

Report on	Conferences, Seminars & Training
Date of Meeting	25 July 2024
Reporting Officer	Joseph McGuckin, Head of Strategic Services & Engagement
Contact Officer	Eileen Forde, Committee & Member Services Manager

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	x

1.0	Purpose of Report
1.1	Provide an update on seminars and conferences received. To seek approval for (i) elected member attendance and the payment of registration/ attendance fees and associated costs, as incurred and, (ii) council officer approvals.
2.0	Background
2.1	Costs associated will be set against 2024-2025 member Conference, Seminar and Training allocations.
3.0	Main Report
3.1	<p>Approval for Consideration of Attendance by Elected Members</p> <p>There are occasions when it is beneficial to the council for Officers to attend conferences and seminars. Members are asked to consider engaging in training opportunities as outlined in Appendix A.</p> <p>Council is now a Member of APSE which allows Council to avail of training opportunities at reduced rates. APSE is offering two free places to their annual conference in Briston, one officer and one Member. Should Council decide to avail of these places associated costs for accommodation and subsistence would be met through Member conference/training allowance. Officer place would be met through existing budget.</p>
3.2	<p>Officer Approvals</p> <p>There are occasions when it is beneficial to the council for Officers to attend conferences and seminars. Approval for attendance as detailed in Appendix B to this report is sought.</p>

4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: Costs to be set against Members 2024/2025 conference/seminar/training allocation. Any costs incurred above annual allocation to be incurred by Member
	Human: not applicable
	Risk Management: not applicable
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: not applicable
	Rural Needs Implications: not applicable
5.0	Recommendation(s)
5.1	Approval for attendance at the conferences, seminars and training by members and council officers as required.
6.0	Documents Attached & References
	Appendix A Member Conferences, Seminars & Training Appendix B Staff Conferences, Seminars & Training