

Joint Governance Committee Report

Ward(s) affected: All

Report of Director of Transformation and Governance

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Date: 9 December 2022

## Collaboration Risk Register Review

### Executive Summary

This report presents the collaboration risk register for its six-monthly review by the Joint Governance Committee. Since the register was last presented to both Guildford and Waverley Council meetings in April 2022 it has been updated by officers, including assessment of scores and updates to mitigations. Appendix 1 contains the register and includes:

- current ratings – reflect risks and mitigations as they are currently scored
- anticipated ratings for April 2023 – forecasts made in April 2022
- anticipated ratings for November 2023
- residual ratings – adjusted for current and future mitigations.

### Recommendation to Committee

That the Committee reviews the collaboration risk register and the changes to the risk ratings suggested by officers, and agrees any further changes.

### Reason(s) for Recommendation:

As the partnership progresses officers have updated the collaboration risk register with changes to mitigations and scoring. The Committee's role is to undertake a formal review of the risk register and make any changes.

### Is the report (or part of it) exempt from publication?

No

## 1. Purpose of Report

1.1 The purpose of this report is to present the updated version of the collaboration risk register for the Committee to fulfil its function to:

- undertake a six-monthly formal review of the collaboration risk assessment

- review current and target impact and likelihood scores
- make any changes to the list of risks and mitigating actions.

## **2. Strategic Priorities**

- 2.1 The collaboration between Guildford and Waverley Borough Councils will enable both Councils to better deliver their strategic priorities by achieving financial savings and making our services more sustainable. Effective risk management is vital to achieving the objectives of the collaboration and therefore supporting both councils to deliver their strategic priorities.

## **3. Background**

- 3.1 At their Council meetings in July 2021, Guildford and Waverley Borough Councils agreed to create a single management team comprising statutory officers, Directors, and Heads of Service, with a view to collaborate further to make financial savings and deliver sustainable services. An initial analysis of strategic risks related to the collaboration was included on the agenda of the Council meetings in July 2021, which was then developed into a collaboration risk register. Since its approval in April 2022, the risk register has been updated by officers and is presented alongside this report for review by the Committee. The register will continue to be updated by officers to reflect the progress of the collaboration and presented to the Committee on a six-monthly basis.

## **4. Consultations**

- 4.1 Both Guildford and Waverley Borough Councils received the collaboration risk register in April 2022. The updated register is presented in this report following a consultation workshop on Thursday 17 November with CMB, the Joint Executive Head of Organisational Development and Senior Policy Officer.

## **5. Key Risks**

- 5.1 There is a risk that the register will not be monitored by all appropriate stakeholders should the Committee fail to fulfil its function of reviewing the register on a six-monthly basis.
- 5.2 Officers continue to monitor the risks and mitigations within the register as the collaboration progresses. Ownership of the register sits with CMB, providing responsive reaction to developments and proactive mitigations to reduce risks, including any resources that may need to be assigned.

## **6. Financial Implications**

- 6.1 The financial risks to the collaboration and actions to mitigate these risks are listed in the register (appendix 1).
- 6.2 Some of the further mitigations in appendix 1 will require financial investment. This could be capital or revenue spend and is not factored into budgets currently.

**7. Legal Implications**

7.1 There are no direct legal implications arising from this report.

**8. Human Resource Implications**

8.1 The HR risks to the collaboration and actions to mitigate these are listed in the register (Appendix 1).

**9. Equality and Diversity Implications**

9.1 This duty has been considered in the context of this report and it has been concluded that there are no equality and diversity implications arising directly from this report.

**10. Climate Change/Sustainability Implications**

10.1 One of the objectives of the collaboration and partnership is to better enable both councils to achieve their carbon neutrality targets. Working closely together across the two boroughs, Guildford and Waverley Borough Councils have enhanced opportunities to deliver their carbon neutrality goals.

10.2 This report and appendix 1 have no direct climate change implications.

**13. Summary of Options**

13.1 The Committee is asked to review the risk register attached at appendix 1 and agree any changes.

**14. Conclusion**

14.1 After its progression from an initial strategic risk register to the collaboration risk register, appendix 1 details the risks to the partnership between Guildford and Waverley Borough Councils and is updated on a regular basis by officers. The Committee will receive the collaboration risk register on a six-monthly basis in order to review the updates made and to agree any further changes.

**15. Background Papers**

None

**16. Appendices**

Appendix 1 – Collaboration Risk Register

<i>Service</i>	<i>Sign off date</i>
<i>Finance / S.151 Officer</i>	<i>VW 30/11/2022</i>

<i>Legal / Governance</i>	<i>SR 29/11/2022</i>
<i>HR</i>	<i>29/11/2022</i>
<i>Equalities</i>	<i>25/11/2022</i>
<i>Lead Councillor</i>	<i>28/11/2022</i>
<i>CMB</i>	<i>25/11/2022</i>
<i>Committee Services</i>	