

Covenant community's needs for SE(C)AP design and implementation

August 2017

Introduction

The present report outlines the results of a needs-assessment process conducted from April to June 2017 by the EU Covenant of Mayors Office to identify the main capacity-building needs and knowledge gaps of local, regional and national authorities in terms of urban climate and energy planning.

Survey and interview results contained in this report provide a picture of expectations, topics of interest and challenges of current and potential members of the Covenant community. These results help the EU Covenant of Mayors Office develop capacity-building activities for the Covenant community that are tailored to their needs and empower them to develop and implement their Sustainable Energy (and Climate) Action Plans (SE(C)Aps), despite the increasing administrative and financial constraints that they face.

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Executive Summary

The information presented in this document was gathered through a survey, interviews and a focus group conducted from April to June 2017 by the EU Covenant of Mayors Office with municipalities, provinces, regions and national ministries. This process aimed to identify the main capacity-building needs and knowledge gaps of local, regional and national authorities in terms of urban climate and energy planning. The main findings were:

- **Cities are less aware of and less equipped for climate change adaptation than climate change mitigation.** 78% of municipalities have a climate mitigation action plan, and 62% of those that don't have such a plan would like to introduce one. In contrast, only 28% of municipalities have a climate adaptation action plan and of those that don't, only 42% intend to introduce one.
- **A lack of financial resources is the greatest barrier to climate action. A lack of technical expertise and political support were the next most prevalent difficulties.** Scarcity of financial resources was cited as a central issue by 84% of municipalities and by 54.7% of provinces, regions and national ministries. A lack of technical expertise was reported by 34.4% of municipalities, while for provinces, regions and national ministries lack of political support came in second at 14%.
- **Cities need support for climate action, especially climate adaptation.** 45.1% of municipalities selected climate adaptation as the area where they need most support, 37% picked climate mitigation and 17.9% picked access to energy. For provinces, regions and national ministries all together, the numbers were 32.8%, 48.4% and 18.8% respectively for adaptation, mitigation and access to energy.
- **Municipalities need assistance for both the planning and implementation of their climate and energy action.** 55.8% of municipalities, and 73.4% of provinces, regions and national ministries indicate strong needs for designing an integrated approach for mitigation and adaptation.
- **The strong need for specific support on finance is a matter of consensus for a large majority of municipalities, provinces, regions and national ministries.** 70.4% of municipalities referred to the European Structural Investment Funds as an area where they have strong needs, and 65.6% to the EU funding programmes such as LIFE, Urban Innovative Actions and URBACT.
- **There is a preference for greater numbers of capacity-building resources available online, more local workshops, and a greater diversity of hosting languages.** In terms of language skills, 30.5% of respondent cities said they would not participate in learning activities hosted in English. Interviewees also emphasised their preference for local workshops.

Section 1. Methodology

The needs assessment process aimed to identify the needs and knowledge gaps in the fields of climate change mitigation, adaptation and access to energy. It was directed to four target groups located in the 28 EU member states:

- Covenant of Mayors Signatories (municipalities and metropolitan areas)
- Municipalities and metropolitan areas that are not Covenant of Mayors signatories
- Covenant of Mayors coordinators (decentralised authorities, such as regions, provinces or grouping of local authorities, and national public bodies such as ministries or national energy agencies)
- Provinces, regions, ministries, energy agencies that are not Covenant of Mayors coordinators

As for municipalities, the purpose was to engage cities of various sizes, including small cities (below 20,000 inhabitants), medium sized cities (2,000 - 100,000 inhabitants), large cities (100,000 - 1 million inhabitants) and metropolitan areas.

The needs assessment process was based on two methodological approaches: a quantitative analysis in the form of an online survey, and a qualitative analysis in the forms of structured interviews and a focus group.

Online survey

The online survey ran between 11 April 2017 and 10 May 2017. It was available in 23 EU languages, and was advertised through the Covenant of Mayors communication channels (website, social media, mailing, email signatures) including Covenant of Mayors events taking place in April and May; and the communication channels of city networks involved in the Covenant of Mayors.

