

Technical Note

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1. Introduction and purpose of this Monitoring and Evaluation Guidance Note

The North Wales Regional Transport Plan (RTP) Monitoring and Evaluation (M&E) Plan (see **Appendix A**) has been prepared to support the successful implementation of the RTP over its plan period 2025–2030, and its supporting Regional Transport Delivery Plan (RTDP), and Integrated Well-being Appraisal (IWBA). M&E should commence from the date of adoption of the RTP.

Ambition North Wales (as the North Wales Corporate Joint Committee (CJC)) has a statutory responsibility for preparing the RTP (and its supporting documents) and is accountable for its implementation from the point of RTP publication (July 2025), working with the six local authorities (Isle of Anglesey, Wrexham, Conwy, Flintshire, Denbighshire, and Gwynedd) who are responsible for delivering schemes.

Ambition North Wales will also work with relevant partners (such as Transport for Wales, Network Rail, the North and Mid Wales Trunk Road Agent (NMWTRA) and the Welsh Government) to help progress its ambitions for rail and trunk road projects, which fall outside of the scope of local authority delivery.

The Regional Transport Fund (RTF) has been established by the Welsh Government to bring together the eight different existing transport funds¹ to support the delivery of RTDP schemes and priorities in accordance with RTP policies. In doing so, Ambition North Wales as a CJC is working with its local authorities and the Welsh Government with support from Transport for Wales to co-ordinate and submit a Year 1 programme of capital and revenue schemes by activity area (such as road safety, active travel, public transport, ULEV, highways).

The Welsh Government has provided CJsCs with submission guidance (see **Appendix B**) explaining how CJsCs shall include in the 2026-27 programme a summary of proposals ranked in prioritised order to deliver capital and revenue projects, including outputs to be delivered for each scheme (RTF Annex 3) and a regional summary of outputs for 2026-2027 by key indicator (RTF Annex 4).

¹ Local Transport Fund, Resilient Roads Fund, Active Travel Fund, Road Safety Fund (Revenue), Road Safety Fund (Capital), Safe Routes in Communities Fund, Unadopted Roads Fund, Ultra Low Emission Vehicles Transformation Fund

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The guidance explains how “The CJs will need to establish systems and obtain sufficient information for them to effectively oversee each project in the programme, monitoring delivery to schedule and reporting any change to the works programme and/ or spend profile.” Separately the Welsh Government has provided CJs with Desk Instructions (see **Appendix C**) including how to evaluate outcomes in connection with the RTF.

The following table summarises the different types of monitoring and evaluation that will be required by the Welsh Government.

Table 1-1 Table 1 – Summary of RTP M&E

Type of RTP M&E	Timeframe	What is likely to be needed	Who sets out what is needed
RTP grant monitoring (linked to grants modernisation [RTF])	In-year reporting	Quarterly reporting on spend/ progress (or equivalent as determined by grants modernisation).	Welsh Government (with input from CJs)
RTP Annual Progress Report (APR)	Annual (end of year reporting)	Annual reporting of RTP delivery, e.g. outputs delivered, what has been achieved, benefits, what worked well, lessons learned. Likely to include reporting of: • RTDP project and programme delivery, e.g. scheme-level monitoring such as number of users, and • RTP measures/ indicators, e.g. WTS Monitoring Measures. Certain scheme types may have specific monitoring requirements, e.g. Active Travel. Less detailed than the full evaluation report.	Welsh Government (with input from CJs)

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Type of RTP M&E	Timeframe	What is likely to be needed	Who sets out what is needed
RTP evaluation (of progress)	After 3 years	More comprehensive evaluation of RTP progress overall, e.g. whether the RTP is delivering its outcomes, providing value for money, what difference it has made, any unintended consequences and what can be improved. The results of the evaluation will inform the next RTP and NTDP. Likely to include reporting on all RTP measures/ indicators, as well as on RTDP programme delivery and progress against RTP policies and objectives. More focussed on RTP outcomes and longer-term impacts than the APR.	CJCs (with input from Welsh Government)

As such, the remainder of this Monitoring and Evaluation Guidance Note sets out:

- Section 2: How to use and implement the North Wales RTP M&E Plan; and
- Section 3: The approach to M&E for the RTF during its Year 1 programme (2026/2027).

