



Project acronym: **ENDURANCE**

Project title: EU-wide establishment of enduring national and European support networks for sustainable urban mobility

D.2.2

Template of Road Maps

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ENDURANCE introduction

ENDURANCE aims to assist cities and regions with developing Sustainable Urban Mobility Plans (SUMPs) by facilitating networking, mutual learning and sharing of experience and best practise across countries. ENDURANCE builds 25 national networks and an overarching European network making use of the existing EPOMM (European Platform on Mobility Management) structure. The main target groups of ENDURANCE are urban mobility professionals, cities and national authorities. The main benefits are efficient and lasting support structures for SUMP, which will be maintained by EPOMM beyond the end of ENDURANCE.

Objectives of ENDURANCE

1. Establish enduring national SUMP networks in **all** EU countries and Norway
2. Establish an enduring and integrated European SUMP audit, training and policy transfer network
3. Activate 250 cities in Europe to engage in SUMP and SUMP implementation
4. Raise awareness about SUMP and its benefits at national and European level institutions

Expected Results

The estimated results of the project will be:

- EUR 190 million total investments in sustainable mobility during the project (800 million by 2020),
- 1.5 million tonnes reduction of annual CO2 emissions by 2016 and 11 million by 2020
- 340,000 toe/year reduction in energy consumption by 2016 and 3.5 million toe/year by 2020.

This is possible due to a sustainable network of SUMP networks in all countries of the EU plus Norway that will continue to be fully active well beyond 2016, when ENDURANCE will end. This sustainable network could save the European citizens affected up to half a billion Euros on annual fuel costs by 2020, and will provide a better urban environment, a more thriving urban economy and a generally higher quality of life in European cities.

Executive Summary

This document provides a template for development of national road maps towards creation of nation-wide enduring networks on SUMPs. The template provides guidelines to NFPs step by step on creation of their national network and at the same time records the current situation in the application of the road map.

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1 Introduction

1.1 Background and Objectives

The central objective of ENDURANCE on the national level is the buildup of enduring national networks on SUMP. These networks will then:

- foster a national policy and national support for introduction / further implementation and promotion of SUMP;
- organise and develop information, training and training materials in the local language;
- facilitate national knowledge exchange between cities;
- be the national contact point and thus channel and institutionalise the knowledge exchange on an international level;
- be able to provide support to cities and agglomerations even in adverse circumstances (e.g. economic slump, hostile political environment).
- after the end of ENDURANCE, they should **endure** – and this might be in the framework of **EPOMM** and an EPOMM membership

1.2 Purpose of the Road Map

The Road Map is a strategic planning tool that enables NFPs to structure their work and have a clear point of reference throughout the project. It describes steps on how to create and sustain your national SUMP network.

Please fill in the information relevant to your existing / future SUMP network, using the suggested structure of the roadmap below (boxes highlighted by a red colour) and try to keep to the planned activities and deadlines. Regular (bi-yearly) updates of the roadmap are planned to keep this document up-to-date. The road map provides you with guidelines and helps you reach your goals in supporting SUMP implementation in your country.

At the beginning of some subchapters, we provide deadlines of relevant milestones; however the suggested dates are only indicative. When planning the activities, each NFP is strongly recommended to plan the meetings with respect to other relevant events in their country, keeping the general project (WP2) deadlines.

Please send the filled-in / up-dated document to the WP2 leader (CDV) at the end of each period (see instructions below).

To conclude, the RoadMap will be a living document used frequently by the NFPs, stewards and the WP-leader to steer development of networks.

1.3 Before we start

Before you start developing the Road Map, it is important to keep in mind the following questions:

Where are we going? (Destination)

Chapter 1.1. describes the objectives of national networks on SUMP. Under the three year period of ENDURANCE we want to achieve the following:

- I) Create a network of relevant cities, institutions and experts that actively exchange information and experience in the field of SUMP and promote SUMP in general.
- II) To better coordinate SUMP activities at the national level.
- III) To motivate cities to prepare SUMP; to promote the database and sample SUMP using our ENDURANCE network.

