

LOCAL AUTONOMY COLLEGE



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For the future of local autonomy

Sixty years for development of local government executives

After World War II, the local autonomy system was established under the new Constitution. Democratic and efficient management of local administration required an organization for advanced training of workers for local public entities that are directly engaged in local administration. In this situation, the law of establishment of Local Autonomy College was enacted in response to requests from local public authorities, and Local Autonomy College was set up in October 1953 as Japan's only central training institution for local public employees. Since then, it has been producing excellent personnel for over sixty years, and many of its graduates have been working actively in the front lines as executives of local public entities.

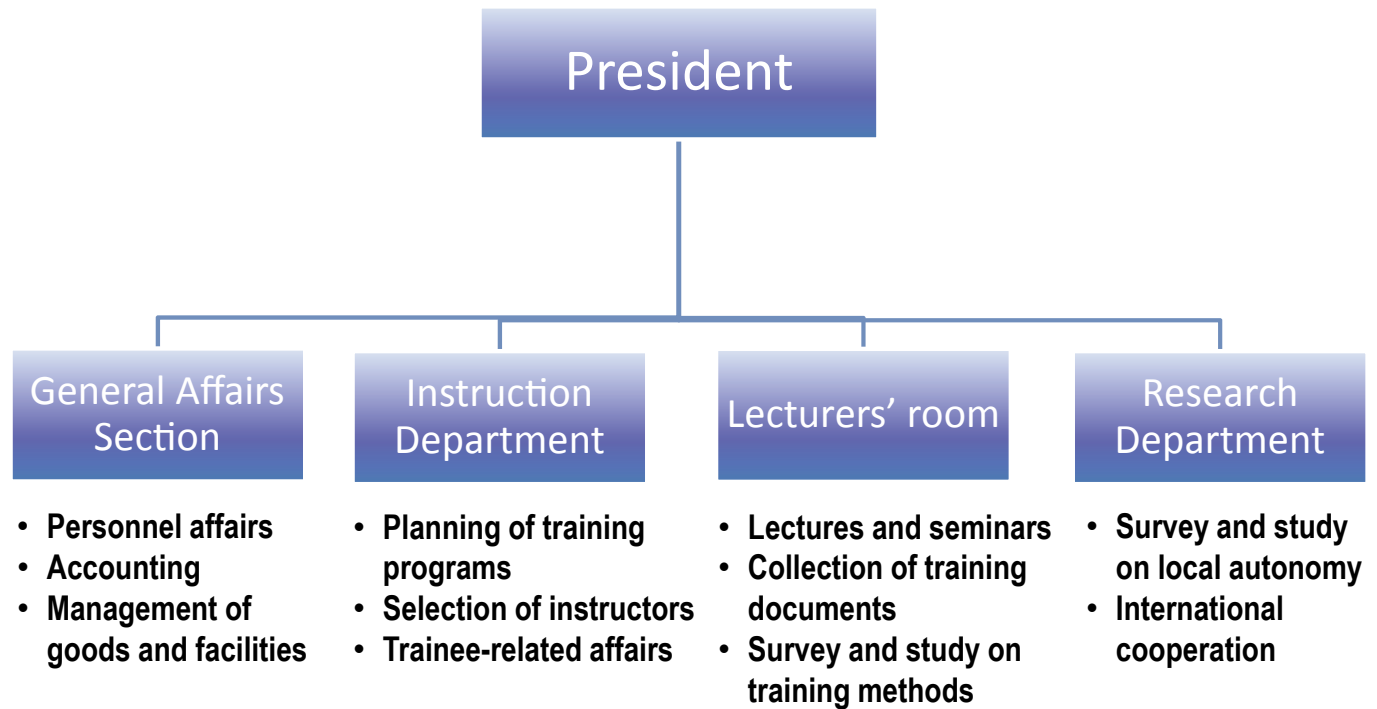
In Japan, there has been an increasing trend toward the realization of true decentralized society, due to the recent progress of decentralization reform and this trend seems to continue growing in the future. Under such circumstances, development of human resources in local governance (local autonomy) has become increasingly important in order to create unique and revitalized local communities on their own initiative. It means that Local Autonomy College plays a more important role of fostering general policy-making capabilities and administration management abilities of local public employees.

