

## Minutes of the 8<sup>TH</sup> MEETING OF THE COORDINATING GROUP of EU-supported action on Sustainable Urban Mobility Plans

10-11 OCTOBER 2017

Presentations are available on Eltis.org:

<http://www.eltis.org/resources/promotional-materials/8th-meeting-sump-coordination-group-brussels-10-11-october-2017>

### 1. ATTENDANCE

The first day of the meeting was attended by the following people:

**Teije Gorris**, (ELTIS, chair), **Jan-Willem van der Pas** (ELTIS, minutes), **Madeleine Kelly** (DG MOVE), **Susanne Boehler-Baedeker** (SUMPS-UP/city mobil), **Fabio Tomasi** (Trieste Area Science Park, SIMPLA), **Andree Woodcock** (SUITS), **Maria Morfoulaki**, (REFORM), **Luana Bidasca** (SATELLITE/SUMP award), **Joachim Schneider** (JASPERS), **Michele Sansoni** (EASME), **Matilde Chinellato** (GO-SUMP), **Piotr Rapacz** (DG MOVE), **Vincent Leiner** (DG REGIO), **Octavia Stepan** (INEA)

### 2. OPENING BY THE CHAIR

Teije Gorris (ELTIS)

- Welcome and introduction by the chair. Starting at 13:29.
- Short introduction and welcome by Madeleine Kelly (DG Move).

### 3. FOLLOW-UP ON THE ACTIONS FROM THE 7<sup>TH</sup> MEETING OF THE COORDINATING GROUP

Teije Gorris (ELTIS)

The actions from the seventh meeting and an indication of their current status are included in Appendix 1.

**Action: (Andree and Susanne).** To update the available planning document on trainings which was developed by SUITS, SATELLITE and PROSPERITY and to share it with the group.

## 4. STATUS UPDATES OF RUNNING PROJECTS

### **SUMPs-UP (Susanne - Slides available):**

Several mile stones were achieved: The CIVITAS tool inventory launched, SUMP registry online, SUMP learning programme started, SUMP-related guidance for cities, SUMP session at the CIVITAS Forum with sister projects

Upcoming deliverables: SUMP member state report 30-11-17, Sump guidelines 31-12-2017, Support document for translating and adapting the SUMP self-assessment scheme, to the national context, and soon the self-assessment scheme will be revised.

Discussion: What is the role of the group in relation to key-deliverables. Drafts should be shared with the group so the group knows these are coming. Main purpose is endorsement by the group, If project deliverables are branded ELTIS/SUMP Platform deliverables these should be endorsed by this group.

**Action: (All)** to share the deliverables that have been identified to be uploaded on the European Platform on Sustainable Urban Mobility Plans before publication.

**Action: (new secretariat):** to find a way to share events with the group. Suggestion could be that projects send their invitation to the secretariat which forwards it to the group.

### **CityMobil NET (Represented by Susanne - Slides available):**

- Status – cities are working on their SUMPs.

### **SUMP award/SATELLITE (Luana)**

- SATELLITE – The CIVITAS FORUM was organised. Later during the meeting we will discuss the CIVITAS FORUM.
- SUMP award: November 3th is deadline for submission. A jury is assigned and there are no applications yet (but this is considered to be normal). This year's theme is shared transport. There will be three finalists. Advertise the award in your project. Next spring case studies will be developed for ELTIS on the three finalists. Mid-march the award ceremony takes place. There is a request for more coordination between the SUMP award and the SUMP conference. This might be hard contractually because it is linked to the European mobility week. However, for the future this can be considered.

### **SUITS (Andree - Slides available):**

Most information is in he slides, some highlights:

- SUITS is 4 year project that ends in 2021 it deals with sustainable integrated transport.
- 4 deliverables (internal) delivered and 7 upcoming up to month 18.

- Data management- data repository developed (already contains 300GB traffic data).
- A workshop in Lisboa (CIVITAS FORUM) and intermediate results were presented.
- Suits website, leaflets, 4 papers, etc. etc.
- SUITS expresses the need for ELTIS to become involved in the stakeholder involvement phase of the project.

#### **SIMPLA (Fabio)**

- First part of capacity building programme was finished.
- Project is now in the support phase for cities.
- Forthcoming is a short series of webinars (in November topics will be decided upon).
- Planned activities end next year a workshop in Trieste: this will be coordinated with the reform project because they have an event in Bologna.
- Deliverables: The guidelines (first release) is now available and can be found in the resources section of the SIMPLA website. The Second Guideline will become available by the end of the year (other languages will also become available).

