶ The AILG are due to meet Minister Phelan next Tuesday 16th July for an update on the final report from Ms. Moorhead



KEEPING LOCAL GOVERNMENT ACCESSIBLE TO ALL

Submission on the Role
and Remuneration of Local
Authority Elected Members

Mrs. Sara Moorhead Review Group September 2018

AILG
Association of Irish Local Government
Association of Irish Local Government

A full summary of AILG actions and activities as part of our campaign for improved remuneration, terms and conditions for our Elected Members are as follows:

- ▶ July 2015 - AILG National Survey on Workload of Elected Members
- ▶ Numerous delegations & lobbying days with Ministers, Opposition Party Leaders, Party Spoke-persons, TDs & Senators to lobby for improved terms & conditions for members
- ▶ Delegation to full meeting of FF Parliamentary Party on Members remuneration
- ▶ Introduction of new MD/Area Allowance of €1,000 gross per annum since 1st July 2017
- ▶ Successful in gaining a re-classification of PRSI Contribution payable on members representational payment from CLASS K to Class S ensuring some social welfare benefits now applicable to Elected Members

A full summary of ALLG actions and activities as part of our campaign for improved remuneration, terms and conditions for our Elected Members are as follows:

- ▶ Lobbied for the set up of an independent review of Councillors Remuneration, Terms & Conditions
- ▶ Independent review on the Role & Remuneration of Local Authority Elected Members by Ms. Sara Moorhead SC, commenced in June 2018.
- ▶ ALLG's comprehensive submission to this review on the Role & Remuneration of Elected Members published in September 2018.
- ▶ Moorhead Interim Report published in December 2018
- ▶ Final Moorhead Report due to be published by Summer 2019.

Other Local Government Issues to 2024

- Climate Change – A New Challenge for LA
- Directly Elected Mayor (Limerick City and County Council) – Implications for Elected Council
- Office of the Planning Regulator
- GDPR – General Data Protection Regulations
- Diversity in Local Government

Our Autumn Seminar is taking place on the 11th & 12th September 2019 in the Hillgrove Hotel, Monaghan.

The theme of our Autumn Seminar will be-:

“Climate Change and Planning – A new Challenge for Local Authorities”



Questions?



Thank You for listening!