



**Independent Commission on Civil Aviation Noise
20th Board meeting
Wednesday 9 December 2020 at 11am
by video conference**

Board members present:

RL Robert Light, Head Commissioner
SK Simon Kahn, Commissioner
SH(c) Simon Henley, Commissioner
HS Howard Simmons, Commissioner
CN Colin Noble, Commissioner
SH Sam Hartley, Secretary to the Commission

Other ICCAN staff in attendance:

SC Stephen Cooke, Head of Communications and Engagement
AG Andy Ginever, Business and Finance Manager
SHy Sheila Honey, Chief Analyst
EM Emma Mead, Chief Analyst
RB Rossy Bailey, Senior Analyst
SHo Sophie Hossack, Analyst
SD Stuart Dick, Analyst
RG Ramyani Gupta, Senior Analyst
JL Joanna Lawino, Senior Policy Advisor
NG Nash Gwaze, Private Secretary and Business Support Officer (Minutes)

Item 1 Noise insulation schemes (this item was taken as the morning session)

SD provided an update on the approach to the insulation review and an overview of the completed workstreams. As a result of the update, SD is seeking agreement on recommendations for future ICCAN work on aviation noise insulation schemes and to discuss next steps for publication and future work.

The aim of the review was to gather robust evidence and develop recommendations for five components of noise insulation. There has been a change in approach due to impact of Covid-19; however, all agreed outcomes of the review will still be addressed. We need to align this insulation review with noise metrics best practice work. As a result of this, the BRE technical paper will be published in February 2021 along with a high-level recommendation covering note.

SD went through the 16 proposed recommendations as the result of the findings of the BRE report. The following recommendations were discussed in detail:

Recommendation 1:

The Board discussed standards for noise insulation and agreed that there are generic standards for testing products for sound insulation that are not necessarily relevant and there are no specific standards tailored towards insulation against aviation noise.

The Board agreed to change the wording to reflect 'standards and guidance' as the main British standard that covers sound insulation in buildings is a guidance (BS8233:2014).

The Board discussed the setting of standards and agreed that ICCAN's role should be to support the development of standards and guidance.

Recommendation 3:

Change wording to say, 'may not' rather than 'will not'.

The Board agreed that recommendations 1,2 and 3 are to be revised to reflect ICCAN's role assupporting the development of standards.

The Board discussed the British Standards Institute (BSI) committees. BSI has panels which develop standards. SK is on the panel for BS8233 and SK will write to the chairman of the panel and suggest a discussion between ICCAN and the panel.

Recommendation 4:

The Board agreed that we need to be clear and consistent in describing what role we want and be clear on the definition of the roles.

Recommendation 6:

The board agreed that 'desktop' should be included in list.

Recommendation 7:

The Board agreed that we need to separate out that that's understanding aircraft noise levels within a home.

Recommendation 11:

The Board agreed that we need to be clear on the terms we use, in particular regard to 'superficial', 'households' and 'approved/appointed'.

Recommendation 13:

The Board agreed that wording should change to 'building regulation approved documents' due to difficulty of asking for amendments in building regulations.

Recommendation 14:

The Board agreed that this was a secondary issue. This factor should be considered as a factor in the toolkit.

Recommendation 15:

The Board agreed that we need to be clear with the terminology we use.

Recommendation 16:

The board agreed an action is needed to clarify what ICCAN's role is.

Actions agreed:

The Board agreed that recommendations 1, 2 and 3 were to be revised to reflect that ICCAN will be supporting the development of standards.

SK will write to the chairman of the panel and suggest a discussion between ICCAN and the panel. SH to be involved in discussions.

The Board agreed to approve the recommendations with the suggestions made.

The Board agreed to map who ICCAN expect to do the work to deliver the recommendations.

The Board agreed to a terminology review to ensure we are not sending conflicting messages for wider work.

Afternoon session:

Welcome, apologies and declaration of interest

RL welcomed attendees to the board meeting and no apologies were received.

No declarations of interest were made.