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2. How to use and implement the North Wales Regional Transport Plan Monitoring & Evaluation Plan

2.1 Monitoring and Evaluation requirements

2.1.1 Welsh Transport Appraisal Guidance on monitoring and evaluation

The latest Welsh Transport Appraisal Guidance² (WelTAG), sets out five stages of transport planning and appraisal, including integrated well-being appraisal (IWBA). Monitoring and evaluation forms Stage 5 of WelTAG and applies to all Welsh Government-funded projects, regardless of scale. Key requirements are:

- Annual progress reports detailing achievements, changes, engagement implementation, impacts, successes, challenges and lessons learned.
- Regular monitoring to identify risks early; complex projects may require a full post-implementation evaluation to demonstrate value for money.

2.1.2 Welsh Government's guidance to CJsCs on monitoring and evaluation

The Welsh Government's Regional Transport Plan Guidance to CJsCs³ sets out that:

- a) The Regional Transport Plan must include a Monitoring and Evaluation Plan showing how regional progress in achieving the national priorities and ambitions in the WTS will be monitored, measured and evaluated. This must include the region's contribution to national decarbonisation and modal shift targets.
- b) The Monitoring and Evaluation Plan should include a set of measures with baseline information for each. The measures can include qualitative outcomes and quantitative measures.
- c) The measures should be based on the framework of measures used in the Integrated Wellbeing Appraisal (IWBA) and updated if needed, drawing on the WTS Monitoring Framework adapted for regional needs. Transport for Wales published baseline data for the WTS Monitoring Framework and are reviewing and updating this on an ongoing basis.
- d) CJsCs must submit annual performance reports on Regional Transport Plans to Welsh Government each year.
- e) Comprehensive evaluation should be prepared after three years to assess whether the Regional Transport Plan is delivering its outcomes, providing value for money and whether there are any unintended consequences. This should follow published guidance and best practice on evaluation.
- f) The results of this comprehensive evaluation will feed into the subsequent Regional Transport Plan for each CJC, and the subsequent NTDP.

² Welsh Transport Appraisal Guidance (WelTAG), 2024. Available online at: <https://www.gov.wales/welsh-transport-appraisal-guidance-weltag>

³ Regional transport plans: guidance for Corporate Joint Committees, 2023. Available online at: <https://www.gov.wales/regional-transport-plans-guidance-corporate-joint-committees>

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Welsh Government expectations for RTP M&E are summarised in Table 1-1 (above).

2.2 Alignment to national and regional objectives

Considering WelTAG and the Welsh Government's Guidance to CJsCs, the North Wales RTP M&E Plan includes a set of measures, with baseline information, based on the framework of measures used in the IWBA considering its sustainability objectives, and draws on the WTS Monitoring Framework. This helps ensure the RTP and supporting documents align to national and regional objectives as follows:

