

IRRV ONE DAY TRAINING DAYS - SPRING 2010

TRAINING BRIEFING

The IRRV's spring one day training days are designed for local authority staff at all levels in their career.

About the training days:

- ◆ The training days take place at Keele University, Staffordshire
- ◆ The trainers are extremely experienced practitioners with expert subject knowledge
- ◆ The most up to date legislation is covered with a plain English approach to aid understanding
- ◆ The training days are valid for CPD points

What's included?

All refreshments including lunch and refreshments, tuition and study material and handouts.

Target audience

These courses are designed to appeal to staff who need to understand aspects of local taxation, revenues and benefits (either at introductory or subject specific levels).

Price

£115 plus VAT for Members/Forum Members
£135 plus VAT for non Members

Overnight accommodation is available at the University at the rate of £65 per person plus VAT (includes bed, breakfast and evening meal)

There is free Parking available at the venue.

Tutors:

Mrs Janet Alexander IRRV (Hons)

Ms Louise Freeth Tech IRRV

Mr Gordon Heath IRRV (Hons)

Mr Dave Chapman IRRV (Hons)

| Course Title | Location | Course Length | Date | Level |
|---------------------------------------|----------|---------------|---------------------------|------------------------|
| Introduction to Benefits | Keele | 1 day | Tuesday 27th April 2010 | Beginner |
| Enforcement all you need to know | Keele | 1 day | Tuesday 27th April 2010 | All levels |
| Transitional Rate Relief Workshop | Keele | 1 day | Tuesday 27th April 2010 | Intermediate and above |
| Introduction to Business Rates | Keele | 1 day | Wednesday 28th April 2010 | Beginner |
| Students and Self Employed Claimants | Keele | 1 day | Wednesday 28th April 2010 | All levels |
| Transitional Rate Relief Workshop | Keele | 1 day | Wednesday 28th April 2010 | Intermediate and above |
| Understanding bankruptcy & insolvency | Keele | 1 day | Wednesday 28th April 2010 | All levels |
| Collecting taxes in a recession | Keele | 1 day | Thursday 29th April 2010 | All levels |
| Introduction to Council Tax | Keele | 1 day | Thursday 29th April 2010 | Beginner |
| Tricky bits of Benefits | Keele | 1 day | Thursday 29th April 2010 | All levels |

Booking

Please complete the booking form overleaf or telephone 020 7691 8996 for more information regarding these training days. Forum members and Benefits Advisory Service subscribers can use their training day credits against these training days.

VAT and Cancellations

VAT will be applied at the current rate. Cancellations before 1st April will be charged at 50%. A substitute attendee is allowed at any time at no extra cost.

Please note: Numbers on courses will be limited so early booking is recommended

www.irrv.org.uk tel: 020 7691 8996 enquiries@irrv.org.uk fax: 020 7831 2048