- IV) To ensure the network endures beyond the end of the ENDURANCE project – if possible through a direct endorsement and support from a national level institution and a membership in EPOMM.

Where are we now? Where have we come from? (Status and Context)

The current situation is described in the National Inventory document.

1.3.1 Define a scope of your national SUMP network

Describe briefly what your SUMP network will be like at the end of the ENDURANCE project (in May 2016). Please keep in mind the goals of the city activation in WP3:

- As many cities as possible should participate in the national network activities (WP2);
- 5 to 20 of these cities (depending on the NFP’s target) that do not have a full SUMP yet, receive additional, personalised support and should make a formal statement that express their commitment to developing a SUMP (WP3).

Proposed number of members	20 (cities + other stakeholders)
Main activities of your network	<p>Providing information on SUMP + consultations for the cities</p> <p>Education and awareness-raising activities</p> <p>Effort to embed SUMP into legislative or national strategic documents</p> <p>Inputs to the process of national SUMP methodology preparation</p> <p>Know how transfer (national + international)</p>
Benefits for the members	<p>Providing information and education on issues related to SUMP</p> <p>Provision of methodology on SUMP preparation</p> <p>Regular meetings of members – possibility to communicate what cities need, what problems they are challenging to and possible solutions</p> <p>Exchange of experience among members</p> <p>Consultations on SUMP with experts from CDV for free or for reduced fees</p> <p>Connection to Activity fund within the CAPITAL initiative</p>
Estimated impacts (how many cities will be more familiar with SUMP/will prepare SUMP at the end of ENDURANCE project)	<p>Within the Endurance project, 5 cities will start with SUMP, 15 cities will be sufficiently informed.</p> <p>SUMP will be implemented (prepared to be implemented) in some legislative or strategic documents.</p>

1.4 When to update

The RoadMap should be updated at least twice a year and also when any changes in framework conditions for SUMP occur and send to the WP2 leader (CDV). Beside this, another update will come after each of 3 national meetings to record their agenda, outcomes and presence of stakeholders. The activities are highlighted in the timeline below.

	may	jun	jul	aug	sep	oct	nov	dec	jan	feb	mar	apr	may	jun	jul	aug	sep	oct	nov	dec	jan	feb	mar	apr	may	jun	jul	aug	sep	oct	nov	dec	jan	feb	mar	apr																								
	2013								2014								2015								2016																																			
Project phase/Duration of the project (in months)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36																								
WP2 Enduring national SUMP networks - WP leader: CDV																																																												
Task 2 - Roadmaps																																																												
Task 3 - SUMP network development									SUMP network development																																																			
Meetings / events																																																												

 Deadline of updating the RoadMap and sending to your steward and WP2 leader/ deadline for meetings

 Process of updating the RoadMap/ time available for meetings

Please send the first update of the RoadMap with the filled in Chapters 1.3.1 and 2.1 by **13th December 2013** to your steward and to the WP2 leader to the following e-mail addresses: zbynek.sperat@cdv.cz and radomira.jordova@cdv.cz. You are kindly requested to send the filled chapters 2.2, 2.3 and 2.4 to your steward and WP2 leaders within 2 weeks after each meeting is done. The chapter 2.1.2 will be updated continuously by yourself and stewards whenever the reason occurs. Regardless the meetings, the RoadMap will be updated and sent to the steward and WP2 leader twice a year.

We strongly recommend you to conduct the meetings earlier than obliged (planned with respect to other relevant events in your country).