**Action:** (Fabio/ **Simpla**) to send the SIMPLA training material to the platform Secretariat Which will assess whether this is useful for the ELTIS training material section.

#### **REFORM (Maria - Slides available):**

- The methodology for selecting and describing good practices is finalised.
- Workshops were held in Tessloniki/bologna/Manchester one still planned.
- Learning events forthcoming (150 people to be trained).

#### **GoSUMP (Mathilde)**

- Provide SUMP guidance for the 6 (INTERREG MED-area) projects (CAMPS-Ump, MOBILITAS, MOTIVATE, REMEDIO, SUMPOR, LOCATIONS).
- Established thematic groups which met at the CIVITAS FORUM.
- Monitoring of the results of the projects – with the use case study format of ELTIS so it can be transferred as an ELTIS case study website.
- List of deliverables to be shared on ELTIS was sent to the secretariat.

## **5. UPDATES ON THE EC URBAN MOBILITY POLICY**

- EC is preparing the second part of the mobility package (expected to be published for the first part of November) – contains an update of the clean vehicles directive 2009/33 and communication of the action plan on alternative fuels.
- Recently published the Access Regulation Study on the website.

- The EC is closed to finalise the tender for urban mobility indicators.
- Clean busses deployment initiative launched in July is online available to sign: [https://ec.europa.eu/eusurvey/runner/Clean\\_Bus\\_Declaration](https://ec.europa.eu/eusurvey/runner/Clean_Bus_Declaration) .
- Next meeting of the Member state expert group on Urban Mobility will be 23 November, one part will be devoted to SUMP, representative of the new ELTIS consortium will be invited.
- During the next SUMP conference one of the issues to be discussed should be the reinforced/updated SUMP concept. Elements to be better integrated include: alternative fuels, connected and automated vehicles, Mobility as a Service, shared mobility schemes. This should be discussed and endorsed by the Platform in time for the Conference.

## 6. EXAMPLES OF GOOD SUMP

### Piotr Rapacz / Madeleine Kelly (DGMove)

Discussion: SUMP is an established concept that is presented and out there. However, from the political point of view there is the need to know what the current state of play is. Questions are:

- How many cities have a SUMP?
- What are the best practices (small, mid and large cities)?
- What are the results? This is related to impact assessment, what did the SUMP deliver, what is the impact?

Brainstorm: all present participated in a brainstorm. We discussed: what is an example of a good SUMP? What makes this a good SUMP? How can we identify good SUMPs? Results are displayed in Appendix 2.

Examples of best practices: Malmö, Utrecht, Bernheze, Vienna, Parma, Madrid, Bologna, Birmingham, Karlsruhe, Bath.

Criteria mentioned for selecting best practices:

- UK summary
- Evidence based / Data driven
- Vision
- People Centred
- Proper consultation/communication/participation
- More than transport/also focus on economy and equity/Also involve health
- Stage 3 city (CREATE project – please elaborate as it's not clear what's this now)
- SEA + SEAP Harmonization
- Involvement of other cities?
- Applying SUMP-guidelines
- Long planning tradition
- Integrated approach
- Good communication/visualization

How can we identify good SUMP? Several suggestions were mentioned during the discussion and on day 2 of the meeting:

- Use jury assessment (use the SCG for this).
- SUMP award (although these appraisals might be related to one specific aspect of the SUMP).
- Self-assessment tool (did they use the tool and what were the results?).
- SEAP uses the covenant of Mayors.
- Assessment of the impact achieved by the SUMP.

## 7. SUMP RELATED RESULTS FROM CIVITAS FORUM CONFERENCE

### CIVITAS FORUM (Luana):

After presentation overall conclusions were discussed and presented: the sessions were well attended, there was practical and concrete information on what the projects are doing (e.g. site visits, materials, evaluation); it was a great opportunity to exchange experiences. However, there were 9 sessions related to SUMP and this resulted in overlap between the sessions. In the future there needs to be more focus and perhaps a few umbrella topics. The distinction between the SUMP conference and the CIVITAS FORUM is getting lost and we run the risk of fragmentation.

## 8. SUMP CONFERENCE, NICOSIA 14-15 MAY

The conference is planned and new ELTIS contractor will organise the conference. **PLEASE NOTE THAT THE DATE HAS CHANGED!** The conference will take place **May 14-15** in Nicosia.

