

Training on SUMP

Module 2:
Introduction to the
SUMP planning cycle

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TRT Trasporti e Territorio

1. SUMPORT Training Module 2: objectives and approach
2. Recap from Module 1
3. The SUMP planning cycle
4. Next training sessions: feedback and fine tuning

1. **SUPPORT Training Module 2:
objectives and approach**
2. Recap from Module 1
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SUMPORT Training on SUMP

TRT and our experience in Sustainable Urban Mobility Planning

- **TRT**: quantitative analysis, planning and economic assessment of transport systems and policies since 25 years
- Pioneer study on Sustainable Urban Transport Plans (SUTP) launched by the EC DG ENV in 2005
- Co-author of the **EU SUMP Guidelines “Developing and Implementing a Sustainable Urban Mobility Plan”**
- Key **EU projects dealing with SUMP**s: Eltis, European Urban Transport Roadmaps 2030, PUMAS (Planning Sustainable Regional Urban Mobility in the Alpine Space), CIVITAS WIKI, BUMP (SUMP training activities to Italian cities), CIVITAS PROSPERITY, Urban Mobility Indicators
- Design and evaluation of **urban and regional sustainable mobility plans** in Italy: Parma, Alessandria, Padova, Piacenza, Naples, Aosta, Sicilian Islands, Prato, Vicenza and Milan



Rationale and objective

- SUMPORT's main objective is the **improvement of sustainable mobility in MED port cities**, by fostering the **uptake of Sustainable Urban Mobility Plans** in the MED area, with a specific focus on **integrating city- and port-related traffic flows in the sustainable public transport planning**
- Within project's WP 3 (Testing), Activity A.3.2 (Training for SUMP development/update), **trainings for the drafting of SUMP based on the SUMP concept elaborated by the European Commission** in 2013 and the EU guidelines are organized
- This training programme is intended to provide public officials and local practitioners of SUMPORT cities with the **basic knowledge useful to successfully complete a SUMP planning cycle**
- MED port cities not having or developing SUMP will be able to **gain knowledge and ability to draft this planning tool in their local contexts**, also benefitting from the past experiences of project partners already having SUMP

Training programme

MODULE		CONTENT
N.	One	Setting the scene <ul style="list-style-type: none"> • European policies on sustainable urban mobility • Basic concept and benefits of SUMP • EU support and guidance
Timing	July 2017	
Location	Valencia (ES)	
N.	Two	Introduction to the SUMP planning cycle <ul style="list-style-type: none"> • Preparation • Development • Implementation • Monitoring
Timing	January 2018	
Location	Koper (SI)	
N.	Three	Case studies and best practices <ul style="list-style-type: none"> • Relevant experiences at EU level • Workshop exercises: self-assessment
Timing	July 2018	
Location	Igoumenitsa (EL)	
N.	Four	Measure selection <ul style="list-style-type: none"> • Integrated package of policy measures • Tools and approaches to select the measures • Workshop exercises: Urban Transport Roadmaps Tool
Timing	January 2019	
Location	Limassol (CY)	



Module 2: Introduction to SUMP Planning Cycle

9.00 – 9.30	Registration
9.30 – 11.00	<p>Welcome message and tour the table</p> <p>Introduction to Module 2:</p> <ul style="list-style-type: none">▪ SUPPORT Training on the SUMP planning cycle: module 2 objectives and approach▪ recap from Module 1: the SUMP approach <p>The SUMP planning cycle:</p> <ul style="list-style-type: none">▪ Phase 1: preparing well▪ Phase 2: rational and transparent goal setting
11.00 – 11.15	<i>Coffee break</i>
11.15 – 12.30	<p>The SUMP planning cycle:</p> <ul style="list-style-type: none">▪ Phase 2: rational and transparent goal setting (continued)▪ Phase 3: elaborating the plan▪ Phase 4: implementing the plan
12.30 – 13.00	Next training sessions: feedback and fine tuning

Objectives

- To give you an in-depth overview of the SUMP planning cycle
- To understand the underlying principles and innovation of the SUMP process
- To go beyond the Eltis Guidelines
- To give you the possibility to transfer this knowledge and/or put in practice what you learned

Approach

- **We need to adapt the training to very different contexts** (advanced cities vs beginners, small vs medium, etc.) and **different planning practices**
- **We cannot be sequential (be ready for several feedbacks!)**  but also 
- **We need to do this together:** the trainer, yourself individually, group brainstorming and some parallel exercises in small groups
- **Not sure if we will complete the full cycle**

Training Module 2: objectives and approach


Resources




The screenshot shows a yellow background with a central image of a city street with a tram. Below the image is the text "GUIDELINES DEVELOPING AND IMPLEMENTING A SUSTAINABLE URBAN MOBILITY PLAN". At the bottom, there are four blue buttons with white text and right-pointing arrows:

- SUMP Guidelines
- Online SUMP Guidelines
- SUMP Glossary
- SUMP Self-Assessment Tool

SUMP Self-Assessment Tool

 Self-Assessment questionnaire (online tool)

Below you can find useful background information on the self-assessment tool including a PDF version of the questionnaire, an explanation of the concept and the scoring system. The presentations of the SUMP Self-Assessment from a webinar and from the official launch event are also available for download.

-  Self-Assessment questionnaire (PDF version)
-  How to navigate in the Self-Assessment Tool
-  An introduction to the SUMP Self-Assessment Scheme
-  Webinar: The SUMP Self Assessment Scheme
-  Webinar presentation for download (PDF)
-  Official launch of the SUMP Self-Assessment
-  Discussion Forum

<https://www.mobility-academy.eu/course/index.php?categoryid=15>

Training Module 2: objectives and approach

Resources



Guidelines can be downloaded at

www.sump-challenges.eu/kits

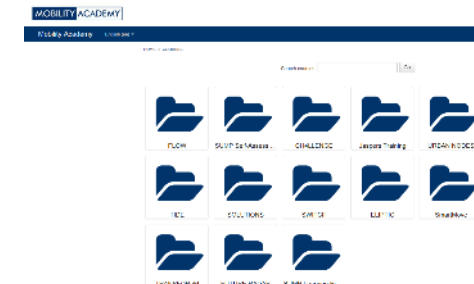
Online Training courses on these challenges available

<https://www.mobility-academy.eu/course/index.php?categoryid=4>

Download Quick Facts Brochure		Download Quick Facts Brochure		Download Quick Facts Brochure		Download Quick Facts Brochure	
English	Croatian	English	Croatian	English	Croatian	English	Croatian
Czech	Dutch	Czech	Dutch	Czech	Dutch	Czech	Dutch
French	German	French	German	French	German	French	German
Hungarian	Polish	Hungarian	Polish	Hungarian	Polish	Hungarian	Polish
Romanian		Romanian		Romanian		Romanian	
Download SUMP Manual		Download SUMP Manual		Download SUMP Manual		Download SUMP Manual	
English	Croatian	English	Croatian	English		English	Croatian
Czech	Dutch	Czech	Dutch			Dutch	French
French	German	French	German			Czech	German
Hungarian	Polish	Hungarian	Polish			Hungarian	Polish
Romanian		Romanian				Romanian	

Other SUMP related online courses / webinars

<https://www.mobility-academy.eu/course/>



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WHAT IS A SUSTAINABLE URBAN MOBILITY PLAN?

A **Sustainable Urban Mobility Plan** is a strategic plan designed to satisfy the mobility needs of people and businesses in cities and their surroundings for a better quality of life.

It builds on existing planning practices and takes due consideration of integration, participation, and evaluation principles



Recap from Module 1: the SUMP approach

A CHANGE OF PARADIGM

Traditional Transport Planning	↔	Sustainable Urban Mobility Planning (SUMP)
Focus on traffic	↔	Focus on people
Primary objective: Traffic flow capacity and speed	↔	Primary objectives: Accessibility and quality of life, as well as sustainability, economic viability, social equity, health and environmental quality
Modal-focussed	↔	Balanced development of all relevant transport modes and shift towards cleaner and more sustainable transport modes
Infrastructure focus	↔	Integrated set of actions to achieve cost-effective solutions
Sectorial planning document	↔	Sectorial planning document that is consistent and complementary to related policy areas (such as land use and spatial planning; social services; health; enforcement and policing; etc.)
Short- and medium-term delivery plan	↔	Short- and medium-term delivery plan embedded in a long-term vision and strategy
Related to an administrative area	↔	Related to a functioning area based on travel-to-work patterns
Domain of traffic engineers	↔	Interdisciplinary planning teams
Planning by experts	↔	Planning with the involvement of stakeholders using a transparent and participatory approach
Limited impact assessment	↔	Regular monitoring and evaluation of impacts to inform a structured learning and improvement process

SUMP MAIN CHARACTERISTICS



- A **clear vision, objectives and a focus on achieving measurable targets** that are embedded in an overall sustainable development strategy
- A **long-term vision and clear implementation plan**. A long-term strategy and a plan for short-term implementation, specifying the timing for implementation, clearly allocating responsibilities and identifying resources and finances
- A **participatory approach** that involves citizens and stakeholders from the outset and throughout the planning process
- A **pledge for sustainability** to balance economic development, social equity and environmental quality
- An **integrated approach** that considers practices and policies of different policy sectors, authority levels, and neighbouring authorities
- A **review of transport costs and benefits**, taking into account wider social costs and benefits

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SUMP Planning cycle



SUMP Guidelines



Online SUMP Guidelines



SUMP Glossary



SUMP Self-Assessment Tool



SUMP Guidelines

Foreword

Introduction

Phase I: Preparing well

Phase II: Rational and transparent goal setting

Phase III: Elaborating the plan

Phase IV: Implementing the plan

Publication details

Annex A: Glossary

Annex B: Reference list

Annex C: Good practice examples

Annex D: Checklist

Annex E: Experts consulted in workshops

Step 1: Determine your potential for a successful SUMP

Step 2: Define the development process and scope of the plan

Step 3: Analyse the mobility situation and develop scenarios

Step 4: Develop a common vision

Step 5: Set priorities and measurable targets

Step 6: Develop effective packages of measures

Step 7: Agree on clear responsibilities and allocate budgets

Step 8: Build systems for monitoring and assessment into the plan

Step 9: Adopt the SUMP

Step 10: Ensure proper management and communication (when implementing the plan)

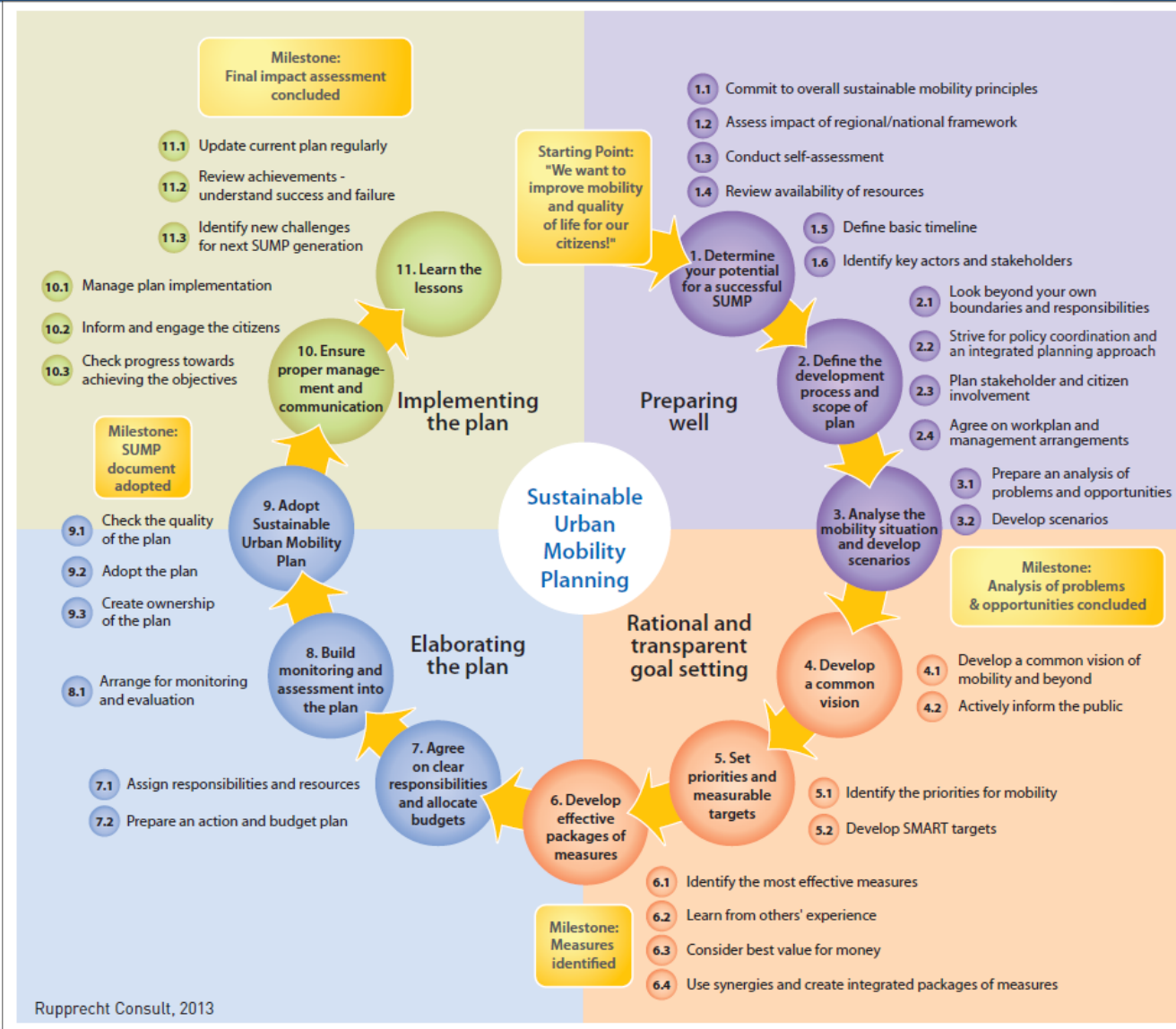
Step 11: Learn the lessons

<http://www.eltis.org/guidelines/sump-guidelines>

SUMP Planning cycle

The Process

4 PHASES,
11 MAIN STEPS
AND 32
ACTIVITIES

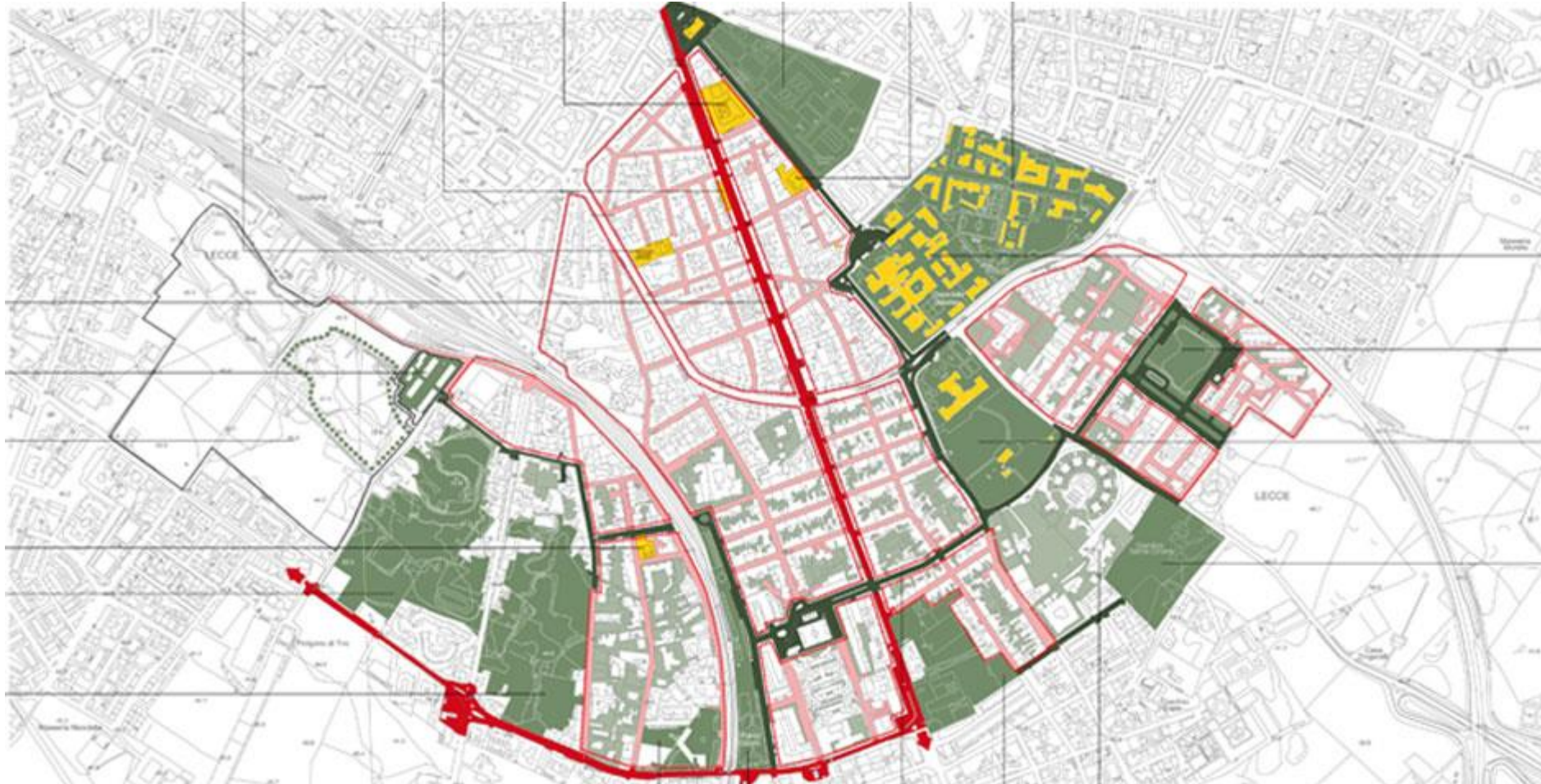


Why a SUMP planning cycle?