2 Process development of the Road Map

2.1 Step one: Initialisation

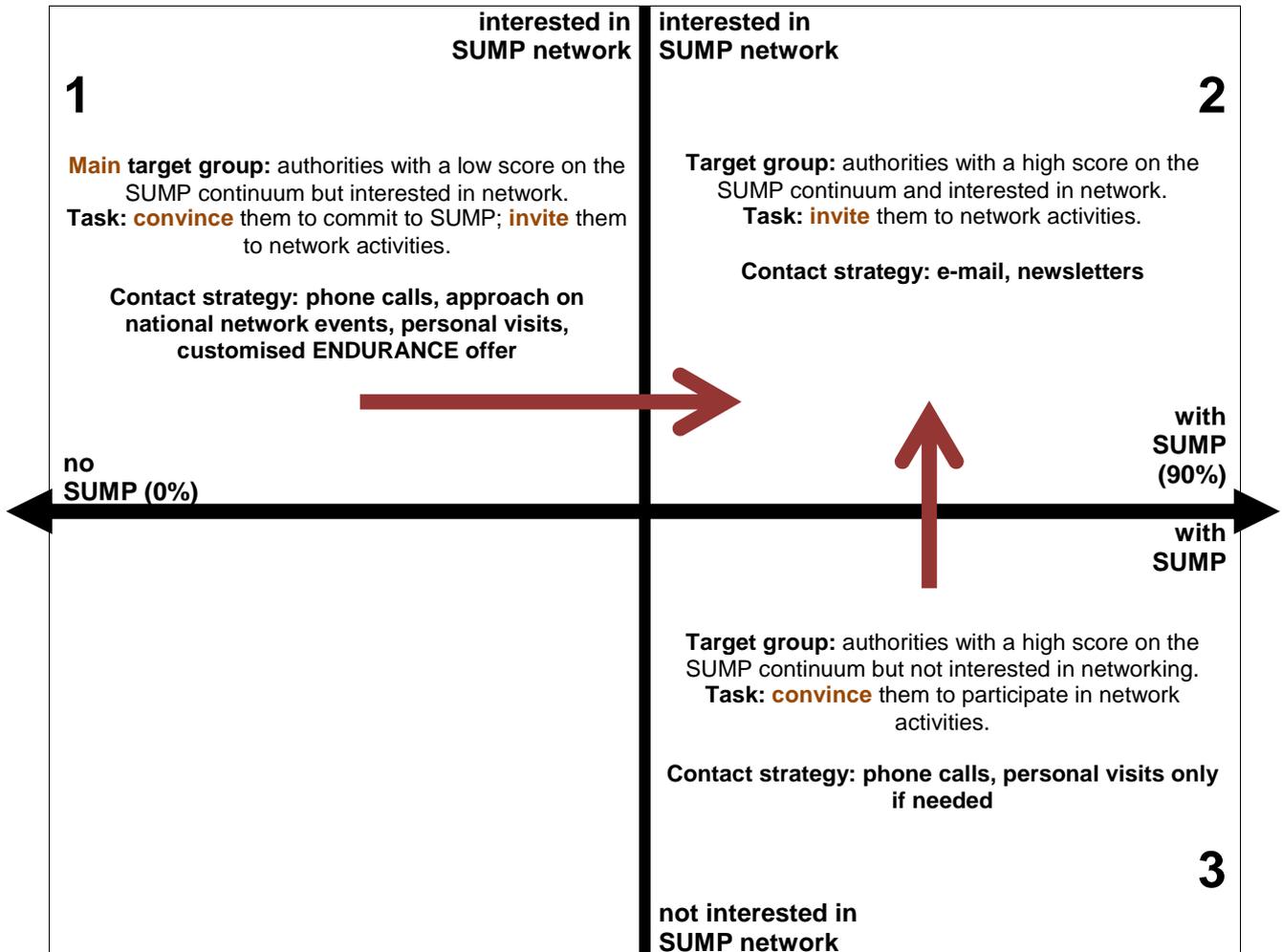
Please fill in the boxes in this chapter by 13th of December 2013 and then send the Road Map to zbynek.sperat@cdv.cz and radomira.jordova@cdv.cz.