## DAY 2

**Teije Gorris**, (ELTIS, chair), **Jan-Willem van der Pas** (ELTIS, minutes), **Madeleine Kelly** (DG MOVE), **Fabio Tomasi** (Trieste Area Science Park, SIMPLA), **Andree Woodcock** (SUITS), **Maria Morfoulaki**, (REFORM), **Luana Bidasca** (SATELLITE/SUMP-award), **Joachim Schneider** (JASPERS), **Matilde Chinellato** (GO-SUMP), **Piotr Rapacz** (DG MOVE), **Vincent Leiner** (DG REGIO), **Octavia Stepan** (INEA), **Peter Jones** (CREATE), **Walter Koehn** (Eltis), **Susanne Boehler-Baedeker** (SUMPS-UP/city mobil net).

## 9. OPENING OF DAY 2 BY THE CHAIR

Teije Gorris (ELTIS)

- Welcome and introduction by the chair.

## 10. INTRODUCTION TO PARTNERSHIP URBAN MOBILITY

**Vincent Leiner** (DG REGIO) and **Piotr Rapacz** (DG MOVE)

- The 2016 Urban Agenda is a member state initiative that started under the Dutch precedency .
- 12 partnerships that deal with urban issues (led by a combination of a member state country and a city) are setup. The secretariat for all partnerships is led by Ecorys.
- The partnership on Urban Mobility is currently working on an action plan (which will be available beginning next year) – SUMP will be a centre piece of the urban mobility policy.
- Action plan setup follows the structure: regulation, funding, knowledge. The scope is three years: 1 year for drawing up the plan and 2 years for implementation.
- There is a need for concrete actions regarding SUMPs: e.g. complete city database, complete national policy frameworks, etc. □ There is no budget available it is a policy initiative.

Discussion: Here we summarize the main elements of the discussion we had:

- There are the webpages on ELTIS with the country profiles – how to move from there? How can we involve member state partners to describe the national situation. Prosperity and SUMPS-up are working on involving national member states in the member state profiles. In addition there is information from the CIVITAS CAPITAL SUMP-advisory group that focussed on national frameworks. There is information available that will be sent to the secretariat that can bundle this for Vincent and Piotr.

- How can we provide a clearer picture on where we stand with the implementation of SUMP? The city database is a starting point we need to include the information on what is a good SUMP or not. To do that we also need to establish a methodology (process and criteria to assess what is a good SUMP and what is not). In addition we need to have some good examples. Also see item 12 in these minutes.
- There needs to be a clear view on the future of the SCG-platform. What is the annual work programme? What are the areas we should work on? What are the bottlenecks? The main conclusion from the discussion is that the SCG should be taken to the next strategic level and there is the need for more continuity. How should this group be financed, what is its role and what is its work programme. We agreed to schedule a topic on this for the next meeting.

**Action (Secretariat)** – will compile an annex for a paper with the national member state profiles that are now on the website. Projects to identify the deliverables that are relevant. So the secretariat can combine this with the paper and send it as a package to Piotr and Vincent to be used in the national member state representatives meeting (before the 5<sup>th</sup> of November and earlier if possible (ideally by 27 October)).

**Action (Next contractor - secretariat)** – put a strategic discussion on the agenda regarding the future of the SCG and the development of a work programme.

## 11. ELTIS PORTAL & MOBILITY PLAN SUPPORT

**Walter Koehn** (Eltis),

Member state profiles are updated with the information from PROSPARITY and SUMP-UP. The information is complete and there is an ongoing update process. ELTIS had trouble getting info from Cyprus.

The city database is based on the OECD database with cities of over 100.000 inhabitants. For completing this we rely on the contributions from this group, but also from the national member state representatives. Currently there are 542 cities in the database. Some of the cities with a SUMP had less than 100k inhabitants these are also added. 316 cities have a plan online, which is an increase compared to March 2017 of 74 cities. We reduced the cities with the indication “no information available” from 272 to 219. This doesn’t mean they don’t have a plan, it means it is not in the database. Current problem is that info is replaced which results in broken links. In addition we need the methodology to decide whether something is a SUMP, now the plans that are in the city database are not necessarily SUMPs.

**Action (secretariat)** – adjust the introduction text with the city database in such a way that it is not confusing and does not suggest it only includes cities with a SUMP.

## 12. ELTIS CITY DATABASE & SUMPS-UP'S ONLINE REGISTRY

**SUMPS-UP (Susanne- [registry can be found here](#)):**

Explanation on the SUMPs-UP registry. Susan indicated that it was always the intention to integrate the registry into Eltis. It was not done at this stage due to lack of resources. Main goal is to present/showcase some good examples of SUMP's for the trainings SUMPs-UP is providing to cities.

How were these best practices selected? cities were invited to upload their SUMP based on personal relations. Also cities that filled in the self-assessment were invited to upload their SUMP.

Discussion on how to integrate the registry and the ELTIS city database.