Analysis of an epic fail: Lecce



Why a SUMP planning cycle?



Why a SUMP planning cycle?

RIGENERAZIONE URBANA LECCO
PIEPIER 2007-2013 Area IV
PROGRAMMA OPERATIVO REGIONALE LECCO - CISA e UCLC
Avviso della Legge Regionale 29 luglio 2009 n.21

LECCO REGIONE PUGLIA
Città di Lecce
LUA
XINERIS

rigenerazioneurbanalecco.it

Piazza d'Italia - Porta S.Biagio

Il programma di rigenerazione urbana, avviato nell'ottobre 2009, si propone di costruire un sistema di collegamento delle aree verdi di interesse collettivo finalizzato alla realizzazione di una rete ecologica urbana con servizi e attrezzature che, partendo dalla Casa di Marco Vito, attraversando il quartiere Leuca, converga verso il centro storico fino all'insediamento del Castello e a Porta San Biagio.
Il progetto è suddiviso in tre fasi. Nella prima (già conclusa) il cantiere aperto nel febbraio 2012 ha rinnovato le strade Via Bacci, Via dei Bastiani, Via Rossini e Via Puccio fino a connetterle con Piazza Salvo, attraverso interventi sulla viabilità, le attrezzature urbane, il miglioramento del verde e gli attraversamenti (gallerie di legno su via San Cesario e ponticelli pedonali).
Nella seconda fase si preannuncia la riqualificazione di Piazza Pordenone, Via Leuca e l'area ambiente Porta San Biagio. In questi due progetti sono previsti una serie di interventi che qualifichino l'edificio con un basamento in pietra e mazzoli di cotto, potenziamento del verde urbano, valorizzazione dell'edificio e installazione di una zona 30, inoltre grazie alla creazione di nuove aree associate e all'incontro con gli abitanti sono stati attuati 43 progetti finanziari e comunitari presso la Famula. La seconda società (società) di progettazione ha in carico la riqualificazione Piazza delle Spade urbane e gli abitanti.
La terza fase prevede il recupero di Piazza Tagliante e del Ninfeo delle Fate, all'interno della casa di Marco Vito. Suo parco urbano alle spalle della stazione ferroviaria e la dorsale la Casa del Povero a disposizione della città.

The Urban Regeneration program introduces a way to create a connecting system of common green areas through a fully equipped urban ecological network, starting from Marco Vito square till the Leuca neighborhood, and continuing towards the Casa del Povero, the San Biagio and Porta San Biagio (to be enlarged).
The project is divided in 3 stages.
The first working (already completed), has been in February 2012, involving Via Bacci, Via dei Bastiani, Via Rossini and Via Puccio. The area was connected to the Piazza Salvo area through appropriate urban actions, upgrading green open areas, and the construction of crosswalks, wooden bridges on via San Cesario and the "Pondicelle".
The second stage proposes an urban upgrading of Via Pordenone, Via Leuca and the area around Porta San Biagio. Both the first and the second stage include the removal of the asphalt layer and setting up a new paving made of stone and concrete blocks, enhancing open green areas, slowing down the traffic applying the "zone 30" status (30 km/h). 43 new projects have started since the first stage (2012) in the area, thanks to the incredible creativity of many associations together with the inhabitants, which can be now shared at the ex TAMOIL building. Social activities are the link between inhabitants and the actual re-illumination of the areas they live in.
The third stage involves the preservation of the Masseria Tagliante (masseria) a furnished rural building and the Ninfeo delle Fate (Nymphs of the Fates), located in the Marco Vito open air square, behind each train station it will become the "Casa del Povero", an urban green area, open to the public.

EX_TAMOIL- Via Leuca, 133

Durante la fase di ricognizione urbana delle associazioni del secondo cantiere del progetto è stata individuata una ex Stazione di benzina Tamoil con spazio da destinare a "Spazio culturale di rigenerazione urbana": un piccolo contenitore versatile in grado di ospitare molte attività legate al processo di coinvolgimento gli abitanti del quartiere. I progetti delle associazioni, coerenti con le tematiche del Documento Programmatico di Rigenerazione Urbana.
Nello spazio EX Tamoil saranno avviati diversi progetti a sala un presidio urbano dedicato nel tempo a servizi che attualmente mancano nel quartiere.
Tra le prime attività ospitate ci sarà un centro anziani, la Banca del tempo intergenerazionale, un laboratorio di sartoria, un ufficio di recupero e organizzazione di apparecchiature informatiche, un parco informatico e spazio espositivo del progetto in corso.
 Sarà una spazio a disposizione di tutti.

During the second stage, people part of the associations have identified this ex TAMOIL gas station as a possible area to host a "cultural center of Urban Regeneration". It is a small but versatile space able to host many activities involving the inhabitants, projects by the associations, following the themes described in the Official Program of Urban Regeneration.
 Different projects are being part of this space, as it will be used as a base, dedicated to services which are actually missing in this area. It will be an area open to the public.

RIGENERAZIONE URBANA QUARTIERE LEUCA - rete ecologica - II STRALCIO - (Via Pordenone, Via Leuca, Porta San Biagio)

servizi	100m	150m	200m
spazio pubblico	100m	150m	200m
spazio verde	100m	150m	200m
servizi e attività	100m	150m	200m
servizi	100m	150m	200m
servizi	100m	150m	200m
servizi	100m	150m	200m
servizi	100m	150m	200m
servizi	100m	150m	200m
servizi	100m	150m	200m

Why a SUMP planning cycle?



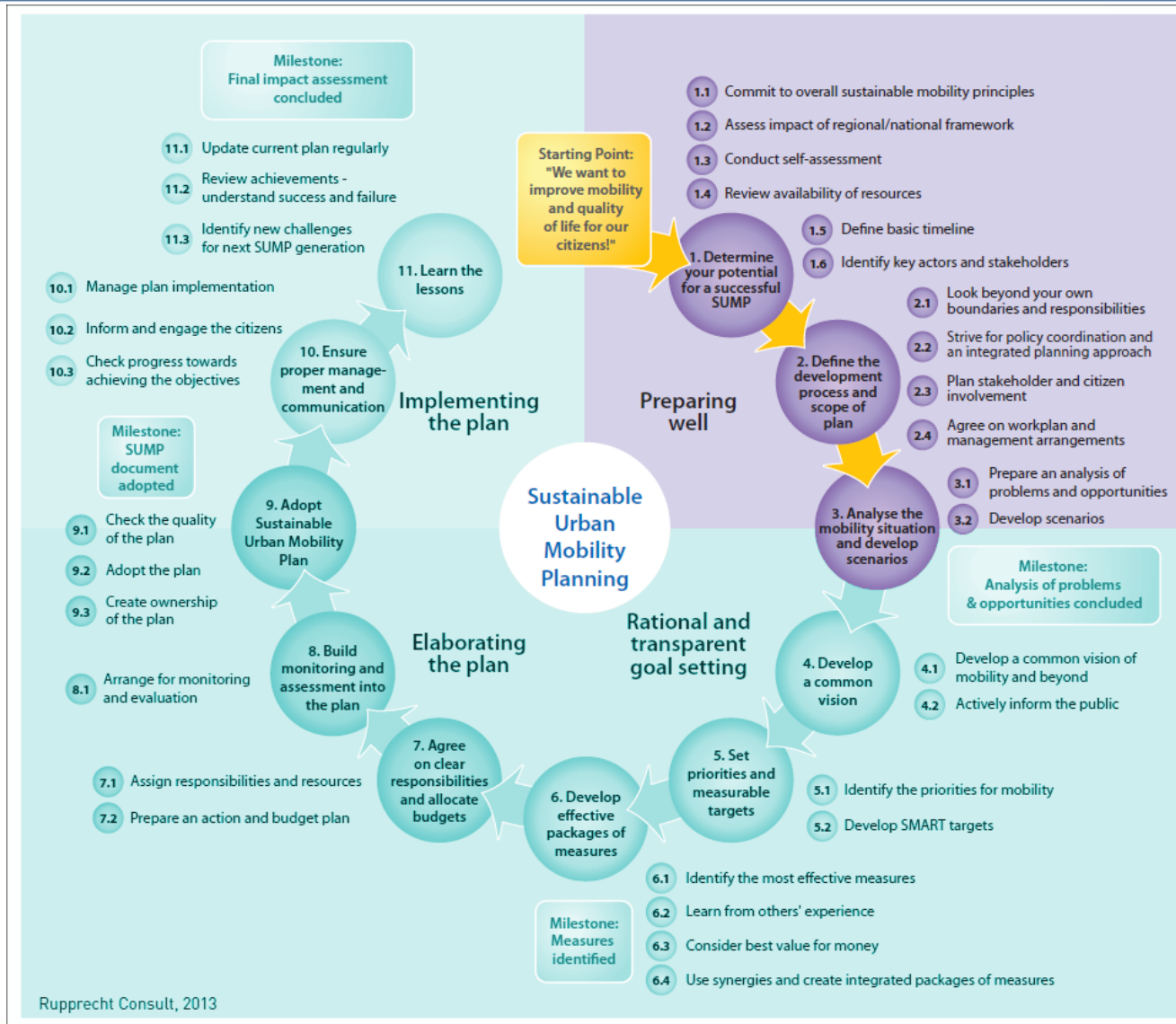
Why a SUMP planning cycle?



SUMP Planning cycle

The Process

PHASE 1 PREPARING WELL



STEP 1

Activity 1.1

- An urban transport plan is **sustainable** if economic, social and environmental criteria are taken into account.
- An **understanding and commitment** to sustainability principles is essential to direct the Sustainable Urban Mobility Plan development.



STEP 1

Activity 1.1

Aims

- Ensure that basic **sustainability principles** are taken into account throughout the whole planning process.
- Develop a **joint understanding** of what sustainable urban mobility means.
- Broaden the view to all aspects that need to be addressed to make the Sustainable Urban Mobility Plan a truly **sustainable document**, also beyond transport and mobility.

Tasks

- Analyse to what extent **sustainability principles** are already part of your city's or region's policy.
- Check to what extent the sustainability principles are in line with the current **political agenda**.
- Try to achieve broad agreement on making sustainability principles the **underlying fundament** of the work on the Sustainable Urban Mobility Plan.

STEP 1

Activity 1.1

Discussion

- **Is there a common understanding of sustainability principles and domains in your city?**

Exercise (not now, but in step 4)

- **Check the way mobility vs. traffic/transport issues are debated in your city**

STEP 1

Activity 1.1

Group Exercise

- **You need to suggest to your Mayor a good way to reinforce and give visibility to their commitment**

NB: remember you are a SUMPORT expert



THE CIVITAS INITIATIVE
IS CO-FINANCED BY THE
EUROPEAN UNION



Connecting with Waterways:



STEP 1

Activity 1.2

- Focus on urban mobility at the urban agglomeration level.
- The plan is embedded in a wider regional and national planning framework on urban mobility.
- Assessment of the impact of the regional and national audit planning framework to fully exploit opportunities and avoid conflicts.



STEP 1

Activity 1.2

Aims

- Ensure that relevant regional, national and European **framework conditions** for the Sustainable Urban Mobility Plan are identified.
- Gain a clear perspective on how the regional, national and European framework will influence the sustainable urban barrier mobility planning process and the design of measures.

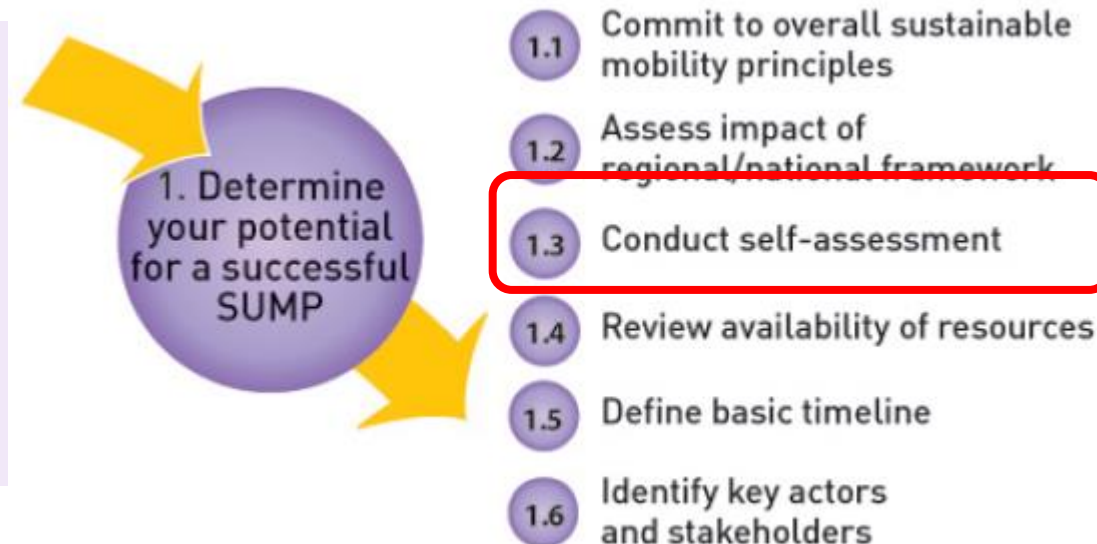
Tasks

- Identify, document and assess: **Legal regulations** and guidance; **Regional/ national funding** criteria; **Higher level plans**, strategies and objectives; Higher level influence on responsibilities or planning perimeter; **Requirements or initiatives** for coordination and integration of different policies
- Create a synopsis of relevant **regional/ national framework** with suggestions as to how to address these barrier points for the local Sustainable Urban Mobility Plan.

STEP 1

Activity 1.3

- **Self-assessment** in order to identify strengths and weaknesses of the current planning practices and own potential to successfully prepare a SUMP.
- The assessment should determine **alignments** with the activities and identifies the barriers and drivers that might influence the plan development process.



STEP 1

Activity 1.3

Aims

- Get a clear picture on **the strengths, weaknesses and opportunities** of current planning practices.
- Develop a **tailored SUMP** development process that fits the local context.

