



**NOTIFICATION TO ATTEND MEETING OF THE PROTOCOL COMMITTEE TO BE
HELD BY REMOTE VIDEO CONFERENCE ON THURSDAY 23 NOVEMBER 2023 AT 8.00 AM**

AGENDA

THURSDAY 23 NOVEMBER 2023

- | | | |
|----|---|---------|
| 1 | Minutes of the meeting held on 26th October 2023 and matters arising: | 2 - 5 |
| 2 | Receptions of the Lord Mayor and Engagements of the Deputy Lord Mayor | 6 - 8 |
| 3 | Approval of Councillor attendance at "Celtic Conferences: Irish Social Welfare System" on 1st-3rd December 2023 in O'Donovan's Hotel, Clonakilty, County Cork. | 9 - 10 |
| 4 | Corporate Policy Group Attendance Report as per Standing Order 45.ii | 11 |
| 5 | Women's Committee Annual Report 2023 | 12 - 14 |
| 6 | Councillor Training Programme 2024 | 15 - 20 |
| 7 | Motion in the name of Councillor Mannix Flynn:

<i>"That this Protocol Committee of Dublin City Council agreed to fly the national flag at half-mast on City Hall for three days in collective solidarity with all of those who have lost their lives, and have been injured in the dreadful war that is now taking place in Palestine Gaza."</i> | |
| 8 | Manager's Report | |
| 9 | A.O.B. | |
| 10 | Meeting Dates:

a) Proposed date of next meeting: 21st December 2023 at 8am.

b) Proposed dates of meetings in 2024 <ul style="list-style-type: none">• 25th January• 22nd February• 28th March• 2nd May | |

Ruth Dowling
Senior Executive Officer

17th November 2023



MINUTES OF THE PROTOCOL COMMITTEE MEETING

HELD ON THURSDAY 26 OCTOBER 2023

1 Minutes of the meeting held on 21st September 2023 and matters arising

Order: Minutes Agreed

2 Receptions of the Lord Mayor and Engagements of the Deputy Lord Mayor

Order: Receptions and Engagements noted.

3 International Relations Quarterly Report

Fanchea Gibson informed Members that she was leaving International Relations and that Alice Boardman would be taking over her role. The Members thanked Fanchea for all her hard work and welcomed Alice and wished her well in her new role.

Fanchea briefed Members on the quarterly report highlighting requests for friendship agreements, International Travel by the Lord Mayor and Deputy Lord Mayor including visits to Paris, Brussels, New York and Seoul.

The Members thanked Fanchea for the report and extended their congratulations to Jamie Cudden, Nicola Graham and their team in Smart Cities for winning the Silver Award in the Human-CentriCity category of the Seoul Smart City Award with the project Academy of the Near Future.

The Members expressed their support for pursuing a friendship relationship with Douglas in the Isle of Man, citing language and biodiversity as common points of interest and learning.

The Members requested that consideration be given to increasing the resources available to International Relations which had been reduced during the Covid Pandemic. The Manager agreed to bring the members views to the attention of Anthony Flynn, Assistant Chief Executive and Mary MacSweeney, Executive Manager, who have responsibility for International Relations.

Order: Report noted.

4 Stronger Cities Network

The Members were supportive of the initiative which could be an important tool in preventing and responding to issues of hate, extremism and polarisation at a local level.

Order: Agreed and recommended to Council

5 **Approval of Councillor attendance at Conferences:**

- a) Retrospective conference approval for Councillor attendance at ICSH Biennial National Social Housing Conference on 18th-19th October 2023 in Clayton Whites Hotel, Wexford

Order: Agreed

- b) National Air Event, 'Clean Air – Vital for our Health', in the Kilkenny Ormonde Hotel on Wednesday 15th November 2023

Order: Agreed

6 **City Hall Lighting Requests:**

- a) Request from Dublin City Council Events Section to light City Hall Red in support of the Bram Stoker Festival from 26th October to 1st November 2023.