Llwybr Newydd- the Wales Transport Strategy⁴	Llwybr Newydd was published by the Welsh Government in March 2021. The Strategy sets out the future vision for Transport in Wales, its priorities for the next five years and ambitions for the next 20 years. The RTP M&E Plan measures and indicators helps ensure the RTP will contribute to achieving the national Wales Transport strategy.
Wales Transport Strategy Monitoring framework⁵	The Wales Transport Strategy (WTS) monitoring framework has been designed to help track progress in achieving the national priorities and ambitions. The monitoring framework includes six key cross-cutting measures (M1 to M6), which relate to key themes and aims as part of the Welsh Government's Programme for Government (Well-Being Statement 2021-2026 ⁶) that extend beyond just transport. There are also 27 subsidiary measures (S1 to S27) designed to support and provide additional context to the key measures. The key measures are considered the most important part of the framework in supporting the Welsh Government's overarching aims of decarbonisation and mode shift. These have been utilised in the RTP M&E Plan to ensure consistency.
North Wales RTP objectives	The RTP sets out four key SMART objectives which aim to establish targets and ensure alignment between the RTP and WTS priorities and well-being goals, as required by Welsh Government's RTP Guidance. They are: 1. Improve digital connectivity and local services (30% by 2030); 2. Improved accessibility and transport choice (45% by 2040); 3. Enable decarbonisation through transition to a zero-emission fleet (50% by 2035); 4. Enable sustainable economic growth (50% by 2030). The RTP M&E Plan measures and indicators have been designed to help track progress against the SMART objectives.
North Wales RTP IWBA Framework objectives	12 IWBA sustainability objectives have been identified in accordance with the SEA regulations for assessing the potential impacts of the RTP and to place sustainable development at the centre of decision-making. The RTP M&E Plan measures and indicators have been designed to help track progress against the IWBA objectives.

⁴ Llwybr Newydd: the Wales transport strategy 2021. Available online at: <https://www.gov.wales/llwybr-newydd-wales-transport-strategy-2021>

⁵ Wales Transport Strategy Monitoring Framework Technical Report, 2022. Available online at: <https://tfw.wales/sites/default/files/2022-06/Wales%20Transport%20Strategy%20Monitoring%20Framework%20Technical%20Report%202022.pdf>

⁶ Welsh Government: Well-Being Statement 2021-2026. Available online at <https://www.gov.wales/programme-for-government-2021-to-2026-well-being-statement-html>

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2.3 What will be monitored and evaluated?

Transport policy measures in the M&E Plan are derived from the WTS Monitoring Framework and adapted to align with the Regional Transport Plan's SMART objectives and IWBA outcomes. The framework balances the breadth of objectives with the practical need to manage monitoring and evaluation within local authority resource constraints. To focus effort where it adds the most value, measures are grouped into *key* and *subsidiary* categories, reflecting the structure of the WTS Monitoring Framework. The 15 **key** measures are as follows:

1. LUP-3: Proximity to public transport
2. DC-5: Remote working
3. WC-5: Weekly active travel participants
4. BC-1: On time performance of buses and coaches
5. BC-6: Fleet composition (share of bus by engine type)
6. IM-2: Journeys to a rail station by walking, cycling, or bus
7. EBC-1: Mode share for public transport
8. EBC-2: Trips to visitor attractions by public transport
9. EBC-4: Electric vehicle charging demand and supply
10. PF-2: Fleet composition (share of freight vehicles by engine type)
11. RSP-1: Share of total km by vehicle type
12. RSP-2: Distance travelled per person
13. RSP-5: Road accidents
14. RSP-6: Vehicles that are ultra-low or zero emission
15. AD-1: Greenhouse gas emissions from transport sector

The **subsidiary** measures are designed to support and provide additional context to the key measures (e.g., affordability, accessibility, station step-free access, bus AV announcements, air quality, noise, biodiversity, etc.).

For Year 1 of the RTP, the focus of monitoring and evaluation should be in **key** measures only. The key measures should be prioritised given they will have the strongest impact in monitoring and evaluating the objectives and closely aligned to the WTS Monitoring Framework, which will benefit the necessary resources required to undertake monitoring and evaluation activities.

In line with the RTP M&E Plan, **subsidiary** measures are expected to contribute to the more comprehensive evaluation of the transport system and the performance of the RTP from Year 3. Therefore, these measures should be monitored annually from Year 2 onwards, where possible and practicable, taking into account resourcing demands on local authorities. At a minimum, they should be reported at the end of Year 3 to assess whether the RTP is delivering its intended outcomes.

