

### KLOE 6

#### Identified Training Needs

As part of the work programme undertaken by the KLOE 6 Working Group, the following areas of training have been identified that will help Member gain a greater understanding of key issues/matters thereby assisting them to undertake and discharge their respective duties and obligations:

1. Role of a Chairperson and how to be an effective Chairperson.
2. Access to Information Rules (Refresher).
3. The Council's Rules of Debate (Refresher).
4. The Council's decision making arrangements (including the Schemes of Delegation/committee administration arrangements) (Refresher).
5. How to scrutinise matters and decisions (both prior to and post) more effectively.
6. The Council's Committee Administration Arrangements.

The KLOE 6 Working Group recommends that the above training needs are referred to the Council's Member Training Steering Group (MTSG) for consideration.

#### Member Induction

The KLOE 6 Working Group recognised that the Council's Member induction arrangements and 'Member Induction Pack' does not satisfactorily provide the requisite information and guidance required for newly Elected Members of the Council.

It is considered imperative that all newly Elected Members be provided with every opportunity to proactively engage in Council matters and promote good governance and sound decision making within the Council.

To help achieve this objective, the KLOE 6 Working Group recommends that the Member Training Steering Group reviews and evaluates the effectiveness of the Council's Member induction arrangements and critically appraises the 'Member Induction Pack' to ensure it is 'fit for purpose'.