

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

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

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