In addition, Local Autonomy College has another function as a research center on local autonomy. It conducts researches and studies on local autonomy-related systems and their operations inside and outside Japan.

Local Autonomy College was relocated to the city of Tachikawa in Tokyo in April 2003 to meet local public authorities' demands for the training more adequately than before and also to follow the government policy 'One ministry relocates one institution to local region'.



Organization of Local Autonomy College



Local Autonomy College is overseen by the Ministry of Internal Affairs & Communications, which is one of the ministries and is responsible for local administration. Local Autonomy College consists of four sections: General Affairs Section, Instruction Department, Research Department and Lecturers' Room.

The General Affairs Section is in charge of college management, salaries, discipline of Local Autonomy College staff, accounting, and so on.

The Instruction Department is responsible for implementing training programs, hiring lecturers, selecting texts, accepting trainees, and so on.

The Lecturer's Room is in charge of giving lectures to trainees and supervision

The Research Department is responsible for arranging international conferences, implementing international training, conducting various research on training, and so on.

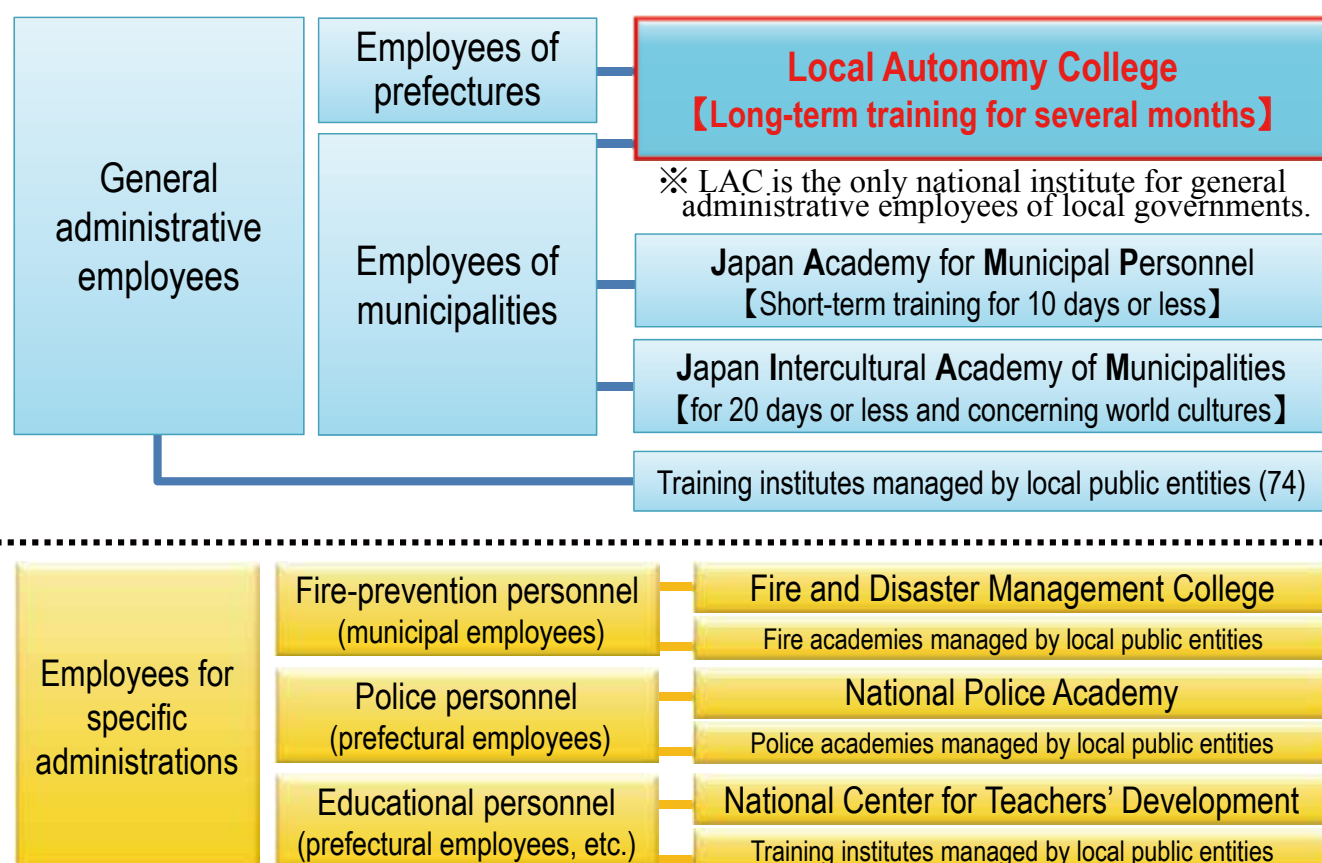
Training at Local Autonomy College

Development of human resources who will lead local autonomy in the era of decentralization

Local public entities are facing many issues in a super-aging society with population decline. As the reform of decentralization is promoted in Japan, local public entities are expected to tackle these issues with the principles of self-determination and self-responsibility, and to respond to residents' needs appropriately. Therefore, it is becoming more important than ever to develop human resources who will play a leading role in local autonomous administration.

Overview of training for local public employees

According to the provisions of the Local Civil Service Law, opportunities for training are guaranteed. Basic training is provided by each local government such as for newly hired staff, while each prefecture and major cities manage their own training facilities and provide their own original training. Otherwise, training institutions like JIAM and JAMP, which were set up in collaboration with municipalities, arrange training that is difficult to provide in such facilities, as well as various other kinds of training.