**Action: (SUMPs-UP/ELTIS)** contact each other on how to integrate the registry as soon as possible in the ELTIS website and how allow for visibility of good practices. Eltis will receive the information from SUMPs-UP and update the existing database. The SUMPsUP registry will not be kept online.

## 13. SUMP CONCEPT: THE NEED FOR AN UPDATE

Introduction by **Madeleine Kelly** (DG MOVE), **Vincent Leiner** (DG REGIO) and **Piotr Rapacz** (DG MOVE).

When thinking about the need for an update it is important that we keep the concept stable. We need to enforce the elements that surround the SUMP concept (guidelines, tools, etc.).

A reflection for thought based on the CREATE project. ((**Peter Jones- Slides available**) After the reflection by Peter Jones we had a workshop/brainstorm session that was managed by Teije, the results are included in Appendix 3.

Finally Susan presents the work that will be done as part of the SUMPs-UP project. Their work concludes that elements like electro mobility, regional SUMP development, and MAAS integration SUMP are mentioned as elements that could be added to the existing concept. A suggested additional subject is how to come to action planning in the phase of implementation. As part of the SUMPs-UP project:

- New guiding documents (guidelines) will be developed regarding the above mentioned topics.
- An amendment + action plan will be developed,
- The self-assessment tool will relaunched and will focus more on the local context conditions (national framework, size, planning culture) and city size – more than only yes or no (to assess quality).



- Good practices from cities will be presented

## 14. SUMP'S PLATFORM'S INPUT TO PUM DEVELOPMENTS ON SUMP PRESENTATION ABOUT SUMP TOOL INVENTORY AND LEARNING

Bothe SATTELITE and SUMP-UP have the task to provide a collection of good tools. What is the added value compared to the ELTIS tools section. There are differences: ELTIS does not allow commercial tools and only tools that are in English, the SUMP Tool Inventory allows all tools. After a discussion it is concluded that for the future perhaps one repository for urban mobility tools is more ideal (CIVITAS and ELTIS can be merged). For the time being two tool inventories exist and should be kept available.

## 15. SUMMARY OF ACTIONS 7<sup>TH</sup> CGM

1. **Action: (Andree and Susanne).** To update the available planning document on trainings which was developed by SUITS, SATELLITE and PROSPERITY and to share it in the group.
2. **Action: (All)** to share deliverables that have been identified to be uploaded on the European Platform on Sustainable Urban Mobility Plans before publication with the group for consultation.
3. **Action: (new secretariat):** action to find a way to share events with the group and the relevant people at the commission. Suggestion could be that projects send their invitation to the secretariat which forwards it to the group.
4. **Action: (Fabio/ Simpla)** to send the SIMPLA training material to Teije to assess whether this is useful for the ELTIS training material sections.
5. **Action (secretariat)** – will compile a annex for a paper with the national member state profiles that are now on the website. Projects to identify the deliverables that are relevant. So the secretariat can combine this with the paper and send it as a package to Piotr and Vincent to be used in the national member state representatives meeting (before the 3rd of November). **FOLLOW-UP >>** note: the minutes were finalised on 14-11-2017. The secretariat has compiled a list of member state profiles and sent this list to Piotr and Vincent. Up to this date no input has been received from the projects concerning relevant deliverables.
6. **Action (secretariat)** – adjust the introduction text of the city database in such a way that it is not confusing and does not suggest it only includes cities with a SUMP. **FOLLOW-UP >>** the following text will be put on the respective page: *“Many cities in Europe are already involved in EU activities to promote and apply the concept of an Urban Mobility Plan (UMP) or extending the plan to become a Sustainable UMP (SUMP). This database provides the names of cities involved in such ongoing and completed EU-supported urban mobility projects and*

*initiatives. The information also includes web links, population, status of development of their urban mobility plan, etc. The site administrator has taken basic precautions to control the accuracy of the information provided by the sources, but cannot take responsibility for any errors or omissions.”*

7. **Action: (SUMPSUP/ELTIS)** contact each other on how to integrate the registry as soon as possible in the ELTIS website and how allow for visibility of good practices. ELTIS will receive the information from SUMPS-UP and update the existing database. When the full information of the SUMPS-UP registry is included in the ELTIS city database the registry will be removed.
8. **Action (Next contractor - secretariat)** – put a strategic discussion on the agenda regarding the future of the SCG and the development of a work programme.