2.1.1 Timeline of your main activities in WP2

Activity	Deadline	Your plan	Real date of realisation
Scope of the SUMP network definition	December 13th 2013	December 13th 2013	December 13th 2013
Creation of the list of cities and stakeholders (updated continuously)	December 13th 2013	December 13th 2013	December 13th 2013
First national network meeting	April 2014	20th February 2014	February 20th 2014
Second national network meeting	February 2015	30th March 2015	30th March 2015
Third national network meeting	September 2015	September 2015	please fill in

2.1.2 Cities and other stakeholders activation

Use your National Inventories, data provided by the website, the Management Committee and WP3 materials and make a list of relevant stakeholders (use the tables below or the attached Excel table 'ENDURANCE RoadMap - Annex for administration'). Please reflect the WP3 City Activation Strategy and categorise cities as interested/uninterested in SUMP and advanced/less advanced in SUMP.



Graph 1 – information about city activation.

Cities interested in SUMP network with a SUMP (quadrant 2).

City	Contact person	Function/department	Phone	E-mail
no city has SUMP in the Czech Republic				

Cities interested in SUMP network with no SUMP (quadrant 1).

City	Contact person	Function/department	Phone	E-mail
Brno				
Plzeň				
Praha				
Opava				
Hradec Králové				
Jihlava				
České Budějovice				
Ostrava				
Ústí nad Labem				
Olomouc				
Zlín				
Pardubice				

Cities with a SUMP not interested in SUMP network (quadrant 3).

City	Contact person	Function/department	Phone	E-mail
no city has SUMP in the Czech Republic				

Other institutions

Institution	Category*	Contact person	Function/department	Phone	E-mail
Ministry of Transport	Public authority				
Ministry of Regional Development	Public authority				
CDV – Transport research center	Research institution				
Automat	NGO				
Nadace partnerství	NGO				
UPA	Academic institution				
Ústav pro ekopolitiku (Institute for Ecopolitics)	NGO				

* Choose one of the following categories, or add another: City, Public authority, Academic institution, Research institution, Consultancy, Business, NGO.

Start contacting the cities according to the city activation plan in WP3. Update contacts with selected stakeholders regularly. For communication strategy use the template provided by WP7.

Update the following information when there are any changes towards National Inventory in legislation, financing or SUMP related activities out of the ENDURANCE project.

Changes at the national level	No changes
Substantial changes at the regional levels	No changes
Local specific activities (other workshops on SUMP related topics out of the ENDURANCE project, activities of NGOs and city associations etc. You can fill in anything not mentioned in ENDURANCE national workshops but can help in progress)	<p>On 20th September 2013 NGO Auto*mat which is active in Prague organised workshop “Sustainable Urban Mobility Plans” with lectures of Prof. Dr.-Ing. Gerd-Axel Ahrens (TU Dresden) and Dr.-Ing. Susanne Böhler-Baedeker (Rupprecht Consult)</p> <p>Capital project started in September 2013 with the main aim to build the Czech and Slovak Civinet. in the Czech Republic.</p> <p>Since October 2013 two cities (Opava and Ostrava) have started with SUMP preparation</p> <p>12th December 2013 – roundtable organised by CDV on topic “Travel behaviour surveys and their usage for SUMPs”</p> <p>March – June 2014 – BUMP project organises training on SUMPs for the Czech Cities</p>

2.2 Step two: Building the network – the first meeting

Please fill in the boxes in this chapter within 2 weeks after the 1st meeting and then send the RoadMap to your steward and WP2 leader: zbynek.sperat@cdv.cz and radomira.jordova@cdv.cz

2.2.1 Establish officially your SUMP network

Your network can be created as a new legal body or it can use an already existing network (e.g. a Healthy cities association, Civinets, nat. EPOMM branches). Describe who will be the host of the network (NFP or another more suitable organisation), who will commit to operate it beyond ENDURANCE. Please describe very briefly your next steps to establish the SUMP network officially. **National bodies (Ministry of Transport) must be the core members of the network.**

If you plan to create a new network, specify, what are the administrative necessities to establish it officially according to the legal conditions in your country (e.g. registration at the Ministry of the Interior, at a revenue authority / Ministry of Finances, etc.).

If you plan to use an existing body, specify conditions of cooperation and further functioning of the network.