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2.4 Data collection, establishing baselines and target setting

To standardise datasets, sources, and calculation methods, the North Wales M&E Tool⁷ (see **Appendix D**) has been developed. It sets out the measures and indicators, including associated data and calculation methodologies.

Data is collected at local, Wales-wide, and UK levels, and this variation is reflected within the North Wales M&E Tool. Where data is only available at a national level, it should be applied as a proxy for regional benchmarking. Baselines for **key** measures should be established or confirmed, drawing on TfW/WTS monitoring and Wales National Travel Survey (W-NTS), with existing baseline years provided where available.

Where appropriate, targets have been set within the North Wales M&E Tool for **key** measures, based on SMART objectives. These provide quantitative aspirations for change in the region and where appropriate and/or practicable are aligned with the targets set out in the Wales Transport Strategy.

2.5 Data recording and timeline

The North Wales M&E Tool should be used to record and track progress for the **key** measures and indicators for Year 1. The **subsidiary** measures should be monitored annually from Year 2 onwards to inform the assessments of RTP outcomes.

The North Wales M&E Tool defines the monitoring granularity and specifies responsibility for reporting to make it clear whether local authorities or the North Wales CJC should be the authority responsible for the calculations and reporting involved with the indicators, taking into account the geospatial scales of monitoring and evaluation for different measures.

In line with the Welsh Government RTP guidance, the North Wales CJC must submit an annual performance report on the Regional Transport Plan. This requirement is reflected in the North Wales M&E Tool's "monitoring frequency" section. It is expected that the ongoing recording of progress in the M&E Tool will help inform the annual performance report.

It is expected that the results of the comprehensive evaluation undertaken after three years will feed into the development of the subsequent RTP and the NTDP.

⁷ North Wales Monitoring and Evaluation Tool (2025). Available online at:
<https://democracy.gwynedd.llyw.cymru/documents/s45492/Appendix%2017%20-%20Monitoring%20and%20evaluation%20plan.pdf>

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3. The approach to Monitoring & Evaluation for the Regional Transport Fund

As set out in the introduction, to support local authorities in their delivery of the RTDP schemes seeking to achieve the RTP policies, Welsh Government funding from 2026/2027 (Year 1 of the RTP) will be provided through the new RTF.

CJCs are expected to co-ordinate the annual production of a programme of schemes, in a facilitating role. For the first year of RTP delivery, the Welsh Government will distribute funding awards directly to Local Authorities. For all subsequent years the responsibility of funding distribution is likely to be with the CJC, with devolution of funding to the regions.

The CJCs provided their Year 1 RTF submissions to the Welsh Government on 30 January 2026, anticipating approval with confirmation in March, ready for drawing down from 1 April over the next financial year.

The Welsh Government in connection with the RTF has identified outputs and outcomes that CJCs and their constituent local authorities will need to monitor and report on as part of the administration and evaluation of the RTF.

Section 14 of the Welsh Government's RTF submission guidance sets out:

- a) **Scheme Monitoring** – all schemes must be monitored and evaluated. The cost of individual scheme before and after monitoring shall be included in the scheme cost for up to three years post completion. These costs must be clearly identified and incorporated in the programme.
- b) **Programme Monitoring** – resources to support programme monitoring shall be identified separately.
- c) **In-year reporting** – reporting will be carried out on a quarterly basis. We (Welsh Government) will keep delivery under review and reserve the right to introduce more frequent reporting if progress on delivery is not satisfactory.
- d) **Annual Monitoring** – the CJCs are required to produce an Annual Progress Report to demonstrate the progress and performance in delivering the Regional Transport Plans.
- e) **Further guidance** – will be provided on reporting processes. Guidance on the 2026-27 RTP Annual Progress Reports will follow in summer 2027.

3.1 What will be monitored and evaluated?

As part of the RTF process, Local Authorities highlighted the expected outputs and outcomes for schemes being delivered in the first financial year.