Order: Agreed

- b) Request from HIV Ireland to light City Hall Red in support of World Aids Day on 1st December 2023.

Order: Agreed

7 **Proposed Deadline for submission of Councillor Questions and Motions to the January 2024 Council meeting - Monday 18th December 2023**

Order: Agreed

8 **Manager's Report**

The Manager informed Members on the following issues:

- Cllr. Máire Devine had suggested the Council explore using the company FoodCloud for catering at a Council meeting. FoodCloud is a social enterprise business with a mission to transform surplus food into opportunities to make the world a kinder place. The Members welcomed the proposal which would be in place for the December Council meeting.
- The Chief Executives Department are currently compiling the Councillor Training Program for 2024. If Members have any specific training requirements that they would like included in the program they should contact Shannon Kelly directly.
- The Budget Information meeting will take place in 15th November at 6.15pm and would be an online meeting only. The Budget meeting will take place on 20th November at 6.15pm and will be a hybrid meeting, taking place in the Council Chamber and online via Zoom.
- The Manager notified Members that the Budget Consultative Group had been delegated the responsibility of considering the Budget on behalf of the Corporate Policy Group.

A.O.B.

Cllr. Naoise Ó Muiri informed the Manager that there was an issue with the locking mechanism of the bike bunker on Bernardo Square. The Manager agreed to follow up with Don Daly.

Cllr. Dermot Lacey wished it be noted in the official record that today is the last day that the Lord Mayor of Dublin City Council will be a Member of the Governing Authority of University College Dublin (UCD). It was a decision of the Minister to discontinue Councillor representation of the Board of UCD.

Cllr. Flynn reported that there were significant traffic issues on Castle Street arising out of coach parking. It was becoming increasingly hazardous for members of the public crossing the street and exiting from Dublin Castle and City Hall. The Manager agreed to convey the Councillors concerns to John Flanagan, Assistant Chief Executive with responsibility for traffic.

Cllr. Flynn also raised the issue of the Irish District Energy Association Annual Conference which was being hosted by Codema on 26th October 2023. Councillors were not invited and they were not offered a reduced entry fee. The Manager to investigate and report back to the Councillor.

Cllr. Míchéal MacDonncha noted his satisfaction with the new party rooms for Sinn Fein and the Social Democrats on the lower ground floor. However, he asked that consideration be given to relocating one of the printers from the upper floors to the lower ground level. He also requested that the operation of the door on to Barnardo Square be assessed as it is not open on a regular basis and there are difficulties closing it from the outside. The Manager agreed to investigate these issues and report back to the Councillor.

Cllr. Lacey requested that the report on Local Government from the Council of Europe be circulated to all Members. He informed the Committee that Ireland was one of the lowest ranked countries in relation to Local Authority Autonomy. The Manager agreed to circulate the report.

Chairperson, Cllr. Deirdre Heney requested that the Chief Executive and Head of Human Resources address Councillors on the issue of vacancies and recruitment. It is apparent to all Members that there are significant problems filling positions which is having a negative impact on service delivery. The Manager agreed to convey the Members' request to the Chief Executive and Head of HR.

10 **Proposed date of next meeting: 23rd November 2023 at 8am.**

Order: Agreed.

Councillor Deirdre Heney
Chairperson
Thursday 26 October 2023

Attendance:

Members:

Deirdre Heney (Chairperson)
Racheal Batten
Anne Feeney
Dermot Lacey
Briega MacOscar
Michael Pidgeon

Members:

Anthony Connaghan
Mannix Flynn
Darcy Lonergan
Naoise Ó Muirí
Noeleen Reilly

Members:

Fiona Connelly
Janet Horner
Micheál MacDonncha
Cat O'Driscoll

Officers

Alice Boardman
Fanchea Gibson

Ruth Dowling

Michael Gallagher

Apologies:

Donna Cooney

Daithí de Róiste

Non-Members:

Alison Gilliland

Olivia Kelly



17/11/2023

Ms. Ruth Dowling,
Senior Executive Officer,
Chief Executive's Department

Ardmhéara Bhaile Átha Cliath
Lord Mayor of Dublin
Daithí de Róiste

Dear Ruth,

Please see below, list of functions, receptions and events in which I had a Deputy/Representative attend on my behalf for October 2023:

Date:	Function:	DLM/CIlr:
02/10/2023	2023 Forum of Mayors	CIlr Alison Gilliland
03/10/2023	Exhibition Dinner - Andy Warhol Three Times Out	CIlr Deirdre Conroy
04/10/2023	DCC Sport & Wellbeing Partnership BoxUp Unit Launch	CIlr Deirdre Conroy
04/10/2023	Bohemian Women's Football Team Reception	CIlr Larry O'Toole
05/10/2023	Private View of Andy Warhol Three Times Out Exhibition	CIlr Deirdre Conroy
05/10/2023	City Neighbourhoods Awards	CIlr Tom Brabazon
06/10/2023	Unveiling of Commemorative Plaque for the Royal Hibernian Academy of Art	CIlr Vincent Jackson
07/10/2023	Bram Stoker Park Family Dun Day	CIlr Catherine Stocker
10/10/2023	Nepalese Community Ireland (NRNA Ireland) "Dashain" Festival	CIlr Hazel Chu
11/10/2023	Launch of the Revamped Studio 1 at Near FM	CIlr Larry O'Toole
13/10/2023	20th Anniversary of the Regeneration of Killarney Court	CIlr Janet Horner
13/10/2023	Ballyfermot Youth Services Reception	CIlr Vincent Jackson
14/10/2023	12th Annual Irish Freemasons Young Musician of the Year Competition	CIlr Janet Horner
17/10/2023	Crocus Project 2023	CIlr Deirdre Conroy
24/10/2023	Sphere 17 Regional Youth Service - Youth Showcase and Strategic Plan Launch	CIlr Tom Brabazon
27/10/2023	Irish Seed Savers Ass. Hosting 12th European Forum of ECLLD	CIlr Caroline Conroy
27/10/2023	Republic of Ireland WNT V. Albania	CIlr Brieghe MacOscar
29/10/2023	Service Marking the 300th Anniversary of St. Ann's Church	CIlr Michael MacDonnacha
30/10/2023	Macnas Parade to end Bram Stoker Festival	CIlr Cat O'Driscoll
31/10/2023	Finglas Fright Night	CIlr Brieghe MacOscar

Yours sincerely,

Daithí de Róiste
Lord Mayor of Dublin

*Teach an Ardmhéara, Sráid Dásain, Baile Átha Cliath 2, D02 AF30, Éire.
Mansion House, Dawson Street, Dublin 2, D02 AF30, Ireland.
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T. 222 6200 E. lordmayor@dublincity.ie*



Ardmhéara Bhaile Átha Cliath
Lord Mayor of Dublin
Daithí de Róiste

17/11/2023

Ms. Ruth Dowling
Senior Executive Officer
Chief Executive's Department

Dear Ruth,

I would be obliged if you would bring the following receptions for the month of October 2023 to the attention of the Protocol Committee:

Date	Function	Nos
03/10/2023	Meeting with Mayor Bruckhard Jung of Leipzig – Room only	20
03/10/2023	Public Launch of Crowdfund Dublin City – Room only	80
06/10/2023	Irish Language Societies Training – Room only	80
09/10/2023	U12 Kickboxing Amelia Lennon & Teammates Visit	20
09/10/2023	Stone Soup Project Reception	40
10/10/2023	Black History Month Ireland Celebration	80
10/10/2023	Community Festival Committees Reception	80
11/10/2023	Dublin City South Children & Young Peoples Services Committee	54
11/10/2023	Dublin Festival of History - Talk / Book Launch – Room only	80
12/10/2023	Streetlink Homeless Support Reception	40
13/10/2023	CASPr Graduation Ceremony	35
13/10/2023	Ballyfermot Youth Services Reception	50
14/10/2023	Irish Architecture Foundation - Open House	100
16/10/2023	Tusla National Foster Care Campaign Launch – Room only	80
18/10/2023	Afternoon Tea	48
18/10/2023	Stuttering Awareness Mental Wellbeing Ireland Meeting	18
19/10/2023	Afternoon Tea	48
19/10/2023	Dublin City Library and Archives Reception	20
20/10/2023	Scoil Mhuire 40th Anniversary Celebrations	60
21/10/2023	Fellowship of Irish Scouts and Guides AGM	40



Ardmhéara Bhaile Átha Cliath
Lord Mayor of Dublin
Daithí de Róiste

24/10/2023	Irish Red Cross Conference – Room only	70
24/10/2023	Dublin Fire Brigade Reception	55
25/10/2023	Afternoon Tea	48
25/10/2023	DCC Retirement Function – Room only	80
26/10/2023	British and Irish Trading Alliance (BITA) Meeting	54
27/10/2023	Ballyfermot Adults Learning Together Group	18
27/10/2023	Dublin Fire Brigade Appreciation Night	80
29/10/2023	Dublin Marathon Breakfast – Room only	80
31/10/2023	Women's Collective Ireland Group Visit	16

Yours sincerely,

Daithí de Róiste
Lord Mayor of Dublin

Learning Objective

This conference is designed to prepare Welfare Rights and Information Workers to assist people in dealing with the complexities of the Social Welfare system in Ireland. It is particularly suited to both the newer information worker and any person within an organisation who may be involved in the support of information provision.

Through our extensive knowledge of the complex nature of information provision associated with 'Social Welfare' issues we have designed this conference to provide the participant with the basic skills and knowledge necessary to successfully work within their organisation.

As part of this conference we outline the history of the Irish Social Welfare system and the changes that have taken place. We discuss and explain the use of Social Welfare Act, Regulations and Statutory Instruments and internal Departmental Guidelines. We also address the various aspects of the 'relationship' between the client and the information provider.

Those new to the area of welfare rights, and information provision, will find this conference an invaluable grounding in the practical and theoretical operation of the Irish social welfare system as it applies to unemployment and unemployed people.

Conference Fee
€125



VENUE

O'DONOVAN'S HOTEL
CLONAKILTY,
CO. CORK



Professional Event Organisers
Present a Conference on

Irish Social Welfare System

1st, 2nd & 3rd
December 2023

The conference organisers reserve the right to change any of the details of this programme to facilitate the safe and efficient running of this event.

MICK HANLY
086-8747558

PETER HAYES
087-9381901

INFO@CELTICCONFERENCES.COM

CONFERENCE PROGRAMME

Friday 1st December 2023

6pm to 7pm- Registration followed by Welcome Address and Official Opening

Saturday 2nd December 2023

9am to 10am - Registration followed at 10.15am with

How the System Works

11am - Tea / Coffee followed at 11.30am with

Social Welfare Payments

Lunchbreak at 1pm followed at 2.30pm

Extra Income Supports

Sunday 3rd December 2023

Conference overview and exploration of topics covered in conference followed by a learning experience analysis.

Facilitated by Conference enabler.

Close Conference

Celtic Conferences

Celtic Conferences is an event management and conference company incorporated in 2008. Since its formation the company has been providing a variety of different events and conferences, ranging from 1 day to 3 days in duration.

We help organisations achieve quality learning outcomes by motivating, energising and inspiring learners to help discover their passion and potential and develop skills, knowledge and behaviours that are readily and immediately transferable to the workplace.

SPEAKER

Tony Power

Tony Power works as the Intreo Centre Area Manager for the Department of Social Protection in County Kerry. Prior to this, he previously worked at the National Shared Services Office and the Office of Government Procurement. He has over 25 years' experience in a variety of roles in the Civil and Public Service.