Tasks

- Analyse the **steps** and **activities** of your current local transport planning process.
- Identify and analyse **drivers** and **barriers** to the plan development process in your urban agglomeration.
- Assess social exclusion aspects and solutions in the framework of transport policies.
- Carry out an honest **self-assessment** as a starting point for improving planning processes and policies.

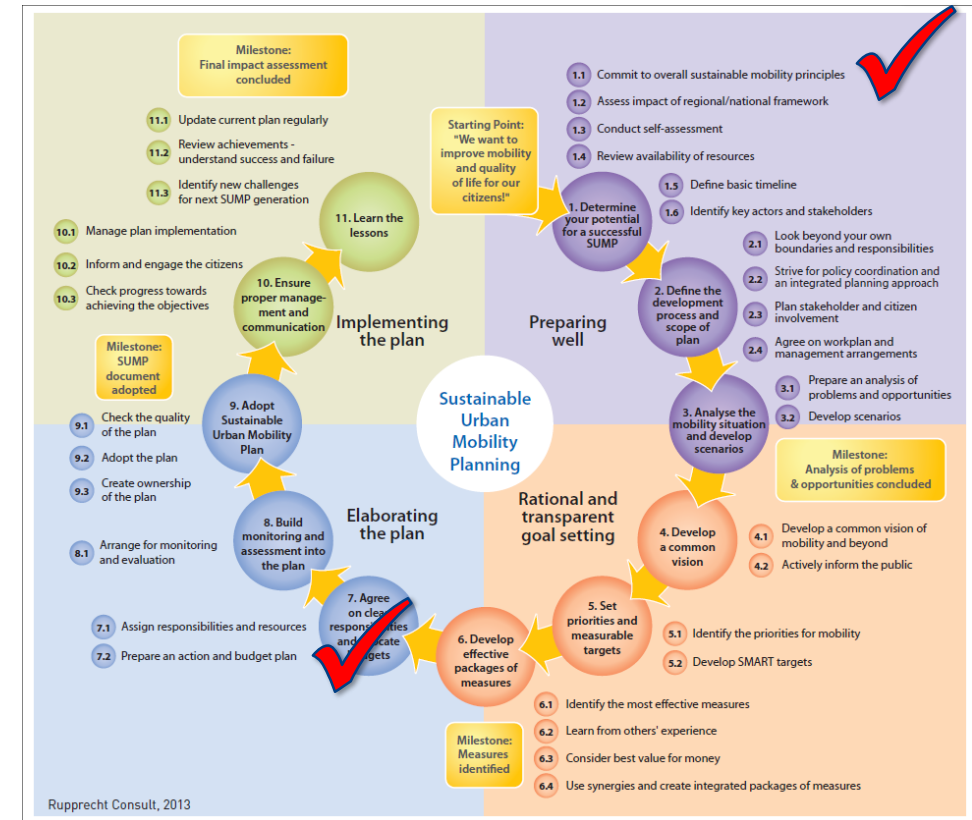
SUMP Planning cycle: Preparing well

STEP 1

Activity 1.3

Exercise for planners

- How many steps and activities are already part of your city's planning process?



STEP 1

Activity 1.3

Group exercise

- **Provide a list of key drivers and barriers you should consider in self-assessing your current planning processes and policies**

STEP 1

Activity 1.4

- **Human** as well as **financial** resources.
- **Building up expertise** in your own organisation, and co-operating with other stakeholders over the long term.
- Cover immediate skill requirements, by subcontracting if needed, but also to develop and keep expertise on SUMP within your own organisation.



Aims

- Ensure that the **necessary (wide) range of skills** for managing and driving the SUMP process is available.
- Balance short-term skill **requirements** and **build capacity**.
- Assess the confirmed and potential **financial resources**.

STEP 1

Activity 1.4

Tasks

- Assess **skills available** within the leading organisation(s) and among stakeholders.
- Ensure that **all core skills** for sustainable urban mobility planning are considered.
- Define the **required budget** for the SUMP development process and ensure political approval.
- Assess the likely **budgetary framework** for measure implementation.
- Consider local, regional, national and EU **funding opportunities**.

SUMP Planning cycle: Preparing well

STEP 1

Activity 1.4

Core skill requirements for sustainable urban mobility planning

Management skills (required during the entire sustainable urban mobility planning process)

Project management (incl. political liaison)

Technical management

Financial management

Staff management (incl. managing multidisciplinary teams made up of internal and external staff)

Technical skills (required during the entire process)

Urban planning and transport planning

Other important sectoral policies (economic, social, environmental)

Basic knowledge of **policy** at other levels – regional, national, EU

SUMP Planning cycle: Preparing well

STEP 1 Activity 1.4

Operational skills (required for particular Activities)	Related Element/ Activity
Stakeholder and citizen involvement	<p>Activity 2.4 Plan stakeholder and citizen involvement</p> <p>Step 4. Develop a common vision</p> <p>Activity 9.3 Create ownership of the plan</p> <p>Activity 10.2 Inform and engage citizens (measure implementation)</p>
Development, monitoring and evaluation of indicators	<p>Step 3. Analyse the mobility situation and develop scenarios</p> <p>Step 5. Set priorities and measurable targets</p> <p>Step 8. Build monitoring and evaluation into the plan</p>
Data collection and analysis	<p>Step 3. Analyse the mobility situation and develop options</p> <p>Step 8. Build monitoring and assessment into the plan</p>
Modelling and scenario development	Activity 3.2 Develop scenarios

SUMP Planning cycle: Preparing well

STEP 1
Activity 1.4

Operational skills (required for particular Activities)	Related Element/ Activity
Information and public relations, Marketing	Activity 2.3 Plan stakeholder and citizen involvement Step 4. Develop a common vision and engage citizens Activity 9.3 Create ownership of the plan Activity 10.2 Inform and engage citizens (measure implementation)
Accounting	Activity 2.4 Agree on work plan and management arrangements Activity 7.2 Prepare an action and budget plan
Procurement	Activity 7.2 Prepare an action and budget plan Activity 10.1 Manage plan implementation

STEP 1

Activity 1.5

- The **activities** in the SUMP development process partly depend on each other .
- **Interdependencies** need to be translated into a logical sequence
- Consider **on-going planning** and policy-making activities when determining the timing for the planning process.
- Election periods, legislation processes, regulation processes or other planning activities may **influence** the planning process.



Aims

- Build the SUMP concept into current planning practice.
- Strive for harmonisation of the timing of the planning process.
- Identify time windows for coordination with sustainable urban mobility planning.
- Enable realistic planning of the entire Sustainable Urban Mobility Plan process.
- Establish an overview of the general schedule of the SUMP process.
- Minimise risks related to timing.

STEP 1

Activity 1.5

Tasks

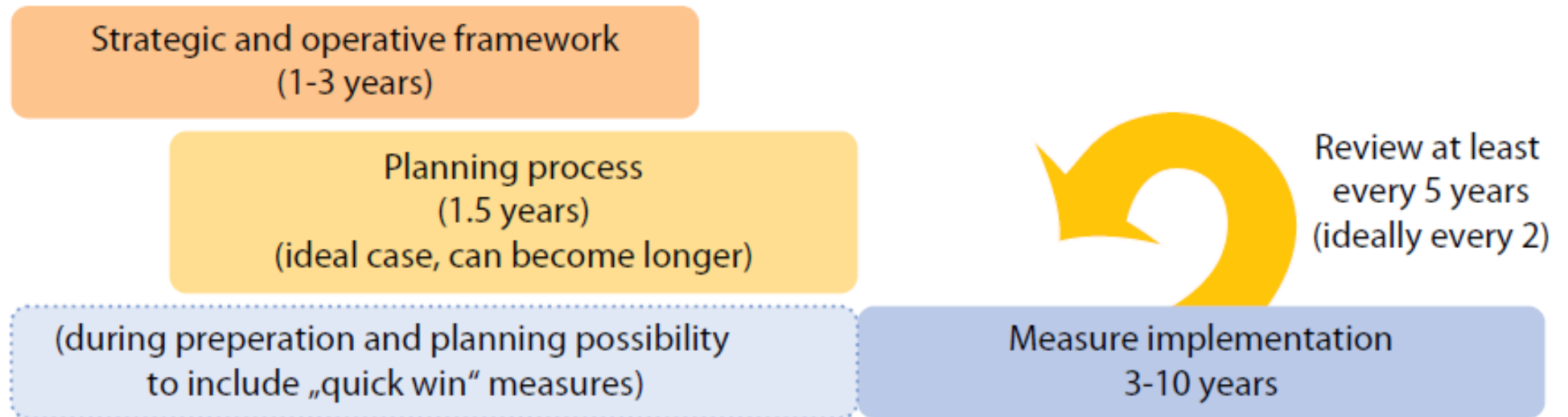
- Strive to fully embed SUMP into the development and implementation schedule of other existing policies and strategies.
- Choose an appropriate timeframe for building a strategic and operational framework
- Establish a timeframe for the SUMP process.
- Take into consideration decision-making windows (e.g. elections).
- Continue to implement “quick win” measures during the set-up of the strategic and operative SUMP framework and during the planning process.
- Build in time for evaluation and a plan update after plan adoption. Review and update at least every 5 years.

SUMP Planning cycle: Preparing well

STEP 1

Activity 1.5

INDICATIVE TIMELINE FOR A SUSTAINABLE URBAN MOBILITY PLAN



SUMP Planning cycle: Preparing well

STEP 1

Activity 1.5

TABLE: HYPOTHETICAL CALENDAR FOR PDU PREPARATION IN FRANCE

Preparation and development steps	Time line/ Month
Pre-analysis	Month 1 to 2
Establishment of a local workgroup, definition of the juridical perimeters	Month 3 to 4
Definition of a workplan and (if needed) external assistance	Month 5 to 7
Analysis and interpretation	Month 8 to 10
Definition of the actions	Month 11 to 13
Programming and evaluation	Month 14 to 17
Formalising of the draft PDU and juridical recognition	Month 18 to 20
Official consultation and public enquiry	Month 21 to 23
Inclusion of potential modifications	Month 24
Final approval of the PDU	Month 24

STEP 1

Activity 1.6

- Identifying urban mobility **stakeholders** and understanding their potential role and position in the process .
- Identify possible **conflicts** and **coalitions** between stakeholders.
- Develop appropriate ways to deal with **dominant** or **weak stakeholders** and with intermediary positions.



STEP 1

Activity 1.6

Aims

- Create a sound basis for a **durable cooperation** between all stakeholder groups.
- Identify **possible synergies** or **conflicts** between stakeholders.
- Enhance the **steering capacity** for the preparation and implementation of your plan.

Tasks

- Identify all **relevant stakeholders** as well as their objectives, their power, their capacity and their planning resources.
- Identify **weaker actors** that may need empowerment.
- Strive for a **planning coalition** including all key actors .
- Draw up a simple stakeholder **coordination strategy** to guide this task.

STEP 1

Activity 1.6

Mapping Exercise

- **Let's make a preliminary analysis of our actor constellation**
- Linked exercise in 2.3: How to empower weaker actors?

Influence-Interest Matrix

	Low Influence	High Influence
Low stake	least Priority Stakeholder Group	useful for decision and opinion formulation, brokering
High stake	important stakeholder group perhaps in needs of empowerment	most critical stakeholder group

STEP 2

Activity 2.1

- Take account of the area for which the respective local or regional authorities are responsible.
- Take account of the actual mobility patterns by covering the functioning agglomeration and considering the importance of linking the local transport network to long-distance transport corridors.
- Ensuring a seamless integration of long-distance
- Audit political-level agreement on a suitable planning perimeter.



STEP 2

Activity 2.1

Aims

- Define the planning perimeter by integrating functional spatial interdependencies and traffic flows.
- Identify the appropriate body/bodies to take leadership in the planning process baseline.
- Obtain a decision at the political level to approve the geographical coverage and the lead organisation.
- Ensure that the connection to long-distance transport corridors is also on the agenda within the plan's activities.



Tasks

- Analyse transport patterns and organisational perimeters.
- Involve key stakeholders and authorities within the envisaged planning perimeter.
- Take an open and transparent approach from the outset, securing the involvement of all authorities concerned.
- Ensure regular communication and exchange between relevant authorities.
- Negotiate overall responsibility for the plan.
- Strive for good co-operation with all actors on challenges that can only be dealt with at urban agglomeration level.

STEP 2

Activity 2.2


- **Lack of coordination** between policies and organisations
- **Addressing this deficit** represents a major challenge for SUMP, but is also a main source for innovation and improvement.



Aims

- Acknowledge the interactions between changes in urban structures and mobility.
- Ensure that linkages between different transport modes are considered.
- Establish the planning of mobility and transport as a shared policy domain.
- Define how SUMP and other policies at the local, regional, national and European level can be integrated.

Tasks

- Review plans that may have an impact on urban mobility. 
- Identify coordination requirements and potential across all relevant policy domains and levels.
- Check whether the goals and objectives of the plans support or conflict with sustainable urban mobility objectives.
- Take an open and transparent approach to actor cooperation from the outset, securing the involvement of actors from different policy fields.
- Develop common actions in cooperation with actors from other policy fields.
- Ensure regular communication and exchange between relevant authorities.
- Make sure that linkages between different transport modes are taken into account and that intermodality becomes a topic within the SUMP.

STEP 2

Activity 2.2

STEP 2

Activity 2.2

Checklist

- ✓ Relevant policy linkages identified (synergies and conflicts).
- ✓ Initial options for policy integration assessed
- ✓ Dialogue established with all concerned actors about integration possibilities.
- ✓ Initial prioritisation of integration options decided.
- ✓ **Assessment** and prioritisation specified according to advanced **scenario** building results (> Activity 3.2).

STEP 2

Activity 2.1

Activity 2.2



STEP 1

Activity 1.4

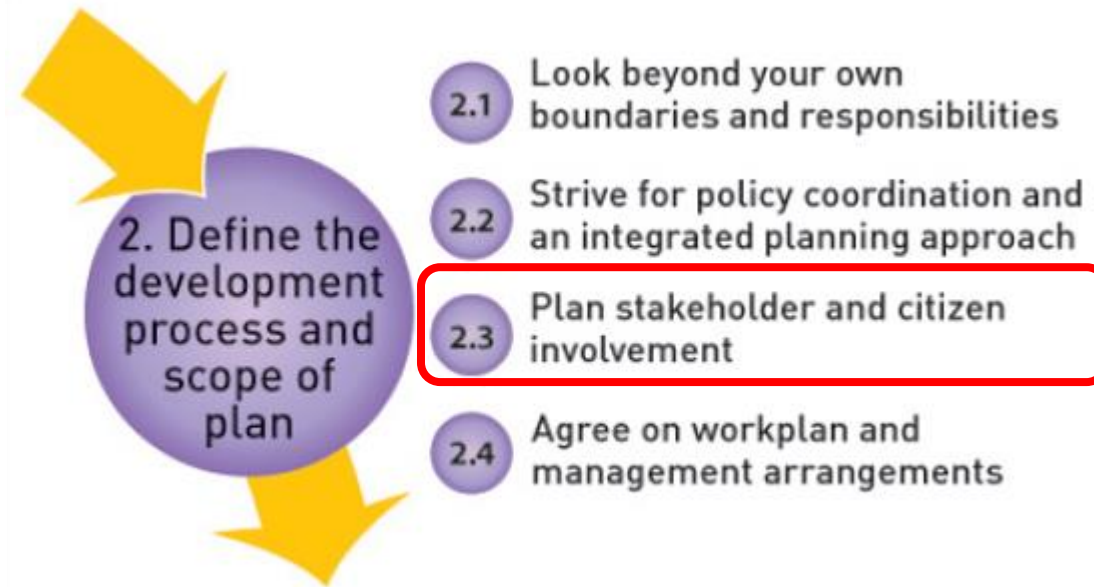
Discussion

- It seems we need a SUMP cross-authority and inter-sectoral dream team
- Do you think it is beneficial or might increase complexity in your context?

