

PROVISION OF EXPERT ADVICE IN SUPPORT OF AVIATION STRATEGY DEVELOPMENT

AVIATION DIRECTORATE

Reference : PPRO04/08/0152

12/07/2018

Version 1.0

1. INTRODUCTION AND BACKGROUND

1.1 Aviation is a UK success story, contributing at least £22 billion to our economy each year, enabling thousands of highly skilled jobs, and allowing people from all over the world to access what the UK has to offer. To ensure the sector's continued success, the Government launched in July 2017, a process for developing a new strategy for aviation. The Government's aim is to ensure a safe, secure and sustainable aviation sector that meets the needs of consumers and of a global, outward-looking Britain. How this will be addressed was presented in the government's 'Next Steps' document, published in April 2018.

1.2 This strategy will be guided by the three overarching principles that have allowed aviation to be the success that it is:

- Being consumer focussed by putting passengers, businesses and other users of aviation at the heart of decision making;
- Being market driven by making sure Government acts as an enabler rather than a deliverer; and
- Being evidence led by targeting intervention on specific problems or market failures, which Government can address, and avoiding activity that does not respond to a clear problem.

1.3 The proposed aviation strategy aims to meet six policy objectives:

1. Help the aviation industry work for its customers;
2. Ensure a safe and secure way to travel;
3. Build a global and connected Britain;
4. Encourage competitive markets;
5. Support growth while tackling environmental impacts; and
6. Develop innovation, technology and skills.

1.4 The programme for developing the Aviation Strategy will complete with an aviation White Paper in the first half of 2019. It will pull together the findings from a consultation on a Green Paper at the end of 2018 covering the six policy objectives. It will address the main issues facing the aviation sector, and outline how the Government intends to meet the objectives set out above. As such it will reflect the opinions, research and evidence that the Government intends to gather over the next 12 months.

2. REQUEST FOR EXPERT PANELLISTS

2.1 The government wishes to appoint a group of expert panellists to advise on the development of the Aviation Strategy. Given the breadth of the proposed Strategy and the policy challenges we face, expert advice will be essential to deliver a successful Aviation Strategy.

2.2 The purpose of the expert panel would be to:

- act as a sounding board for technical, economic or scientific issues related to Aviation Strategy policy development;
- support and advise the Government on engagement with stakeholders;
- advise on the quality, limitations and appropriate uses of research carried out by, or on behalf of, the Department in relation to the Aviation Strategy;
- advise on where further work is needed to inform policy development;

- provide research papers or presentations on their areas of expertise, when commissioned to do so.

2.3 The government expects that the panel will largely be structured along the lines of the six objectives, though smaller groups may be convened to advise on particular issues. The government is particularly looking for experts on the latter four of the six policy objectives of the Aviation Strategy. The appendix provides more detail on the types of issues being considered under each of the objectives.

3 RESOURCE COMMITMENT

3.1 Expert panellists are asked to confirm with their submission both their interest and the level of commitment they are prepared to make.

4. CRITERIA TO DETERMINE PANELLISTS

4.1 In terms of experience and qualification, at least one of the following three criteria need to be met.

- Proven, demonstrable evidence of research carried out relating to at least one of the policy objectives as mentioned above. This could be in the form of a written paper or a presentation given at a conference/lecture.
- Have demonstrable experience relating to at least one of the policy objectives as mentioned above and have kept up to date with developments, maybe through consultancy work.
- Proven, demonstrable experience of working previously with a Government Department either domestic or international, and/or industry, to provide research on aviation issues.

4.2 Additionally, in terms of skills, we would expect panellists to have:

- Proven ability to support a flexible way of working, making late changes to plans to maintain project progress against tight timescales
- Demonstrable evidence of excellent planning, coordination, communication and project management skills within tight timescales.

5. HOW TO SUBMIT A REQUEST TO BE A PANEL MEMBER

5.1 Please submit a short request to participate document. This should be no more than 4 pages of A4 in total to include all of the content you would wish the Department to take into account when considering your request. Text should be no smaller than Arial at point 11.

5.2 You may include embedded links to published material and records of conference proceedings but be aware that these should only be used to support the content of your submission and the Department reserves the right not to take such additional material into account in the application of the selection criteria.

5.3 In your request you must indicate (a) your hourly and daily (based on a 7 and a half hour day) charge rate, (b) whether you would be willing/wish to be considered for voluntary and/or

fee based tasks and (c) confirmation that you accept the basis of the proposed contractual arrangements.

5.4 Your request to participate document should be submitted by **12 Noon on 6th August 2018**. Please send it to alan.devine@dft.gov.uk – clearly marking the email subject line as PPRO 04/08/0152 – Provision of Expert Advice, Aviation Strategy.

6. TIMETABLE

Activity	Date
Launch of Process	23/7/2018
Deadline for Submission of Request to Participate	06/08/2018
Assessment of Submissions Completed	13/08/2018
Outcomes Announced	15/08/2018
Contracts Finalised	20/08/2018

7. HOW WILL WORK BE ALLOCATED

7.1 Some activity will lend itself to a request for volunteers or pro-bono work whereas some may be better delivered through a fee arrangement. The Department may consult on the approach but will be under no obligation to do so and it alone will identify the favoured approach. The Department will select one or more members of the panel to support/undertake any task. It will base this decision on the detail provided by you in response to this request and the match between the specific task, the detailed response provided in this exercise by those appointed to the panel and the fit with the overall programme. The Department will set out its choice as to how the activity should be delivered in the task description and will work with the selected panel member(s) to consider any scope, capacity and any conflict of interests issues. The Department reserves the right to withdraw and/or not to allocate any task.

8. CONTRACTUAL ARRANGEMENTS

8.1 Those selected after assessment of the responses will be invited to enter into a contract which will be based upon the Department for Transport's standard terms. These can be viewed at [Purchase order conditions of contract: Department for Transport - GOV.UK](#) . Where any assignment may incur any travel or other expenses, prior approval must be sought and any admissible claim should be in accordance with the Department for Transport's rules (attached). If you have any questions about the contractual arrangement please send them to alan.devine@dft.gov.uk.