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Ministerial Foreword



I warmly welcome the publication of AILG's 2023 Training Brochure, which will greatly assist the State's 949 City and County Councillors and ensure that they receive relevant training and development so that they can continue to serve their communities to the highest standard possible. The Association of Irish Local Government trains and pioneers

capacity building and policy development for locally elected representatives and I wish to acknowledge the important work and efforts of AILG and their training partners, including the Climate Action Regional Offices, the Office of the Planning Regulator, Uisce Éireann, the Department of the Environment, Climate and Communications, the Department of Rural and Community Development, and indeed my own department.

Since my recent appointment last December as Minister of State with responsibility for Local Government and Planning, I have been immensely impressed by the degree to which local government has continued to display its commitment to looking after the needs of our communities despite challenging times. Every Councillor knows both the importance of and the particular spotlight on planning and housing in their local communities, and it is vital that you are properly informed and supported to deliver on your statutory planning duties. In addition to the important area of planning, Ireland's Climate Action Plan is now firmly established as a pillar of Irish government policymaking and plays a key leadership role locally and nationally in delivering effective climate action.

I applaud your commitment to your role as local representatives and for constantly investing time and energy into delivering the best results for your local communities. Local Government is the closest arm of the State to the citizen and I am consistently impressed by the degree to which local government has continued its front-line work looking after citizens during the toughest of times.

Ministerial Foreword

One of the key functions of AILG is to ensure Councillors receive relevant training, resources and support to meet their legislated responsibilities. I warmly welcome the recent launch by AILG of the Certificate in Continuing Professional Development in Climate Crisis and Local Government in partnership with the University College Cork (UCC). The continued education of the State's 949 City and County Councillors is vital in strengthening local democracy, where important choices about the future development of local communities are decided by you, the Elected Members.

I firmly believe that the work by the national agencies, which has yielded strong results in recent years, must be complimented by a bottom-up approach – a service on the ground, locally active, where individuals and micro businesses can seek help in taking those first tentative steps to greater things.

I really value and appreciate the important contribution of the City and County Councillor and I look forward to engaging constructively with AILG into the future and indeed with all members across the country.

Kieran O' Donnell TD Minister of State for Planning and Local Government

President's Foreword



Since 2014, AILG have been given an education and training remit from the Department of Housing, Local Government and Heritage to provide and ensure that our Local Authority Elected Members receive appropriate and relevant training and development as they govern Irish local authorities currently and into the future.

Our AILG Elected Member Learning and Training Development Programme has grown from strength to strength over the last seven years in providing tailored training and education programmes to our 949 Elected Members.

In late 2021 AILG partnered with UCC in developing their Level 7 Certificate in Continuing Education Professional Development in Climate Crisis and Local Government. This year, AILG has renewed its partnership with UCC in supporting the Climate Learning Program, which is the only university bearing credit CPD programme of its kind in Ireland offering a recognised qualification in this sector. This is a major milestone and exciting new development which will help AILG to move towards our goal of developing an accredited Continuous Professional Development (CPD) internal training programme for our Elected Members.

The development of the 2023 AILG Local Authority Elected Members Training Programme, would not have been possible without the work, involvement and support from key partners and contributors. Together, our collective contributions will encourage further engagement, enhance knowledge and strengthen the influence of local authority Elected Members in making a difference at local and community levels.

This year's programme will build on our current strong training programme and will consist of a blended hybrid approach of both in-person and online learning.

I encourage each of our 949 Local Elected Members to partake in the training. It is imperative that our Elected Members have the necessary knowledge, education and leadership expertise to help them to meet their legislated responsibilities and to continue to strengthen and improve our local government system.

Cllr. Pat Fitzpatrick
AILG President 2022-23



Training Partners & Contributors

The development of the AILG Local Authority Elected Members Training Programme would not have been possible without the work, involvement and support from the below key partners and contributors.



























