Consultation & Engagement Project Update

ICCAN Board - October 2019

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Corporate Strategy

By April 2020, ICCAN has committed to:

- Issue best practice guidance on how airports and sponsors should consult under the CAP1616 process

- Publish best practice guidance on how airports should consult and engage more generally on aviation noise

Consultation vs engagement

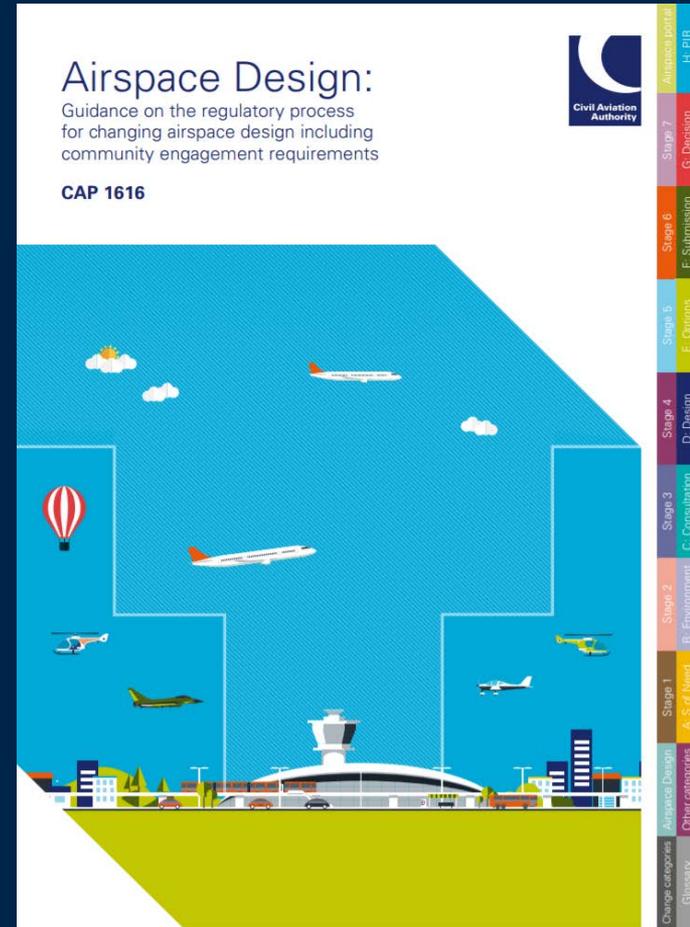**Definition of consultation**

The dynamic process of <u>dialogue</u> between individuals or groups, based upon a <u>genuine exchange</u> of views and, with the <u>objective of influencing</u> decisions, policies or programmes of action.

