

LLG Bursary Fund & Awards Scheme

1. Introduction

- 1.1 Lawyers in Local Government (LLG) believes that all those working within the legal and governance functions of local government should have the opportunity to enhance their skills and develop their careers for the benefit of their employers as well as themselves. However, we also recognise that departmental training budgets are under constant pressure. Changes to the solicitors' CPD scheme may further exacerbate those pressures. When there are limited funds available, it is often young solicitors and trainees who are most affected.
- With this in mind, LLG is offering a limited bursary scheme to assist in meeting the training needs of members, particularly those in the early stages of their careers. Local Authority employers have primary responsibility for meeting the training needs of their employees. LLG bursaries must not be seen as a means by which employers can abrogate that responsibility. LLG bursaries are intended to supplement, not replace, the provision of properly funded training by local authorities. Further, members are encouraged to explore other potential sources of funding, such as the Local Government Legal Society Trust (see below).

2. Who can apply

- 2.1 The scheme is open to all full members of LLG. However, bursaries will not normally be awarded to:
- Chief Officers or their Deputies
 - Directors of the Boards of LLG or LLG Legal Training; or
 - LLG Branch Office Holders

unless in any such case the LLG Executive Board considers there are exceptional circumstances to do so in which event the reasons for the decision will subsequently be reported to the LLG Board for information.

3. What you can apply for

- 3.1 Bursaries may be awarded to cover all or part of any costs associated with an individual's professional training or personal development. Examples may include:
- course and conference offered by LLG Legal Training
 - Annual Governance Conference
 - LLG Legal Training Weekend School
 - LLG National, Regional and branch conferences
 - Other LLG sponsored events and initiatives
 - Travel or accommodation for attending such events
 - (Exceptionally) payment of LLG membership subscriptions
 - Academic qualifications produced by LLG/LLGE or endorsed including the Local Government Diploma in Law

- 3.2. Assistance towards more general development activities or in respect of courses and events provided otherwise than by LLG/LLG Legal Training will normally be regarded as outside the scope of the LLG Bursary Scheme and application should be made instead to the Local Government Legal Society Trust Fund.

4. Criteria for Awards

- 4.1 All applications must include a statement signed by the applicant's line manager or other senior officer confirming:
- (i) that the proposed activity or event is appropriate to the training needs of the individual and indicating how it will benefit the applicant;
 - (ii) why the local authority cannot fund the required training. The local authority must be shown to be making appropriate provision towards meeting the professional training needs of its staff e.g. by part funding the training to which the application relates and/or having already committed to fund training for number of other staff in the same financial year.
- 4.2 All applications will be considered on merit but preference will be given to:
- (a) those individuals who can demonstrate:
 - (i) Past contribution to the work of LLG; or
 - (ii) Current active participation in LLG; whether through attendance at Branch meetings, contributions to the website, roundtables, events or discussion forum for example; or
 - (iii) Some other significant contribution to LLG or its aims; or
 - (ii) the intention to become an active member of LLG stating clearly in what way.
 - (b) those in the early stages of their career
 - (c) those who have not previously received a bursary from LLG
- 4.3 LLG will normally seek to assist as many people and where appropriate may limit bursaries to partial awards only.

CRITERIA AND ELIGIBILITY FOR THE MSC LOCAL GOVERNMENT LEGAL PROFESSIONAL LEADERSHIP DISTANCE LEARNER COURSE WITH NORTHUMBRIA UNIVERSITY.

4.4 Applications for funding towards the Masters Degree have a less onerous criteria and eligibility as follows:-

- Applicants must be full Members of LLG
- Applicants must already have secured an offer to undertake the MSC from Northumbria University prior to applying for the bursary.
- Bursary applications will be reviewed and rewarded on a first come first served basis



Lawyers in Local Government

- LLG reserves the right to limit access to the bursary to one individual per local authority, subject to demand.
- LLG reserves the right to refuse all a part of a bursary award where it considers it to be in the best of interests of LLG and its membership at large?

5. How to Apply

- 5.1 Applications will be treated in confidence and should be made on the LLG Bursary Fund & Awards Application Form and sent as a pdf attachment to membership@lawingov.org.uk. Postal applications can be made to the following address;
LLG Membership Office
Suite 2, Sanford House, Medwin Walk, Horsham, West Sussex, RH12 1AG
- 5.2 Applications will be considered on a rolling basis upon receipt. Please try to leave as much time as possible prior to the event/course you are seeking a bursary for in order to enable your application to be considered. LLG and LLGE accept no liability for expenditure incurred by you prior to its determination notified to you in writing.
- 5.3 Applicants will be notified of the decision as soon as possible. All bursaries are discretionary. Reasons for decisions will be given but no correspondence will be entered into.

6. Local Government Legal Society Trust

- 6.1 The Local Government Legal Society was one of the forerunners to LLG. It was disbanded in 1976 when the organisation became part of the Law Society. The Local Government Legal Society Trust (the Trust) came into existence at that time and is administered separately from LLG.
- 6.2 The objects of the Trust are to:
- “To promote and develop the role of solicitors, and trainee solicitors employed in local government in legal, managerial and administrative capacities and to take appropriate action on all matters concerning their training professional development duties responsibilities remunerations and interests.”*
- 6.3 The Trust can provide bursaries and grants to cover training and development but only to Solicitors and trainee solicitors. Other members of LLG, such as barristers or FILEX are not eligible to apply to the Trust.
- 6.4 If you are eligible to apply for funding from the Trust you should allow up 2 months for a decision. Applications to the Trust should be sent to:

Treasurer: Felicity Hildred: fjhildred@phonecoop.coop or
Secretary: John Bremers: bremersjohn@btinternet.com

You should allow at least two months for a response from the Local Government Legal Society Trust (if appropriate).