STEP 2

Activity 2.3

- Working with **stakeholders** is common practice
- Involve all different types of stakeholders throughout the planning process.
- **Legitimise** the plan and enhance its quality.
- Citizens are a special **sub-group** of stakeholders.
- Involving them in planning is a fundamental duty of local authorities



SUMP Planning cycle: Preparing well

STEP 2

Activity 2.3

Aims

- Ensure a **well-structured involvement** of the relevant stakeholders.
- Create a **transparent** planning culture.
- Design **sustainable and supported solutions** that will improve the quality of life for every citizen.
- Strengthen the **vitality of civil society** and local political culture.
- Improve the overall quality, effectiveness, efficiency, transparency, acceptance and legitimacy of SUMP.

Tasks

- Identify **suitable milestones** and **tools** for involving stakeholders and citizens.
- **Plan**, but be careful of **lobby groups** that can block the process.
- Develop a **communication plan** that includes an engagement strategy and timeline as well as an overall strategy for PR activities.
- Involve **people with special needs** in the planning process.
- Establish **involvement activities** as part of standard planning practices.

STEP 2

Activity 2.3



STEP 1

Activity 1.6

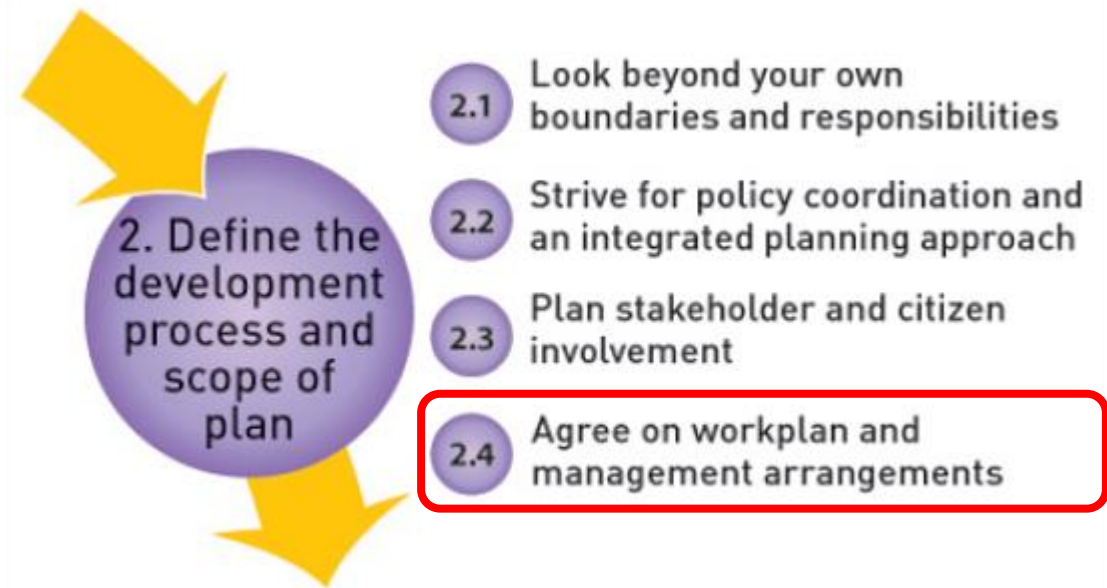
Exercise

- **Build up your SUMP coalition: who should be involved and how? How to empower weaker actors and balance the role of lobby groups?**
- **Pre-select your participation and communication tools**

STEP 2

Activity 2.4

- **Developing and implementing** a SUMP is a complex process.
- **Revise and optimize** practices.
- Take on **new tasks**, and to work across boundaries.
- All actors with a role in developing and implementing the plan need to have a **clear understanding** of the tasks.
- A work plan document should indicate all **necessary milestones** for developing the SUMP.



STEP 2

Activity 2.4

Aims

- **Clarify and formalise** the roles of the actors and their resource contributions.
- Create “**security**” for the planning process.
- Ensure **transparency** of the planning process.
- Secure a sound **co-ordination** among all planning activities.
- Facilitate an **efficient planning process**, making optimum use of the available resources.
- Address different types of **planning risks**.

Tasks

- Ensure that there is a **clear political mandate** and support for your SUMP.
- Determine a **coordinator** with responsibility and resources for organising the work.
- Draft an **overall work plan** for the planning process.
- Agree on **management procedures** and tasks with all stakeholders responsible for planning tasks.
- Assess **risks and plan** for relevant contingencies.
- **Monitor progress, enforce work plan** implementation and/or adapt to changes.

Checklist

STEP 2

Activity 2.4

- ✔ Political mandate and support for your plan concluded.
- ✔ Coordinator of the planning process determined.
- ✔ Strategy for risk management and quality management devised.
- ✔ Work plan for your planning process developed and politically approved.

STEP 3

Activity 3.1

- Before deciding on future policies, it is essential to know **where you currently stand**
- Crucial in helping to define appropriate policies and provide the necessary **baseline** against which progress can be measured
- The analysis should be as comprehensive as possible, but also needs to be **manageable with the given resources**



3.1 Prepare an analysis of problems and opportunities

3.2 Develop scenarios

Milestone:
Analysis of problems
& opportunities concluded

STEP 3

Activity 3.1


Aims

- Provide a **quantified review** of the current status of important mobility and transport developments
- Prepare a **list of deficits, problems and opportunities** that relate to urban transport and mobility.
- Develop a **better understanding** of what you really need to know to enhance your planning.
- Identify **data availability and quality, accessibility** and secure coverage of data requirements for your plan.
- Prepare a **baseline analysis** to identify and prioritise key problems to be addressed by the plan.

STEP 3

Activity 3.1

Tasks

- **Identify and analyse** the key planning documents, procedures and policies relevant to your local planning process. 
- **Identify all available data** and assess their quality and accessibility and secure coverage of data requirements for your SUMP.
- **Retrieve available data, synthesise** their content and collect additional data to fill important gaps in your data.
- **Collect a minimum set of data** on urban transport and mobility as well as on other areas that influence your SUMP.
- Select **suitable indicators** that describe the status of transport and mobility in your city,.
- Identify **possible expected and unexpected events** (resilience assessment).
- Prepare a **baseline analysis** to identify and prioritise key problems.

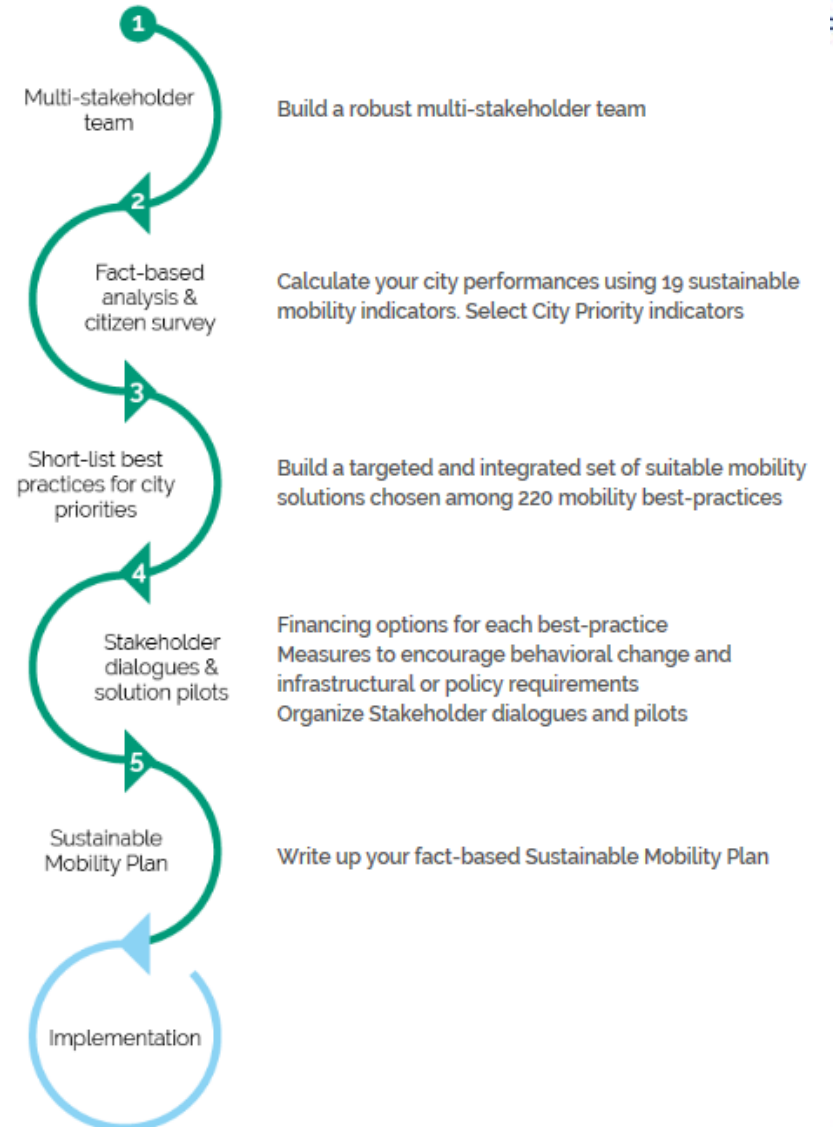
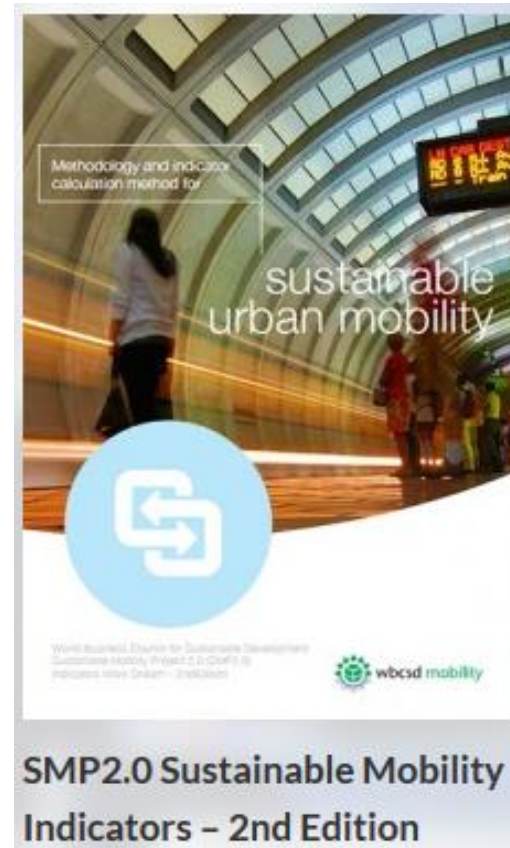
SUMP Planning cycle: Preparing well



SMP fact-based mobility planning tool (EN)
<http://www.wbcSDsmp.org>
Tool to support cities developing fact-based and integrated sustainable urban mobility plans based on the 19 sustainable mobility Indicators

STEP 3

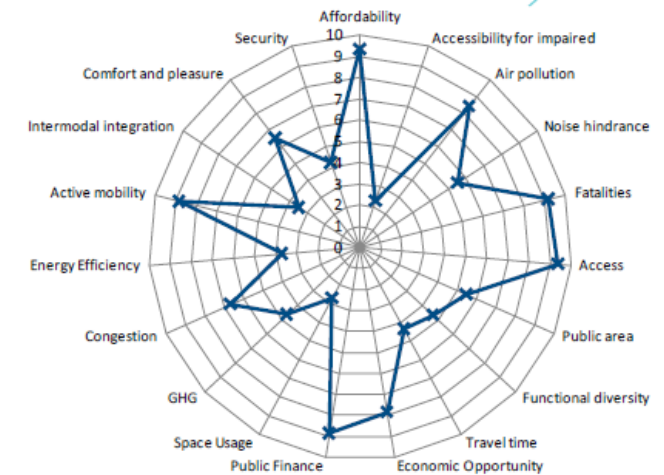
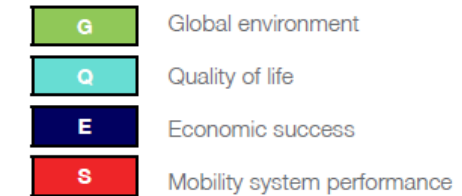
Activity 3.1



SUMP Planning cycle: Preparing well

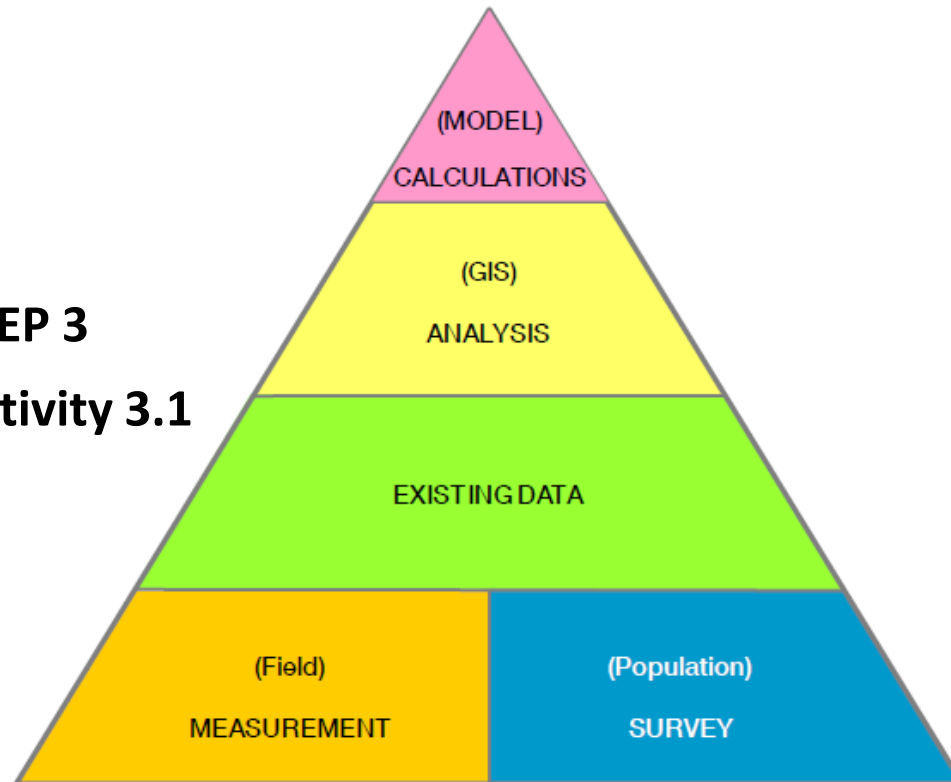
STEP 3 Activity 3.1

Set of 19 indicators for the sustainability of urban mobility	Short names of indicators	Dimensions	
Affordability of public transport for the poorest people	Affordability	S	Q
Accessibility for mobility impaired groups	Accessibility for impaired	S	Q
Air polluting emissions	Air pollution	Q	
Noise hindrance	Noise hindrance	Q	
Fatalities	Fatalities	Q	
Access to mobility services	Access	Q	
Quality of public area	Public area	Q	
Urban Functional diversity	Functional diversity	Q	E
Commuting travel time	Travel time	Q	E
Economic Opportunity	Economic Opportunity	Q	E
Net public finance	Public Finance	E	
Mobility space usage	Space Usage	G	E
Emissions of greenhouse gases (GHG)	GHG	G	
Congestion and delays	Congestion	G	S
Energy efficiency	Energy efficiency	G	S
Opportunity for active mobility	Active mobility	G	S
Intermodal integration	Intermodal integration	S	
Comfort and pleasure	Comfort and pleasure	S	Q
Security	Security	S	Q



SUMP Planning cycle: Preparing well

STEP 3 Activity 3.1



Indicators	Example of data sources
Affordability	Public transport companies report; National/City census; Office of statistics
Air pollution; GHG; Energy efficiency	City data: vehicle park; Environmental agencies; National/City emission report; Standard regulations on emissions/km
Congestion	(if not field measurement) Online app or navigation devices
Noise	(if not field measurement) Office of statistics
Fatalities	Statistics of Road Traffic Accidents; National/City census; World Bank/UN Global Indicators databases
Access	National/City census; Office of statistics
Functional diversity	Urban planning office;
Public Finance	Public transport companies sustainability report; City budgets
Space Usage	Urban planning office
Active mobility	Urban planning office; Mobility office;

STEP 3

Activity 3.2

- Scenarios help stakeholders better understand the likely **combined effects** that the set of measures will have
- By illustrating different future situations, it allows to **assess independently the consequences of current trends, measures already programmed, and new policy choices**
- Examining the effects of these different scenarios enables you to **set realistic targets for outcome indicators**



3.1 Prepare an analysis of problems and opportunities

3.2 Develop scenarios

Milestone:
Analysis of problems
& opportunities concluded

STEP 3

Activity 3.2

Aims

- Develop **alternative scenarios** that allow discussion about complex strategies for future development.
- Stimulate **discussion on policy alternatives** and their impacts.
- Enhance broad ownership and **acceptance of the strategies** that will be retained for implementation.

