

Putting TAP into practice - 7 questions interview **template**

Stakeholder name: <Insert Text>	Interviewed by: <Insert Text>
Organisation: <Insert Text>	Recorded by: <Insert Text>
Role/job title <Insert Text>	Date: <Insert Text>
Area of stakeholder expertise: <Insert Text>	Time: <Insert Date>

1 Introduction

This introduction is intended to provide context for the interviewee but should not take too much time and dominate the interview.

Thank you for your willingness to undertake this interview and share some of your views.

My names is **XXX** and I will be conducting the interview with you. My colleague **XXX** will be taking notes during the interview. With your agreement we would also like to record the interview for the purposes only of ensuring our final notes capture key points made. We may use quotes in our interview summaries, but all outputs will be anonymised and not attributable to you or your organisation. Are you content with the interview being recorded?

<IF APPROPRIATE> I'll now start recording the interview <BEGIN RECORDING>

We are undertaking this interview on behalf of the UWE team, who is coordinating the 'Triple Access Planning for uncertain futures' project. The aim of the interview isto explore your views on the past, present and future of urban mobility planning otherwise known in England as local transport planning.

Our project aims to improve Sustainable Urban Mobility Plans (SUMP) or Local Transport Plans (LTPs), addressing both the movement of people and goods, through two significant new considerations:

- Triple Access Planning (TAP) – future sustainable urban accessibility can be achieved through the transport system (physical mobility), the land-use system (spatial proximity) and the telecommunications system (digital connectivity); together constituting a Triple Access System (TAS).
- Accommodating uncertainty – unpredictable change dynamics such as demographics, economic developments, locational choices, regulatory context, technological breakthroughs, travel demand, and stakeholder behaviour can be explicitly taken into account in the plan, in terms of development and implementation understand, in the short term – by 2030 – and longer term – up to 2050.

We are conducting several of interviews with practitioners across the UK, including people working in transport planning, land use, and digital connectivity to examine the scope for urban mobility planning to give more attention not only to physical mobility but to spatial proximity and digital connectivity; and also to give more attention to accommodating uncertainty. We are specifically interested in the planning process in urban areas that helps shape the future of urban mobility, rather than discussing the future of urban mobility itself. However, you may wish to refer to both since they are intertwined.

You may wish to focus your responses to questions to urban mobility planning in general or to specific areas where you have experience, or both of these.

Each interview we are conducting involves the same set of open questions. We are here to listen to your responses. Please feel free to take time to think. I will move us through the questions to ensure we finish on time.

On behalf of the team, we would like to express our thanks for your input which will help inform the TAP project.

Do you have any queries before we begin?

<INTERVIEWER TO THEN MOVE TO THE SET OF STANDARD QUESTIONS BELOW>

2 Interview

Use the table below to record notes from the interview. There may not be a single answer to the questions and the interview may be framed around the interviewee's area of expertise.

Note to interviewer: each question should allow for a 5-min answer in general. However, this might vary depending on the interviewee.

Interview template

Introductions (to each other and to explain the purpose of the project – as above)
Could you please begin by introducing yourself and saying a little about your role and background in relation to the topic for today.
<Insert Text>
1. If you could speak someone from 2035 who could tell you anything about urban mobility planning at that future point in time, what would you like to ask?
<Insert Text>
2. What is your vision of success for future urban mobility planning?
<Insert Text>
3. What are the dangers of not achieving your vision?
<Insert Text>
4. What needs to change in planning terms (systems, relationships, decision making processes, culture for example) if a vision of success for urban mobility is to be realised?
<Insert Text>
5. Looking back, what are the successes in/from urban mobility planning we can build on? The failures we can learn from?
<Insert Text>
6. What needs to be done now to ensure that your vision for successful urban mobility planning becomes a reality?
<Insert Text>
7. If you had absolute authority and could do anything, is there anything else you would do?
<Insert Text>
8. Do you have other observations that you haven't managed to cover so far?

<Insert Text>

Additional comments *(If time, prompt for any 'go to' literature sources.)*

<Insert Text>

That's the end of the interview. Thank you again for making the time available for today and for sharing so generously your insights on the topic. We will keep you posted on the project and we are looking forward to meeting you again in the next TAP activities.

Comments

Add below thoughts and key take-aways from the interview.