Characteristics of Local Autonomy College

Local Autonomy College is the only national training facility whose major role is to provide long-term training for middle-career local public employees to develop the capabilities of policy formation and administrative management. Therefore, we call in prominent lecturers from diverse areas and provide advanced, professional training. The trainees are recommended by their local governments and are expected to become executives in the future.

A wide variety of training courses and highly practical and advanced lectures

With a wide spectrum of training courses and disciplines, Local Autonomy College provides comprehensive trainings systematically that cover whole administrative fields undertaken by local public authorities.

Local Autonomy College offers lecture subjects including The Constitution of Japan, Civil Code, public finance, local administrative and financial systems. In addition, it teaches general public policies which include policy-making methods such as legal work, utilization of statistics and others. It also teaches particular public policies which include local authorities' policy issues such as town planning and local revitalization. The College aims to cultivate the ability and to cope with social and economic changes to respond to residents' needs quickly and appropriately, by focusing on cultivating practical abilities that directly contribute to development of local autonomy.

Training programs that suit the needs of the times

Local Autonomy College offers hands-on training programs focused on skills required in planning and devising policies (e.g. policy development skills) for addressing administrative issues. The aim of the programs is to help cultivate the required practical and hands-on skills in this era of decentralization reform.

The programs consist of not only lectures but practical training courses aimed at the development of six practical skills that local government officers (who will serve as the leaders of local community in the coming years) must possess: identifying and resolving problems, planning policies, presentation skills, management skills, knowledge of public