Local Authority Elected Member **Planning Training Programme for 2023**

The 2023 planning training programme seeks to build on the 2021 and 2022 programmes which gave Elected Members a strategic overview of Ireland's planning process, the role of the Office of the Planning Regulator (OPR) and topical planning issues that members must carefully consider in the context of their reserved policy making and other legal functions.

For 2023, the programme will deliver further in-depth training and information on topical matters relevant to development plan preparation and Elected Members wider planning functions.

In 2023, four events will be delivered by the Office of the Planning Regulator. Members will receive high quality presentations from expert speakers with easy-to-use supporting material which will address the following topics:

- 1. Preparing and Making Local Area Plans: Driving Urban and Rural Regeneration
- 2.Connecting Ireland and Rural Public Transport Investment: Opportunities for Rural Regeneration
- 3.OPR Overview of Existing and Emerging Planning Legislation and Policy Guidance
- 4.Integrating Energy Supply and Planning

Attendance at these events and/or viewing the recordings from the online events will give elected members an excellent strategic understanding of their local authority's role in these pressing areas.



AILG 2023 Elected Councillor Training Calendar of Events

Module	Training Topic	Date	Regional Applicable	Location
Module 1	Electoral Deform Act	23rd Feb 2023	Eastern & Midland/ Northern and Western Region	Tullamore Court Hotel Offaly
(In-person)	Electoral Reform Act	25th Feb 2023	Southern Region	Radisson Blu Hotel Limerick
Webinar 1	Preparing and Making Local Area Plans: Driving Urban and Rural Regeneration	24th Feb 2023 online	Presentations from Senior Plann County Council, Cork County Con Department of Rural and Commi	uncil and the
Module 2	Local Authority Climate	23rd March 2023	Southern Region	Clayton Whites Hotel Wexford
(In-person)	Action Plans	25th March 2023	Eastern & Midland/ Northern and Western Region	Fairways Hotel Dundalk
AILG Annual Conference	AILG Annual Conference 2023 Hotel Kilkenny	19th and 20th April 2023	All Councillors can attend	Hotel Kilkenny
Webinar 2	Connecting Ireland & Rural Public Transport Investment: Opportunities for Rural Regeneration	28th April 2023 online	Presentations from the Office of Regulator and the National Tran	3
Webinar 3	Urban Regeneration and Development Fund" - Call 3 Funding and Engagement with Elected Members	26th May 2023 online	Presentations from the Planning division of the Departmen of Housing, Local Government and Heritage.	
Module 3	OPR Overview of Existing and	15th June 2023	Eastern & Midland/ Northern and Western Region	Mullingar Park Hotel Westmeath
(In-person)	Emerging Planning Legislation and Policy Guidance	17th June 2023	Southern Region	Avalon House Hotel Castlecomer Kilkenny
Webinar 4	Irish Language Training for Elected Members	30th June 2023 online	Presentations from national exp	erts.
Webinar 5	Councillor Personal Security Awareness - Dealing With Threatening Communications	14th July 2023 online	Presentations from national exp Management Group	erts from Crime
Module 4	Uisce Éireann (Irish Water) - A	20th July 2023	Southern Region	Radisson Blu Hotel Cork
(In-person)	Briefing for Councillors	22nd July 2023	Eastern & Midland/ Northern and Western Region	Sligo Park Hotel Sligo



