



# Quick facts on monitoring and evaluation

Assessing the impact of measures and  
evaluating mobility planning processes





# Monitoring and evaluation – the challenge in a nutshell

Monitoring and evaluation activities deliver data about the progress of the Sustainable Urban Mobility Plan (SUMP) development process and the impact of policy measures. They are carried out before, during and after implementation of transport measures. Providing regular information to decision makers, potential funding bodies and local stakeholders can help to demonstrate that a SUMP has delivered, or will deliver, benefits to the community, provides value for money, is worth continuing or requires modifications to be successful.

Typical challenges for the effective use of monitoring and evaluation are

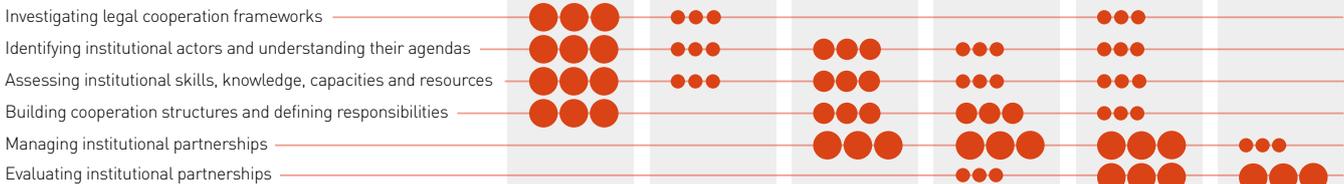
- lack of experience;
- limited financial and staff resources;
- gaps in technical knowledge with regard to defining performance indicators, the retrieval, collection, preparation and interpretation of data; and
- inefficient monitoring and evaluation practices.

Systematic monitoring and evaluation increases the efficiency of the planning process and implementation of measures, helps to optimise the use of resources and provides empirical evidence for future planning and appraisal of transport measures.

To tackle these issues, key recommendations regarding procedures, context, indicator selection, communication and process evaluation can be derived from existing experiences and are provided on the following page. The figure below illustrates how monitoring and evaluation activities are embedded in SUMP development.

## Key tasks in SUMP development

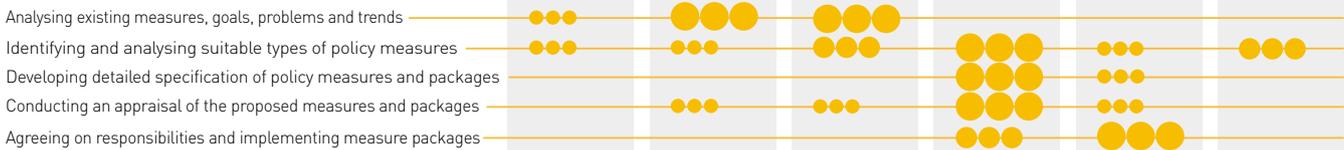
### Institutional cooperation



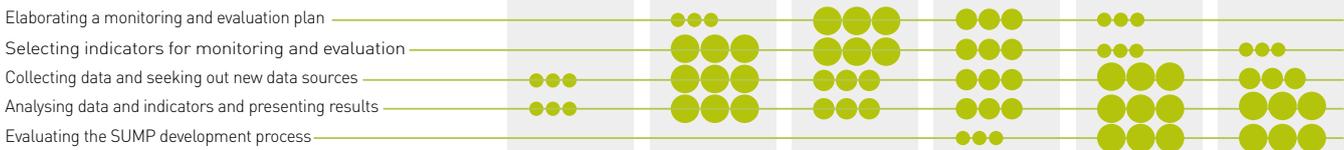
### Participation



### Measure selection



### Monitoring & evaluation



©Rupprecht Consult, 2016



A SUMP process is a sequence of phases from process definition to plan and measure evaluation. The chart presents key SUMP tasks for planning authorities related to the four challenges.

Institutional cooperation and participation are continuous, horizontal activities that should commence early, during the SUMP process definition phase. Measure selection as well as monitoring and evaluation activities

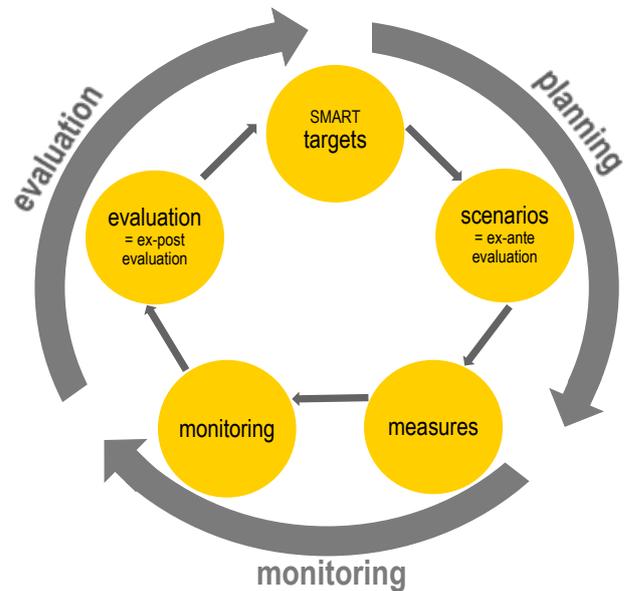
are particularly relevant in the subsequent analytical and technical planning phases. The chart reflects first-time SUMP development; revision and updating of a SUMP should build on the already established structures.