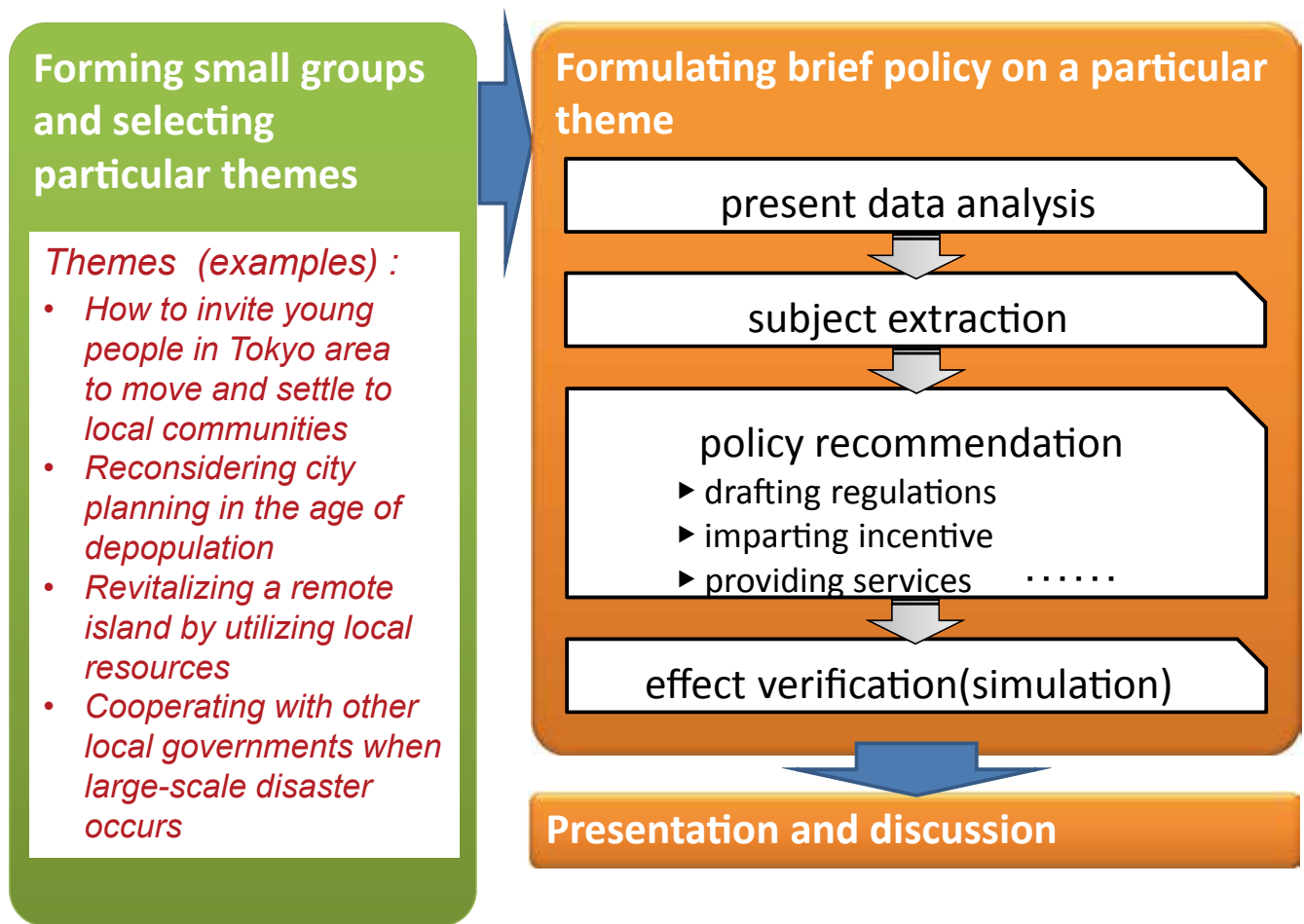
policy and administrative management, and a sense of responsibility as executive trainees. The programs enable the trainees to acquire the skills gradually and steadily. Our specific practical training courses are as follows:

- Mock lecture and training
- Case study training
- Data analysis training
- Ordinance planning training
- Debate training
- Policy planning training

We aim for cultivating trainees who will supervise the whole management of their organization with cost effectiveness and also will be able to fulfill their duties with responsibility as well as a desire to improve through all of these courses.