Tasks

- Describe **different scenarios** in a quantitative and qualitative way.
- **Assess interdependencies** between sectoral trends.
- Take into consideration the **resilience of the transport system** against expected or unexpected events.
- Use **appropriate techniques such as modelling** or purely qualitative analysis based on expert judgement or previous results.
- **Analyse** to determine which strategy serves the vision .
- Stimulate discussion of **policy alternatives and their impacts** with key stakeholders.

SUMP Planning cycle: Preparing well

STEP 3

Activity 3.2

Urban Transport Roadmaps tool www.urban-transport-roadmaps.eu

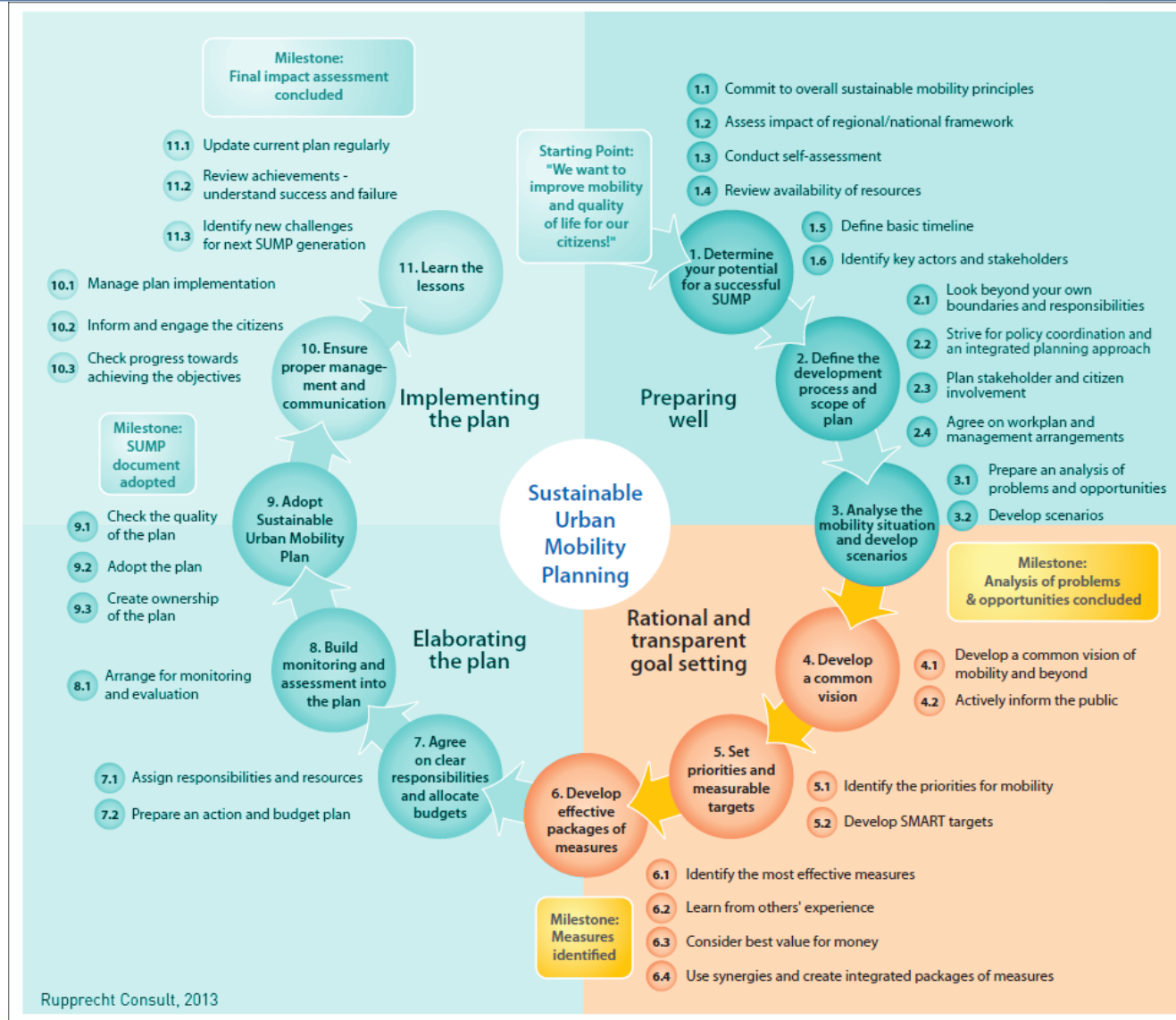
A quantitative tool to support developing of scenarios, setting priorities and targets, developing effective packages of measures in the SUMP planning cycle

The screenshot shows the homepage of the Urban Transport Roadmaps tool. The header includes the title 'Urban Transport Roadmaps', navigation links for 'HOME', 'ABOUT', and 'CONTACT', and a language dropdown menu set to 'English'. A blue banner at the top contains a message: 'Please take a few minutes to complete our user survey'. The main content area is divided into two columns. The left column features a paragraph about urban mobility challenges, a row of icons representing various transport modes (bus, bicycle, car, tram, scooter, train, truck), and a list of three key features: exploring and identifying sustainable transport measures, quantifying their impacts, and considering implementation pathways. A prominent blue button labeled 'LAUNCH ROADMAPS TOOL' is positioned below this list. The right column has two sections: 'Introduction to the tool' with links to a 'Quick start guide' and 'Training Webinars', and 'Project reports (English only)' with links to 'Presentations and papers', a 'Roadmaps report (.pdf 1.6MB)', and a 'Detailed user guide (.pdf 2.5MB)'. Below these sections, there is a link to 'Find out more about sustainable urban transport:' and the logo for 'ELTIS THE EUROPEAN NETWORK FOR URBAN TRANSPORT'. At the bottom right, it states 'An initiative of the European Commission' with the European Union flag logo.

SUMP Planning cycle

SUMP Planning cycle

PHASE 2 RATIONAL AND TRANSPARENT GOAL SETTING



STEP 4

Activity 4.1

- What kind of city do we want to live in?
- How will it differ from other cities?
- A **vision** provides a **qualitative description** of a desired urban future and serves to guide the development of appropriate planning measures.



- 4.1 Develop a common vision of mobility and beyond
- 4.2 Actively inform the public

STEP 4

Activity 4.1

Aims

- Agree with **stakeholders on a common vision**
- Strengthen the **local community identity** and collective ownership of the vision.
- Make clear the **political value of a SUMP** and ensure the commitment of key actors and decision makers.
- Broaden the perspective by looking **beyond transport and mobility**.
- **Set priorities and orientate** further decision making.

Tasks

- Establish a **representative group responsible** for the development of the vision.
- Compile and **provide basic information to stakeholders**
- Elaborate a **draft vision** and discuss with stakeholders.
- Publish the vision in an **easy-to-understand format**.

STEP 4

Activity 4.1



STEP 1

Activity 1.1

Exercise & discussion

- Check the way mobility vs. traffic/transport issues are debated in your city
- Check declared vision (if any) vs. perceived awareness of mobility challenges

STEP 4

Activity 4.2

- A **common vision** is the starting point for developing concrete measures.
- Citizens should **actively be informed** about the vision building process and its outcomes.
- This helps to **create awareness** and broad acceptance.



- 4.1 Develop a common vision of mobility and beyond
- 4.2 Actively inform the public

STEP 4

Activity 4.2

Aims

- Create **shared public ownership** of the SUMP.
- **Ensure that citizens can raise their voices** if they are not satisfied with the vision.

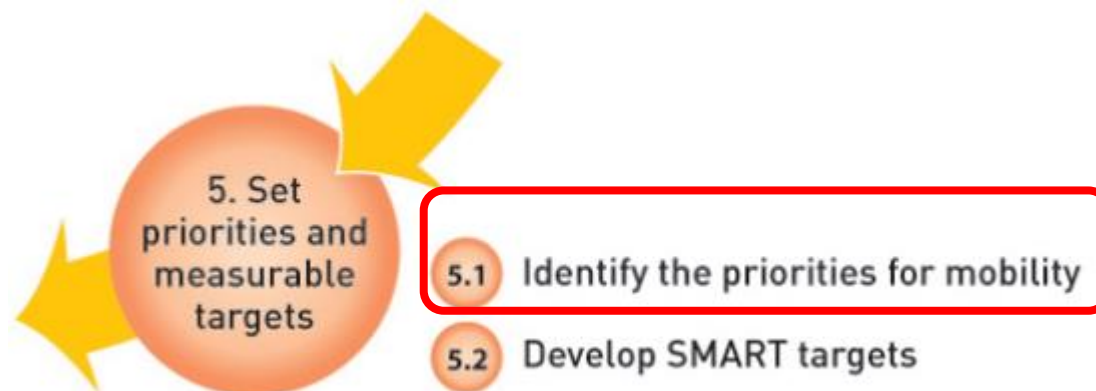
Tasks

- **Pro-actively provide facts about the planning process** and inform about outcomes of important steps.
- **Avoid secrecy** and corporatism.
- Conduct **simple opinion polls** that show trends and create arguments.
- **Involve the media** (local press, radio, TV).
- **Educate and inform citizens** and other stakeholders about sustainable urban mobility issues.
- **Disseminate vision** document widely to citizens.

STEP 5

Activity 5.1

- Defining objectives means specifying what **social, environmental or economic improvements** are required, saying exactly what needs to be “reduced”, “increased” or “maintained”
- **Objectives** are higher level aims of the SUMP (e.g. cut congestion caused by cars) while **measures** (e.g. build a tram) are the means to achieve them
- This contrasts with a planning approach that focuses on the delivery of schemes and infrastructure without reference to higher level objectives



STEP 5

Activity 5.1

Aims

- Specify what the SUMP should achieve, building on the common vision.
- Formulate **clear and measurable objectives**.



Tasks

- Build on the vision by **analysing its implications** for the objectives.
- Assess the priorities for mobility together with key stakeholders.
- Agree on a **set of priorities** for overall themes that reflect the needs of stakeholders and citizens in the urban agglomeration.
- Define **clear and measurable objectives** that help to orientate measure selection and design.

SUMP Planning cycle: Preparing well

STEP 5

Activity 5.1



<http://www.eltis.org/discover/case-studies/parmasump-first-italy-combined-strategic-environmental-assessment>

Set priorities and targets by decision makers engagement

GENERAL OBJECTIVES	SPECIFIC OBJECTIVES
SUSTAINABLE MOBILITY To meet the different needs of mobility (residents, businesses, city users)	1A) To make compatible the use of streets and squares considering the needs of different road users (pedestrians, cyclists and PT users), especially in highly-populated areas and near schools
	1B) To reduce car (and motorcycle) dependency in favor of sustainable transport modes (walking, cycling, public transport), in particular for inner travels
	1C) To guarantee city accessibility through the optimization of the transport supply and the integration of the transport modes
	1D) To encourage good behavior in personal mobility choices and in the use of the streets (enforcement)
	1E) To optimize and rationalize the transport of goods

GENERAL OBJECTIVES	SPECIFIC OBJECTIVES
EQUITY, SAFETY AND SOCIAL INCLUSION To ensure adequate health, safety, accessibility and information for all	2A) To reduce road accidents, with particular attention to vulnerable road users (pedestrians, cyclists, motorcyclists) - "Vision Zero"
	2B) To guarantee easy access to mobility services and public space
	2C) To raise awareness of (and the freedom of choice to) the availability of more sustainable transport modes, by improving information on mobility services for residents, businesses and city users

SUMP Planning cycle: Preparing well

STEP 5

Activity 5.1



Set priorities and targets by decision makers engagement

GENERAL OBJECTIVES	SPECIFIC OBJECTIVES
QUALITY OF THE ENVIRONMENT To promote and improve environmental sustainability	3A) To reduce air pollution emissions of the transport sector (PM ₁₀ , PM _{2.5} , NO _x and ozone precursors) as well as pollutants linked to "proximity traffic" (Black carbon)
	3B) To improve the quality of the urban landscape and contain land consumption
	3C) To reduce energy and fossil fuels consumption
	3D) To reduce greenhouse gas emissions (CO ₂)
	3E) To reduce the population's exposure to noise, giving priority to the protection of the most sensitive areas (schools, hospitals,...)
	3F) To incentive electric mobility/cargo logistics

GENERAL OBJECTIVES	SPECIFIC OBJECTIVES
INNOVATION AND ECONOMIC EFFICIENCY To enhance innovation opportunities and pursue economic sustainability and efficiency	4A) To make efficient and effective public spending on infrastructure and mobility services
	4B) To make explicit and internalize the environmental, health and social costs in public policies
	4C) To promote economic efficiency of commercial traffic (urban logistics)
	4D) To optimize the use of mobility resources by the enhancement of "shared" mobility (car, bike) as well as the promotion of technological and management innovation and management in the transport sector
	4E) To support entrepreneurial activities linked with the transport of passengers and goods with bicycles (electric bikes/cyclo logistics)

STEP 5

Activity 5.2

- Targets represent the most concrete form of commitment in an SUMP, stating the **desired degree of change within a given timeframe**
- They are needed to assess whether an adopted measure really achieves the desired outcomes
- Targets are essential for **monitoring and evaluation purposes**
- Target setting provides **transparency and clarity** on what you plan to achieve in terms of changing transport and mobility in the city





STEP 5

Activity 5.2

Aims

- Define a **set of targets** that allow monitoring of progress towards achievement of the objectives.
- Establish a **key reference** for assessing the efficiency and effectiveness of the measures.

Tasks

- **Develop targets that allow monitoring of progress** towards the achievement of objectives
- Involve key stakeholders in **developing quantitative and qualitative targets**. Preparation, realisation and follow-up with indicator working group meetings.
- **Define SMART targets**: specific, measurable, achievable, realistic, time-bound.
- **Adopt and/or develop indicators** that are representative of the objectives set.
- Do a **reality check** on objectives. 
- Make the **formal adoption of targets** a part of the action and budget plan. 

STEP 5

Activity 5.2

Discussion

- How many indicators and targets?

Activity 5.1

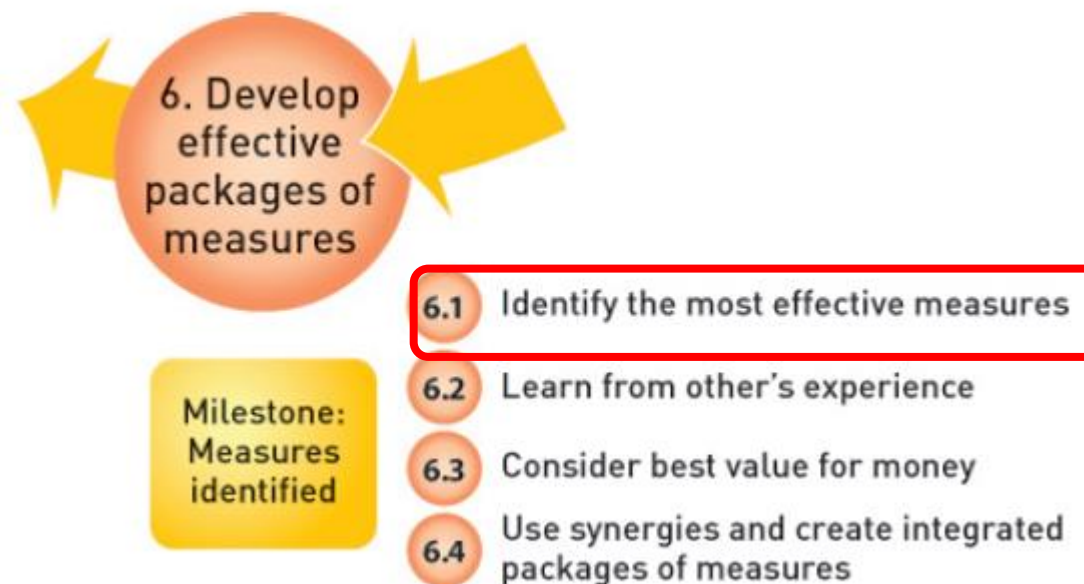


Activity 7.2

STEP 6

Activity 6.1

- Measures need to contribute **to achieving the vision, objectives and targets**
- A set of options needs to be identified that realistically **fits with the available resources**
- Measures should be considered in **“packages”** rather than in isolation so as to take into account potential synergies



STEP 6

Activity 6.1

Aims

- **Identify options of suitable measures** and their integration.
- Get an **overview of different options** that contribute to the vision, objectives and targets.