Definition of engagement

The continuing and on-going process of developing relationships by involving the voice of local people for the purpose of achieving accepted outcomes.
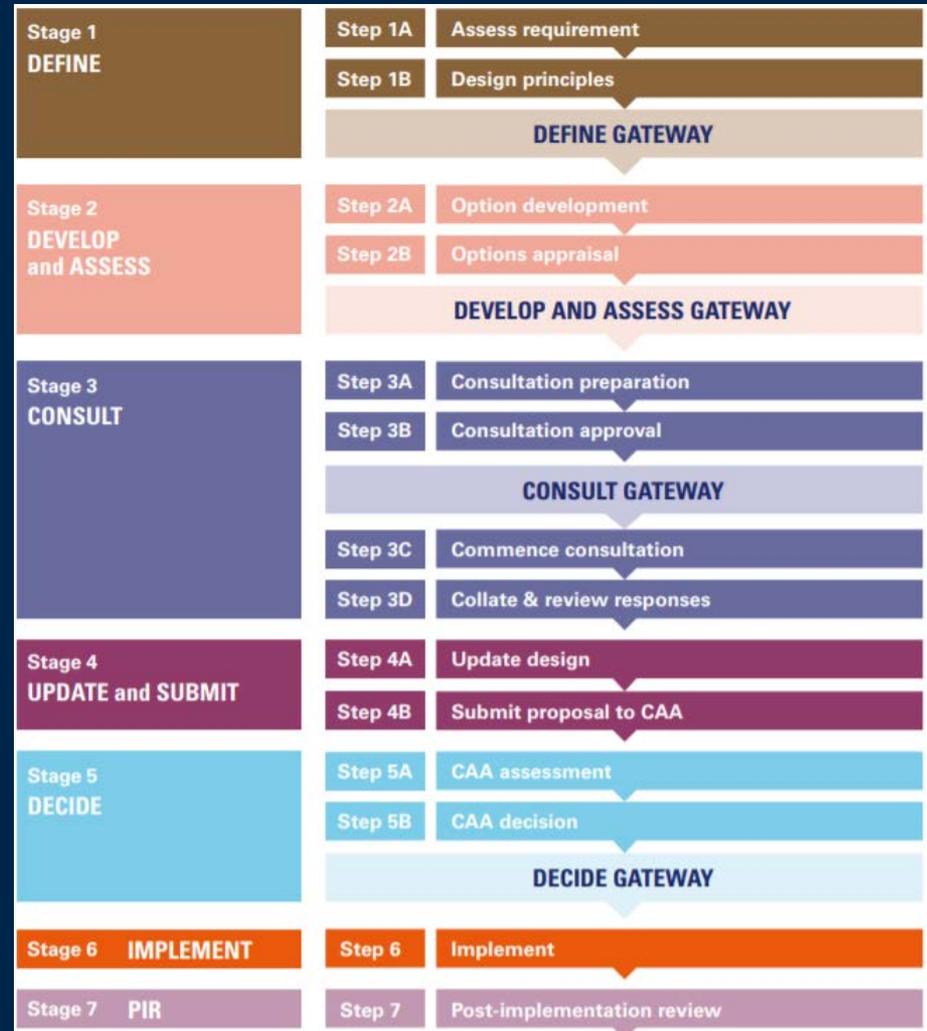
What is CAP1616?

- Regulatory guidance from CAA for changing airspace design

- Replaces previous process, known as CAP 725

- As part of Airspace Modernisation – all airports that want to change flight paths must go through CAP1616

Airspace Design:
Guidance on the regulatory process for changing airspace design including community engagement requirements

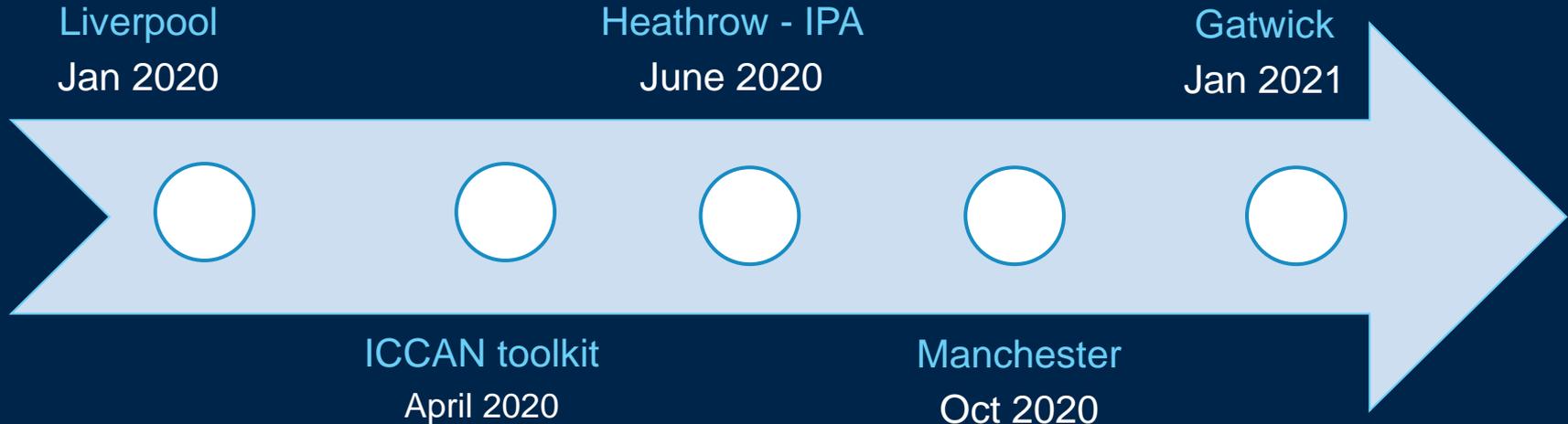**CAP 1616**

Civil Aviation Authority

What is CAP1616?

