

Annex 3: Timetable

In recognition of the complexity of this project three scenarios have been set out below mapping out a timetable to decision making. Planning assumptions are based on scenario 1 and will be reflected in the Cabinet's forward plan of business.

Scenario 1 – Likely case

Scenario 2 – Optimistic case

Scenario 3 – Elongated case

Scenario 1 – Likely case		
Activity	Timeframe	Comments
Cabinet meeting	21 March 2023	Cabinet paper to agree MoU, engagement and communications plan and timetables
Independently facilitated stakeholder meetings	March 2023 – early May 2023	Programme of independently facilitated stakeholder meetings. These are OCC led and not intended to replace or duplicate any OUFC community engagement.
Cabinet meeting	18 April 2023	Progress update in public – n.b. pre-election period, no decision-making process / timetable update only.
OCC receive suite of information from OUFC setting out how strategic priorities will be addressed	14 May 2023	Receipt of information by email from OUFC to OCC.
Cabinet meeting	23 May 2023	Paper setting out final arrangements for engagement.
Period of OCC internal assurance and clarifications regarding OUFC information	15 May – 31 May 2023	Internal process whereby clarifications and outstanding questions are resolved between OCC and OUFC.
Resolution of clarifications, provision of final suite of information.	31 May 2023	Deadline for clarifications.
Publication of information provided by OUFC	5 June 2023	Publication of final suite of information which to undertake open engagement.
Period of open engagement opens	5 June 2023	OCC have committed to a period of 6 weeks to seek feedback from all stakeholders.
Period of open engagement ends	23 July 2023	
Internal drafting and review	24 July - 1 September 2023	Internal process of evidence review, report drafting and assurance.
Cabinet meeting: final Cabinet decision	19 September 2023	Papers published week prior.

Scenario 2 – Optimistic case		
Activity	Timeframe	Comments
Cabinet meeting	21 March 2023	Cabinet paper to agree MoU, engagement and communications plan and timetables
Independently facilitated stakeholder meetings	March 2023 – early May 2023	Programme of independently facilitated stakeholder meetings. These are OCC led and not intended to replace or duplicate any OUFC community engagement.
OCC receive suite of information from OUFC setting out how strategic priorities will be addressed	31 March 2023	Receipt of information by email from OUFC to OCC.
Period of OCC internal assurance and clarifications regarding OUFC information	3 April – 25 April 2023	Internal process whereby clarifications and outstanding questions are resolved between OCC and OUFC.
Cabinet meeting	18 April 2023	Progress update in public – n.b. pre-election period, no decision-making process / timetable update only – confirm arrangements for next phase for engagement.
Resolution of clarifications, provision of final suite of information.	25 April 2023	Deadline for clarifications.
Publication of information provided by OUFC	5 May 2023	Publication of final suite of information which to undertake open engagement.
Period of open engagement opens	5 May 2023	OCC have committed to a period of 6 weeks to seek feedback from all stakeholders.
Period of open engagement ends	18 June 2023	
Internal drafting and review	19 June 2023	Internal process of evidence review, report drafting and assurance.
Cabinet meeting: final Cabinet decision	18 July 2023	Papers published week prior.

Scenario 3 – Elongated case		
Activity	Timeframe	Comments
Cabinet meeting	21 March 2023	Cabinet paper to agree MoU, engagement and communications plan and timetables
Independently facilitated stakeholder meetings	March 2023 – early May 2023	Programme of independently facilitated stakeholder meetings. These are OCC led and not intended to replace or duplicate any OUFC community engagement.
Cabinet meeting	18 April 2023	Progress update in public – n.b. pre-election period, no decision-making process / timetable update only.
OCC receive suite of information from OUFC setting out how strategic priorities will be addressed	14 May 2023	Receipt of information by email from OUFC to OCC.
Cabinet meeting	20 June or 18 July 2023	Paper setting out final arrangements for engagement.
Period of OCC internal assurance and clarifications regarding OUFC information	No later than 21 July - 25 August 2023	Internal process whereby clarifications and outstanding questions are resolved between OCC and OUFC.
Resolution of clarifications, provision of final suite of information.	25 August 2023	Deadline for clarifications.
Publication of information provided by OUFC	1 September 2023	Publication of final suite of information which to undertake open engagement.
Period of open engagement opens	1 September 2023	OCC have committed to a period of 6 weeks to seek feedback from all stakeholders, OCC practice would be to avoid August by which to undertake this. If necessary, the period of engagement could be lengthened through August to cover 6 weeks during July and September.
Period of open engagement ends	13 October 2023	
Internal drafting and review	16 October – 3 November 2023	Internal process of evidence review, report drafting and assurance.
Cabinet meeting: final Cabinet decision	21 November 2023	Papers published week prior.