Name of the network	CIVINET Czech and Slovek Republic (CIVINET Česká a Slovenstká republika)
Legal body	Union (in Czech: Zapsaný spolek)
Funding framework	Capital project in the years 2014 – 2015, since 2015 - membership fees
Establishing members of the CIVINET are the cities Olomouc, Jihlava and Karlovy Vary. CDV will provide	

administrative support to the network. The head of the network will be the city of Olomouc. The structure of the network and responsibilities respect the Terms of Reference for the National/Regional Civitas Network.

2.2.2 Host the first national network meeting

Think about what will be the main focus of your first national meeting and fill it briefly in the box. We provide you with some suggestions:

- a) Introducing objectives and targets of the national network
- b) Potential activities which might take place (try to find out what are the needs of cities and other stakeholders)
- c) Trainings, information on SUMP – benefits and ENDURANCE offers (TEMS, MaxEva, City Database, policy exchange, audits, training, SUMP conferences)
- d) Networking opportunities
- e) Good practise presentation (national/international)
- f) Role of national government in the network, how it will support it?

- to present Endurance project and CIVINET network which is establishing within the Capital project
- to get the cities to the network
- for more see agenda

2.2.3 Evaluate the meeting and update the roadmap

For evaluation of the first meeting, please fill in the following table:

The number of participants	33 participants from 9 cities + association of cities SMOCR, Partnership foundation, Regional Public Health Office
Full agenda	<p>Agenda of the meeting:</p> <ul style="list-style-type: none"> - Urban mobility planning (comparison of traditional and sustainable planning principles) - Information about CIVITAS project and SUMP supporting projects - Experience of the city of Brno with CIVITAS initiative, what were the benefits to the city - CIVINET – the offer for the cities, discussion about thematic groups and membership - Presentation of benefits of the network, offer of Endurance and CIVINET - Discussion about needs of the cities and other stakeholders related to SUMP - Discussion with the establishing members about administrative issues
Main issues discussed (good potential, interim barriers for SUMP etc.)	<ul style="list-style-type: none"> - Request from cities to be informed about financing possibilities on SUMP issues - Institutional and communication barriers within the municipalities - Changes in legislation to support sustainable urban planning - Local businesses and its relation to sustainable urban mobility support - Project management within the cities - Competence of “mobility officer” (today not legally established) - Activity fund of Civinet - CIVINET membership fee

If some training activities were on the agenda or suggested for the future meeting, describe them	<ul style="list-style-type: none"> - Thematic groups were introduced (based on Civitas) - Activity fund will be available for financing this type of activities since April 2014 - BUMP trainings on SUMP
The needs of the cities and other stakeholders (how to overcome the barriers)	<ul style="list-style-type: none"> - see Main issues discussed
Describe briefly the satisfaction of participants within the meeting	<ul style="list-style-type: none"> - Satisfaction was not monitored, however participants were interested in the topic and active in discussion
Other stakeholders to be invited?	<ul style="list-style-type: none"> - Ministry of Transport and Ministry of Regional development
Requirements for policy exchange. What kind of topics in relation to SUMP for policy exchange (among cities, nat. authorities etc.) would the participants welcome (parking policy, stakeholder involvement etc.)	<ul style="list-style-type: none"> - Project management at the municipality - Range of work of Mobility manager
Other comments / suggestions	none

2.3 Step three: Strengthen the network - the second meeting

Fill in the boxes in this chapter within 2 weeks after the 2nd meeting and then send the RoadMap to your steward and WP2 leader: zbynek.sperat@cdv.cz and radomira.jordova@cdv.cz.

2.3.1 Activities during the first year of the network

This is the time between the first national meeting and the second national meeting. Please plan and describe your activities within the network, e.g.

