

BROMSGROVE DISTRICT COUNCIL

Audit, Standards & Governance Committee 13th July 2026

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

Members are asked to RESOLVE that:-

- 1) Subject to Members' comments, the Audit, Standards and Governance Committee is assured regarding the Monitoring Officer's Report.**

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 February 2026.
- 2.2 It was proposed that from 2026-27 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.

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Operational Implications

Member Complaints

6.2 Since the last report the complaints received are as follows:

5 Member -v- Member complaints – all resolved (assessed as not conduct matters)
1 Public -v- Member complaint – resolved
1 complaint -v- Parish Councillor – resolved
1 complaint from a Parish Council -v- Member – unresolved (received since the last report to the Committee)

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

Whistleblowing

6.3 We have not received any whistleblowing complaints since the last report.

6.4 At a recent meeting of the Corporate Leadership Team (CLT) with Fourth-Tier Managers, the Human Resources and Organisational Development Manager delivered a presentation on the subject of whistleblowing. This presentation provided information on the following points:

- What constitutes whistleblowing
- Who staff should report to when whistleblowing
- The Council's process for whistleblowing under the authority's whistleblowing policy

6.5 Any whistleblowing reports are logged and reported to the Senior Leadership Team (SLT) as part of their governance monitoring arrangements.

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- 6.6 Whistleblowing reports will also be reported as part of the Monitoring Officer's report to the Audit, Standards and Governance Committee moving forward.

Constitution Review

- 6.7 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.
- 6.8 At the request of Members the meeting of the CRWG that was scheduled to take place on 30th March 2026 was postponed and rescheduled to take place on 28th April 2026. During this meeting discussions were held on Contract Procedural Rules, Financial Procedures, Scheme of Delegations – Review and Behaviour at Meetings. Recommendations arising from this meeting were reported to the Annual Council meeting held in May.
- 6.9 A meeting of the CRWG was scheduled to take place on 10th July, after the agenda for this meeting will have been published.

Member Development

- 6.9 The Member Development Steering Group (MDSG) is responsible for co-ordinating Member training, induction and ICT support. The group meets throughout the year.
- 6.10 A meeting of the Member Development Steering Group took place on 10th March 2026.
- 6.11 At the request of Members, the Senior Marketing and Communications Officer provided an outline to Members of the WhatsApp Policy, highlighting the Data Protection implications.
- 6.12 Members were asked whether separate Social Media training was required. It was agreed that matters relating to social media use would be emphasised as a specific point during the Code of Conduct session for Members and this subsequently occurred at a training session held in May 2026.
- 6.13 During the meeting, Members were informed that there were no longer any outstanding Members who needed to complete Cyber Security Training and that AI Training for Members would commence shortly.

- 6.14 Members reviewed the Meet Your CLT document which helped identify members of the Council's Corporate Leadership Team. Members also asked for a flowchart which explained the areas Senior Officers covered and that these documents be made available on Your Library on modern.gov. To ensure that Members recognised how to access this information, it was suggested and agreed that Members should attend a joint modern.gov training session with Redditch Councillors in June.

Member Training

- 6.15 A small number of Member training sessions have been arranged for 2026/27. 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 is being delivered jointly with Redditch Borough Council, whilst other sessions are bespoke and being delivered to Bromsgrove Members only.
- 6.16 For 2026/27, the MDSG had agreed that the majority of training should be delivered remotely, on the basis that this will be more convenient for Members with work, caring or other commitments. The exceptions to this are planning and licensing training, where members are expected to attend the training that is provided in person.
- 6.17 The following training has been delivered since the last Monitoring Officer's report was presented:
- Safeguarding and Prevent Training was delivered to Members in late March.
 - Joint Planning Committee training was delivered to Members in May.
 - Local Plan training was delivered in June 2026.
 - Joint Code of Conduct and Standards training was delivered to Members in May.
 - Joint Modern.gov app training was delivered to Members in June.
 - Joint Local Government Finance training was delivered in June.
- 6.18 Additional training is due to be delivered on the following subjects:
- The Audit, Standards and Governance Committee.
 - Pre-application planning processes.

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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	02/07/2026
Legal Services	Nicola Cummings, Principal Solicitor (Governance)	24/06/2026
Lead Director / Head of Service	Claire Felton - Assistant Director of Legal, Democratic and Procurement Services	24/06/2026
Financial Services	N/A	N/A