AILG 2023 Elected Councillor Training Calendar of Events

Module	Training Topic	Date	Regional Applicable	Location
AILG Autumn Seminar	AILG Autumn Seminar 2023	13th and 14th Sept 2023	All Councillors can attend	Sligo (venue TBC)
Webinar 6	Integrating Energy Supply and Planning	22nd Sept 2023 online	Presentations from the Department and Communications, the Communications and the Office of the Plant Plant 2015 and the Office of the the Office	ission for Regulation of
Module 5	Elected Member Personal Security - Positive Home, Workplace and Mobile Security Practices	19th Oct 2023	Eastern & Midland/ Northern and Western Region	Hotel Kilmore Cavan
(In-person)		21st Oct 2023	Southern Region	The Rose Hotel Tralee
Webinar 7	Councillor Security Awareness - Dealing With Protests & Detecting Potentially Hostile Behaviour	27th Oct 2023 online	Presentations from national exp Management Group.	erts from Crime
Module 6	Government Legislation Policy	16th Nov 2023	Southern Region	The Tower Hotel Waterford
(In-person)	Programme 2023- A Briefing for Elected Members	18th Nov 2023	Eastern & Midland/ Northern and Western Region	The Clayton Hotel Galway
Webinar 8	Progress Report on Housing for All	24th Nov 2023 online	Presentations from the Housing Division of the Department of He and Heritage.	

Please note that the above training calendar is subject to change.

Training Module 1 (In-Person) February 2023

"A Briefing on the Electoral Reform Act"

Delivered by Petra Woods, Martin Hehir, and Ruth Murray from the Franchise Unit of the Department of Housing, Local Government and Heritage.

The individual presentations will deal with:

- Overall programme of electoral reform as provided for under the Electoral Reform Act 2022 and in particular the newly established Electoral Commission (An Coimisiún Toghcháin) and its functions.
- Provisions of Part 3 of the Electoral Reform Act 2022 which underpins a major reform of the electoral registration process.
- Awareness campaign undertaken in 2022, as well as the changes to systems and the new electoral registration forms.

Module Aims/Objectives

- Provide an understanding of the overall programme of electoral reform including the Electoral Commission.
- Highlight key changes to systems and electoral registration forms.

DATE	APPLICABLE REGION	LOCATION
Thursday 23rd Feb 2023	For Councillors whose parent Councils are within the Northern and Western Regional Assembly area and Eastern & Midlands Regional Assembly area.	Tullamore Court Hotel
Saturday 25th Feb 2023	1. For Councillors whose parent Councils are within the area of the Southern Regional Assembly	The Radisson Blu Hotel Limerick
	 Out of Region Option For Councillors whose parent Councils are within the area of the Northern & Western and the Eastern & Midlands Regional Assemblies. 	

Training Webinar 1 (February) 2023

"Preparing and Making Local Area Plans: Driving Urban and Rural Regeneration"

DATE	LOCATION	TIME
Friday 24th February, 2023	Online	10.00 - 11.30am

With many City and County Development Plan reviews complete, this first webinar in the 2023 programme of successful AILG-OPR planning training for Elected Members, will provide essential information on preparing statutory Local Area Plans under the Planning Act 2000, with an emphasis on good practice in making such plans relevant and delivery focused.

The presentations will be delivered by:

- -Amy Granville, Senior Planner, Kildare County Council;
- -Pádraig Moore, Senior Planner, Cork County Council;
- -Fintan O' Brien, Assistant Secretary, Department of Rural and Community Development.

The presentations will:

- ·Provide an overview of the Local Area Plan preparation process and developing a new generation of Local Area Plans for Kildare.
- ·Focus on Turning Local Area Plans into Reality: Cork County Council's Experience in Implementing Local Area Plans.
- ·Provide guidance in relation to linking Local Area Plans and National Programmes supporting town and village renewal.

Course Aims/Objectives

- Provide Elected Members with essential information about how to prepare local area plans and the statutory and policy context within which these plans are prepared;
- Demonstrate, through case studies, how local authorities have secured effective implementation of their statutory plans; *and*
- Inform Elected Members about the range of financial and other supports being provided by Government to local authorities to revitalise towns and villages by addressing vacant and derelict buildings and bringing them back to use.



Training Module 2 (In-Person) March 2023

"Local Authority Climate Action Plans"

Delivered by the Climate Action Regional Officers and Saolta, the Global Citizenship Education strategic partnership programme in partnership with the Irish Development Education Association.

