

1 Delivery Plan and Risk Management

1.1 Work packages

The project has been broken up into eight key packages of work, as outline in Table 2 and the interdependencies of the work can be seen in the Gantt chart, Figure 3.

Table 1 Work Packages

Work Package	Task Lead	Associated time (days)	Task Support	Associated time (days)
1 - Project Management	[REDACTED]	13	[REDACTED]	6 4
2 – Detailed Project Plan		1		3 1 0.5
3 – Commissioning and prepping specimens		5		0.5
4 – Mechanical Characterisation		70		3
5 – Microscopy and Surface Analysis		15		1
6 – Data analysis		25		3 6 2
7 – Standards Bodies’ Liaison		15		1 1
8 – Reporting		5		2 5 1.5

[REDACTED]

Figure 1 – Gantt chart presenting plan for work to be conducted.

1.2 Project Management

Frazer-Nash is a Corporate Partner of the Association of Project Management (APM). We employ experienced project and programme professionals that utilise best practice from across industry to deliver projects to time and cost.

1.3 Project Kick Off

Both the nominated Project Manager and the Technical Lead will attend the project inception meeting where we will present and agree the methodology with the DESNZ project team and the standards bodies. We will confirm this in a final project plan delivered to DESNZ.

1.4 Project Progress

We will schedule monthly virtual meetings via Teams (or similar) with the DESNZ project manager to update on progress, project risks, and any inputs from other parts of the programme. We will agree KPIs at the inception meeting and report on progress of these to the DESNZ project manager at the regular management meetings, and at the periodic working group meetings.

[REDACTED]

1.5 Final Reporting

Our final report will provide a thorough account of our activities including literature review, gas flow calculations and experiments. For the experiments we will explain the methodology used, assumptions made with justification, experimental setup, full experimental results, ready reckoner tables, conclusions, and recommendations. We will issue a draft report to DESNZ for comment before submitting the final report. We request that consolidated comments are provided within 2-3 weeks of submission.

1.6 Project Milestones, Deliverables and Gantt Chart

The project milestones and deliverables are listed below along with a project Gantt Chart. Note these dates assume the contract award date is as stated in the ITT, and the availability of DESNZ stakeholders to attend meetings and review deliverables.

Table 3 – Timetable for delivery of milestones.

[REDACTED]

1.7 How We Will Deliver Success

- ▶ We have the right people to manage the project. [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
- ▶ We have the right people to analyse and gather information, develop the model, and write up the findings. Our delivery team has significant expertise in industrial research, asset integrity, and the Energy sector, both generation and distribution. Our team has delivered similar projects and has a track record of undertaking clear and rigorous industrial research, including for DESNZ.
- ▶ We have the right people and facilities to undertake the experiments [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
- ▶ We have rigorous procedures for verification of the findings. Our team includes additional highly qualified engineers to verify the findings.
- ▶ The structure of the practical work to be carried out by [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
- ▶ We have Senior Independent review. [REDACTED]
[REDACTED]
[REDACTED]
- ▶ We have a robust plan to manage the risks and ensure our Quality Assurance is maintained throughout the project. [REDACTED]
[REDACTED]

1.8 Quality Management System

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

1.9 Project Controls

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

1.10 Control and Storage of Information

As a company we routinely receive, store, and handle sensitive information from clients, individuals, and governments. We recognise the importance of robust control and storage of this information and have an active Information Assurance Policy to ensure that appropriate methods are employed to achieve this. [REDACTED]

1.11 Reporting and Deliverable Quality

We understand the quality expected from DESNZ and other Government-department funded research because of the substantial portfolio of work we have undertaken on behalf of these clients. [REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

1.12 Risk Management

Our approach to risk management ensures that risks are identified early, effective mitigations are put in place and where appropriate, issues are escalated and resolved as quickly and effectively as possible.

Our risk management process has been refined and developed from our experiences of managing similar industrial research projects across a wide range of industry sectors. It benefits from the application of best practice, tools, and techniques. The key activities of our risk management process are outlined below:

- ▶ Identify – Identify and record threats and opportunities in the Risk Register and assign risk ownership.
- ▶ Assess – Prioritise risks based on probability impact scoring.
- ▶ Plan – Develop risk responses, mitigation, or fall-back plans.
- ▶ Implement – Operate review cycle, monitoring completion and effectiveness of risk mitigation.

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

1

[REDACTED]

[REDACTED]