

Appendix 4 : Risk Register for the Oxford Local Plan 2040 Preferred Options Document

Title	Risk description	Opp/ threat	Cause	Consequence	Date Raised	Owner	Gross		Current		Residual		Comments	Controls					
							I	P	I	P	I	P		Control description	Due date	Status	Progress %	Action Owner	
Option not tested	The policy proposals and conclusions in the Regulation 18 part 2 doc do not cover an option that is taken forward	Document doesn't contain an option for the final policy	Final policy approach was not identified as a potential option at this stage	May need to re-run part of the options testing process including Sustainability Appraisal if not already covered	03.01.23	Head of Planning Services	4	3	4	2	4	2	Reduced risk by close working with key stakeholders, barrister and consultants to sense check options	Reduce					Head of Planning Services
Delays	The timetable for the Local Plan production is very tight- any delay may have knock-on consequences	Delays to process	Delays could result from lack of access to evidence, delay to input from outside bodies	If delay cannot be absorbed, may need to review the timetable moving forward	03.01.23	Head of Planning Services	3	3	3	2	3	2	Reduce risk by making all parties aware of timetable and key dates well in advance and monitor progress	Reduce					Head of Planning Services
Unexpected delays affecting the LDS programme	There is potential for unanticipated delays in document production.	Threat	Delays may be a result of a number, or combination, of factors (for example, external agencies or consultants maybe unable to fit in with timescales, issues may be more complex to understand/resolve than anticipated, or there may be a lack of resources available to complete the programme).	LDS timescales for document production are not met.	03.01.23	Head of Planning Services	3	3					Compliance with LDS timescales will be reported in the AMR. Maintain awareness of potential causes of delay- maintain continuous contact with consultants and managers to check necessary resources are in place and work is being produced to detailed work programmes.	Reduce					Head of Planning Services
Changes to the planning system at the national level	Changes to national legislation, policy and guidance may alter the process that needs to be followed in producing new documents, or may mean that the focus or approach of documents needs to be altered.	Threat	Changes to national legislation, policy and guidance by Central Government.	LDS timescales for document production may not be met. The LDS may need to be amended if additional documents need to be reviewed in order to maintain compliance with national policy	3.01.23	Head of Planning Services	2	4					Compliance with LDS timescales will be reported in the Annual Monitoring Report. Maintain awareness of potential changes at the national level as they arise so that appropriate responses can be planned in advance in order to minimise negative impacts.	Reduce					Head of Planning Services

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