The survey included mostly closed or semi-open questions, or questions with pre-filled fields to select from. The questions featured in the survey are available in Annex 1: Online survey questions.

In total the survey received 593 replies, including 514 from municipalities.

Individual interviews and focus group

Interviews were used to gather complementary qualitative information and opinions of stakeholders directly involved in the design, development and implementation of SE(C)APs. Interviews were carried out by phone or in person based on an interview checklist available in Annex 2: Guide for interviewers.

11 interviews have been conducted towards people covering the four target groups. References are available in Annex 3: Interview list.

In addition, a focus group took place on 26 April 2017 in Stuttgart at a workshop targeting Covenant Supporters and Coordinators as well as signatories. The main issues discussed were the actual status of the energy and climate policies and the Covenant initiative in each country, the most positive or negative developments in the recent years, remaining barriers for the development of the Covenant at national level and the potential for future cooperation between the Covenant of Mayors Office and the Covenant Community.

Section 2: Online survey: aggregated results

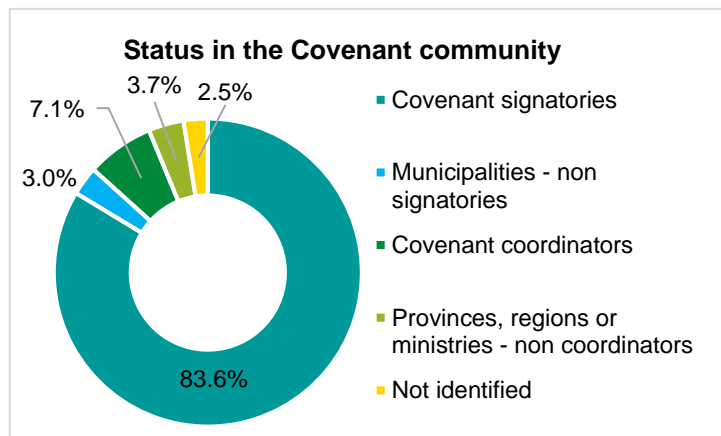
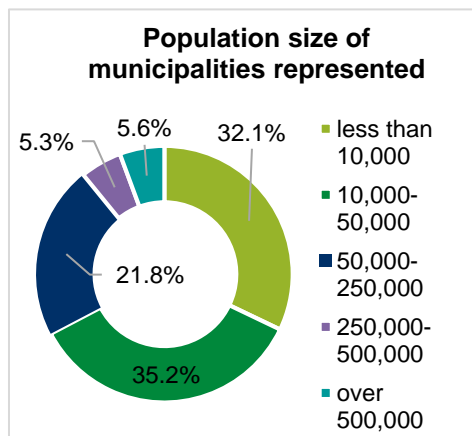
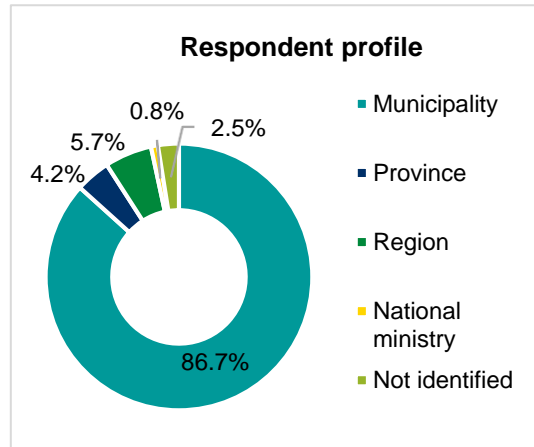
Respondents' profile

In total the online survey received 593 replies from all EU Member States except Malta.