Key tasks in the SUMP development process  
Source: Rupprecht Consult, 2016



## Establish clear monitoring and evaluation procedures

A Monitoring and Evaluation Plan should be developed preferably during the early stages of the SUMP process. It outlines the key evaluation and monitoring questions and describes how, which and when monitoring and evaluation activities will be carried out, who is responsible for them, what resources are necessary and who will participate. This helps to ensure sufficient allocation of resources, avoids unnecessary effort for data collection, improves acceptance and contributes to good project management during the SUMP process. Good quality data management processes are fundamental to robust SUMP development and implementation. A Monitoring and Evaluation Plan template for use by transport planners was developed in the CH4LLENGE project.



SUMP monitoring and evaluation  
Source: City of Dresden

## Determine the context for monitoring and evaluation

Before designing monitoring and evaluation activities, it is necessary to get clarity about the intended outcomes in the form of well-defined planning objectives, a clearly defined list of problems and main strategies and interventions to achieve these objectives. This includes the definition of a baseline scenario that describes how conditions in the urban region would develop without the SUMP.

benefits of SUMP interventions. To this end, effort needs to be put into the visualisation and presentation of data in a succinct but comprehensive form.

## Select clear indicators and targets

A systematic approach to indicator selection helps to identify core indicators reflecting the SUMP's objectives as well as supporting indicators for an in-depth analysis of its developments. Potential lists of indicators and guidance on their selection are available in the Manual on Monitoring and Evaluation. Setting targets provides a way of measuring the extent to which objectives are achieved. If indicators and targets are well defined, decision-makers and the public can easily understand them and they can be an incentive to achieve better results.

## Evaluate the SUMP process and plan

A SUMP Self-Assessment Tool has been designed in CH4LLENGE to enable planning authorities to check and demonstrate the compliance of their mobility plan with the European Commission's SUMP concept.

## Communicate results effectively

Clear and effective communication of data and results is important to increase the understanding of the potential

### Are you curious to know more?

Further information and various local case examples can be found in the **Manual on Monitoring and Evaluation!**



For more information you may also join us on [www.eltis.org](http://www.eltis.org) and [www.sump-challenges.eu](http://www.sump-challenges.eu)

This brochure has been developed within the European project **CH4LLENGE “Addressing Key Challenges of Sustainable Urban Mobility Planning”**, co-funded by the European Commission and coordinated by Rupprecht Consult.

The CH4LLENGE Consortium consisted of the following partners: Rupprecht Consult (DE), Institute for Transport Studies, University of Leeds (UK), Politehnica University of Timisoara (RO), Urban Planning Institute of the Republic of Slovenia (SI), The Association for Urban Transition (RO), Promotion of Operational Links with Integrated Services, Polis (BE), Union of the Baltic Cities, Sustainable Cities Commission (FI), FGM-AMOR (AT), City of Amiens (FR), City of Dresden (DE), City of Ghent (BE), West Yorkshire Combined Authority (UK), City of Brno (CZ), BKK Centre for Budapest Transport (HU), City of Krakow (PL), City of Timisoara (RO), City of Zagreb (HR).

#### For more information

European Platform on Sustainable Urban Mobility Plans  
[www.eltis.org/mobility-plans](http://www.eltis.org/mobility-plans)  
E-mail: [enquiries@mobilityplans.eu](mailto:enquiries@mobilityplans.eu)

European Commission  
Directorate-General for Mobility and Transport  
Unit C.1 - Clean transport & sustainable urban mobility  
Rue Jean-André de Mot 28  
B-1049 Brussels

The sole responsibility for the content of this publication lies with the authors. It does not necessarily reflect the opinion of the European Union. Neither the EASME nor the European Commission is responsible for any use that may be made of the information contained therein.

Contract: CH4LLENGE – Addressing Key Challenges of Sustainable Urban Mobility Planning, Grant Agreement No IEE/12/696/SI2.644740  
Title: Quick facts on monitoring and evaluation: assessing the impact of measures and evaluating mobility planning processes  
Version: March 2016  
Author: Astrid Günemann, Institute for Transport Studies, University of Leeds  
Contributors: Kerstin Burggraf, City of Dresden; Susanne Böhler-Baedeker and Miriam Lindenau, Rupprecht Consult; Mojca Balant, Urban Planning Institute of the Republic of Slovenia, UIRS; Thomas Mourey, Polis  
Layout: Laura Sarlin, Union of the Baltic Cities Sustainable Cities Commission  
Cover picture: Harry Schiffer / [www.eltis.org](http://www.eltis.org)

This brochure is subject to the copyright of the CH4LLENGE Consortium and its authors and contributors Institute for Transport Studies, University of Leeds, City of Dresden, Rupprecht Consult Forschung & Beratung GmbH, Urban Planning Institute of the Republic of Slovenia, UIRS and Promotion of Operational Links with Integrated Services, Polis.