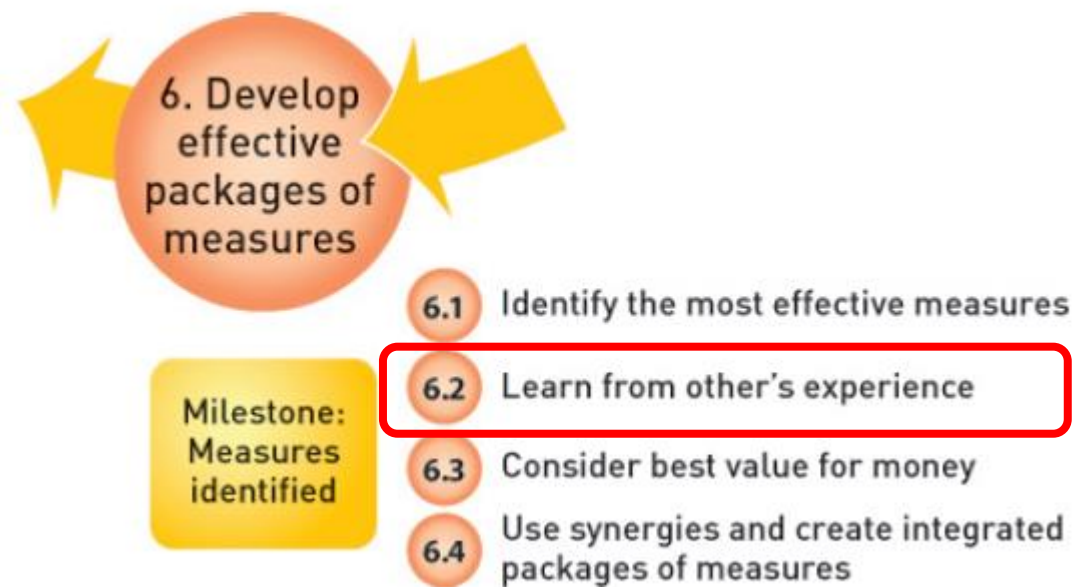
Tasks

- **Re-assess the resource framework** for measure implementation.
- Identify **options of packages of measures**.
- Make sure that the **measures connect to the objectives**.
- Assess the **likely effectiveness** of measures.

STEP 6

Activity 6.2

- Identifying the **most effective measures** should be based on more than your own experience, desktop research and local exchange
- It can be extremely valuable to learn from the **experience of those who have already implemented measures** which you are considering for your local context
- This **avoids** “re-inventing the wheel” and making costly mistakes that others may already have learnt from



STEP 6

Activity 6.2

Aims

- **Learn from those who have already implemented measures** that you are considering.
- Avoid starting from scratch. Use the experience available elsewhere.
- Provide **convincing evidence** and arguments for implementing a measure in your local context.

Tasks

- **Identify other places** where a key measure you are interested in has already been implemented.
- **Get in touch with the key actors** who implemented the measure (either by phone or by arranging a site visit to see measures in action).
- **Summarise the conclusions** as input in the selection process.

STEP 6

Activity 6.2

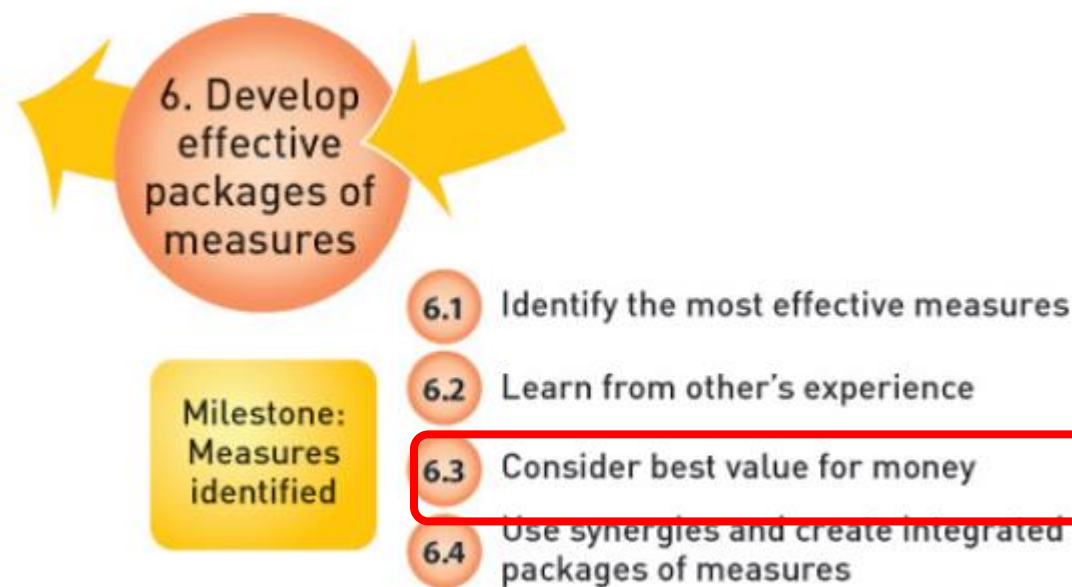
Exercise

- **Are we able to make a list of inspiring experiences?**
- **Describe your strategy to use others' experiences in your SUMP process**

STEP 6

Activity 6.3

- Measure selection will be guided not only by effectiveness, but also **by value for money**
- Especially in times of tight budgets for urban transport and mobility, it is crucial to get the most impact **possible** for the resources spent
- This will require a **basic assessment of options** with an eye on costs and benefits
- This will also help you be realistic about what measures can be implemented



STEP 6

Activity 6.3

Aims

- Ensure **efficient use of available resources**.
- Avoid selection of **financially unrealistic measures**.
- **Strengthen the credibility** of the implementation of measures.

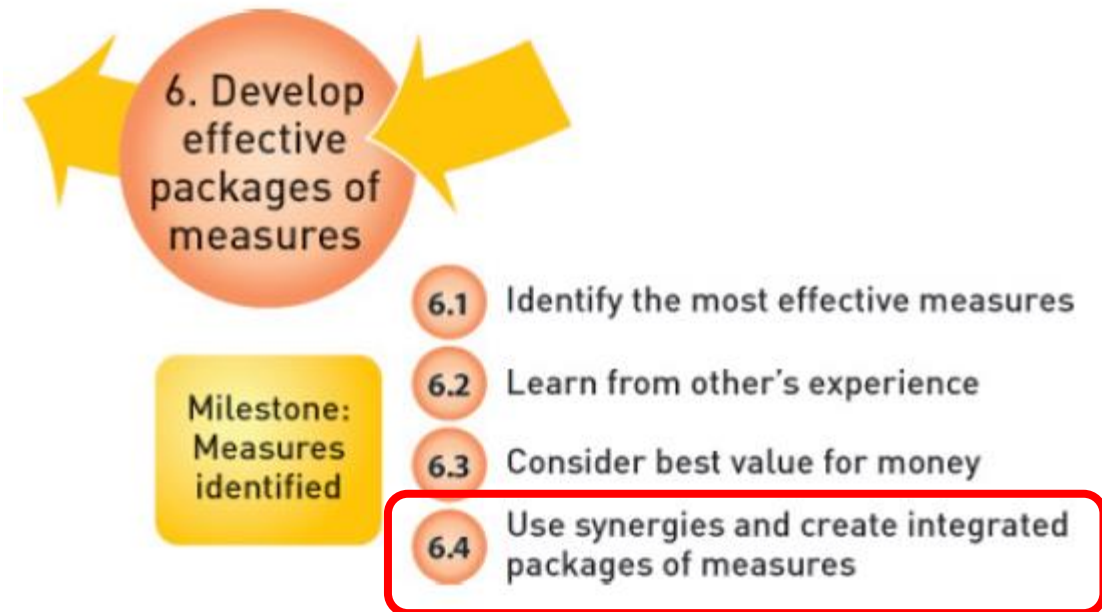
Tasks

- Select only **affordable and effective measures** and packages of measures.
- **Assess the proposed measures** with an eye to realistic and timely implementation with given resources.
- Ensure that **all cost and benefits** are taken into account
- Ensure that both **people (passengers) and freight transport** flows are considered.
- Ensure that **greenhouse gas and air quality impacts** are considered.
- Ensure that **all modes are equally considered** and compared in assessing costs and benefits.
- Take **maintenance needs** into consideration.

STEP 6

Activity 6.4

- Experience shows that isolated measures can only have a limited impact, while **packages of measures** can make use of synergies and reinforce each other
- It is crucial to draw conclusions from the analysis of options in form of **meaningful combined packages of measures**
- The packages should also strive for integration of transport modes (intermodality), with land-use planning and other sectoral planning activities (e.g. environmental, health or economic measures)



STEP 6

Activity 6.4

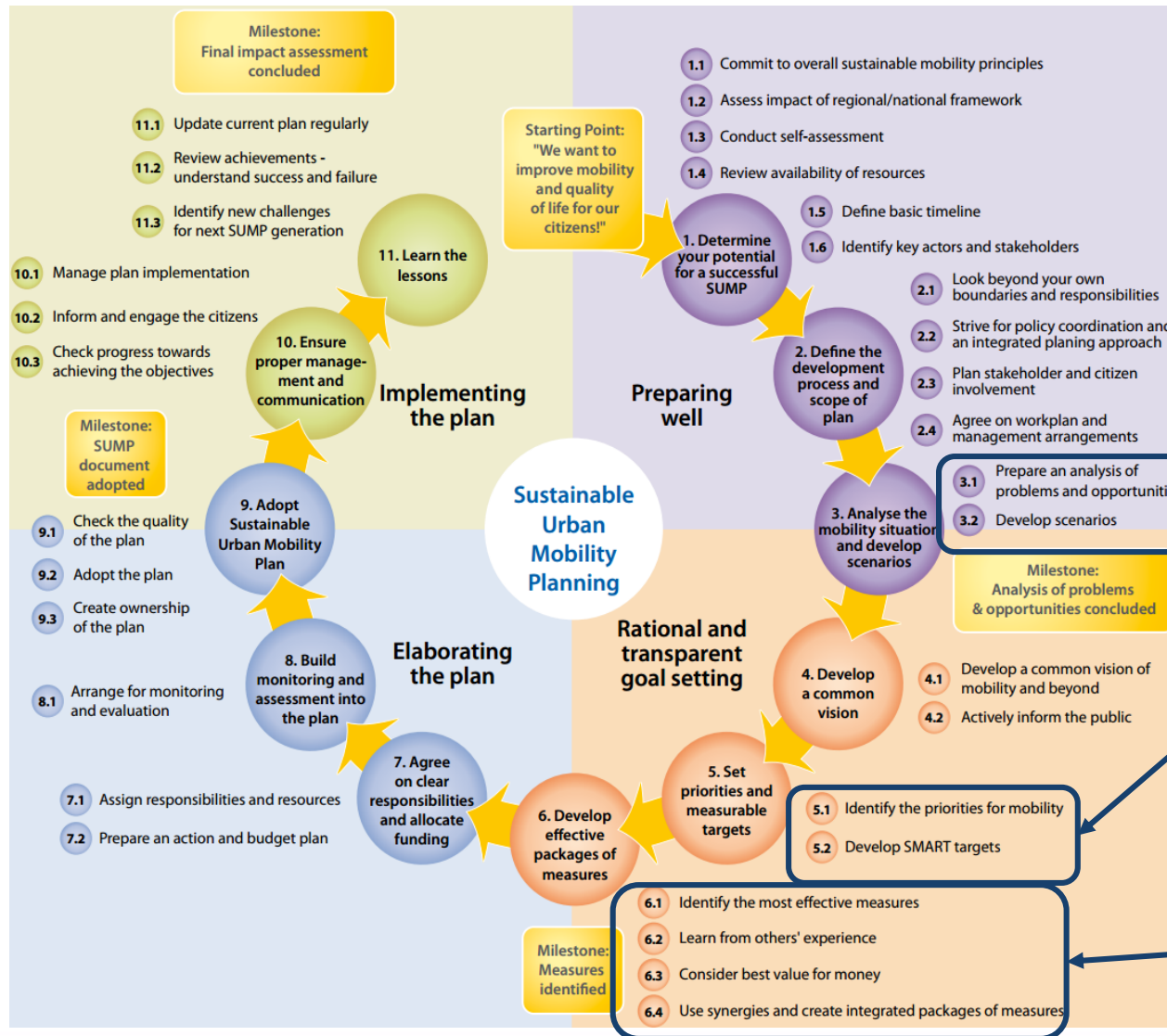
Aims

- Select **best options** in form of packages of measures.
- Ensure **exploitation of synergies** between measures.
- Ensure **integration of transport modes** (intermodality).
- Strive for integration with land-use planning and further **sectoral planning activities**.

Tasks

- Identify measures which contribute to meeting **multiple objectives**.
- Group measures **into packages of measures** to benefit from synergies and increase their effectiveness.
- Ensure that **intermodality** is taken into account.
- Check proposed transport and mobility measures regarding **integration with land-use planning**.
- Integrate the measures where possible with further **sectoral planning activities**.
- Make a proposal for **final selection of measures** and discuss with key stakeholders.

SUMP Planning cycle: Goal setting



Urban Transport Roadmaps

Facilitates assessment and discussion of current issues

Quantification supports development of priorities and targets

Allows scoping and development of policy packages


SUMP Planning cycle: Goal setting

urban-transport-roadmaps.eu

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Cities in Europe are vital centres of economic activity, innovation and employment. However, they face increasing challenges to their mobility systems such as congestion, air pollution, ambient noise, CO2 emissions, accidents and urban sprawl. To tackle these problems cities need to develop and implement coherent and challenging Sustainable Urban Mobility Plans (SUMPS).




The Urban Transport Roadmaps project provides you with an on-line tool to help you develop the first scenarios of your SUMP. With its simplified approach the tool serves as a first step for people with non-specialist knowledge and allows you to:

- explore and identify appropriate sustainable transport policy measures;
- quantify the transport, environmental and economic impacts of these measures;
- consider an implementation pathway (roadmap) for the policy scenario.