To the Chair and Members
Of the Protocol Committee



Corporate Policy Group Attendance Report

The Lord Mayor and the Chairpersons of the Strategic Policy Committees shall form the Corporate Policy Group, which shall meet as often as required under the Chairpersonship of the Lord Mayor and shall provide a forum for discussion of policy affecting the whole Council and shall report to Council.

Each member of the Corporate Policy Group is required to attend 80% (rounded down to the nearest whole number) of the Corporate Policy Group meetings, which they were eligible to attend, from September to July of the following year. Each year, the Meetings Administrator will submit a report to the Protocol Committee, which will include the attendance record of the Corporate Policy Group for the preceding year.

There were a total of 7 SPC meetings from September 2022 to July 2023.

Councillor	Total Meetings	Meetings Mandatory	% Attendance
Lord Mayor Daithí de Róiste*	1	1	100%
Councillor Noeleen Reilly	5	7	71%
Councillor Michael Pidgeon	3	3	100%
Councillor Alison Gilliland***	3	3	100%
Councillor Claire Byrne**	4	4	100%
Councillor Cat O' Driscoll	7	7	100%
Councillor Dermot Lacey	4	4	100%
Councillor Séamas McGrattan	6	7	86%
Councillor Carolyn Moore	5	7	71%
Councillor Caroline Conroy	5	6	83%
Councillor Ray McAdam	5	7	71 %
Councillor Tom Brabazon	5	7	71%

* Daithí de Róiste took over from Caroline Conroy as Lord Mayor on 26th June 2023

** Claire Byrne took over from Michael Pidgeon as Chairperson on the 9th January 2023

*** Alison Gilliland took over from Dermot Lacey on 13th February 2023

To the Members of the Protocol Committee



The Women's Committee Annual Report 2023

The Women's Committee, a subcommittee of Protocol convened for 6 meetings in 2023. 2nd February 2023, 2nd March 2022, 20th April 2023, 8th June 2022, 28th September 2023, 16th November 2023. All meetings were held remotely via Zoom at 8 a.m.

The Women's Committee following a successful application for Department funding, Increasing the Participation of Women and Diversity in Local Government 2022, were awarded €11,000 funding in November 2022. As a result, the committee were able to focus and use funding throughout the year as follows:

International Women's Day 8th March 2023

A networking event, hosted in the Oak Room of the Mansion House, and focused on actively supporting the retention of our existing female councillors. We targeted our invitations towards key women within each of the electoral areas, such as resident groups, Tidy Towns, local transport & climate activists, local sports clubs and representatives from the youth sector. Some entertainment was provided by youth dancers from the Theatre Learning Centre, Singer Niamh Bury and an all-female Ukulele Band - SNUG.



Safety Audits

Following on from the previous year's activities, audits were extended in to 2023. Again, the committee focused on safety for women in the City with Safety Audits carried out in the City Centre, Cabra Glasnevin, and Kimmage Rathmines areas. All findings and recommendations were submitted to senior staff in the Area Offices for implementation and action.



Safety Audit, Talbot Street, Dublin 1

Training Workshops & Capacity Training



Pocket Park Workshop

A training session on Greening Strategies and Pocket Parks' was held at the Wood Quay Venue, Dublin 8 on the 16th June 2023. The focus of this workshop was so our Councillors could be more equipped to answer an increase of queries in this area from constituents. The event was most worthwhile with presentations provided by Suzanne O'Connell & Christina Todd, Executive Landscape Architect from our Parks Biodiversity and Landscape Services and Catherine Cleary and her team from Pocketforest.ie, a community based initiative that is doing great work in regenerating nature by transforming small local green spaces.



