Project highlight reports

Chief analysts

February 2020

Insulation Schemes

Key progress for this period

- Contacted airports to broach discussing current insulation schemes and providing questionnaire/recording data.
- Developed analytical approaches to delivering project outcomes.
- Identified building compliance requirements for insulation.
- Developed understanding of potential funding options for insulation schemes.
- Began engaging with CAA to determine what supplementary analysis they could provide for defining noise contours.

Focus for coming month

- Arrange meeting with BRE. Scope out potential work advising on product standards and any other knowledge on insulation.
- Request data from a 2016 insulation project in Whitecrook to use in case study and get update on current situation.
- Perform analysis of current insulation schemes based on airport responses.
- Identify and map insulation installers UK-wide that are registered with certified organisations e.g. FENSA.
- Get customer feedback from property owners who have used insulation schemes via questionnaire.

Overall project status	G

Project team	Stuart Dick (lead), Sheila Honey, Emma Mead and Rossy Bailey

Key milestones / deliverables	Due date	Status
Comparison of national and international insulation schemes	06/03/2020	G
Analysis of customer satisfaction data	27/03/2020	G
Create database of appropriate standards for insulation products	13/04/2020	G
Define appropriate noise contours to recommend for insulation schemes	01/05/2020	G
Draft review and recommendations	30/06/2020	G
Final report/best practice	30/09/2020	G

Key risks / issues / concerns	Mitigation	Status
Difficulties capturing information from householders or airports re customer satisfaction feedback	Use pre-existing examples of sound insulation schemes as case studies.	G
Unable to get data and other information from Whitecrook project.	Can use details from existing 2016 report. Potentially less detail, but useable.	G

Land Use Planning

Key progress for this period

- Initiated discussions with the RTPI to produce planning guidance
- Attendance at CAG and planning for SASIG Land Use workshop on 26 February.
- Refining working programme and interdependencies with the Insulation and Regulation.
- Establishing future relationship with DfT Housing team, MHCLG and CIEH.

Focus for coming month

- Finalise scope of RTPI planning guidance including collaboration with professional bodies e.g. IOA, CIEH etc.
- Decide deliverables for the project in relation to Insulation and Regulation and develop workstreams.
- Scoping combined authorities and strategic working workstream.

Overall project status	G

Project team	Joanna Lawino

Key milestones / deliverables	Due date	Status
SASIG Land Use Workshop	26/03/2020	G
Commission RTPI	27/03/2020	G
Board sign off on project deliverables	25/03/2020	G
Land Use contribution to Regulation draft report and recommendations	17/07/2020	A

Key risks / issues / concerns	Mitigation	Status
Internal/external capacity to explore combined authorities and strategic working.	Outsource the work or integrate into Regulation project.	A
Identify and agreeing priorities across the Insulation, Land Use and Regulation projects.	Scoping by officials to update board next month	A

Regulation

Key progress for this period
• Begun to commission a rapid evidence assessment from the National Centre for Social Research (NatCen) – this will identify existing regulation for aviation noise within the UK and internationally, and also how other sectors approach regulation within the UK.   • Identified some internal resource for the project.

Focus for coming month
• Finalise scope of rapid evidence assessment with NatCen and complete commissioning process.   • Begin work to establish the case for more effective regulation.   • Internal discussions to develop options for what regulation might be possible.

Overall project status	A

Project team	Sheila Honey and Emma Mead (leads), Joanna Lawino, Rossy Bailey

Key milestones / deliverables	Due date	Status
Rapid evidence assessment of current regulation and other sectors	14/04/2020	G
Analysis and engagement to determine appropriate regulatory model for UK	19/06/2020	A
Draft report and recommendations	17/07/2020	A
Recommendations to Government	25/09/2020	A

Key risks / issues / concerns	Mitigation	Status
Lack of internal resource to deliver current project scope within timelines	Initial research and evidence-gathering (stages 1a and 2) will be completed by an external supplier, though there will still likely be resource constraints for future stages. Project scope could be reduced to mitigate this (i.e. re-focusing on only a few areas of regulation) .	A
Publication of the Aviation Strategy (expected summer 2020, though likely to be delayed) may require us to delay making our recommendations.	Engage with DfT to keep updated with the content and timelines of the Aviation Strategy.	A

Noise Metrics

Key progress for this period

- Key report recommendations agreed by ICCAN Board.
- Stephen Turner recruited for external QA (start of March).
- Structure of report finalised, including some initial feedback from Stephen Turner.
- All 6 chapters now have an initial draft.
- Begun discussions with CAA about what analysis they may be able to deliver to support the project.

Focus for coming month

- Draft completed between KP and chief analysts.
- Draft reports to Sam and Rob for review and feedback
- Draft to Stephen Turner and to Simon Kahn for review and feedback.
- Continue scoping possible CAA analysis.

Overall project status	A/R

Project team	Katherine Prentice (Lead), Sheila Honey and Emma Mead

Key milestones / deliverables	Due date (w/c)	Status
Initial draft report	05/03/2020	R
External QA (Stephen Turner)	09/03/2020	A
Internal technical QA (Simon Kahn)	09/03/2020	A
Senior internal review	23/03/2020	A
Publication	28/04/2020	A

Key risks / issues / concerns	Mitigation	Status
Lack of resource to deliver current project scope within timelines.	Resources have been identified from other project teams to provide support, though report scope may need to be reduced.	R
External stakeholders may not believe that report recommendations are strong enough.	Where possible, engage with stakeholders (such as UKACCs, expert acousticians etc) to test our thinking and use the report to highlight the proactive next steps that ICCAN will take to deliver change.	A

RAG rating guidance

This report uses RAG (red, amber, green) ratings to highlight risks to delivery. This can be a relatively blunt tool and the actual risks are likely to be more nuanced. The following keys should be used to interpret these ratings:

Overall project status	
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
Successful project delivery appears feasible. Significant issues exist but these appear resolvable.	A
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	
Delivery of key milestones is behind current baselined plan. Milestones are unlikely to be met and may require re-baselining or re-scoping.	R
Delivery of key milestones is behind current baselined plan but there are realistic plans to recover.	A
Delivery of key milestone is on schedule or ahead of current baseline plan.	G
Milestone or deliverable completed.	C

Key risks / issues / concerns

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

Likelihood