

Q05 Portsmouth City Council

How will you monitor delivery and measure the outcomes of the project and disseminate any knowledge and lessons learned to the wider LA network and other key stakeholders?

Quarterly reports will be produced with an update on progress against each element of the project. These reports will include information on the stage of the project, e.g. procurement stage, and progress reached, spend to date and projected spend for the remainder of the project, and any baseline or other monitoring data. Any deviation from the project plan will be detailed, along with what mitigation has been taken to reduce risk to the project. Where the final scope of the project is yet to be determined, full project detail will be provided as soon as possible, on completion of market research for example.

As illustrated in question 2, it is predicted that there will be exceedances in the annual mean NO₂ concentrations at four locations within the city in 2020. This project will reduce these levels through a range of measures, impacting travel behaviour. All the measures will have a positive impact on the air quality in the city as a whole, continuing with the onward progression of sustainable travel uptake. The infrastructure measures proposed will strengthen the cycling and walking infrastructure in the city, improving permeability and making walking and cycling a more attractive travel choice for local journeys. Various traffic survey data is available for the city and AQMAs to provide a baseline to demonstrate any modal shift. Each project will collect appropriate baseline data prior to commencement.

Please see the monitoring and evaluation plan below. We will build upon the monitoring and evaluation approach that was developed through STTY. All monitoring and evaluation costs are included in the bid. A final report will be produced following completion of the project, detailing the monitoring and evaluation results.

Monitoring and Evaluation Plan

Project	Monitoring method	Resource	Reporting method
Communications and Marketing	To be determined post market research.	Communications officer	Quarterly reports Final evaluation report
Residents	<u>Personal Journey Planning</u> <ul style="list-style-type: none">• Collection of baseline data• Household Journey based surveys• Case studies with qualitative analysis• After-monitoring feedback from residents <u>Electric Vehicle Promotion</u> <ul style="list-style-type: none">• No. of queries/requests for additional EV chargepoints• Data on chargepoint usage <u>Cycle related initiatives</u> <ul style="list-style-type: none">• Uptake of training/grant applications• Uptake of Bike Doctor• Feedback surveys• Attendance figures at	Project manager, Road Safety Officer, consultant	Quarterly reports Final evaluation report

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	events		
Schools	<ul style="list-style-type: none"> • Survey results from Pompey Monster scheme • Online feedback from parents • After-monitoring data 	Project manager and consultant	Quarterly reports Final evaluation report
Workplaces	<ul style="list-style-type: none"> • Feedback from businesses on quality and value of services received • Survey for main business contacts to understand impact of project • Survey for employees to understand travel behaviour, awareness and perceptions • Feedback from employees on travel behaviour and value of interventions 	Project manager and consultant	Quarterly reports Final evaluation report
Infrastructure Improvements	<ul style="list-style-type: none"> • Modal split surveys will be undertaken before and after implementation • Diffusion tubes located in appropriate locations to capture changes to air quality before and after the implementation 	Project manager, Engineering team, Regulatory Services team, consultant	Quarterly reports Final evaluation report

Detailed monitoring and evaluation will be conducted for each element of the project. Experience from previous work will be drawn upon throughout the life of the project to encourage best practise to be implemented and shared with other local authorities a key stakeholders through planned meetings and sharing of project reports as appropriate.

The Quarterly Report will include forecast spend, spend to date, project timeline, risk assessment. The project budgets and spend will be monitored alongside the original forecast and project plan to ascertain if the delivery of the project is on track. Where project delivery is at risk this will be escalated to the Project Board and the resulting mitigation will be included in the Quarterly Report. Risk assessments will be live documents and appropriate mitigation will be taken throughout.

Monitoring and evaluation costs have been included in this bid within the project delivery costs.

The knowledge generated by this project will be shared with other departments within the council, such as Regulatory Services and Public Health, to strengthen and inform ongoing work. The information will also be shared with the Air Quality Strategy Steering Group, including key local stakeholders and interest groups such as transport operators and Portsmouth Friends of the Earth, and the work from this project will feed directly into the Air Quality Action Plan.

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Information will also be shared with Defra and other local authorities to provide evidence of best practice.

PCC are committed to setting up an Air Quality Steering Group who will be integral in help raise awareness and promote elements of this programme. Dedicated communications and marketing support has been assigned to this programme of which an element is specifically for communications and marketing initiatives.

Funding award will allow a full market research exercise to be undertaken to form an effective marketing, communications and engagement plan to ensure funds are most appropriately targeted.

Resident, workplace and school elements build on those previously delivered by the authority, using methods that have previously worked well and learning from those which have not.

PCC would be keen to share knowledge and lessons learned with other local authorities.