Social media training:



A training session took place on 6th October in the Richard O'Carroll room provided by Joanne Sweeney, a former broadcast journalist, now a published author, passionate podcaster and founder of Digital Training Institute. This full day session focused on 3 main social media platforms of Twitter, Facebook and Instagram on how Councillors could best promote their platforms in the following areas:

- What platforms for what audience
- How to increase followers
- How to design catchy posts

Dementia Carers Appreciation Evening

The Women's Committee hosted a Dementia Inclusive Carers social evening on Thursday the 21st September 2023 in the Oak Room, Mansion House. A fun event, showing appreciation for carers and creating awareness that they are not alone. The MC for the event was Karen Meenan, Limelight Communications and entertainment was provided by the Forget-me-nots choir and scarf dancer Olwyn Lyons.

A panel discussion took place where Mike Hanrahan (Stockton's Wing) and choir members Kate Byrne and Nora Owens – spoke about their own experiences on caring for loved ones with Dementia.



Local Level Women's Caucus Workshop

Natalie Leonard, Administrative Officer, Chief Executives Department on behalf of the Women's Committee attended a Local Level Women's Caucus Workshop, in Bloomfield's Hotel Mullingar on the 24th May 2023 hosted by the Department of Housing Local Government and Heritage. Ciara McHugh, National Women's Council of Ireland, Sinead Doody, Women's Regional Caucus and Lorraine Gallagher, Director of Services, Wicklow County Council provided presentations on the day which included research and guidelines for Local Authorities and Women Councillors. The workshop was a positive networking event, which also provided an opportunity for Local Authorities that currently have existing caucus/committees, like ourselves, to share knowledge and experience. Particular focus was on increasing caucus creation following Local Elections 2024.

Cllr. Darcy Lonergan
Chair of The Women's Committee



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

**DUBLIN CITY COUNCIL
TRAINING PROGRAMME
for
ELECTED MEMBERS
2024**

DUBLIN CITY COUNCIL TRAINING PROGRAMME for MEMBERS 2024

Background

Legislation

Under section 142(5A) of the 2001 Local Government Act, as inserted by section 53(1)(d) of the 2014 Act, the provision of allowances for expenses for training is separated from the allowances for expenses for conferences. The guidelines regarding attendance at training and conferences is set out in Circular LG 05-2022 "Allowances and Expenses of Elected Members of Local Authorities".

Under the regulations Dublin City Council is required to adopt a Training and Development Programme for the Elected Members.

Scope of the programme

This Programme should reflect the following

- a) the key policy issues and challenges facing the members and the local authority generally;
- b) the stage of the local government term; the training and development needs may be different at the beginning and end of a local government term;
- c) the profile and experience of the members, including the events already attended by councillors generally, and
- d) the likely resources that will be available to meet training needs under section 142(5A) of the 2001 Act for the development of members.

Courses for which expenses for attendance may be paid

Events / Seminars organised by LAMA, AILG and national representative bodies such as the IPI (Irish Planning Institute) are considered as training events under the regulations.

Programmes of education and training which relate to functions for which local authorities have responsibilities and which are validated by Quality and Qualifications Ireland (QQI), the body established by the *Qualifications and Quality Assurance (Education and Training) Act 2012*. This is to ensure that the training is externally accredited or validated, and includes courses and training programmes provided by a wide range of educational bodies.

Training may be approved by the Minister from time to time. Training provided by the Institute of Public Administration in relation to local government is automatically approved by the Minister.

Members may attend up to a maximum of 2 events per annum provided by the Local Authority Members Association (LAMA).

Budget

A training budget is provided in the annual estimates to cover necessary relevant training. There is an annual allowance of €1,000 per Councillor in the 2024 Budget. All Training returns must be made to Chief Executives.

In the event that a Councillor has exhausted all of their annual Training allowance of €1,000 but wishes to undertake further training, it is permissible to transfer all or part of the unused Training Allowance from one councillor to another. This will require the authorisation in writing of the both elected members concerned and the group leader of the councillor sharing their allowance. Where a Councillor wishes to avail of this facility it should be communicated to the Senior Executive Officer in the Chief Executive's Office. Notwithstanding the above, the maximum combined training allowance for any one Councillor in a calendar year is €3,000.

