

GUILDFORD & WAVERLEY JOINT GOVERNANCE COMMITTEE

ADJOURNED MEETING FROM 09.10.23

Wednesday, 1 November 2023 at 9.30 - 11.30 am

Council Chamber, Council Offices, The Burys, Godalming

Members:

Cllr Paul Follows, Leader, Waverley Borough Council (Joint Chair) (Joint Chair)
Cllr Julia McShane, Leader, Guildford Borough Council (Joint Chair) (Joint Chair)
Cllr Joss Bigmore, Guildford Borough Council
Cllr Brooker, Guildford Borough Council
Cllr Peter Clark, Deputy Leader, Waverley Borough Council
Cllr Fenwick, Guildford Borough Council
Cllr Victoria Kiehl, Waverley Borough Council
Cllr Peter Martin, Waverley Borough Council
Cllr Newson, Guildford Borough Council
Cllr Rehorst-Smith, Guildford Borough Councillor
Cllr John Robini, Waverley Borough Council
Cllr John Ward, Waverley Borough Council

A G E N D A

1 Apologies for absence and notification of substitutes

2 Disclosures of interests

To receive from Members declarations of interests in relation to any items included on the agenda for this meeting in accordance with the respective Guildford and Waverley Codes of Conduct for Councillors.

3 Adoption of Minutes of the previous meeting (Pages 5 - 8)

To agree the Minutes of the meeting held on 17 March 2023.

The meeting on the 9 October was adjourned before item 1 on the agenda, this was due to the committee not being quorate.

4 Collaboration Risk Register Review (Pages 9 - 32)

This report presents the collaboration risk register for its six-monthly review by the Joint Governance Committee (the Committee). The register was last presented to the Committee in March 2023. Since then, it has been updated by officers, including the assessment of scores and updates to mitigations.

Recommendation to Committee

1. That the Committee reviews the collaboration risk register and the changes to the risk ratings suggested by officers and agrees any further changes.
2. That the Committee ask officers to undertake a comprehensive review of the register, including risks; mitigations and scoring, with a view to making it more succinct and focused on the key threats to success of the collaboration.

5 Update: On the Inter Authority Agreements (IAA's) (Pages 33 - 38)

The Joint Governance Committee's terms of reference includes a requirement to undertake periodically a formal review (at least once every 12 months) of the inter-authority agreement (IAA) in respect of the Joint Management Team (JMT), ensuring it continues to be fit for purpose and recommending to both Full Councils any changes required.

This report provides the Committee with an update on the IAA and relating matters since its last meeting on the 17 March 2023.

Recommendations to Committee

That the Committee notes the report and the updates on both IAA's between Guildford Borough Council and Waverley Borough Council.

6 Refreshed Report: Amendments to the Guildford and Waverley Joint Governance Committee's Terms of Reference (TOR) (Pages 39 - 54)

The Joint Governance Committee was created in April 2022 and its Terms of Reference (TOR) can be found in Part 3 (Appendix 2) of the Waverley Borough Council's Constitution and Part 3 (Terms of Reference of the Council) of the Guild Borough Council's Constitution.

At the request of the new Joint Executive Head of Legal & Democratic Services, the TOR for the Joint Governance Committee were reviewed to ensure they remained, relevant, fit for purpose and included any collaboration arrangement updates.

This report is for information only, it asks that the Joint Governance Committee note that the Joint Constitutional Review Group (JCRG) will be asked to consider the amendments to the TOR at its meeting on the 30 November. It will be recommended that the JCRG recommend the amendments to WBC Standards & GP committee and GBC Governance & Standards Committee, with a recommendation that each committee recommends the amended TOR to their full Council for adoption.

Recommendations to Committee

1. That the Joint Governance Committee resolves to noting the report and the proposed amended TOR.
2. That the Committee provides comments and feedback by way of consultation so that Officers can put those comments to the JCRG.

7 Date of the next meeting