The presentations will:

- Focus on the localisation of the SDGs and Local Voluntary Reviews, providing Councillors and Local Authorities with Guidelines for the development of Local Authority Climate Action Plans (LA CAPs).
- Update Elected Members on the climate science and policy required for the LA CAP and the timeline associated with its development.

Module Aims/Objectives

- The role of the local authority and Elected Members at each stage of the LA CAP. How to give Leadership personally and as part of the corporate entity.
- Introduce the importance of Global Citizenship Education in the role of understanding the links between local issues facing communities in rural and urban settings in the context of the UN SDGs and the LA CAPs.

DATE	APPLICABLE REGION	LOCATION
Thursday 23rd March 2023	For Councillors whose parent Councils are within the area of the Southern Regional Assembly	Clayton Whites Hotel Wexford
Saturday 25th March 2023	 For Councillors whose parent Councils are within the Northern and Western Regional Assembly area and Eastern & Midlands Regional Assembly area. Out of Region Option For Councillors within the area of the Southern Regional Assembly 	The Fairways Hotel Dundalk

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Training Webinar 2 (April) 2023

"Connecting Ireland and Rural Public Transport Investment: Opportunities for Rural Regeneration"

DATE	LOCATION	TIME
Friday 28th April, 2023	Online	10.00 - 11.30am

The presentations will be delivered by Senior Personnel from the National Transport Authority and the Office of the Planning Regulator and they will seek to demonstrate how rural transport planning and town and village planning can deliver more sustainable development.

The individual presentations will deal with:

- The role and functions of rural public transport in Ireland;
- Current arrangements for the long-term planning and development of rural public transport services;
- Ongoing initiatives to develop the network as part of the wider transport system;
- Practical case studies in successful service enhancement; and
- General trends in relation to the take-up of services.

Webinar Aims/Objectives

Provide Elected Members with;

- Practical information regarding the current development and longer-term planning of rural public transport services;
- An overview of ways to better co-ordinate rural public transport and their statutory planning functions in relation to town and village plans and for the betterment of rural communities;
- Knowledge in relation to the systems for the overall management and funding of rural public transport services and the operational and resourcing context such services must operate in.



Training Webinar 3 (May) 2023

"Urban Regeneration and Development Fund" - Call 3 Funding and Engagement with Elected Members

DATE	LOCATION	TIME
Friday 26th May, 2023	Online	10.00 - 11.30am

Delivered by Paul Benson, Principal Officer, Urban Regeneration and Development Fund Unit (URDF) Planning Division, Department of Housing, Local Government and Heritage.

The URDF programme is a €2billion fund which seeks to drive compact growth and development in cities and large towns across the country. The most recent Call 3 funding under the URDF programme will see a €150m revolving fund being made available to local authorities to tackle long term vacancy and dereliction within URDF eligible areas.

There will be a key role for Councillors in relation to Call 3 through the S.183 disposal notice process and this training webinar will be an opportunity to explain this role and the detail of Call 3 to Elected Members.

Webinar Aims/Objectives

- Brief Councillors on Call 3 funding under the Urban Regeneration and Development Fund Unit.
- Outline the key role that Councillors will have in Call 3 funding through the S. 183 disposal notice process.



Training Module 3 (In-Person) June 2023

"OPR Overview of Existing and Emerging Planning Legislation and Policy Guidance"

The summer in-person OPR-AILG training events will provide an opportunity for Elected Members to meet with the Planning Regulator and senior OPR personnel who will provide topical presentations to help to build the knowledge base of elected members on pressing matters relating to the functions of the OPR and the proper planning and sustainable development of both urban and rural areas, including the evolving legislative framework for planning and emerging policy guidance.

Presentations will be delivered by the Planning Regulator and Senior Personnel from the OPR.

These events will be subject to a content update as the year/programme progresses.

