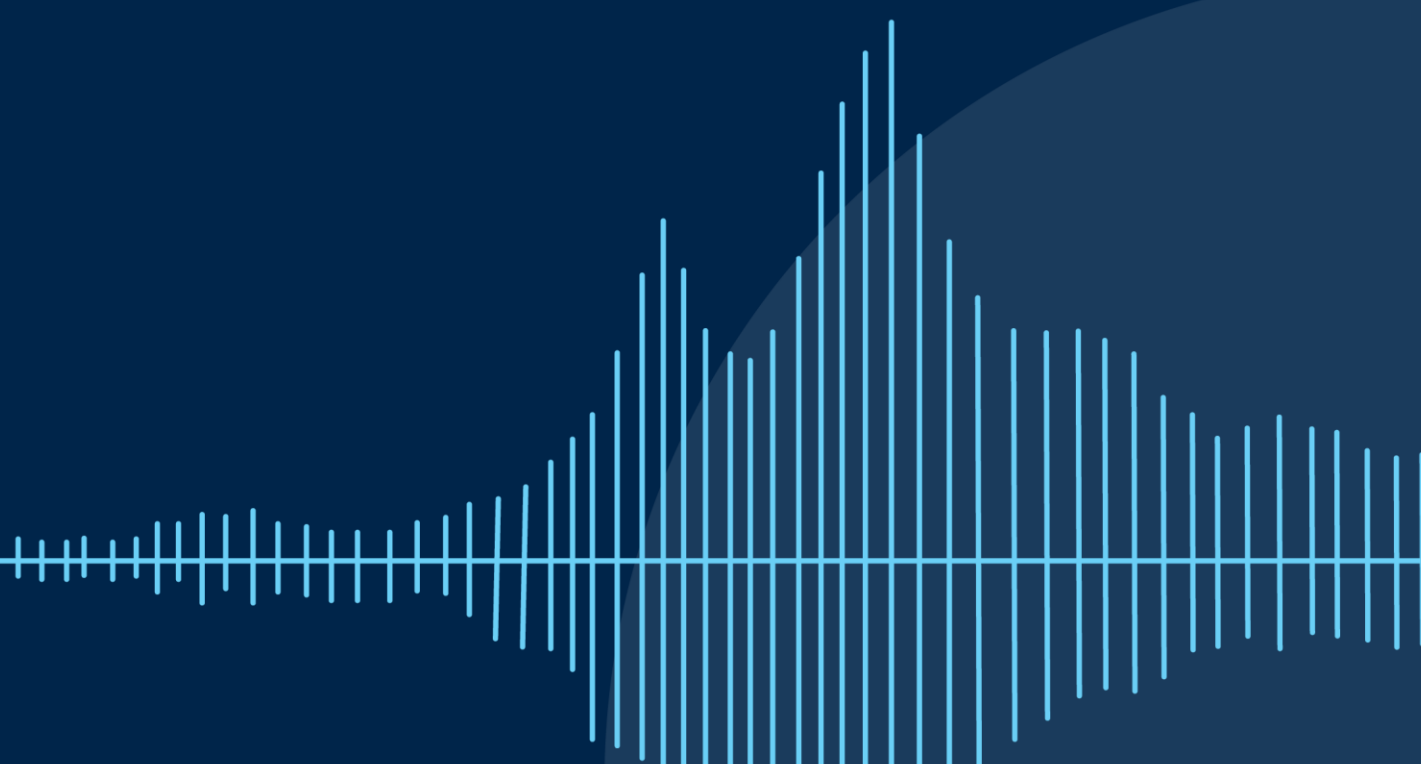




Project highlight reports

Chief Analysts

September 2020



Development study

Key progress for this period

- Sent advisory board WP2 a and b report and received comments
- NatCen delivered WP2c (time series)
- Sent advisory board WP2c and received comments
- Met with advisory board to discuss overall feedback on WP2

Focus for coming month

- Feedback advisory board comments
- Receive options for study design

Overall project status

G

Project team

Sophie Hossack, Rossy Bailey, Sheila Honey

Key milestones / deliverables

Due date

Status

Options for final design

25/09/2020

G

Brief report on final design

18/11/2020

G

Final report first draft

04/12/2020

G

Key risks / issues / concerns

Mitigation

Status

Many perspectives and differing opinion on the advisory board and the survey will not be able to meet everyone's needs and wants