(Reference) Policy planning training



The policy-making training is the most important training and much time is assigned to it. Groups of five or six trainees work together on a particular theme related to local administration to formulate a brief policy. Example themes are:

- how to encourage young people to relocate and settle in local communities
- how to reconsider city planning in the age of depopulation

Trainees exchange views with other groups and instructors and receive advice to develop their understanding. At the end of the training, they make reports and give presentations in the presence of instructors and other trainees. The most useful report is published in journals related to local administration.

Through the training, trainees can learn how to analyze information, identify problems, draw up various measures and give their managers a detailed explanation.

Outline of the training courses

Course		Target persons	Duration	Frequency /year	Number of trainees planned for FY2021
General Training	Basic Legislation A	① Division 1 trainees ② Division 2 trainees ③ Trainees of only Basic Legislation	4 weeks	Twice	–
	Basic Legislation B	① Division 2 trainees ② Special Course for Division 1 and Division 2 trainees ③ Trainees of only Basic Legislation	2 weeks	Twice	–
	Division 1	Equivalent to Section Chief, Deputy Division chief or above in prefectures and designated cities (Officials of municipalities can also be admitted by request)	10 weeks	Twice	160 trainees (80 trainees)
	Division 2	Equivalent to Section Chief and above in municipalities (excluding designated cities)	2 months	4 times	320 trainees (80 trainees)
	Special Course for Division 1 and Division 2	Female officer equivalent to Section Chief or above in prefectures and municipalities	3 weeks*	Twice	240 trainees (120 trainees)
	Division 3	Equivalent to Division chief or above in prefectures and municipalities	3 weeks	Once	120 trainees

Specialized Training	Tax Administration	[Tax Administration and Collection Course] Tax collection officials in prefectures and municipalities	3 weeks	Once	120 trainees 1
		[Tax Accounting Course] Tax administrators in prefectures and municipalities	3 months*	Once	50 trainees
	Auditing and Internal Control	Equivalent to section chief, Deputy Division chief or above in prefectures and municipalities	1 month*	Once	50 trainees
Total				16times	1,060 trainees

Note: * In this course, correspondence training, including e-learning, will be implemented prior to the residential training.



Wide-ranging interaction among trainees

Residential training

Trainees sent from local public entities throughout the country participate in residential training and have active exchange that go beyond the framework of specific geographical or administrative areas. Through the welcome party, lectures, various events and the farewell party, a spirit of camaraderie is built. The fellowships and the spirit of autonomy developed at the Local Autonomy College are lifelong assets for trainees.

Alumni—the national network of graduates—

68 years have passed since Local Autonomy College was founded and we have accepted about 1,000 trainees per year. And the number of alumni is more than 60 thousand as of the end of 2020. The Alumni Association of Local Autonomy College Graduates “Ko-yu-kai” was established in 1955 to promote mutual friendship and to exchange valuable information among the graduates. Since then, it functions as a network for maintaining the fellowships developed at the college.



Supporting local public entities' training

Research on training circumstances and provision of information

Today the challenges that local public entities are facing have become more advanced and specialized with aging population, fewer children and globalization.

Under these circumstances, local public entities' trainings which aim to improve skills of local public employees are required to be implemented more efficiently and effectively in response to the advanced and diversified difficulties of local governments.

Local Autonomy College conducts research on actual trainings conducted by at local public entities and provides the results for local public employee training institutions across the country to contribute them to improve training quality.

Special course for development of human resources

In addition, Local Autonomy College is also engaged in various efforts to exchange and provide information with local public entities. As part of these efforts, each year, we conduct a human resource development training program, which aims to enhance the ability of human resource development departments at local public entities to plan and run training programs as well as provide information for the departments.

Library and reference library

To help the trainees' studies, Local Autonomy College has a library with about 47,000 books on law, economics, local government and others. Open from 8:30 a.m. to 11 p.m., it can be used for preparations for lectures and seminars. It also has a reference library that stores documents about creation of the local government system and so on.