DATE	APPLICABLE REGION	LOCATION
Thursday 15th June 2023	For Councillors whose parent Councils are within the Northern and Western Regional Assembly area and Eastern & Midlands Regional Assembly area.	Mullingar Park Hotel Westmeath
Saturday 17th June 2023	 For Councillors whose parent Councils are within the area of the Southern Regional Assembly Out of Region Option For Councillors whose parent Councils are within the Northern and Western and Eastern & Midlands Regional Assembly area. 	Avalon House Hotel, Castlecomer, Co. Kilkenny



Training Webinar 4 (June) 2023

"Irish Language Training for Elected Members"

DATE	LOCATION	TIME
Friday 30th June, 2023	Online	10.00 - 11.30am

The individual presentations will cover;

- Learning "relevant Irish language phrases that Elected Members can use when delivering speeches or attending community events.
- Learning useful phrases and vocabulary that will help Elected Members include more Irish in their day-to-day correspondence with colleagues and the public and that will help them to fulfil their obligations under the Official Languages (Amendment) Act 2021.

Webinar Aims/Objectives

 Provide Elected Members with an updated knowledge of the Irish language with particular attention paid to useful phrases and vocabulary which has specific relevance in their day-to-day role as public representatives.

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Training Webinar 5 (July) 2023

"Councillor Personal Security Awareness - Dealing With Threatening Communications"

DATE	LOCATION	TIME
Friday 14th July, 2023	Online	10.00 - 11.30am

Delivered by national experts from Crime Management Group.

The presentation will deal with;

- Types of threats
- Positive and negative threat Indicators
- Delivered items threats
- Evacuation strategies

Webinar Aims/Objectives

• Provide Elected Members with positive personal security practices and how to deal with threatening communications to ensure a safe environment.



Training Module 4 (In-Person) July 2023

"Uisce Éireann (Irish Water) - A Briefing for Councillors"

Delivered by Senior Engineering and Corporate staff in Uisce Éireann.

From Spring 2023 operational control of water and wastewater services has been taken on by Uisce Éireann. The transfer to the national utility has taken place with the company working closely with the local authorities who have had charge of water services for more than a century. The AILG has made strong representations to Uisce Éireann to urge that channels of communication be put in place for Councillors to raise concerns with the company now that local control of water services has moved from the councils. The training indicated here forms part of a suite of interactions which Uisce Éireann will make available for Councillors.

Module Aims/Objectives

Senior Engineering and Corporate staff will provide information on a range of waterrelated topics including:

- Management of national water and wastewater assets
- Maintenance of the water and wastewater system
- Investment and planning
- Managing capital projects
- Customer care and billing.

DATE	APPLICABLE REGION	LOCATION
Thursday 20th July 2023	For Councillors whose parent Councils are within the area of the Southern Regional Assembly	Radisson Blu Hotel Cork
Saturday 22rd July 2023	 For Councillors whose parent Councils are within the Northern and Western Regional Assembly area and Eastern & Midlands Regional Assembly area. Out of Region Option For Councillors whose parent Councils are within the area of the Southern Regional Assembly 	Sligo Park Hotel

Training Webinar 6 (September) 2023

"Integrating Energy Supply and Planning"

DATE	LOCATION	TIME
Friday 22nd Sept, 2023	Online	10.00 - 11.30am

The presentations will be delivered by Senior Personnel from the Department of Environment, Climate and Communications, the Commission for Regulation of Utilities and the Office of the Planning Regulator.

The presentations will:

- Present an overview of the key current development opportunities and challenges in relation to the electricity and other networks;
- Highlight the critical role to be played by the electricity network in the context of Ireland's climate action plan; *and*
- Summarise the key role that can be played by the planning process, particularly at regional and city and county development plan level, in ensuring Ireland meets its current resilience and sustainability energy supply challenges.

Webinar Aims/Objectives

Provide Elected Members with:

- Practical information as to the current development and longer-term planning of Ireland's energy supply systems; and
- An overview of ways to better co-ordinate energy supply systems within the context of the operation of the planning process.