LAUNCH ROADMAPS TOOL


Introduction to the tool

- Quick start guide
- Training Webinars




Project reports (English only)

- Presentations and papers
- Roadmaps report (.pdf 1.8MB)
- Detailed user guide (.pdf 2.5MB)



Find out more about sustainable urban transport:




SUMP Planning cycle: Goal setting

urban-transport-roadmaps.eu

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Find out more about sustainable urban transport:



SUMP Planning cycle: Goal setting

Policy Type	Measure
Demand Management	<ul style="list-style-type: none"> Sustainable travel information and promotion Bike Sharing Scheme Car sharing (Car Clubs) Delivery and Servicing Plans Land-use planning - density and transport infrastructure
Green Fleets	<ul style="list-style-type: none"> Green energy refuelling infrastructures Green public fleets
Infrastructure Investments	<ul style="list-style-type: none"> Bus, trolley and tram network and facilities Walking and cycling networks and facilities Park and ride Metro network and facilities Urban Delivery Centres and city logistics facilities
Pricing and financial incentives	<ul style="list-style-type: none"> Congestion and pollution charging Parking pricing Public Transport integrated ticketing and tariff schemes
Traffic management and control	<ul style="list-style-type: none"> Legal and regulatory framework of urban freight transport Prioritising Public Transport Access regulation and road and parking space reallocation Traffic calming measures

Policies & Policy Sets ✕

1 Demand Management CHECK ALL

- Land use planning i
- Sustainable travel information i
- Bike sharing i
- Car sharing i
- Delivery and servicing plans i

2 Green Fleets CHECK ALL

- Green energy refuelling i
- Green public fleets i

3 Infrastructure Investment CHECK ALL

- Bus/tram network i
- Walking/cycling network i
- Park & Ride i
- Metro network i
- City logistic facilities i

4 Pricing and Financial Incentives CHECK ALL

- Congestion pollution charging i
- Parking regulation/pricing i
- Public transport tariff/integrated ticketing i

5 Traffic management and control CHECK ALL

- Urban freight regulations i
- Prioritising public transport i
- Access regulations i
- Traffic calming measures i

GHG EMISSIONS/AIR QUALITY

CONGESTION

ACCESSIBILITY/SOCIAL INCLUSION

SAFETY

PUBLIC TRANSPORT

WALK/CYCLE

FREIGHT

CAR

✕ CLEAR ALL POLICIES

SUMP Planning cycle: Goal setting

Policies & Policy Sets

Policies

- 1 Demand Management CHECK ALL
 - Land use planning
 - Sustainable travel information
 - Bike sharing
 - Car sharing
 - Delivery and servicing plans
- 2 Green Fleets CHECK ALL
 - Green energy refuelling
 - Green public fleets
- 3 Infrastructure Investment CHECK ALL
 - Bus/tram
 - Walking
 - Park & Ride
 - Metro network
 - City logistic facilities
- 4 Pricing and Financial Incentives CHECK ALL
 - Congestion pollution charging
 - Parking regulation/pricing
 - PT tariff/integrated ticketing
- 5 Traffic management and control CHECK ALL
 - Urban freight regulations

Policy Sets

- GHG EMISSIONS/AIR QUALITY
- CONGESTION
- ACCESSIBILITY/SOCIAL INCLUSION
- SAFETY
- PUBLIC TRANSPORT
- WALK/CYCLE
- FREIGHT
- CAR
- CLEAR ALL POLICIES

Select policies

Roadmaps

CITY & POLICY INFORMATION

CITY CONFIGURATION

SUSTAINABLE TRAVEL INFORMATION

WALKING/CYCLING NETWORK

4 PARKING REGULATION/PRICING

PRIMARY SETTINGS

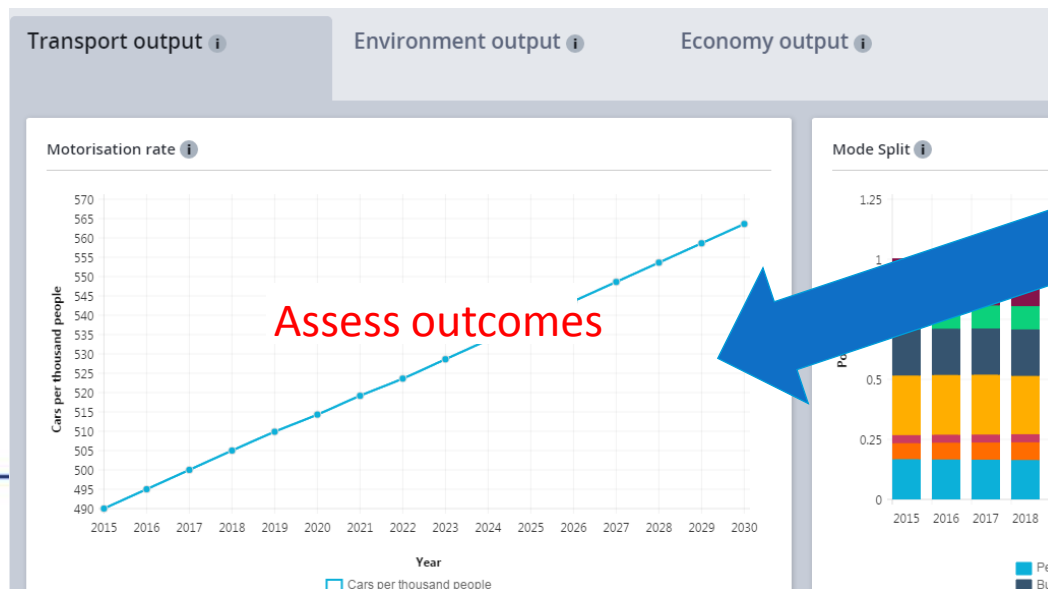
Initial year of the measure: 2018

Level of elasticities of impact

Average parking tariff: € 1.5

Regulated parking

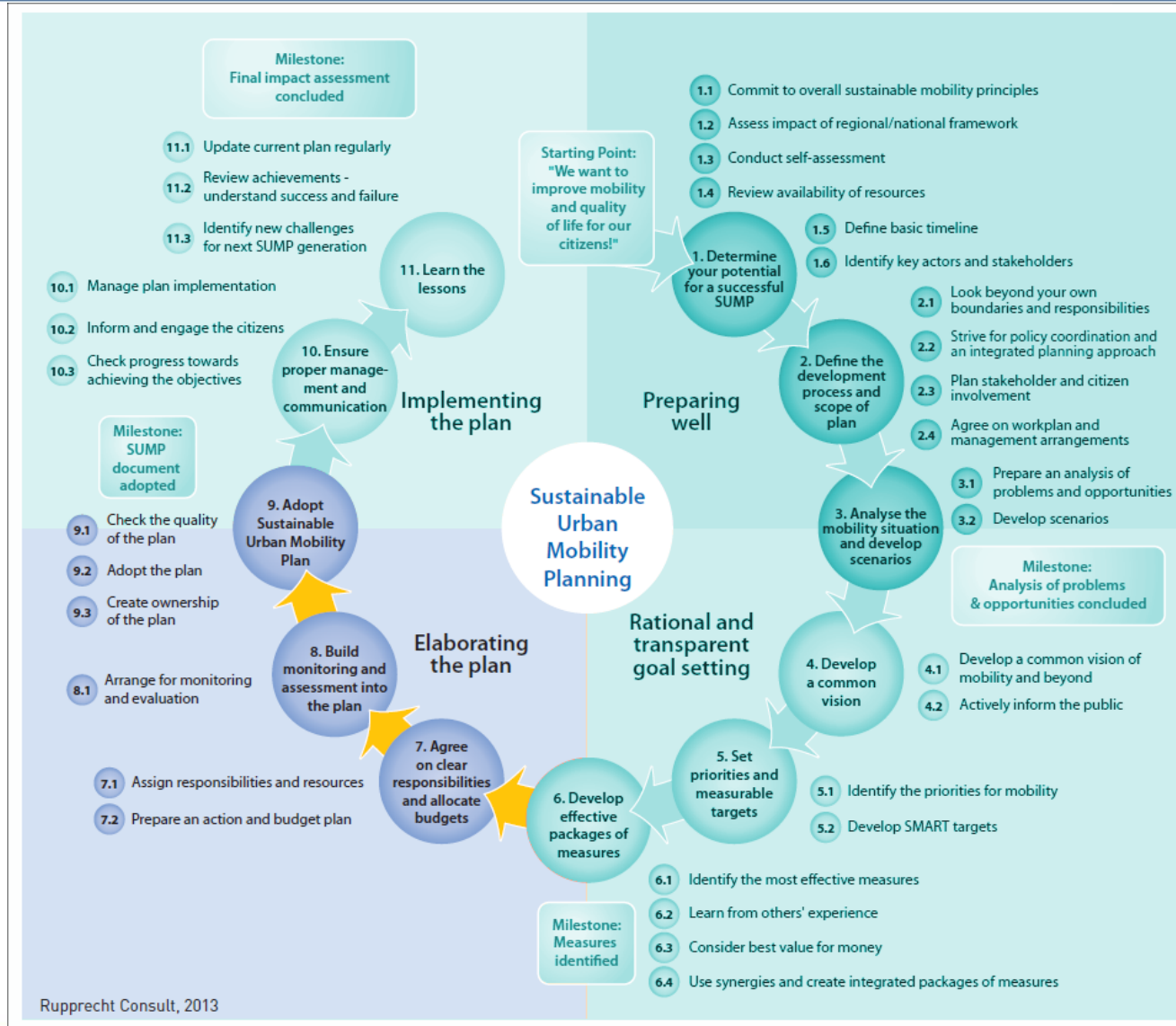
Configure policies



SUMP Planning cycle

The Process

PHASE 3 ELABORATING THE (ACTION AND BUDGET) PLAN



STEP 7

Activity 7.1

- Assign **responsibilities and resources**.
- A clear picture of who is in charge of an action and where the funding comes from is a cornerstone of every SUMP.
- This requires **close coordination and discussion among all actors** that will have a role in developing and implementing the measures or packages of measures.



Aims

- Identify **required resources and responsibilities** for the implementation of the selected (packages of) measures.
- Assure that **all measures are clearly prioritised and realistically deliverable**.
- Secure **efficient and effective allocation of resources** (human, knowledge, funds).
- Ensure **close coordination with stakeholders** for implementation.

Tasks

- Discuss the **proposed measures** with the stakeholders.
- **Identify options** for who can take the lead in implementing a measure and where the funding could come from.
- Validate a **realistic plan**.
- Ensure **good coordination** between different funding sources.
- **Organise meetings with concerned stakeholders** to discuss and agree on responsibilities and resources.

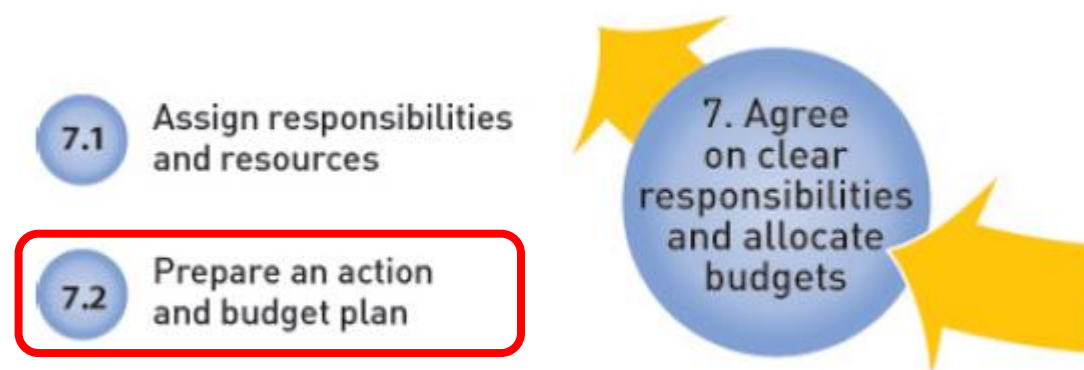
STEP 7

Activity 7.1

STEP 7

Activity 7.2

- A **confirmed action and budget plan** is needed.
- It includes a **detailed summary of the measures**, of established priorities for implementation and of schedules.
- These specifications will be the basis for **smooth implementation of the measures**.



STEP 7 Activity 7.2

Aims

- Formalise the **responsibility of all actors**.
- Contain important **implementation risks**.
- Ensure **clear prioritisation** of measures.
- Provide a clear **time horizon** for measure implementation.
- Ensure **transparency** around planned actions.

Tasks

- Outline the detailed **technical and budgetary planning** of measures for a period of 5 years.
- Draw up a document that formalises what is **done**, what is **expected**, what are the **risks** and what is the **schedule**.
- Achieve **formal agreement on the budget and action plan** among decision makers and key stakeholders.
- Make responsibilities and allocation of resources public to ensure transparency.

STEP 8

Activity 8.1

- **Monitoring and evaluation** of both the planning process and of the implementation of the measures are crucial to the effectiveness of the plan.
- A monitoring and evaluation mechanism helps to **identify and anticipate difficulties in the preparation and implementation of the SUMP.**
- It will also provide **proof of the effectiveness of the plan** and its measures.



STEP 8

Activity 8.1

Aims

- Build a **suitable monitoring and evaluation arrangement** into the plan to help identify barriers and drivers
- Determine how the **degree of measure implementation and target achievement** will be assessed.
- Develop **suitable mechanisms** to assess the quality of the planning process.
- Make **monitoring and evaluation arrangements** an integral part of the SUMP document.

STEP 8

Activity 8.1

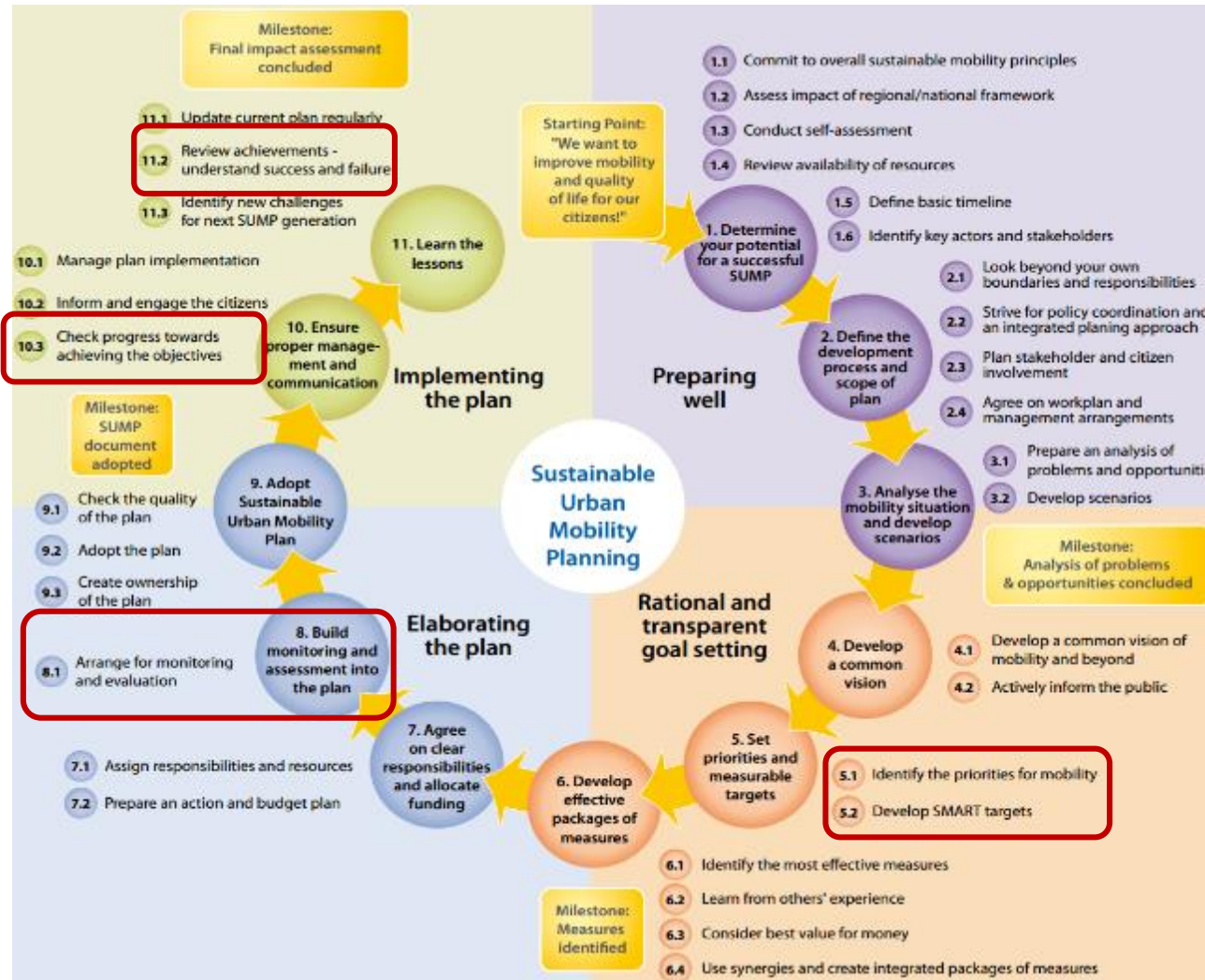
Tasks

- Connect **indicator selection for monitoring and evaluation** to setting SMART targets.
- The **ex-post evaluation reviews** the sustainable urban mobility planning and implementation stages.
- Include **qualitative and quantitative indicators**.
- Anticipate arrangements for **ex-ante evaluation** and **ex-post evaluation** of plan preparation process.
- Perform a **data audit**.
- Determine how monitoring and evaluation will be integrated in the SUMP.
- Develop a **work plan** for monitoring and evaluation activities that is integrated with the project schedule.
- Define **trajectories** to measure intermediate outcomes and assess the progress in achieving targets.
- Define clear responsibilities of **well skilled staff members**.
- Clearly define the **available budget and activities** for monitoring and evaluation.
- **Plan for a minimum stakeholder involvement** in monitoring and evaluation.



