

LOCAL PLAN RISK REGISTER  
DATE OF LATEST REVISION - 22.02.23

ID REF.	DATE RAISED	RISK DESCRIPTION	RISK SCORE			MITIGATION MEASURES	AFTER RISK MITIGATION			ASSIGNED OFFICER	STATUS	UPDATES & COMMENTS	COMPLETE DATE
			LIKELIH OOD	IMPACT	TOTAL SCORE		LIKELIH OOD	IMPACT	TOTAL SCORE				
1	24.08.20, description amended 20.12.22	Insufficient non-staff resources to complete the plan in timely fashion	3	4	12	Effective project plan, approved budget and successful bids for external funding.	1	4	4	DH		Resources required for e.g. evidence work and staffing not completely predictable.	
2	24.08.20, descr. amended 20.12.22	Staffing risks. Insufficient capacity, skills, knowledge and effective working to complete the plan in timely fashion.	4	5	20	Retain experienced interim staff for a period to enable a hand over of knowledge.	4	5	20	DH		22/02/2023 - Currently with no head of Service the team is being managed by the Director of Planning with support from the Business and Performance Manager. Two career grade planners have recently started within the team, however they have no local plan preparation experience and we are relying heavily on interim senior and principal officer. An Interim head of Service is due to commence on the 16/03/2023 and a permanent Principal on 24/04/2023. A request has been submitted to CMT to retain interim experienced additional support for a further three months to allow for knowledge to be passed to the incoming officers.	
3	24.08.20	Evidence base flawed, incomplete or not up to date	2	4	8	Effective project management and governance	1	4	4	JC		A review of the evidence work to date is being undertaken to ensure it is up to date to an appropriate standard for the Draft Plan and that we are progressing appropriately towards the more demanding and crucial needs in advance of the later examination of the submission plan. This work is due to be completed by the end of December. Not all evidence requirements can be anticipated, and this is borne in mind on an ongoing basis (e.g. several strands of additional transport work are needed in connection with the current review/testing of the 'new settlement' options) with potential implications for budget and timescale.	
4	24.08.20	Failure to address corporate vision and objectives	2	3	6	Effective governance and project management	1	3	3	DM/JC		Note that there can be tensions between corporate vision & objectives and those of national policy & legislation.	
5	07.09.20, descr. & mitig. amended 20.12.22	Lack of political consensus, e.g. unable to agree a plan meeting national requirements	5	5	25	Establish LPLG with regular briefings and engagement with members. Also see	2	5	10			(a) The general consensus of the Council membership on growth, development and protection of amenities is somewhat at odds with national requirements. (b) Upcoming elections may exacerbate this and divisions in the Council membership, and increase the risks. (c) If the Council does not accept the majority of the officer recommendations (post-elections), as they are fully entitled to do, then there will be some delay to the publication of the Draft Plan. (d) If the Council is unable to agree a plan that meets the requirements (e.g. housing growth target) then there will be a major delay.	
6	19.11.21	Plan is found to be unsound because choice of proposed sites not supported by the evidence base	2	5	10	Robust evidence base driving the selection of proposed sites.	1	5	5			22/02/2023 - The site selection methodology is being reviewed and will be shared with LPLG in the future - date to be confirmed.	
7	10.10.22	The proposed changes to the timetable extend the period for which the district is at risk of speculative development.	4	4	16	The pressure of time is in tension with robustness and quality (see evidence etc. risks), requiring astute judgment in balancing these concerns and managing and how tasks are undertaken.	3	4	12			22/02/2023 - Given the recent staffing issues it is likely that a further extension to the timetable may be required.	
8	10.10.22	The timetable proposed in the LDS slips. There are always unknown factors/issues arising in the production of a Local Plan that require consideration and may result in slippage. Government intervention would significantly damage the reputation of the Council	4	4	16	The Local Plan preparation's project plan is actively managed, and reported to COB and Scrutiny Cttee.	3	4	12	JC		22/02/2023 - If there is a need and agreement to extend the timetable, the project plan will be updated as will the LDS. Government intervention would be unlikely being that almost 40 other councils have announced pauses / slippage.	