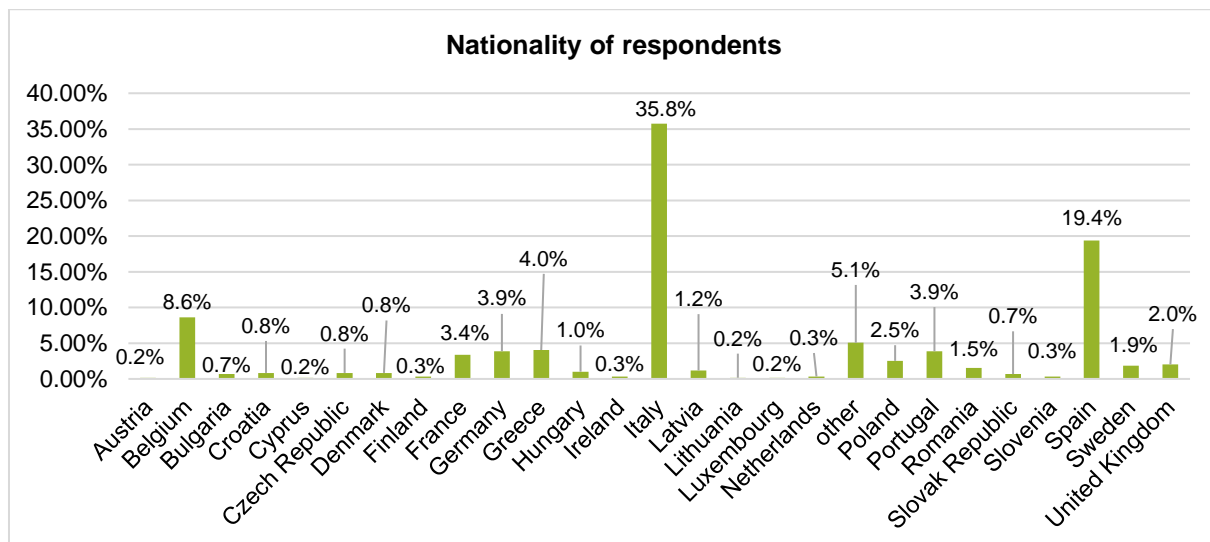
A large majority of respondents were **municipalities** (514 out of 593, i.e. 86.7%), the rest being provinces, regions, or national ministries.

Most municipalities represented (67.3%) count less than 50,000 inhabitants.

Most respondents **are part of the Covenant Community**. Out of the 593 respondents, 491 (83.6%) are Covenant of Mayors signatories, and out of the 64 regions, provinces and national ministries, 42 are Covenant of Mayors coordinators.



Most respondents come from **Italy** (35.8%) and **Spain** (19.4%). This reflects quite well the share of Covenant of Mayors signatories.