- follow up on the first national meeting
- which persons/institutions to contact, how to get more stakeholders, who else might be interested
- possible policy exchanges e.g. to initiate / strengthen SUMP adoption
- marketing activities
- meetings to clearly define the network
- how to organise training, presentation of good practice, information exchange at the next meeting
- what to achieve from the next meeting
- what should I ask the other NFPs about how they solved problems
- distribution of e-updates to relevant stakeholders
- **separate synergy aimed meetings with other related projects and with ministries**

- Legal establishment of the CIVINET network (planned to April with establishing cities of Olomouc, Jihlava, Karlovy Vary)
- get more members (via improved marketing and other projects and activities - see below)
- Marketing of the network (articles to the magazines)
- Focus on how to get National government on board and how it can contribute to SUMP adoption (separate meeting at the Ministry of Transport after the CIVINET is established)
- BUMP project and its contribution to Endurance (BUMP training activities run from March until June, 9 cities will take part)
- tbd

2.3.2 Host the second national network meeting

Please think about what will be the main focus of your second national meeting and fill them in the box below. We suggest you build the agenda on the results of the first meeting and the activities during the first year of the network.

- present the attitude to SUMP of the Czech Ministries
- focus on financing of SUMP
- presenting the good examples from Czech Cities and from abroad
- joined training event

2.3.3 Evaluate the meeting and update the roadmap

For evaluation of the second meeting, please fill in the following table:

The number of participants	75
Full agenda	<p>09:00 – 9:15 Registration of participants 9:15 – 9:30 Opening of conference: Tomáš Čoček, deputy minister (Ministry of Transport Czech Rep.), Radomíra Jordová, CDV, v.v.i. and CIVINET, z.s. 9:30 – 11:10 BLOCK 1: POLICY AND FINANCING OF SUSTAINABLE MOBILITY 9:30 – 9:45 Michal Ulrich, Min. of Transport CZ: Operational programme Transport and sustainable urban mobility 9:45 – 10:00 Alois Kopecký, Min. for Regional Development CZ: IROP programme and sustainable urban mobility 10:00 – 10:15 Jaroslav Kepka, Min. of the Environment CZ: Possibilities and support of clean mobility 10:15 – 10:30 Martin Voříšek, Min. of Industry and Trade ČR: National Action Plan on Clean Mobility 10:30 – 10:50 Peter Klučka, Min.of Transport, Construction and regional development SK: Policy for support of sustainable urban mobility in Slovakia 10:50 – 11:10 Discussion 11:10 – 11:30 Coffee break 11:30 – 13:10 BLOCK 2: INTEGRATED PLÁNNING OF URBAN MOBILITY IN EUROPE 11:30 – 11:55 Bernd Decker, European Commission - EASME: European policy and funding for support of sustainable urban mobility 11:55 – 12:15 Dana Sitányiová, Faculty of Civil Engineering at Zilina University: Actual situation in introducing mobility plans in Slovakia 12:15 – 12:35 David Blackledge, TTR, transport expert and researcher: Experiences with creation of sustainable mobility plans (LTPs) in UK 12:35 – 12:55 Kerstin Burggraf, City of Dresden, City planning authority: Preparation process of the sustainable urban mobility plan in Dresden – experiences and results 12:55 – 13:10 Discussion 13:10 – 14,00 Lunch 14:00 – 15:20 BLOCK 3: EXPERIENCES WITH SUSTAINABLE URBAN MOBILITY PLANS IN CZECH AND SLOVAK REPUBLICS 14:00 – 14:20 Petr Náhlík, deputy mayor, city of Pilsen: Sustainable urban mobility plan for Pilsen 14:20 – 14:40 Vladimír Bielko, City of Brno, head of transport</p>