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Table 3-1 presents the total values across all 2026-27 ‘works’ schemes within the RTF activity areas, which include road safety (both revenue and capital schemes), walking wheeling and cycling, public transport, ultra-low emissions vehicles and highways. Where relevant, outputs have been linked to the 15 key and subsidiary M&E measures as set out in the RTP M&E Plan (**Appendix A**). These have been developed based on Welsh Transport Strategy Monitoring Framework, adapted to consider the RTP’s SMART and IWBA objectives.

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Table 3-1: RTF outputs and outcomes contribution to RTP M&E measures

Outputs and Outcomes for FY2026-27	RTP M&E Plan Measures
4,115 people to be trained for road safety interventions (including motorcyclist, pass plus, cycle training, child pedestrian training)	Walking and cycling network, road accidents for active travel users, weekly active travel participants, increase in active travel users, journeys to rail stations by walking, cycling or bus, customer satisfaction with safety when travelling, travel to work, road accidents.
15,880m of active travel route built	Walking and cycling network, weekly active travel participants, increase in active travel users, journeys to rail stations by walking, cycling or bus, travel to work, people regularly bothered by noise caused by transport.
11,289m of active travel route improved	Walking and cycling network, weekly active travel participants, increase in active travel users, journeys to rail stations by walking, cycling or bus, travel to work.
93 active travel facilities installed (as set out in the Active Travel Act guidance, e.g. number of cycle stands)	Walking and cycling network, availability of cycle parking facilities, weekly active travel participants, increase in active travel users, journeys to rail stations by walking, cycling or bus, travel to work.
35 bus stops improved	Adoption of digital services, journeys to rail stations by walking, cycling or bus, travel to work, customer satisfaction with their ability to access public transport independently.
EV chargers are being installed across all Local authorities in North Wales. Specific information regarding the number and location of these charging points is being collected and will be updated when available.	Travel to work, electric vehicle charging demand and supply, vehicles that are ultra-low or zero emission, greenhouse gas emissions from the transport sector, level of air pollution from the transport sector.
10,004m of highways being improved.	Congestion levels on major routes, road accidents.
865,701 vehicle km removed as a contribution to modal shift	Share of total KM by vehicle type, greenhouse gas emissions from the transport sector.
1,495.4 tonnes of CO2 emissions removed as a contribution to decarbonisation.	Share of total KM by vehicle type, greenhouse gas emissions from the transport sector, level of air pollution from the transport sector.
Collision saving per annum: Person saving: 6.2 Cost Saving: £409,450	Customer satisfaction with safety when travelling, road accidents.
Casualty saving per annum: Person saving: 10.53 Cost saving: £550,877	Customer satisfaction with safety when travelling, road accidents.

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3.2 Roles and responsibilities

Appendix B of the Desk Instructions sets out how the **Welsh Government Regional Transport Planner**, for Monitoring and Evaluation, will “Track progress on schemes included in the annual Programme of Schemes in line with fund requirements, and where appropriate assist in identifying risks and opportunities, and suggest actions to TfW, the CJC and its constituent Local Authorities. This shall be done via review of quarterly reports and meetings with all parties. This will feed into agreement of in-year variations and future year Programme of Schemes.”

The **CJC Programmer Manager** will: “Track programme progress, assist in identifying risks and opportunities, and suggest actions to the CJC and its constituent Local Authorities.”

Then the **TfW Regional Transport Lead** will “assist in the LAs and CJC PM to track programme progress, assist in identifying risks and opportunities, and suggest actions to the CJC and its constituent Local Authorities. [It will] Oversee involvement of TfW Activity Specialists where appropriate”.

Finally, it explains how the **WG/TfW Activity Specialist** will “Support the WG TP/TfW RTL to track programme progress, assist in identifying risks and opportunities, and suggest actions to the CJC and its constituent Local Authorities”.