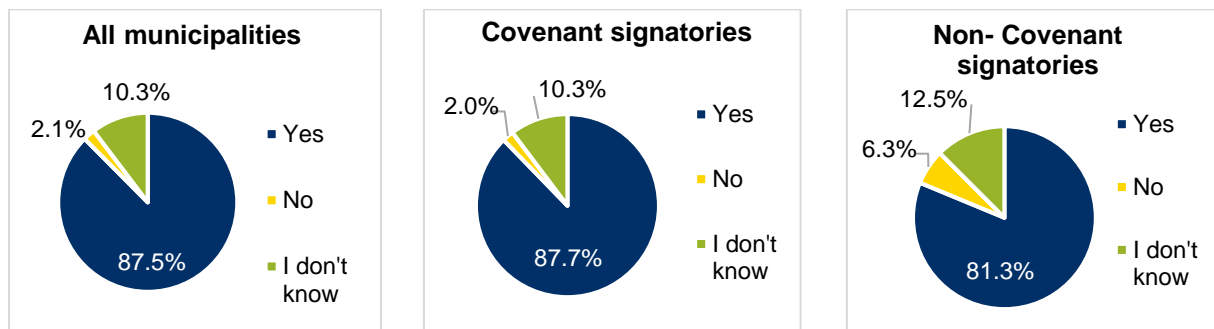


Knowledge of climate change mitigation and adaptation

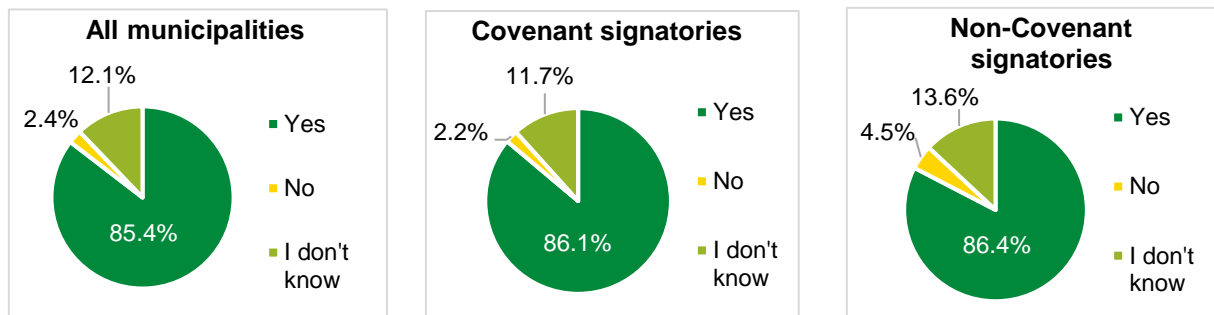
Most respondents from cities declare that they know what climate change mitigation and adaptation are, with no substantial difference observed between adaptation and mitigation. Still, several respondents from cities don't know (2.1%) or are not sure (10.3%) what climate mitigation is. Numbers are similar for adaptation (2.4% don't know and 12.1% are not sure).

Knowledge of mitigation and adaptation is only slightly more widespread amongst Covenant of Mayors signatories than amongst non-signatory municipalities.

➤ Do you know what climate change mitigation is?



➤ Do you know what climate change adaptation is?



Respondents from municipalities who declare that they do not know, or are uncertain about their knowledge are spread proportionally among different countries.

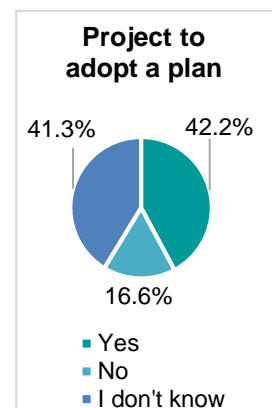
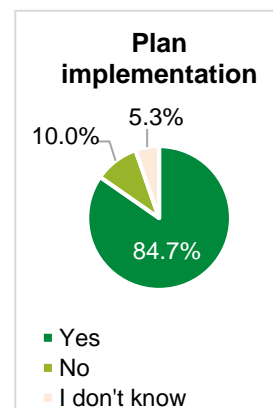
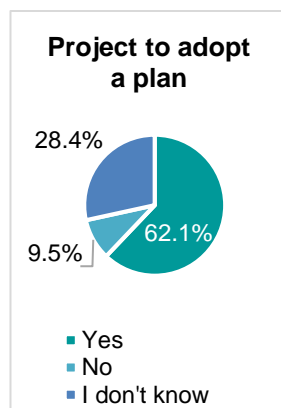
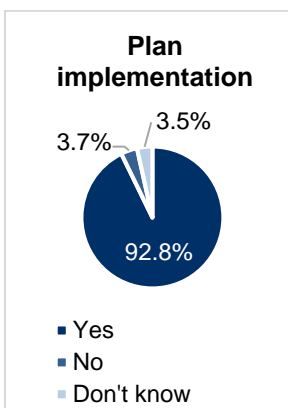
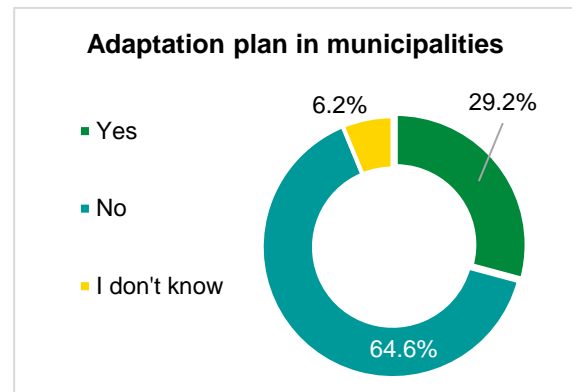
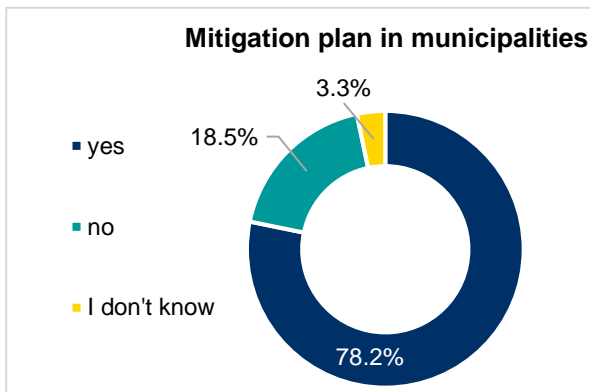
Contrary to municipalities, all respondents from provinces, regions and national ministries declare that they know what climate change mitigation and adaptation are.