- Thorough seven stage process

- Focus on community engagement and statutory consultation process

- Airports must pass through each gateway before moving onto next stage

- Timely and costly for airports

Stage 1 DEFINE	Step 1A	Assess requirement
	Step 1B	Design principles
		DEFINE GATEWAY
Stage 2 DEVELOP and ASSESS	Step 2A	Option development
	Step 2B	Options appraisal
		DEVELOP AND ASSESS GATEWAY
Stage 3 CONSULT	Step 3A	Consultation preparation
	Step 3B	Consultation approval
		CONSULT GATEWAY
	Step 3C	Commence consultation
	Step 3D	Collate & review responses
Stage 4 UPDATE and SUBMIT	Step 4A	Update design
	Step 4B	Submit proposal to CAA
Stage 5 DECIDE	Step 5A	CAA assessment
	Step 5B	CAA decision
		DECIDE GATEWAY
Stage 6 IMPLEMENT	Step 6	Implement
Stage 7 PIR	Step 7	Post-implementation review

Airspace Change – proposed consultation timeframes

Liverpool
Jan 2020

Heathrow - IPA
June 2020

Gatwick
Jan 2021

ICCAN toolkit
April 2020

Manchester
Oct 2020

Where does ICCAN add value?

Stage 3 CONSULT	**Step 3A Consultation preparation** The change sponsor plans its stakeholder consultation and engagement, and prepares consultation documents, including the second-phase Full options appraisal with more rigorous evidence for its chosen option(s).

- ICCAN will produce toolkit to help airports plan for Stage 3 consultation

- How to prepare a consultation strategy - different types of events, what to include in materials, posing the right questions and identifying the right stakeholders and audiences

- Will include examples of best practice from across the UK and also from non-aviation sectors

- To complement CAA's guidance

Gathering evidence

ICCAN

- **Meeting with Airports**

- **Better understanding of Airspace Change Process & CAP1616**

- **Observing early community engagement**

- **CAA feedback**

Gathering examples of best practice / lessons learned from:

- Edinburgh
- Bristol
- Manchester
- Birmingham
- Liverpool
- Heathrow
- Southampton
- London City
- Glasgow

Early insight

Lessons learned:

- Be innovative – Edinburgh used Facebook live event to engage with people who couldn't / wouldn't attend public forums

- Put yourself in the respondents' shoes – what do they want to know

- Engage early & <u>do not hide anything</u>

- Airports think ICCAN will make the process harder for them

- Reassurance - ICCAN toolkit won't prejudice work that has already taken place

Next steps / delivery

- Consistency check from the Civil Aviation Authority

- Best practice advice from The Consultation Institute

- Airspace Change Organising Group to help distribute and recommend ICCAN toolkit