Appendix A of the Welsh Government’s Desk Instructions in connection with the RTF sets out workflows for activities and the role and tasks for each stakeholder involved. An extract is provided in

Table 3-2 below relevant to M&E (but the appendix should be read in full).

Table 3-2 Extract from Appendix A of the Welsh Government's Desk Instructions

Activity	LA named officers	CJC programme manager	CJC	TfW regional transport lead	WG regional transport lead	WG & TfW activity specialists	WG
Outputs and key indicators	Establishment of the outputs and key indicators for each project.	Review of evidence/information from the LAs and confirmation of the outputs and key indicators for each project. Collation of information into a regional summary	Review of the outputs and key indicators for the region.	Technical support to the WG Lead's review of the outputs and key indicators for the region. Potentially also supporting the CJC PM.	Review of the outputs and key indicators for the region.	Review of the outputs and key indicators for the region.	
Quarterly reports	Preparation of quarterly reports for each project, submitted to the WG, copying in the CJC PM and TfW RTL. To detail progress and spend to date and anticipated progress and spend in the following quarter.	Review quarterly report information from each of the LAs (including financial records and evidence).	Monitor progress on delivery and spend		Monitor progress on delivery and spend	Review of quarterly report information from each of the LAs (including financial records and evidence).	Monitor progress on delivery and spend. Checking, certifying and payment of financial claims from CJC and LAs
Managing Change/Variations	Identify any areas of concern in delivery and forecasted spend and propose in year amendments to the RTP Programme	Review proposed amendments to ensure compliance with RTDP. Seek agreement of amendments from LAs and CJC	Advise WG on all proposed amendments to the RTP Programme.	Technical support to review proposed amendments to ensure compliance with RTDP	Review proposed changes to the RTP Programme	Support review of proposed amendments to ensure compliance with RTDP as required.	Consider and approve/reject proposed changes to the RTP Programme and inform the CJC of the outcome. Provide advice to the CJC of any necessary amendments to the RTP Programme.

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Activity	LA named officers	CJC programme manager	CJC	TfW regional transport lead	WG regional transport lead	WG & TfW activity specialists	WG
Quality Assurance	Manage the project against quality standards both for design/delivery and the expenditure of public funds in line with agreed RTP Programme.	Monitor programme deliverables against quality standards.		Technical support to assist the CJC PM to monitor programme deliverables against quality standards.	Provide leadership and direction on required WG standards such as for expenditure of public funds.	Provide QA support for TfW PMs and WG as required.	
Risk	Identify project risk and propose mitigation measures	Monitor risk and mitigation measures. Advise WG and CJC on risks and mitigation measures using quarterly reports.	Monitor risk and mitigation measures	Monitor risk and mitigation measures	Monitor risk and mitigation measures	Monitor risk and mitigation measures as required.	
KPIs	Monitor performance of schemes against KPIs	Review information on performance against KPIs.	Review information on performance against KPIs.	Technical support for reviewing information provided by LAs on performance against KPIs.	Review information on performance against KPIs.	Support review of information provided by LAs on performance against KPIs as required.	Review information on performance against KPIs.

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Activity	LA named officers	CJC programme manager	CJC	TfW regional transport lead	WG regional transport lead	WG & TfW activity specialists	WG
Monitoring and evaluation	Monitoring of projects throughout their development. Evaluation of projects for three years post completion.	Review monitoring and evaluation results on a project and programme level.	Review monitoring and evaluation results on a project and programme level	Technical support for reviewing monitoring and evaluation results on a project and programme level	Review monitoring and evaluation results on a project and programme level	Support review of monitoring and evaluation on a project level as required. Potential support for LAs in development and application of ME plans.	Review monitoring and evaluation results on a project and programme level
Annual monitoring	Provide information towards an annual progress report. Preparation of APRs for WG-funded projects.	Review of information from LAs	Approval of annual progress report and submission to WG	Assist the CJC PM in the collation of information from LAs and preparation of annual progress report	Review annual progress report and feedback on areas for improvement	Support review of annual progress reports and provide feedback as required.	Review annual progress report and feedback on areas for improvement
Lessons learnt	Undertake lessons learnt at a project level	Development of lessons learnt for the programme	Review the lessons learnt for the programme and consider and implement recommendations	Assist the CJC PM in developing lessons learnt for the programme	Review the lessons learnt for the programme	Support preparation of lessons learnt as required.	Review the lessons learnt for the programme and consider and implement recommendations

