

BROMSGROVE DISTRICT COUNCIL

Audit, Standards & Governance Committee

14th July 2025

MONITORING OFFICER'S REPORT

Relevant Portfolio Holder	Councillor K. May
Portfolio Holder Consulted	Yes
Relevant Head of Service	Claire Felton
Report Author Claire Felton	Job Title: Assistant Director of Legal, Democratic and Procurement Services Contact email: c.felton@bromsgroveandredditch.gov.uk
Wards Affected	N/A
Ward Councillor(s) consulted	N/A
Relevant Council Priority	Sustainable
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS

The Audit, Standards and Governance Committee is asked to RESOLVE that:-

- 1) subject to Members' comments, the report be noted.**

2. BACKGROUND

- 2.1 This report sets out the position in relation to key standards regime matters which are of relevance to the Audit, Standards and Governance Committee since the last update provided at the meeting of the Committee in March 2025.
- 2.2 It has been proposed that from 2025-26 a report of this nature be presented to the Committee on a quarterly basis to ensure that Members are kept updated with any relevant standards matters.
- 2.3 Any further updates arising after publication of this report, including any relevant standards issues raised by Parish Councils, will be reported verbally by Officers at the meeting.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no financial implications arising out of this report.

4. LEGAL IMPLICATIONS

- 4.1 Chapter 7 of Part 1 of the Localism Act 2011 ('the Act') places a requirement on authorities to promote and maintain high standards of conduct by Members and co-opted (with voting rights) Members of an authority. The Act also requires the authority to have in place arrangements under which allegations that either a district or parish councillor has breached his or her Code of Conduct can be investigated, together with arrangements under which decisions on such allegations can be made.

5. COUNCIL PRIORITIES - IMPLICATIONS

Local Government Reorganisation Implications

- 5.1 There are no direct implications for Local Government Reorganisation.

Relevant Council Priorities

- 5.2 It is important to ensure that the Council manages standards regime matters in an appropriate manner. The issues detailed in this report help to ensure that the Council is sustainable.

Climate Change Implications

- 5.3 There are no specific climate change implications.

6. OTHER IMPLICATIONS

Equalities and Diversity Implications

- 6.1 There are no direct implications arising out of this report. Details of the Council's arrangements for managing standards complaints under the Localism Act 2011 are available on the Council's website and from the Monitoring Officer on request.

Operational Implications

Member Complaints

- 6.2 Since the last report the complaints against a District Councillor from members of the public were assessed and found to be unsubstantiated. We received 2 member to member complaints, one of which was resolved informally and the other was assessed and found not to be a conduct issue. We received a complaint from a member and a member of the public, which was found not to be a member conduct issue and another complaint from a County Councillor against a District Councillor and a Parish Councillor, which was found not to be a conduct matter.

Constitution Review

- 6.3 The Constitution Review Working Group (CRWG) is responsible for reviewing the content of the Council's constitution. Any proposed changes arising from meetings of the group are reported for the consideration of Council.
- 6.4 A meeting of the CRWG took place on 10th April 2025, at which Members discussed Planning Committee Matters, a referral from the Council Meeting held on 19th February 2025 in respect of Motions on Notice, Council Procedures Rules – Public Participation and Motions on Notice – Requirements in the Council Procedure Rules.
- 6.5 Recommendations arising from this meeting were reported to the full Council meeting which took place on 14th May 2025.
- 6.6 At the request of Members, a further meeting of the CRWG was scheduled to take place in July 2025. Any recommendations arising from this meeting will be reported for Members' consideration at a Council meeting.

Member Development

- 6.7 The Member Development Steering Group (MDSG) is responsible for co-ordinating Member training, induction and ICT support. The group meets throughout the year.

- 6.8 The latest meeting of the group took place on 20th January 2025. Members agreed to cancel the March Member Development Steering Group meeting and to consider Member training needs at the next scheduled meeting of the Member Development Steering Group. The meeting of the group that was due to take place on 23rd June was subsequently postponed accommodating an additional meeting of the Planning Committee meeting. This meeting will now take place in July.

Member Training

- 6.9 A small number of Member training sessions have been arranged for 2025/26. This reduced number of training sessions has been booked in accordance with arrangements requested by the MDSG. In line with the approach agreed by the MDSG, some of this training will be delivered jointly with Redditch Borough Council, whilst other sessions are bespoke and being delivered to Bromsgrove Members only.
- 6.10 The MDSG has previously requested that the majority of training should be delivered in person. However, Members can opt to attend most training sessions remotely, with the link to the session provided on request.
- 6.11 The training sessions that have taken place since the last Monitoring Officer's report or which are shortly due to take place include:
- Code of Conduct Training – Thursday 8th May 2025
 - BDC Member Planning Training – Monday 2nd June 2025
 - Joint RBC/BDC Member Local Government Finance Training – Wednesday 25th June 2025
 - Member Licensing Refresher Training – Monday 21st July 2025
- 6.12 At a meeting of the Cabinet held on 18th June 2025 Members considered a recommendation made at the Audit, Standards and Governance Committee meeting held on 20th March 2025 concerning cyber security training for Members. Having considered this matter, the Cabinet agreed that cyber security training on the Knowbe4 system used by the Council should be mandatory.

7. RISK MANAGEMENT

- 7.1 The main risks associated with the details included in this report are:

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- Risk of challenge to Council decisions; and
- Risk of complaints about elected Members.

8. APPENDICES and BACKGROUND PAPERS

No appendices.

Chapter 7 of the Localism Act 2011.

9. REPORT SIGN OFF

Department	Name and Job Title	Date
Portfolio Holder	Councillor K. May, Leader and Cabinet Member Strategic Partnerships Economic Development and Enabling	04/7/25
Lead Director / Head of Service	Claire Felton - Assistant Director of Legal, Democratic and Procurement Services	N/A
Financial Services	N/A	N/A
Legal Services	Nicola Cummings, Principal Solicitor (Governance)	30/6/25