Discuss in meetings with members of the advisory board certain issues to prepare that the survey may not be able to meet all requirements

A

Engagement

Key progress for this period

- Drafted sections on existing engagement methods & importance of engagement
- Started to develop draft guidelines for noise forums
- Liaised with Heathrow and Edinburgh about the future of their noise forums

Focus for coming month

- Further develop noise forum guidelines
- Hosting Commissioner workshop for Rob, Howard and Colin on 21 Sept to further explore noise forum guidelines with a particular focus about which communities should attend
- Working with The Consultation Institute to develop post-Covid methods of engagement that could be adopted by airports
- Start drafting International examples

Overall project status

G

Project team

Rupert Basham (lead), Stephen Cooke, Louisa Guise

Key milestones / deliverables

Due date

Status

Host Commissioner workshop

21/09

G

Complete first draft of engagement principles

19/10

G

Test noise forum guidelines with key community reps

19/10

G

Key risks / issues / concerns

Mitigation

Status

Resource – unable to recruit Comms Support Officer so absorbing an extra team member’s workload is having an impact on time allocated for project work

Better manage workload by delegating within team.

A

Health and noise

Key progress for this period

- Signed off NatCen's review report
- Carried out workshop with health experts
- Early draft of note to be published

Focus for coming month

- Finalise note
- Publish note and report

Overall project status

G

Project team

Sophie Hossack, Emma Mead,
Ramyani Gupta

Key milestones / deliverables

Due date

Status

Sign off NatCen report

w/c
24/08/2020

G

Publish report and note

w/c
21/09/2020

G

Key risks / issues / concerns

Mitigation

Status

Once published, public may not like that we might not have identified a health area and health research project to specifically focus on

The report highlights that there is no clear health area to focus on based on current evidence, therefore, we need to do further research to identify what these areas should be

G

Noise insulation schemes

Key progress for this period

- The contract for the insulation review has been awarded to BRE, and work started on 10/08/2020
- Conducted analysis of properties existing within different noise contours around selected airports

Focus for coming month

- Monitor progress of BRE work and collaborate with BRE when required
- Conduct analysis of populations surrounding selected airports
- Continue to develop the structure for the Insulation Review report

Overall project status

G

Project team

Stuart Dick (lead), Sheila Honey

Key milestones / deliverables	Due date	Status
Define noise contours to recommend for insulation schemes	11/09/2020	G
BRE final report	30/10/2020	G
Analysis of BRE work	20/11/2020	G
Draft review and recommendations	15/12/2020	A
Final report/best practice	15/01/2020	A

Key risks / issues / concerns

Mitigation

Status

The impact of COVID-19 on the aviation sector might require us to delay publishing our report/best practice.

Project timelines have been updated to reflect the impact on the sector and will be regularly reviewed.

A

Noise metrics programme

Key progress for this period

- Successfully published initial report (Phase 1) on 13 July
- One amendment made to Annex C post publication
- Through report feedback, identified an inconsistency in use of the terms ATM and AM and how they apply to the 50,000 movements criteria used to classify major airports. Follow-up discussion being sought with CAA, Defra and DfT.

Focus for coming month

- Phase 2 project (quantitative noise metrics): Data from CAA due end of August showing the quantitative consequences of using different metrics produced from the same data set
- Phase 3 project (best practice): Project planning, including identifying key external experts to help deliver the best practice.

Overall project status

G

Project team

Katherine Prentice (lead), Emma Mead

Key milestones / deliverables

Due date

Status

Phase 2 (quantitative noise metrics) analysis

TBC

G

Phase 3 (best practice) publication

Post April 2021 (TBC)

G

Key risks / issues / concerns

Mitigation

Status

Procurement processes are known to be slow. If external expertise is needed, it may be time consuming to get them on-board. There is also limited budget available.

Trying to identify key stakeholders as early as possible, and also using members of the expert panel and Board as far as possible.

A

Project turnaround is tight (factoring in workloads from other projects). This could result in project scope being lost.

Stringent project planning. Keeping to deadlines. Identifying a) which areas are a priority for focus and 2) keeping expectations realistic.

