

Joint Governance Committee Report

Ward(s) affected: All

Report of Director of Transformation and Governance

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Collaboration Risk Register Review

Executive Summary

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 December 2022. Since then, it has been updated by officers, including the assessment of scores and updates to mitigations, and the addition of proposed target scores (for January 2027).

Recommendations to Committee

1. That the Committee reviews the collaboration risk register and the changes to the risk ratings suggested by officers, including the addition of target risk scores, and agrees any further changes.
2. That the Committee reviews the risk criteria/key used for this risk register and considers any changes, as suggested at its last meeting.

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. Further, at its meeting in December 2022, the Committee decided it would review the criteria for risk scores.

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 most up to date version of the collaboration risk register in order for the Joint Governance Committee (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.

This report also provides the Committee with the opportunity to review the scoring criteria for the collaboration risk register.

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 and its review by the Committee in December 2022, the risk register has been updated by officers and is presented alongside this report for review by the Committee.
- 3.2 At its last meeting the Committee agreed the key to the RAG ratings needed to be circulated with the risk register and the financial thresholds may need to be reviewed. Appendix 1 contains the risk register along with the risk criteria/key, with the financial thresholds highlighted in orange.
- 3.3 The Committee also agreed to add a final column to the spreadsheet setting out the target score for each risk, to be achieved by January 2027. Officers have added this column and drafted scores. The Committee is asked to review the draft scores.

4. Consultations

- 4.1 The risk register is presented in this report following its review and updating by the Strategic Director for Transformation and Governance, Executive Head of Organisational Development, Senior Policy Officer and Policy Officer. In appendix 1 description changes are shown in blue, increased scores in red text and decreased scores in green text.
- 4.2 The register was presented to Joint Management Team (JMT) 1 March 2023.

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 currently 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. A detailed business case will come forward with requests for funding as required.

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.

Background Papers

None

16. Appendices

Appendix 1 – Collaboration Risk Register

Service	Sign off date
<i>Finance / S.151 Officer</i>	<i>6 March 2023</i>
<i>Legal / Governance</i>	<i>16 Feb. 23</i>
<i>HR</i>	<i>15 Feb. 23</i>
<i>Equalities</i>	<i>15 Feb. 23</i>
<i>Lead Councillor</i>	<i>7 March 2023</i>
<i>CMB</i>	<i>NA</i>
<i>JMT</i>	<i>01 March 23</i>
<i>Executive Liaison</i>	<i>NA</i>
<i>Committee Services</i>	<i>NA</i>