3.3 Data reporting and timeline (indicative)

Quarterly monitoring and reporting for schemes awarded RTF funding 2026-27 aims to provide an overview to delivery, spend and risk. This seeks to help ensure compliance with the Welsh Government requirements and supporting effective regional programme management. The process establishes a consistent evidence base that supports financial assurance, performance monitoring and change control, while informing wider monitoring and evaluation of the RTP. Monitoring will be undertaken in line with the RTF timetable. An overview of requirements and an indicative timeline are as follows:

- a) **Q1–Q4:** Quarterly progress meetings; submission of spend profiles, activity schedules, and forecast claim profiles (per RTF timetable). Evidence will be recorded in the Quarterly monitoring annexes, completed for each activity area for all schemes that have been awarded RTF 2026-27.
- b) **End of Year:** Annual Progress Report to Welsh Government from CJC to demonstrate the progress and performance in delivering the Regional Transport Plans. This is aligned to RTP M&E Plan, which also requires an Annual Progress Report demonstrating achievements, changes, engagement delivery, outcomes and lessons of the RTP.
- c) **Continuous:** Change control as required (central tracker); compliance audits and evidence collation.

Quarterly Monitoring Annexes

The quarterly monitoring annexes provide the framework to track delivery, spend and risks associated with schemes awarded RTF in 2026-27. Local Authorities, alongside the CJC, will participate in quarterly progress meetings and submit updated spend profiles, activity schedules and forecast claim profiles. These outputs will be captured through the standardised Quarterly Monitoring Annexes, completed for each activity area and scheme awarded RTF funding (see **Appendix E**).

The Annexes provide a consistent evidence base to:

- Track progress against agreed milestones and outputs;
- Monitor expenditure and forecast variance;
- Identify delivery risks, issues and mitigation actions;
- Support change control decisions where required; and
- Inform regional and national reporting, including the Annual Progress Report.

Completed Annexes will be collated and reviewed by the CJC in a facilitator role to form the basis of ongoing programme management and compliance assurance.

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Annual Progress Report

Information captured through the Quarterly Monitoring Annexes will be used to inform the Annual Progress Report submitted to Welsh Government. Quarterly data will be combined to demonstrate progress, performance, expenditure, delivery confidence and lessons learnt across the programme.

To support the alignment between the RTP and RTF delivery, it is proposed that the RTF Annual Progress Report and RTP Annual Progress Report are developed together as a single document and source of truth. This will help ensure coherence between changes and outcomes across the process, reducing duplication and improving transparency.

In-year Change Control

It is anticipated the Welsh Government supported by Transport for Wales will work proactively with the CJC and its Local Authorities to identify and manage any required change control as early as possible, informed by the quarterly updates. A central tracker is expected to be managed alongside compliance audits and evidence collation.

The potential need for agreement of in-year variations between all parties is likely to require agile working and decision making. As such, the CJC Programmer Manager may wish to explore the opportunity for the CJC to delegate some decision-making powers to the Strategic Transport Sub Committee. This approach would be consistent with the arrangement that has been progressed by the Cardiff Capital Region, South East Wales CJC.

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Appendix A RTP M&E Plan

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Appendix B Welsh Government submission guidance

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Appendix C Welsh Government Desk Instructions

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Appendix E Welsh Government RTF Quarterly Monitoring Annexes