

BROMSGROVE DISTRICT COUNCIL

Audit, Standards & Governance Committee 24th November 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 July 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 received are as follows:

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Q1 2025

5 Member to Member complaints – All resolved (4 assessed as not conduct matters and 1 resolved informally).

2 Public -v- Member complaints – All resolved (both assessed as not conduct matters).

Q2 2025

5 Member to Member complaints – Resolved informally.

2 Public -v- Members – Resolved (both assessed as not conduct matters).

New Complaints

3 Public -v- Members – Resolved (all assessed as not conduct matters).

Type of complaint	Unresolved from last meeting	New complaints this period	Resolved this period	Unresolved at date of meeting	Age Analysis			
					2025 Q2 (July-Sept)	2025 Q1 (Apr-June)	2024 Q4 (Jan-March)	2024 Q3 (Oct-Dec)
Member to Member	0	0	5	0	5	5	4	2
Public to Member	0	3	3	0	2	2		
Other complaint 1								
Other complaint 2								
Other complaint 3								
Total	0	3	8	0	7	7	4	2

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 At the request of Members the meeting of the CRWG that was scheduled to take place on 29th July 2025 was postponed and rescheduled to take place on 16th September 2025. During this meeting, Members revisited items that were proposed at a meeting of the group held in July and also discussed matters such as the retention schedule rules in respect of the live streaming of meetings.

Member Development

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

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- 6.6 A meeting of the Member Development Steering Group took place on 27th October 2025. During this meeting the group received an ICT Update and feedback from Members for the Planning Refresher Training which took place on 2nd June 2025.

Member Training

- 6.7 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.
- 6.8 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.

7. RISK MANAGEMENT

- 7.1 The main risks associated with the details included in this report are:
- 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	12/11/25

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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)	6/11/25