From: [NCC]
Sent: 17 June 2015 08:54
To: [DfT]
Cc: [DfT]; [NCC]
Subject: RE: Norwich Northern Distributor Road

Dear xxxx

Thank you for your email dated 12 June 2015. Hopefully you will be aware that NCC submitted a draft Benefits Realisation Plan (BRP) to xxxx on the 16 January 2015 and on 11 March 2015 we received comments from xxxx on the draft BRP together with suggestions on how to develop the Monitoring and Evaluation Plan (MEP). This feedback has helped us to refine our BRP and develop a draft MEP. An updated draft BRP and a draft MEP will be submitted to xxxx over the next day or so for DfT’s further feedback.

Regards
xxxx
[NCC]

From: [DfT]
Sent: 12 June 2015 16:25
To: [NCC]
Subject: Norwich Northern Distributor Road

Dear xxxx,

This is a gentle reminder that Norfolk County Council is expected to submit a Monitoring and Evaluation Plan for the above scheme to the Department within 3-6 months prior to the Full Approval submission. The DfT team will provide feedback on the Monitoring and Evaluation Plan, giving advice on best practice and agreeing data collection, analysis and reporting.

We have set up the Local Major Scheme Evaluation group in order to share evaluation best practice and future development of the monitoring and evaluation framework more generally. I recommend you or your colleagues join our Knowledge Hub group – you can sign up at https://knowledgehub.local.gov.uk/ and request to join the Local Major Scheme Evaluation group. This is where we share documents which will be useful in the preparation of monitoring and evaluation plans and reports.

Materials which are published there include:
- Guidance for Transport Impact Evaluations: Choosing an evaluation approach to achieve better attribution (Tavistock Institute, March 2010)
- Logic mapping hints and tips (Tavistock Institute, October 2010)
- Best practice guidance for planning the fuller evaluations of local authority major schemes (DfT, January 2013);
- A summary of common issues across evaluation plans submitted so far; and
- Examples of monitoring and evaluation plans, both fuller evaluation and standard monitoring.

The current monitoring and evaluation framework for local major transport schemes can be found at the following link: https://www.gov.uk/government/publications/monitoring-and-evaluation-framework-for-local-authority-
Hope you find the above information useful. Please contact me if you have any other queries.

Kind regards,
xxxx
[DfT]