Conferences with the exception of AILG and LAMA must be approved by Protocol in advance and there is a budget of €700 for conferences (includes travel and subsistence). Circular LG 03/2020 recommends that Councillors should endeavour to attend conferences and training in the Eastern Midlands Region, members are only permitted to attend two outside of that area during the year.

For educational programmes identified at subparagraphs (2)(d) and (e) above 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.

Councillors should check with Chief Executive's in advance to ensure the course is covered by the scheme. Payment will be made annually in arrears following satisfactory evidence that all examinations have been passed and the elected member is eligible to progress to the next stage of the course, were the course is not completed. The payment of a contribution only of such course fees reflects the expectation that qualifications at Level 6 and above will be of benefit to the elected member outside his or her role as an elected member.

Aim of the Training Programme

The aim of the Training & Development Programme is to:-

- Adopt a more structured approach to supporting the development needs of councillors so that they can discharge their duties as effectively as possible.
- Inform decisions by the elected council on the training events at which councillors should be supported.
- Address any training needs as identified by individual Councillors.

Types of Training available

Training may be divided into 3 types:-

- In-house, either individual or group
- Outsourced, either individual or group
- Seminar/Training, provided by LAMA or AILG

As co-options occur induction courses will be provided by staff in the Chief Executive's Dept.

Outsourced training is provided by various agencies, several of whom specialise in 'Local Authority' training, such as the Institute of Public Administration (IPA).

Potential Training and Development Programme

- 1) **Series of lectures (In-house)** – can provided in-house on request on the functions of each Department, with special emphasis on the reserved functions pertaining to each and any attendant legalities or legal implications.
- 2) **IT Training** - based on individual needs and experience; this can be either in-house or outsourced, either individual or group
- 3) **Series of lectures (Outside provider)** – (subject to demand) provided by the IPA or other provider, in the Council Chamber, with particular emphasis on legislation that affects/governs Local Authorities and their functions/responsibilities.
- 4) **Individual Courses** - Funding of individual courses as requested by a Member, subject to approval by the Chief Executive's Department. Must be Level 6 and above in the National Qualification Framework. (Including training provided by both the DIT and the City of Dublin Education Training Board).
- 5) **IPA Learning & Development Programme** - (see IPA website for details of available courses) - subject to approval by the Chief Executive's Department

Funding of the Training & Development Programme

Funding for the Training Programme is provided for in the Revenue Budget adopted by the City Council each year. In election year, training allowances are only allocated on a pro rata basis up to the election date. In addition to individual or DCC member's group training, the training budget covers:-

- (a) **LAMA** - Annual seminars and conferences of Local Authority Members Association (LAMA) - attendance will be limited to 2 events per annum organised by LAMA. Attendance at Members' discretion.
- (b) **AILG** - Seminars and conferences provided by the AILG, attendance and payment of expenses in accordance with DoHP&LG directives, Circular LG 03/2020. Attendance at Members' discretion.
- (c) **Educational programmes** 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. The payment of a contribution only of such course fees reflects the expectation that qualifications at Level 6 and above will be of benefit to the elected member outside his or her role as an elected member.
- (d) **Individual Courses:** Refunds to Members will be in retrospect so costs will be known in advance to enable budget to be provided.
- (e) **IPA Learning & Development Programme/Other Training Providers:** Refunds to Members will be in retrospect on application to Chief Executive's Dept. so costs will be known in advance to enable budget to be provided
- (f) **Series of lectures (In-house)** : The in-house training will be cost free to Members
- (g) **IT Training** : On an individual basis, delivered by staff member, will be cost free to Members
- (h) **Series of Lectures (Outside Provider)** – cost will be borne by the Chief Executive's Dept. so will be cost free to Members

Irish Language Course for Elected Councillors

The following courses listed below can be arranged by contacting Gaelcultúr

<https://www.gaelchultur.com/en/courses/irish-course-for-councillors>

Gaelchultúr live online course

1 hour X 5 weeks

Irish language phrases that they can use when delivering speeches or attending community events. They will also be taught useful phrases and vocabulary that will help them include more Irish in their day-to-day correspondence with colleagues.