SUMP Planning cycle: Elaborating the plan

Monitoring & Evaluation

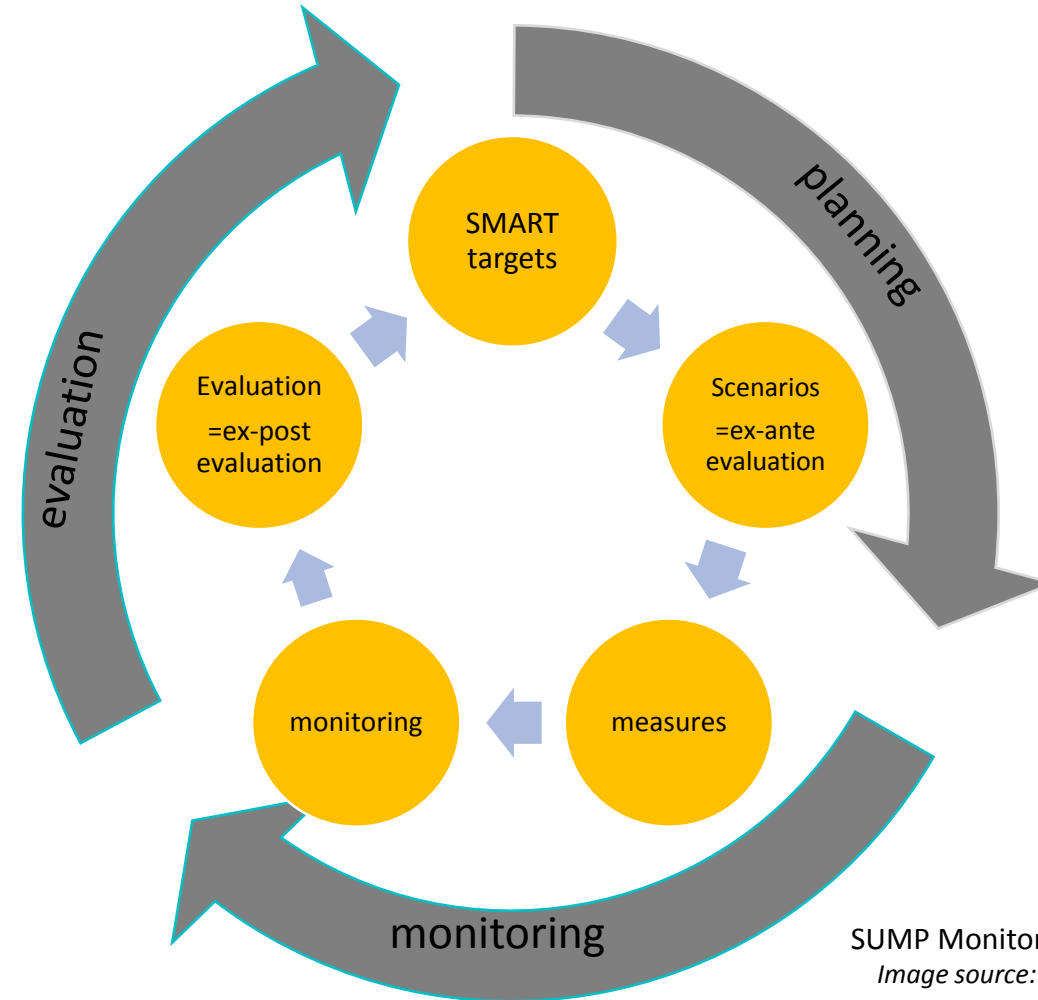


Monitoring and evaluation as key components of Ghent's SUMP (Belgium)

<https://www.youtube.com/watch?v=UAXUA8VdbBk>



SUMP Planning cycle: Elaborating the plan



SUMP Monitoring and Evaluation process
Image source: City of Dresden, CHALLENGE

Monitoring: what

- Changes in awareness, attitudes, perceptions, behaviour, or whether something happens/exists as result of SUMP (measure)

Evaluation: why/how

- Why did no-one use our measure (thing we did/built)?
- How (well) did we implement the new measures? Could we have done so better?
- Why do many more people use this measure than we predicted?

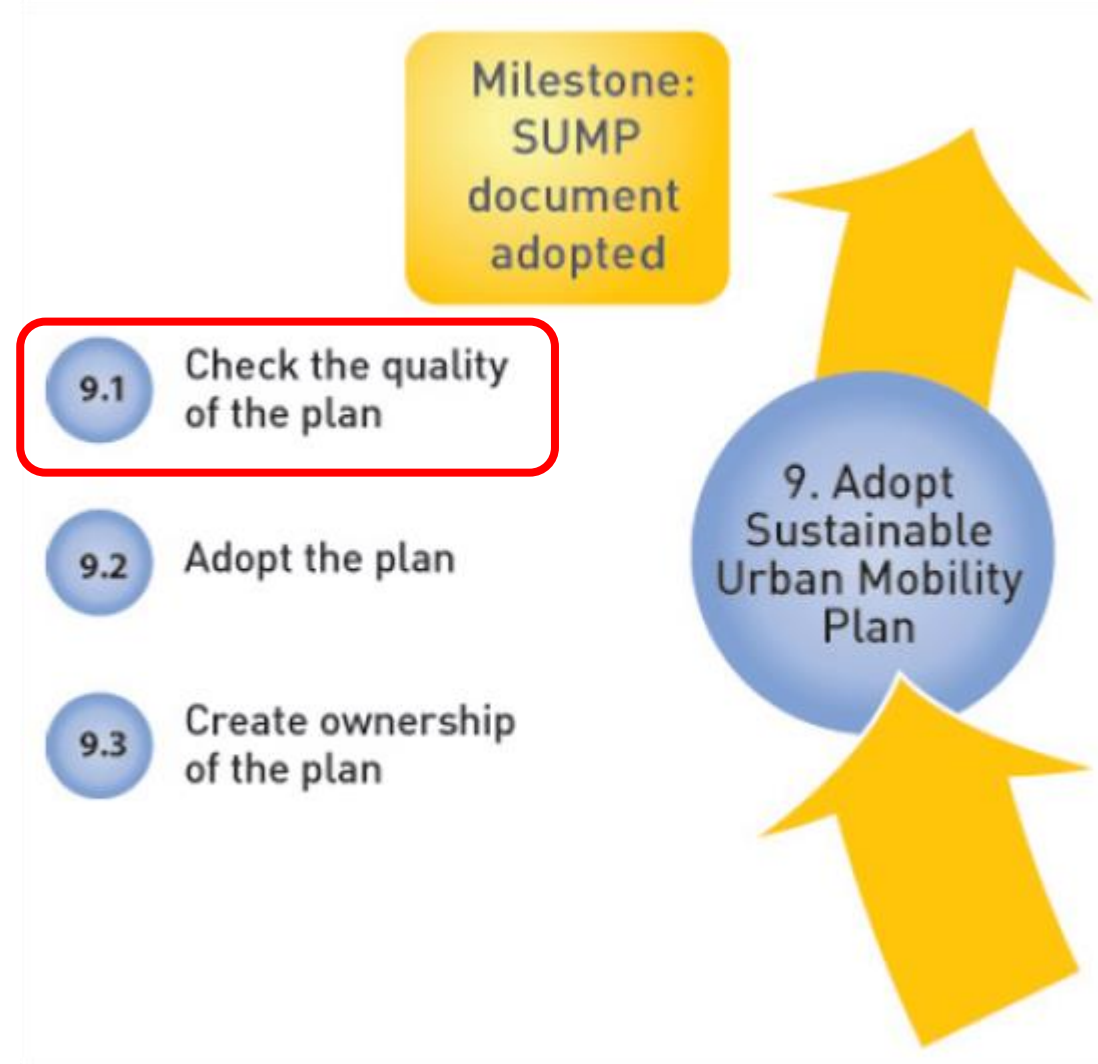
Appraisal: what if

- How many people will use the new station? What benefits do we expect it to deliver – and so is it worth building?

STEP 9

Activity 9.1

- The project team will have the task to compile the **final draft of the plan document**.
- To ensure that the previous agreements are well reflected, **drafts of the document need to be reviewed internally and by important external stakeholders**.



STEP 9

Activity 9.1

Aims

- Ensure **high quality of the SUMP** document.
- Ensure that **views of key stakeholders** have been taken sufficiently into account in the document.

Tasks

- Look at the whole plan and **check quality and potential** for effective outcomes.
- Make **final amendments** in cooperation with key stakeholders.

Example

Lille, France: Plan structure

The Plan de Déplacements Urbains (PDU) of the agglomeration of Lille includes a total of 170 actions defined and structured along six axes:

1. An "intensive city" and mobility
2. A network of public transport
3. Sharing the street, alternative modes
4. Freight transport
5. Environment, health and the safety of citizens
6. Realisation, monitoring and evaluation
7. This action program is accompanied by a preliminary estimate of the costs.



SUMP Planning cycle: Elaborating the plan

STEP 9

Activity 9.2

- The SUMP needs to be **legitimised** by the elected political representatives of the responsible body/bodies that develop the plan.
- This is a key step in making it accountable and providing an agreed upon framework for **measure implementation**.



STEP 9

Activity 9.2

Aims

- Ensure a **legitimate and accountable plan**.
- Foster **acceptance** of the plan.
- Provide an **agreed upon framework** for measure implementation.

Tasks

- Ensure **formal adoption** of the **SUMP** by the elected representatives of the public body/bodies responsible for planning (e.g. city council, regional council).

SUMP Planning cycle: Elaborating the plan

STEP 9

Activity 9.3

- **Inform and involve stakeholders** and citizens to ensure broad ownership of the SUMP.
- They should have the feeling it is “their” plan, which aims at **improving mobility and quality of life** for everyone rather than just another document adopted at the political level.



STEP 9

Activity 9.3

Aims

- Ensure **high acceptance** and a **feeling of ownership** among stakeholders and citizens.

Tasks

- Communicate in a **transparent and professional** way about the results of the planning process.
- Explain what a local authority can realistically do and what not (**expectation management**).
- Make the **adoption of the plan a topic** in local media and celebrate this milestone with the citizens.

SUMP Planning cycle

The Process

PHASE 4 IMPLEMENTING THE PLAN



STEP 10

Activity 10.1

- It is crucial to deliver the **goals of the plan** effectively and to apply appropriate management.
- This requires **agreements with all actors** involved in measure implementation.
- Implementation follows a much shorter cycle than the SUMP process.

10.1 Manage plan implementation

10.2 Inform and engage the citizens

10.3 Check progress towards achieving the objectives



STEP 10

Activity 10.1

Aims

- **Formalise the roles of actors** involved in measure implementation.
- Ensure **sound coordination** among all parties involved.
- Facilitate an **efficient and effective implementation process**.
- Address **potential risks and synergies**.
- Ensure **transparency of implementation**.

Tasks

- Agree on **management procedures and responsibilities** with all stakeholders involved in implementing the measures (work plan).
- Assess **risks and plan for contingencies**.
- Enforce **work plan implementation** and agree on reporting formats.

STEP 10

Activity 10.2

- **Informing and engaging citizens** is a requirement not only while developing a SUMP, but also when they are directly affected by a specific measure implementation.
- As implementation goes on, it is also necessary to **inform the wider public** about the progress.



STEP 10

Activity 10.2

Aims

- Ensure **acceptance** of measures.
- **Raise awareness** for opportunities or restrictions.
- Enhance **ownership of measures**.

Tasks

- Talk to **citizens or stakeholders** that are directly affected.
- **Mitigate negative effects** that accompany measure implementation.
- **Inform the wider public** about the progress in measure implementation.
- **Highlight milestones of measure implementation** and celebrate accomplishments with citizens.

STEP 10

Activity 10.3

- The broader **monitoring and evaluation** arrangements have been defined before the plan is adopted .
- The results of the evaluation will be needed to **enable a “repackaging” of measures** in order **to achieve targets more efficiently** and within the available budget .
- **The reporting** should ensure that the results of plan implementation that are actually measured feed back into the public debate.



STEP 10

Activity 10.3

Aims

- Keep **track of progress** towards achieving the objectives.
- **Identify problems, bottlenecks and other challenges** for on-time implementation.
- **Regularly inform stakeholders** and citizens about progress of measure implementation.

Tasks

- Regularly **monitor the progress** of the implementation and the impact.
- Include **“hard” findings** that show progress towards measurable objectives and indicators.
- Include **“soft” findings** that refer to implementation experiences, fulfilment of overall goals, levels of awareness.
- Regularly **evaluate the impacts** of the measures or bundles of measures.
- **Publish an evaluation** report targeted at citizens and politicians.

STEP 11

Activity 11.1

- **Check progress** towards achieving the objectives) should feed back into the process regularly to optimise the process and the implementation.
- A certain **flexibility to update the plan** is needed to guarantee that new developments and insights are taken into account.
- Otherwise the plan might lose its effectiveness over time.



STEP 11

Activity 11.1

Aims

- Respond to **new developments**.
- Ensure that **implementation is on track** and targets are reached.
- **Optimise** the implementation process.

Tasks

- **Be flexible** about updating the plan and making changes.
- **Identify areas** where the objectives could not be reached or where new developments rendered the plan out of date.
- **Make corrections** where necessary.
- The implementation programme **can be modified** based on how the strategy performs during the implementation period.
- Set out clearly **the changes to the SUMP** that result from the evaluation and get formal approval at the political level.

STEP 11

Activity 11.2

- Reviewing the **achievements of the SUMP** means assessing both the broader impact on urban transport and mobility and beyond, as well as the effectiveness of the planning process.
- Both aspects are needed in order to **learn and improve the expertise**, which, in turn, helps provide a sound basis for the next planning cycle.



STEP 11

Activity 11.2

Aims

- **Analyse** the planning process, the plan and the implementation.
- **Enhance** the understanding of the SUMP process.
- **Learn lessons** to prepare for the next SUMP generation

Tasks

- When a sufficient number of results are available, **run a process evaluation** and assess the broader impact of the measures implemented.
- **Analyse** what went well and what went badly.
- **List** objectives that could not be reached, but are still on the agenda.
- **Document** the “lessons learnt”.
- **Develop strategies** to strengthen success stories and to avoid failure.
- **Communicate** the “lessons learnt” to the project team and key stakeholders.

STEP 11

Activity 11.3

- The lessons learnt will **help optimise** the planning process and the measure selection in the future.
- Experience from **countries where SUMPs have been obligatory for some years** (LTP in the UK, PDU in France) shows that each planning cycle helps **improve the expertise** on sustainable urban mobility planning and to increase the effectiveness of the next planning round.



STEP 11

Activity 11.3

Aims

- Get prepared for the **next planning round**.
- Reflect on **experiences with current planning cycle** with a view to new challenges ahead.

Tasks

- **Identify new challenges** that have developed during the implementation phase.
- Discuss with **key stakeholders** how lessons learnt in current planning cycle can help to better respond to these challenges.
- Consider how **policies in other areas** could be used to create synergies with mobility policy.
- Get **prepared to develop the next generation** of your SUMP.

1. SUMPORT Training Module 2: objectives and approach
2. Recap from Module 1
3. The SUMP planning cycle
4. **Next training sessions: feedback and fine tuning**



**Thank you
for your kind
attention**



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