



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	5
Main activities of your network	<ul style="list-style-type: none"> - The admission of municipalities and their commitment to develop the SUMP; - The admission of municipalities that already have SUMP and their mediation of knowledge and experience to less experienced municipalities or municipalities that haven’t had already SUMP s. - Promote the exchange of information, experience and knowledge among its members; - Facilitate the training and coordination activities; - Organize conferences and events in the area of SUMP; - Disseminate information on national activities in the EU and to participate in EU policy-confirmation; - Ensuring national compliance with the relevant EU legislation.
Benefits for the members	<ul style="list-style-type: none"> - Access to information: website, training, workshops, events, databases, tools - from Europe; - Support for building a national network; - A positive image; - The impact on European policy; - Transfer policy: tailor-made assistance to obtain the best policies in the country; - Cost savings: environment, health, infrastructure, society;
Estimated impacts (how many cities will be more familiar with SUMP/will prepare SUMP at the end of ENDURANCE project)	5

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

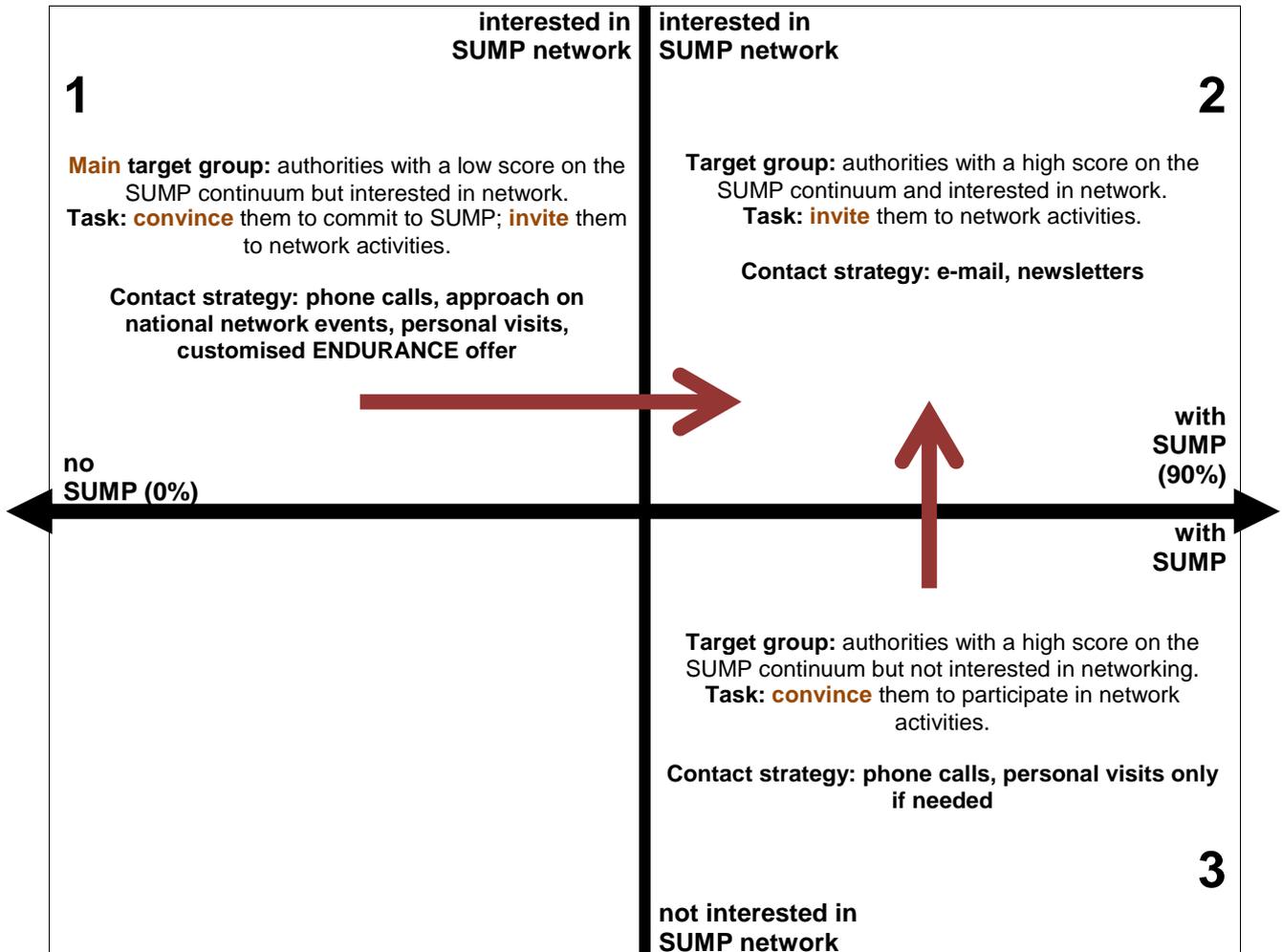
Please fill in the boxes in this chapter by 13th of December 2013 and then send the Road Map to zbynek.sperat@cdv.cz and radomira.jordova@cdv.cz.