Item 2 Minutes of last meeting and actions

The minutes of the last meeting were agreed with no matters arising. All actions are either in progress or completed.

Chair and Secretary's monthly updates

RL updated Board on an Airspace Modernisation meeting he attended that was arranged by CAA. RL also attended the Luton Airspace Consultation.

RL informed the Board that he has met with the Aviation Minister (Robert Courts MP), Scottish Transport Minister (Michael Matheson MSP) and Damian Hinds (MP).

SH updated on recent engagements, Whitehall winter resilience, the staff survey and the publication of the Government's recent Night Flights consultation.

In relation to the Corporate Strategy 2021-24 survey, he informed the Board that there has been good engagement with Focus Groups, and we have received 130 survey responses so far.

SH informed the Board that Nathan Phillips, Director of Airports and Infrastructure, Department for Transport, will be moving to a different role within DfT and David Silk will be replacing him. SH and RL would expect to meet the new Director in the new year.

Item 3 Development Study – Approval

SHo presented slides with a recap of findings and informed the Board that all four work packages have been delivered with a final reported being delivered end of December 2020. SHo reported that the main aim of the survey would be to explore the relationship between aviation noise exposure and annoyance. There will be secondary aims explored within this.

The board were provided with a recap of the four options that were previously discussed at the November Board and reported that the NatCen supported option 1 as they saw this as most robust; however, they had concerns regarding the impact of Covid-19 on the practicalities of the survey design. NatCen recommended a larger sample size of 6,500 and recommended only sampling above 45dB.

The board discussed the potential criticisms of the survey in comparison with the SoNA survey that was conducted in 2014.

There was a discussion around face-to-face methods and web-CAPI and it was agreed that web-CAPI would be kept as an option.

The board queried if there is evidence of diversity and hard to reach groups data between face to face and web-CAPI.

The Board discussed timescales for running the survey. RB reported that the development study reports will be published in early 2021 and the commissioning process would have to start in the Autumn at the latest. A decision could then be made at this time as to what year the survey is run.

Regarding balancing costs and robustness, the Board advised that ICCAN need to be clear on what a potential model using less financial resource will look like and have justification as to why we have chosen the methods we have.

Actions agreed:

The Board agreed to the final proposed design with the caveat that web-CAPI will be kept as an option.

ICCAN needs to be clear on what a potential model using less financial resource will look like and have justification as to why we have chosen the methods we have.

Item 4 Future of Aviation Noise Management

JL presented slides on work that has been taking place with our expert panel over the last few months, and the plans for the January board meeting discussion. The expert panel will attend the January 2021.

Actions agreed:

The Board have been asked to consider the following questions in preparation for the January 2021 Board:

What is our Goal?

How do we measure success and what outcomes are important to ICCAN?

How do we want the final report to be structured?

Item 5 Health

RG provided an update on the health programme. The programme aims to use a robust methodology to identify priority areas for research on the impact of aviation health.

The Board discussed the budget for the study work and agreed that ICCAN does not have the budget to conduct health research. This could be picked up next year in terms of external funding. The Board suggested that it may be beneficial to identify who we want to drive through the budget process.

Actions agreed: None

Item 6 Work Programme: Highlight reports

EM presented the highlight reports and advised that these were correct at the times of writing however, some of the timelines and risk ratings are subject to change due to some changes in resources.

As the engagement project has now been delivered, the engagement report will be closed and will not come back to Board.

Actions agreed: None

Item 7 ICCAN Review

SH presented slides on the ICCAN review and the Board agreed that we should welcome the review as it is a good opportunity to demonstrate ICCAN's value, impact and ambitions.

The Board agreed that the review is often process driven and ICCAN needs to show that it is effective. ICCAN will be transparent and provide DfT with all the information they require.

Actions agreed:

AG to work on approach to review.

Board Forward Look and any other business

Board noted the forward look and requested that forward look be populated through to summer 2021. The Board agreed to move to bi-monthly meetings in the new financial year.

The Board thanked the secretariat for the excellent reports that were provided.

Date of next meeting:

27 January 2021 at the Woking office and via video conference.