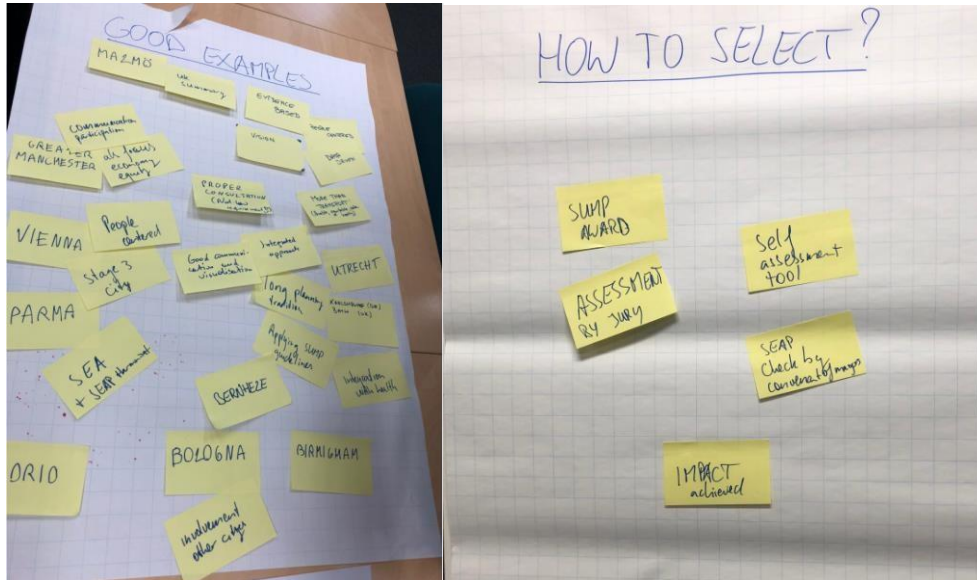
## APPENDIX 1

#	Who	What	status
1	<b>Secretariat</b>	Send out the information on how to use the Eltis personal space on the site.	Done
2	<b>Christof Marx</b>	Make sure that the Evidence project deliverables are available to Eltis.	Done
3	<b>Secretariat:</b>	Look into linking the tools on the Eltis portal to the different themes.	Done
4	<b>JASPERS</b>	To share the information on the SUMP Trainings to the SUMP Coordination Group	Done
5	<b>Secretariat</b>	Put the discussion on “what is an example of a good SUMP” on the agenda for the 8th Sump Coordination Group Meeting: How can we identify a few good SUMPs?	Done
6	<b>New members /projects:</b>	To create a friends of Eltis profile.	Done

7	<b>All</b>	Request to the group: bring to attention of the cities the city database and make them check whether it is up to date.	Fabio mentioned it during trainings (not followed up) Maria (Reform) not sure, SUITS (send out a request, not followed up), Mathilde had no meeting in between but it will be in the agenda.
8	<b>New Eltis manager</b>	present for the next meeting a robust plan for updating the city database by mid2018, starting with the ones above 500 000 inhabitants	No new ELTIS manager yet
9	<b>Secretariat:</b>	Develop a single slide information sheet on Eltis that can be used in presentation that the group members can use to explain the Eltis essentials and how ELTIS can be helpful	done
10	<b>Secretariat</b>	A dedicated workshop will be prepared for the next meeting where concrete proposals on ways to improve SUMP	done
		concept will be presented. Central topics: regulation, funding and knowledge.	
11	<b>All</b>	To inform project cities that: applications for the CIVITAS award is open until 14 July and that they can still apply to be host city for 2018 (deadline 14 July)	Done
12	<b>Matilde Chinellato:</b>	Share the document with the project descriptions of the INTERREG projects and their contact details.	Done, these are on the coordination group page.
13	<b>All:</b>	Check and update the overview with deliverables, new projects to add their deliverables to the list.	Continuous action. Partly done based on the input provided
14	<b>All:</b>	To add events to the Eltis website when information is available.	Continue action.

15	<b>SUITS, SATELLITE, PROSPERITY and other coordinators</b>	<b>SUITS, SATELLITE, PROSPERITY and other coordinators to add to this:</b> start sharing what we have now on the planning of training activities	There is not enough information on the training so it is hard to compile a list. This is important to coordinate between projects. There is coordination between the three projects (however REFORM is also training), so there is a need to share. Andree and Susan to update the available planning document on training and to share it in the group
16	<b>Secretariat</b>	Come up with a proposal on how to go further with the information on planning of training activities and how to share the planning.	Not done, not all info available.
17	<b>All:</b>	Identify the deliverables to be published in the platform branding/logo. Branding and logo should be included in other project communication as much as possible.	Done

## APPENDIX 2 RESULTS OF THE BRAINSTORM ON EXAMPLES OF GOOD SUMP



## APPENDIX 3 RESULTS OF THE BRAINSTORM ON THE SUMP CONCEPT: THE NEED FOR AN UPDATE