Training Module 5 (In-Person) Oct 2023

"Elected Member Personal Security - Positive Home, Workplace and Mobile Security Practices"

Delivered by Crime Prevention Officer, Sergeant Peter McConnon.

The Presentations will update and inform Elected Members on;

- Positive home security practices
- Positive workplace security practices
- Positive mobile security practices
- Travel security practices

Module Aims/Objectives

Provide Elected Members with;

- Practical travel security practices.
- Provide Elected Members with practical information on positive security practices at home and in the workplace to ensure a safe environment.

DATE	APPLICABLE REGION	LOCATION
Thursday 19th Oct 2023	For Councillors whose parent Councils are within the Northern and Western Regional Assembly area and Eastern & Midlands Regional Assembly area.	Hotel Kilmore Cavan
Saturday 21st Oct 2023	 For Councillors whose parent Councils are within the area of the Southern Regional Assembly Out of Region Option For Councillors whose parent Councils are within the Northern and Western and Eastern & Midlands Regional Assembly area. 	The Rose Hotel Tralee

Training Webinar 7 (October) 2023

"Councillor Security Awareness - Dealing With Protests & Detecting Potentially Hostile Behaviour"

DATE	LOCATION	TIME
Friday 27th Oct, 2023	Online	10.00 - 11.30am

Delivered by Brian Cremin, Managing Director of Crime Management Group, this presentation will deal with the subject of protests and immediate actions Elected Members can take on the commencement of a protest.

The Presentations will update and inform Elected Members on;

- Actions where advance notice is obtained
- Identifying possible high-value assets or operations that may be targeted
- Protecting sensitive information
- Advice to staff
- Immediate actions on commencement of a protest
- Detecting Potentially Hostile Behaviour Using Non-Verbal Messages; METT: Micro Expression Training Tools, SETT: Subtle Expression Training Tools
- Managing your own body language

Webinar Aims/Objectives

Provide Elected Members with;

- Knowledge on positive security practices in relation to protests.
- Detecting Potentially Hostile Behaviour Using Non-Verbal Messages.



Training Module 6 (In-Person) Nov 2023

"Government Legislation Policy Programme 2023 - A Briefing for Elected Members"

Presentations from AILG staff and national and local experts will;

- Inform and brief Elected Members on relevant Government Legislation Programme for 2023 and other related matters of consequence for Local Authority Elected Members.
- Provide detailed questions & answers and roundtable discussions with Elected Members.

Module Aims/Objectives

 Inform Elected Members of key Government policy and legislation for 2023 and matters of consequence.

DATE	APPLICABLE REGION	LOCATION
Thursday 16th Nov 2023	For Councillors whose parent Councils are within the area of the Southern Regional Assembly	The Tower Hotel Waterford
Saturday 18th Nov 2023	 For Councillors whose parent Councils are within the Northern and Western Regional Assembly area and Eastern & Midlands Regional Assembly area. Out of Region Option For Councillors whose parent Councils are within the area of the Southern Regional Assembly 	The Clayton Hotel Galway

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Training Webinar 8 (November) 2023

"An update on Housing for All Programme"

DATE	LOCATION	TIME
Friday 24th Nov, 2023	Online	10.00 - 11.30am

Presentations from the Housing Agency and national experts from the Housing Division of the Department of Housing, Local Government and Heritage will:

- Update Elected Members on the progress made on each of the 'Housing for All' Pathways and other measures put in place to support housing stock;
- 1. Pathway to Supporting Homeownership and Increasing Affordability.
- 2. Pathway to Eradicating Homelessness, Increasing Social Housing Delivery and Supporting Social Inclusion.
- 3. Pathway to Increasing New Housing Supply.
- 4. Pathway to Addressing Vacancy and Efficient Use of Existing Stock.

Webinar Aims/Objectives

- Provide Elected Members with a detailed briefing and update on the implementation of each 'Housing for All' Pathway to achieving housing for all.
- Provide an update on other measures in place to support social and affordable housing provision.
- Inform Elected Members of the policy and legislative context.