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	8.1.2014	Slovenian SUMP network was established in 2012
Creation of the list of cities and stakeholders (updated continuously)	December 13th 2013	8.1.2014	april 2014
First national network meeting	April 2014	22.11.2013	22.11.2013
Second national network meeting	February 2015	20.2.2014	18.12.2014
Third national network meeting	September 2015	17.9.2015	16.4.2015

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
Ljutomer				
Murska Sobota				
Maribor				
Nova Gorica				

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

City	Contact person	Function/department	Phone	E-mail
Odranci				
Beltinci				
Velenje				
Kranj				

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

City	Contact person	Function/department	Phone	E-mail
Ljubljana (we are waiting for their response)				

Other institutions

Institution	Category*	Contact person	Function/department	Phone	E-mail
Local energy agency Pomurje	Energy agency				
Urbanistic Institut of Republic of Slovenia	Research institution				
Center for health and development Murska Sobota	institution				
ZEU d.o.o.	Institution for spatial planning				

* 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	Slovenian Ministry for infrastructure responsible for traffic will launch the call for co-financing the development of the SUMP in Slovenian municipalities,
Substantial changes at the regional levels	No changes, since in Slovenia there is no regions
Local specific activities (other workshops on SUMP related topics out of the ENDURANCE project, activities of NGOs)	Project PUMAS (Alpine Space programme) is establishing the national contact point for SUMP. Sinergija has already contacted with Urbanistic institute which is project partner in this project. We will work together

and city associations etc. You can fill in anything not mentioned in ENDURANCE national workshops but can help in progress)	<p>in the future and set the common activities related to national SUMP issues, avoiding doubling the things.</p> <p>Local energy agency for Podravje region has organized big national event for sustainable mobility on 7 of November 2014.</p>
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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.

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	Slovenian platform for sustainable mobility
Legal body	It has no legal status
Funding framework	No special funding, it is free and voluntary work, if opportunity some work are done or combined under EU projects.
<p>please fill in other comments related to the text above</p> <p>On 8th of January 2014 Development agency Sinergija will have meeting with Urbanistic Institut Republic of Slovenia which is already involved in a few SUMP related project and has prepared national guidelines for SUMP development. We will agree on national SUMP network. For instance, who will be the initiator, legal body, ...</p> <p>Well, after the meeting in UIRS we realized that the Slovenian SUMP network has already been established. The network administrator is UIRS and they coordinate and give the content to activities.</p> <p>Slovenian SUMP network organizes topic related seminars, events or workshops. Every once they put in focus different aspects of sustainable mobility. In april 2015 they organized the panel discussion on European mobility week with the special emphazies on bike2work – ‘Bring the luck to job’.</p>	

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:

- Introducing objectives and targets of the national network
- Potential activities which might take place (try to find out what are the needs of cities and other stakeholders)
- Trainings, information on SUMP – benefits and ENDURANCE offers (TEMS, MaxEva, City Database, policy exchange, audits, training, SUMP conferences)
- Networking opportunities
- Good practise presentation (national/international)

Regarding that our 1st National meeting was already organised I would like to point out that we wanted to present project ENDURANCE in general and all related subject as well. We wanted that our audience get the clear and at first general picture what is all about, what is our offer and which bodies will benefit most.