This resource caters to the language requirements of council members and contains useful vocabulary and terminology specific to the work carried out by council members.

Participants will be given 6-months access to a comprehensive and interactive learning resource on Gaelchultúr's e-learning website www.ranganna.com

Giving Speeches in Irish

<https://www.gaelchultur.com/en/courses/speeches-in-irish>

Half-day Course

This course is aimed at politicians, senior managers, communications officers, and spokespersons working within the public sector who are required to carry out public-speaking duties at events

Aims to enable the participants to learn Irish phrases that will be suitable for speeches and visits to various venues where the Irish language is used. They will also be taught a vocabulary and useful phrases to help them use more Irish when communicating with their colleagues and the public at events.

The course also aims to build language skills and confidence in participants so that they will be comfortable using Irish when greeting a crowd and delivering a speech.

In addition to the live online course, participants will be given 3 months access to a comprehensive learning resource on the Gaelchultúr e-learning site, www.ranganna.com.

Certificate in Professional Irish – 5 Levels

<https://www.gaelchultur.com/en/courses/certificate-in-professional-irish>

The Certificate in Professional Irish is a part-time programme aimed at public sector employees who deal with the public on a regular basis and are required on occasion to provide a service through Irish. Those who undertake the course have an opportunity to learn specialised language relating to their work and to gain a recognised qualification at the same time.

The aim of the course

The Certificate in Professional Irish seeks to provide participants with the confidence and language skills necessary to communicate through Irish with the public in the context of their work, and to also use the language in social situations. The course helps participants provide a higher standard of customer service through Irish, and this in turn helps the bodies in which they work to fulfil their obligations under the Official Languages Act 2003.

Levels / Qualifications

The Certificate in Professional Irish is available at

Levels 2 NFQ (A1 CEFR)*,

3 NFQ (A2 CEFR),

4 NFQ (B1 CEFR),

5 NFQ (B2 CEFR) and

6 NFQ (C1 CEFR)

*NFQ = National Framework of Qualifications / CEFR = Common European Framework of Reference for Languages

Fee

€745** (exam fees, e-learning and materials included)

**Discount can be arranged if more than one person from the same organisation attends a course

Course Provider

Coláiste na hÉireann/Gaelchultúr
11 Sráid an Chláraigh,
Baile Átha Cliath 2,
D02 TD34

11 Clare Street,
Dublin 2,
D02 TD34

More Information: <https://www.gaelchultur.com/en/courses/certificate-in-professional-irish>

Prior to the March Council meeting there will be an online course available in Jan / Feb 2024 and this will comprise elements from the above courses “Giving Speeches in Irish” and “Irish for Councillors”.

Suggested Courses for 2024

Following consultation with the Elected Members the following training is proposed for 2024.

Course Title	Provider	Date
Half-day Handling negative social media and its impact	Carr Communications	January
Irish Language Meeting Training	Gaelchultúr	January - March
Induction Programme (introduction to Councillor role, SMT, Challenges facing Dublin, overview of structure, area committees etc.	DCC	June 2024
Governance – Ethics, Standards, lobbying, GDPR	Legal Professional	June 2024
Chairing meetings	LGIU	September 2024
Health & Safety Awareness	LGIU	September
Making a difference as a newly elected councillor	LGIU	October
Managing casework and personal resilience	LGIU	November

Courses may be added to the programme throughout 2024 as required.

**Compiled by: Shannon Kelly
Chief Executive's Department.
Updated: November 2024.**