Update on the development of the step-by-step manual for policy-makers and planners on NTHEAPs

Documentation: Informal document no 2
Scope and purpose of NTHEAPs

• A main (sub-)national implementation mechanism for all four THE PEP priority goals

• NTHEAPs …
  – are the practical implementation of previously established policies on sustainable and healthy transport
  – address transport-related health and environmental impacts
  – build on existing plans and programmes
  – set specific targets and timetables for implementation
  – are country-specific
Working definition of a NTHEAP

- A national transport, health and environment action plan (NTHEAP) is a document that sets out the main goals, objectives, prioritized actions, coordination mechanisms, roles and responsibilities, timelines and budgets, as well as guidance on implementation, monitoring and evaluation for the development of sustainable and healthy transport in a country.
Structure of the draft manual

- **Part I – Setting the scene**
  - Overview of THE issues, importance and definition of NTHEAPs, role of international frameworks

- **Part II – Towards NTHEAPs**
  - 4 phases, 16 steps, illustrative examples

- **Part III – Tools**
  - Grouped by Phase I-IV

- **Annex**
  - Template for a NTHEAP document
  - List of country case studies
## Phase 1: Planning
1. Establish an steering committee
2. Assess the situation
   - Epidemiology
   - Existing policies, programmes, interventions
   - Existing frameworks on integration
   - Stakeholders
3. Involve stakeholders and create ownership
4. Raise awareness

## Phase 2: Development
5. Define overall goals and timeframe
6. Define objectives and targets and set priorities
7. Select interventions
8. Define responsibilities
9. Define resource needs and sources
10. Define mechanisms for monitoring and evaluation

## Phase 3: Implementation
11. Adoption of the NTHEAP
12. Integrate actions into work plans
13. Allocate budgets
14. Communicate the activities and results

## Phase 4: Monitoring
15. Establish evaluation team and implement evaluation mechanism
16. Sustain and improve NTHEAP

Integrate with other national action plans
Process of developing the manual

- **Mandate**: THE PEP Steering Committee (October 2009)
- **Involved partners**:  
  - THE PEP Bureau and consultants  
  - Member States interested in piloting the manual
- **Project steps**:

<table>
<thead>
<tr>
<th>Step</th>
<th>Status</th>
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<tr>
<td>1st draft by the secretariat for the Bureau, July 2010</td>
<td>✓</td>
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<tr>
<td>2nd draft and call for piloting the manual at SC_8, Dec 2010</td>
<td>✓</td>
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<tr>
<td>Piloting</td>
<td>ongoing</td>
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<tr>
<td>Finalize and publish manual</td>
<td>Late spring 2012</td>
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Recent developments

- Bureau endorsed piloting plan

- Piloting the draft manual to provide
  - practical examples for illustrating the various chapters of the manual
  - critical appraisal of policy and feasibility aspects

Main steps in piloting the manual

1. Assessment of the current situation in the country regarding the development of a NTHEAP
2. Identification of suitable parts of the manual for application in the country
3. Implementation of the manual (or parts of it) and documentation of the experience
4. Sharing the documented experience with the secretariat for inclusion in the manual
**Timeline and costs**

- **Piloting**: July 2011 to February 2012
- **Final production of manual**: late spring 2012.
- **Required resources** depend mainly on the scope of the activities to be carried out as decided by the Member State.
  - If the Member State requests support: $45,000 for a baseline assessment, with $30,000 for a final workshop.
  - Could be done as part of a THE PEP Partnership (sponsored twinning)
Proposed next steps

- Continue applications (parts of) the manual and documentation of the experience to inform the final draft
- Solicit more/better suited good practices for illustrating the steps in the manual
- Update THE PEP Clearing House and Toolbox, to be used as main repositories for tools
- Complete the inventory of existing NTHEAPs based on the survey of national implementation of the Amsterdam Declaration (fall 2011)
- Link to WHO NCD Action Plan
The Committee may wish to

- Discuss and agree on the continuation of the piloting of the draft manual