

**Appendix 3: Risks associated with the next stages of the Oxfordshire Plan**

| Issue   | Impact   | Level of risk | Mitigation   |
|---|--|---------------|--|
| <b>Further changes to national planning policy and guidance</b>   | <ul style="list-style-type: none"> <li>• Could require an early review of the plan</li> <li>• Uncertainty over role, status and timing of the Cambridge Oxford Arc Spatial Framework</li> <li>• Consistency with national planning policy is a soundness test (Oxfordshire may be required to meet unmet needs from neighbouring authorities)</li> </ul> | High          | <ul style="list-style-type: none"> <li>• Agree on transitional arrangements</li> <li>• Written agreement about the consistency of the plan with the spatial framework</li> <li>• Undertake self-soundness test.</li> </ul>   |
| <b>Ensuring close alignment and integration with Local Plan reviews</b>   | <ul style="list-style-type: none"> <li>• Conformity issue - the Oxfordshire Plan needs to be produced in a timely manner to help inform and run alongside Local Plan reviews</li> <li>• Enable Local Plans to support the delivery of the Oxfordshire Plan</li> </ul>  | High          | <ul style="list-style-type: none"> <li>• Agree on work programme and the commissioning of joint evidence</li> <li>• Update the Local Development Scheme to help inform/steer Local Plan review timescales when appropriate</li> </ul>  |
| <b>Ensuring the duty to cooperate is demonstrated throughout the production of the plan</b>   | <ul style="list-style-type: none"> <li>• Need to ensure compliance with the statutory duty</li> <li>• Need to ensure effective plan making</li> </ul>  | Low           | <ul style="list-style-type: none"> <li>• Need to maintain a close working relationship with neighbouring authorities and other prescribed bodies.</li> <li>• Ensure prescribed bodies are continuously involved (as outlined in the Statement of Community Involvement)</li> <li>• Prepare statements of common ground and a duty to cooperate statement</li> </ul>      |
| <b>Resourcing due to changes to personnel and/or increased workload in response to consultation responses and changes to policy or legal requirements</b> | <ul style="list-style-type: none"> <li>• Availability of qualified and skilled planning officers with the required specialist knowledge</li> <li>• Maintaining a fully resourced team</li> <li>• Risk of overspend - costs of commissioning new technical evidence</li> <li>• Risk of timetable slippage</li> </ul>                                      | Medium        | <ul style="list-style-type: none"> <li>• Sharing costs of preparing evidence</li> <li>• Consider use of consultants if financial resources allow</li> <li>• Keep the timetable up to date and under regular review</li> </ul>  |
| <b>Unknown impact of covid-19 pandemic, including future restrictions</b>   | <ul style="list-style-type: none"> <li>• Staff sickness / loss of support</li> <li>• Team morale</li> <li>• Lack of face-to-face engagement</li> <li>• Risk of timetable slippage</li> </ul>   | Medium        | <ul style="list-style-type: none"> <li>• The team are set up to work from home, and most activities can be successfully carried out from home</li> <li>• Stakeholder engagement will be carried out online wherever possible but in accordance with the Statement of Community Involvement</li> <li>• New and innovative ways of engagement will be employed.</li> </ul> |
| <b>Continuous and ongoing member and stakeholder engagement to secure sufficient buy-in</b>   | <ul style="list-style-type: none"> <li>• Need to ensure effective, coordinated and timely oversight and governance among the six Oxfordshire authorities LPAs, in view of long lead-in times</li> <li>• Need to achieve agreement of key partners at all key stages and on plan strategy and content</li> </ul>  | Medium        | <ul style="list-style-type: none"> <li>• Regular updates on progress to Future Oxfordshire Partnership</li> <li>• Coordination of meetings</li> <li>• Innovative use of online tools</li> <li>• Hold joint collaborative workshops as part of ongoing engagement</li> <li>• Effective duty to cooperate discussions</li> </ul>   |

## Agenda Item 7

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| <p><b>Maintaining an up-to-date evidence base</b></p> | <ul style="list-style-type: none"> <li>• Interdependencies and sequencing - evidence feeds into other technical work (e.g. modelling)</li> <li>• Relationship with Local Plans and other development plans documents</li> <li>• Complexity of technical work</li> <li>• Ensuring compliance with statutory requirements</li> </ul>  | <p>Medium</p> | <ul style="list-style-type: none"> <li>• Evidence needs specialist advice from consultants</li> <li>• Set up consultant summits to discuss sequencing of evidence</li> <li>• Prepare background papers</li> </ul>   |
| <p><b>Risk of timetable delays</b></p>                | <ul style="list-style-type: none"> <li>• Operational delay / management of the plan making process (e.g. governance arrangements)</li> <li>• Achieving the agreement of the five councils</li> <li>• Ensuring a sound and legally compliant plan before progressing to examination</li> <li>• Risk of examination delays (e.g. appointment of planning inspector)</li> <li>• Unexpectedly high volume of representations</li> </ul> | <p>Medium</p> | <ul style="list-style-type: none"> <li>• Management structures and oversight</li> <li>• Close working among partner organisations</li> <li>• Regular reports to Future Oxfordshire Partnership and any amendments made to the timetable agreed with the Department for Levelling Up, Housing &amp; Communities (DLUHC)</li> <li>• Agree the examination timetable with the Planning Inspectorate and appoint a programme officer to support the administration of the examination as early as possible</li> </ul> |