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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	Approximately 40 attendees
Full agenda	<ul style="list-style-type: none"> -general presentation of project ENDURANCE - general presentation of National SUMP network - The benefits to include into network - SUMP in pictures - SUMP: basis and benefits - presentation of Good practises
Main issues discussed (good potential, interim barriers for SUMP etc.)	Discussion on what is SUMP about, the benefits on SUMP and the network activation and organisation
If some training activities were on the agenda or suggested for the future meeting, describe them	No training issues were discuss
The needs of the cities and other stakeholders (how to overcome the barriers)	How to start with SUMP preparation
Describe briefly the satisfaction of participants within the meeting	We hope they will satisfy. We don't have any tangible feedback from participants.
Other stakeholders to be invited?	//
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.)	Especially stakeholders and citizens involvement.
Other comments / suggestions	//

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

First of all we have to take decision with Urbanistic Institut RS for:

- how will National SUMP network look like;
- which cities and stakeholders include in network, how to approach to them
- agenda for 2nd meeting (probably we will have 4 meetings) and the date and place of meeting
- Additional contacting of cities.

We have contacted several municipalities to activate them and promote SUMP. We have organized the meeting with 28 invited mayors to discuss the SUMP in Slovenia and to inform them on national co-financing opportunities to develop SUMP.

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.

AGENDA:

- presentation of National SUMP network (activities, obligations, benefits)
- How to build SUMP (participation, integration)
- Training: simulation of preparation of SUMP

ACTIVITIES:

- City activation and individual meetings with cities.
- preparing everything for network
- organisation of 2nd national meeting and 1st training;

Agenda:

See attached, the agenda based on the national circumstances and situation. Currently a lot of attention is paid to national co-financing the SUMP development for several municipalities.

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	26
Full agenda	See attached
Main issues discussed (good potential, barriers for SUMPs etc.)	Co-financing the SUMP, how to develop the SUMP and the opportunities with SUMP
If some training activities were on the agenda, describe them	SWOT analysis for developing the SUMP in small municipalities in Slovenia, presentation of the SUMP process (circle)
The needs of the cities and other stakeholders (how to overcome the barriers)	A few questions have been arisen: how to start, what benefits they will have with SUMP, how to implement the measures, to present best practises from neighbourhood municipalities
Describe briefly the satisfaction of participants within the meeting	Very useful, the practical presentation is more useful than only theoreticall;
Other stakeholders to be invited?	Traffic/mobility planners, spatial planners
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.)	Starting with SUMP
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:

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

- meetings with municipalities on national funding opportunities;

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.

The agenda for 3rd National meeting and 2nd Training could focus networking and creating potential coalition for SUMP financing, reviewing the local potentials, challenges and needs for SUMP.

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	12
Full agenda	<ul style="list-style-type: none"> - Presentation of ENDURANCE project and city activation process - Presentation of Slovenian platform for sustainable mobility - Networking and creating potential coalition for SUMP financing - SUMP main characteristics and preparation cycle - Reviewing the local potentials, challenges and needs for SUMP - Reviewing existing transport/mobility plans
Main issues discussed (good potential, barriers for SUMP etc.)	How to create optimal coalition for regional SUMP
If some training activities were on the agenda, describe them	First the SUMP preparation cycle was presented, and discussing whether the municipalities could meet all requirements. Then we made a quick and short survey on challenges and needs on sustainable mobility.
The needs of the cities and other stakeholders (how to overcome the barriers)	Still the problems with the setting up the SUMP, political will
Describe briefly the satisfaction of participants within the meeting	The participants finally realized what is the SUMP, its benefit and objectives.
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.)	//

Other comments / suggestions	//
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2.5 Sustaining the network and finalising the Roadmap. Continue networking!

Please specify how you will sustain the network after the ENDURANCE 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	Slovenska platforma za trajnostno mobilnost – Slovenian platform for sustainable mobility
Legal body	no
Main services for the network members	Providing information and support
Continuous communication with members	Through e-news and occasional events
Monitoring of results achieved by the network	//
Preparation of a plan how to sustain the network incl. a financial plan after ENDURANCE	National network will be co-financed by PUMAS project, after that no sustainable solution on the horizon
Funding framework for SUMP	National framework for period 2014-2020 under National Operational programme for cohesion funds