A

Regulation

Key progress for this period

- First drafts of key issue case for change and regulatory policy tools completed by project leads.
- Initial assessment of overarching aviation noise management case for change and regulatory policy tools
- Identifying dependencies with corporate strategy 2 and deliverables for Q3.

Focus for coming month

- Refresh key issue case for change and regulatory policy tools completed by project leads.
- Incorporate Board recommendations into assessment of overarching aviation noise management case for change and regulatory policy tools.
- Develop workstreams and allocate internal resource to achieve deliverable for Q3.

Overall project status

A

Project team

Emma Mead

Key milestones / deliverables

Due date

Status

Analysis and engagement to determine early, internal view of regulatory model for UK

25/09/2020

A

Draft report and recommendations

08/03/2021

A

Recommendations to Government

08/04/2021

A

Key risks / issues / concerns

Mitigation

Status

Lack of internal and external resource to deliver current project scope within timelines.

Resources will be identified from project teams to provide support. SEO Policy Advisor recruitment ongoing.

A/R

The impact of COVID-19 on the aviation sector (including possible further delay of the Aviation Strategy) might require us to delay developing and publishing our recommendations.

Develop an early, internal view of regulation by September, to be able to feed into aviation policy and strategy. Engage with DfT where possible to keep updated with the content and timelines of the Aviation Strategy.

A

Summer 2020: attitudinal survey

Key progress for this period

- Ipsos delivered data tables
- Ipsos delivered first draft of the report
- ICCAN returned comments on first draft of report
- Receive survey data

Focus for coming month

- Sign off Ipsos report
- Use survey data to compare certain variable results to aviation noise data side of Summer 2020

Overall project status

G

Project team

Sophie Hossack, Sheila Honey

Key milestones / deliverables

Due date

Status

Sign off final report

w/c
21/09/2020

G

Report publication

w/c
5/10/2020

G

Key risks / issues / concerns

Mitigation

Status

Some of the findings from the survey may be controversial to community groups

ICCAN needs to think about how we present survey findings to differing stakeholder groups and what we say about them

A

Summer 2020: aviation noise data

Key progress for this period

- CAA have provided the first technical report and accompanying data sets for ATMs and noise for March – May 2020
- Analysis of ATM and noise data is in progress
- Working with comms on best approach to deliver (semi) regular findings to a wider audience

Focus for coming month

- Continue analysis of ATM and noise data
- Develop a brief draft of key findings thus far
- Begin analysis of the second CAA technical report

Overall project status

G

Project team

Stuart Dick (lead), Katherine Prentice, and Sheila Honey

Key milestones / deliverables

Due date

Status

Complete analysis of first CAA technical note

25/09/2020

G

Delivery of final report from CAA (further reports beyond this date may be requested if required)

31/03/2021

G

Key risks / issues / concerns

Mitigation

Status

Meeting current timelines depends on the capacity of external suppliers (CAA) to deliver the work programme, which may be affected by COVID-19, particularly where CAA is dependent on receiving (potentially delayed) data from airports in a timely manner.

Set clear timelines (when known) within tender documents and work closely with external suppliers to develop and revise timelines (when/if required) that meets our needs. Regularly review internal resource constraints.

G

RAG rating guidance

Overall project status	
Red: successful project delivery within current scope and timelines appears unachievable. There are major issues which are not manageable. The project (and its deliverables) may require re-baselining or re-scoping.	R
Amber: successful project delivery appears feasible. Significant issues exist but these appear resolvable.	A
Green: successful project delivery to time, cost (if applicable) and quality appears highly likely and there are no major outstanding issues that threaten delivery.	G

Key milestones / deliverables	
Red: delivery of key milestones is behind current baselined plan. Milestones are unlikely to be met and may require re-baselining or re-scoping.	R
Amber: delivery of key milestones is behind current baselined plan but there are realistic plans to recover.	A
Green: delivery of key milestone is on schedule or ahead of current baseline plan.	G
Completed: milestone or deliverable completed.	C

Key risks / issues / concerns					
	Likelihood				
Impact	Rare	Unlikely	Possible	Likely	Almost certain
Very high	A	A/R	R	R	R
High	A	A	A/R	R	R
Medium	A/G	A	A	A/R	A/R
Low	G	A/G	A/G	A	A
Very low	G	G	G	G	G