	<p>dept.: Sustainable urban mobility plan in Brno 14:40 – 15:00 Andrea Štulajterová, Občianska Cykloiniciatíva Banská Bystrica: First experiences with the mobility plan in the city of Banská Bystrica 15:00 – 15:20 Discussion 15:20 – 15:30 Wrap up: Next steps in urban transport planning 15:30 Closing of conference</p>
Main issues discussed (good potential, barriers for SUMP etc.)	<p>financing, process of SUMP in the Czech conditions how do Ministries support SUMP</p>
If some training activities were on the agenda, describe them	<p>training was on 30th March (next day), presence of 11 people Agenda: 4 hours round table, know how transfer between the Czech pilot cities preparing SUMP (Plzeň, Brno) and the cities interested in SUMP (České Budějovice, Olomouc, Hradec Králové, Jihlava, Praha); comparison of Brno's and Plzeň's methodology with EU SUMP methodology, focus on preparation phase and analytical phase of SUMP</p>
The needs of the cities and other stakeholders (how to overcome the barriers)	<p>More info needed for</p> <ol style="list-style-type: none"> 1. Analytical phase of SUMP – requirements for data categories, collection of data, modeling. Solution – another meeting out of Endurance is planned on this issue (1st June 2015) 2. Scenario development Solution – will be on agenda of the 3rd national meeting
Describe briefly the satisfaction of participants within the meeting	<p>well appreciated, preferably the presentation about SUMP Dresden Unfortunately David Blackledge (TTR) did not take part.</p>
Other stakeholders to be invited?	<p>all most important stakeholders were invited and present (Ministries, cities, NGOs, consultancy)</p>
Requirements for policy exchange. What kind of topics in relation to SUMP for policy exchange (among cities, nat. authorities etc.) would the participants welcome (parking policy, stakeholder involvement etc.)	<p>Seminar (policy exchange) of Parking strategies is planned in autumn 2015. Training connected with policy exchange took place a day after national meeting (31st March 2015). Policy exchange on preparation and analytical phase of SUMP was organised between the cities preparing the SUMP and cities which are interested.</p>
Other comments / suggestions	-

2.4 Step four: improvement of the network – the third meeting

Fill in the boxes in this chapter within 2 weeks after the 3rd meeting and then send the Road Map to your steward and the WP2 leader: zbynek.sperat@cdv.cz and radomira.jordova@cdv.cz.

2.4.1 Activities during the second year of the network

This is the time between the second and the third national meetings. Please plan and describe your activities within the network during this time slot. We suggest you to compile the activities on the results of the second meeting. Focus also on:

- a. funding framework for SUMP in your country
- b. monitoring of results of the network activities
- c. strategy for funding after the end of Endurance
- d. updating the chapter on the cities and stakeholders activation (final)

- close cooperation with the Czech Ministry of transport on preparation the minimum requirements for the cities (for proving sustainable way of planning even without complex SUMP)
- provide more information for cities in parking strategies (seminar)
- more network members

- excursions for network members in 2015 (Czech Civitas city Usti nad Labem, Zurich, French cities)

2.4.2 Host the third national network meeting

Please think about what will be the main focus of your third national meeting. We suggest you to build the agenda on the results of the second meeting and the activities during the second year of the network. Focus also on discussing the strategy for enduring the network after the end of the project.

please fill in

2.4.3 Evaluate the meeting and update the roadmap

For evaluation of the third workshop, please fill in following table:

The number of participants	please fill in
Full agenda	please fill in
Main issues discussed (good potential, barriers for SUMP's etc.)	please fill in
If some training activities were on the agenda, describe them	please fill in
The needs of the cities and other stakeholders (how to overcome the barriers)	please fill in
Describe briefly the satisfaction of participants within the meeting	please fill in
Requirements for policy exchange. What kind of topics in relation to SUMP's for policy exchange (among cities, nat. authorities etc.) would the participants welcome (parking policy, stakeholder involvement etc.)	please fill in
Other comments / suggestions	please fill in

2.5 Sustaining the network and finalising the Roadmap. Continue networking!

Please specify, how you will sustain the network after the ENDURACE project has ended. Think particularly about financial opportunities, further communication with the network members and the network services, and regular monitoring of the network results.

Name of the network	please fill in
Legal body	please fill in
Main services for the network members	please fill in
Continuous communication with members	please fill in
Monitoring of results achieved by the network	please fill in

Preparation of a plan how to sustain the network incl. a financial plan after ENDURANCE	please fill in (or send it as an attachment, if it is in a separate document in English)
Funding framework for SUMP's	please fill in