Network of Local Autonomy College expanding to the world

- Another aspect of Local Autonomy College - EROPA LOCAL GOVERNMENT CENTER

Eastern Regional Organization for Public Administration (EROPA) is a non-governmental international organization established for improving public administration in the Asia Pacific region, and it is currently made up of 10 member states including Japan.

Local Autonomy College participates in EROPA general assembly and executive council as well as study meeting held every year at one of its member countries as the representative of Japan and enhances the partnership with other countries. The theme of 2019 EROPA Conference is “Public Governance for Inclusive Growth: Accountability, Engagement, and Digital Transformation” and was held in Manila, Philippines. And we subsidize Japanese presenters who make presentations at a conference to spread achievements in local administration and business practice.

Local Autonomy College has the EROPA Local Government Center, a technical center under EROPA, and it invites trainees from various countries to provide international training on Japanese local administration.

Also, it has been publishing “Comparative Studies of Public Administration,” which is a collection of papers under the themes pertaining to the local administration. We have published the 13 volumes so far. The theme of the 13 volume is “Local Governance in the Age of Technological Transformation and Global Uncertainty” and the total 9 notable writers argued the sub-themes.

In addition, based upon the request of EROPA, Local Autonomy College conducts a 5-week training course designed for public employees from developing countries who are engaged in local administration in cooperation with Japan International Cooperation Agency (JICA). This course was first introduced in 1964 and has accepted participants since then.



History of Local Autonomy College

August 1, 1953	Law for Establishment of Local Autonomy College enforced (abolished in June 1984 to be integrated in the Law for Establishment of the Ministry of Home Affairs; this ministry was succeeded by the Ministry of Internal Affairs and Communications on January 6, 2001)
October 1, 1953	Local Autonomy College opened (at Azabu-Zaimokucho, Minato-ku, Tokyo using a building owned by the mutual aid association of prefectural government personnel)
May 1, 1954	Relocated to Azabu-Fujimicho, Minato-ku, Tokyo
May 10, 1954	Division 2 Course launched
June 1, 1955	Division 3 Course launched
May 6, 1958	Trainee Residence “Reitakuryo” completed
March 7, 1960	College Building completed
June 1, 1971	Trainee Residence “Senshinryo” completed
March 24, 1976	Reference Library completed
August 2, 1983	Specialized Course for Tax Accounting launched (the next Specialized Course for Tax Accounting)
September 19, 1988	Division 1 Special Course launched
August 21, 1996	Division 2 Special Course launched
April 6, 2000	Specialized Course for Auditing launched (the next Specialized Course for Auditing and Internal Control)
January 6, 2001	Placed under control of the newly-established Ministry of Internal Affairs and Communications
November 29, 2002	College Building at Midori-cho, Tachikawa city completed
March 31, 2003	Closed the former College Building at Azabu-Fujimicho
April 1, 2003	Opened the new College Building
September 2, 2003	Specialized Course for Tax Collection launched
September 17, 2003	Started a joint lecture of Division 1 and 2 Special Course (the next Special Course for Division 1 and Division 2)
October 29, 2004	School Song of Local Autonomy College of current College Building completed

College facilities and the location

Maximum Enrollment

Approx. 1,100 trainees

Facilities scale

- Total site area

50,000m²

- Total floor area

28,660m²

Facilities descriptions

- Administration Building

- Training Building

3 large Lecture Rooms

(one for 430 persons and the others for 130 persons each)

2 medium Lecture Rooms for 60 persons each

13 Seminar Rooms for 24 persons each

- Welfare Building

Dining hall (280 seats), Library, Assembly Room, Conference Room, etc.

- Dormitory

426 single rooms with bath and restroom, 4 special lodging rooms for the disabled, 4 special lodging rooms for lecturers, etc.

- Hall / Gymnasium

With a Fitness Room

- Sports field

With 4 tennis courts



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