- Publish April 2020

ICCAN

Civil Aviation Authority

The Consultation Institute

Airspace Change Organising Group
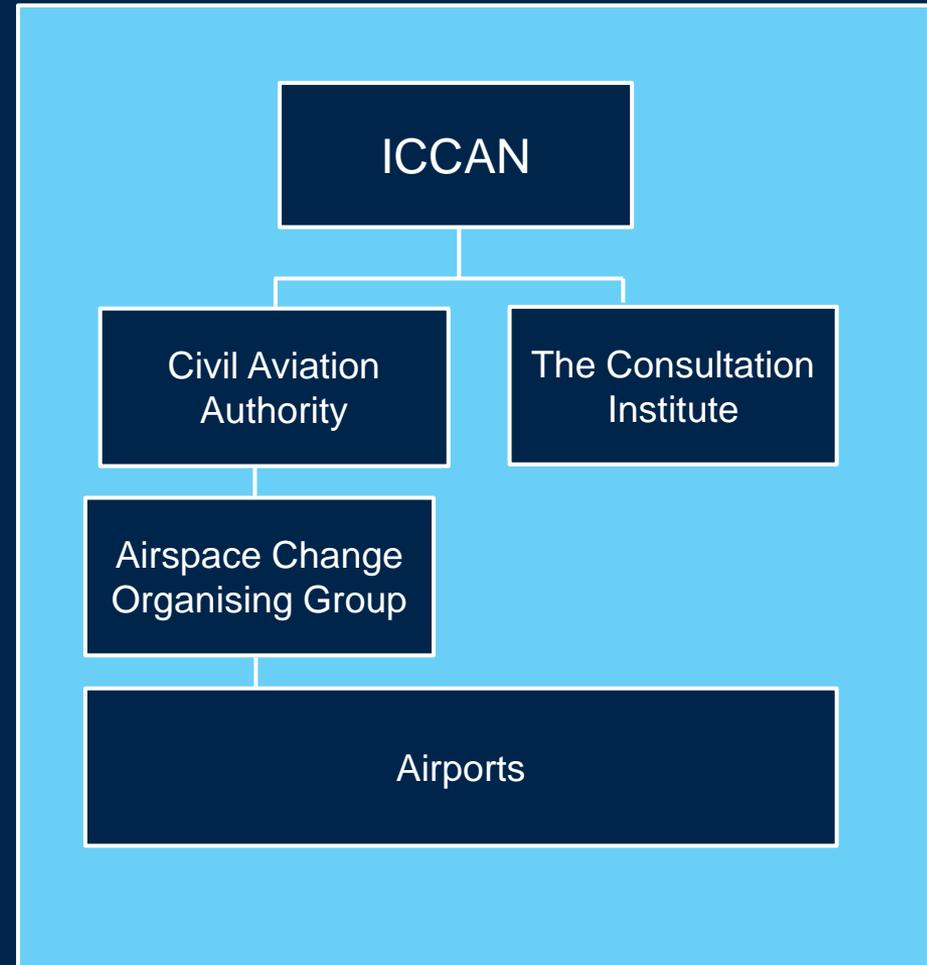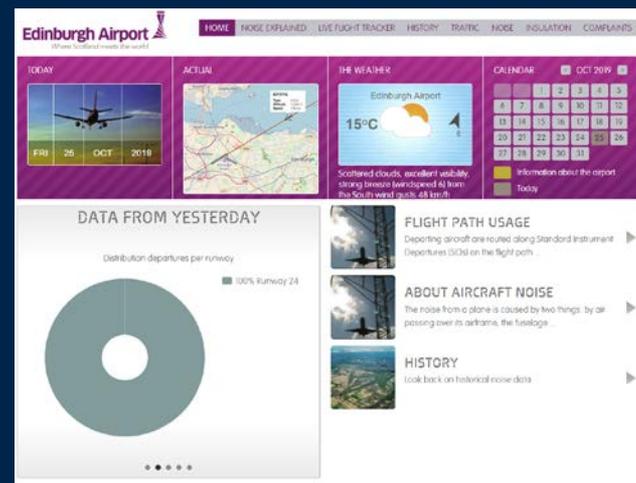
Airports

Wider best practice guidance

How should airports consult and engage more generally about aviation noise

- Research into the current methods / processes of engaging about noise within the UK

- Looking at:
    - Airport Consultative Committees
    - Noise forums
    - Noise insulation schemes
    - Community funds
    - Noise Action Plans

Current work

ACCs / Noise forums - what are we seeking to find?
- Do they have an independent chair?
- How diverse is their membership?
- How accessible are they?
- How can these groups evolve
- Are they a critical friend?
- Desktop research / ICCAN attending meetings

Next steps:
- Gathering evidence at meetings
- Surveying Noise forums attendees on membership, role & potential / criticisms – develop evidence base
- Survey attendees at Gatwick Noise Management Board Public Meeting (Dec)

Current work

Community funds / insultation schemes

    - Where do these schemes operate and what do they look like?
    - Have they helped to improve engagement?
    - Are there any examples of best practice?

Noise Action Plans:

    - Where are they in operation?
    - How were they consulted and who responded?
    - Any examples of best practice within the plans

Current work

Wider best practice guidance

International examples

- Looking at international methods:

  - Vienna Dialogforum
  - Toronto Pearson's Residents' Reference Panel
  - Schiphol's independent information & complaints centre
  - Brisbane's multi-stakeholder consultation group

- What methods could be adopted in the UK?

Timeline

ACC /
Noise
Forums

Nov -
Dec

The
Consultation
Institute

Nov

Survey
forums

Jan

Present
to
Board

Feb

Publish best
practice

April

International
research

Nov - Dec

Draft
toolkit

Dec -
Jan

CAA
feedback

Feb

Write &
QA

Feb-
March