Climate and energy planning

Most municipalities that responded have a mitigation plan (78.2%), but only **29.2% have an adaptation plan**.

Self-declared implementation levels are high, with no major difference between mitigation and adaptation. 92.8% of municipalities that have a mitigation plan declare that they implement it, and this figure amounts to 84.7% for adaptation.

62.1% of cities that do not have a mitigation plan foresee adopting one, while 9.5% do not and 28.4% don't know. **Only 42.2% of cities that do not have an adaptation plan do foresee adopting one**, while 16.6% do not and 42.2% don't know.



A similar trend is to be observed among provinces, regions and national ministries. 37.5% of those respondents (24 out of 64) have an adaptation strategy, and only 59.4% of those that do not are planning to adopt one. In comparison, 67.2% of respondents from provinces, regions and ministries have an emission reduction target at the scale of their territory.

Engagement in the Covenant of Mayors

Only a minority of the respondents from cities that are Covenant of Mayors signatories have signed up to the 2030 objectives (22.8% out of 491).

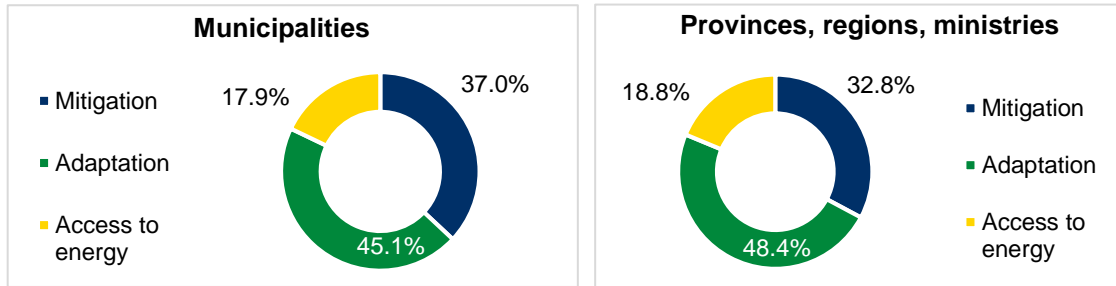
Most respondents from cities that are Covenant of Mayors signatories have submitted a Sustainable Energy Action plan or a Sustainable Energy and Climate Action plan (63.8% of the 491 respondents). 26.1% of the 491 respondents have reported progress in the implementation of their Sustainable Energy Action plan.

Support needs

Among the three pillars of the Covenant of Mayors, **the area where respondents from cities declare that they need the most support is climate adaptation (45.1%), followed by climate mitigation (37.0%) and access to energy (17.9%).**

This trend is even clearer among provinces, regions and national ministries, as 48.4% of those respondents declare that they need the most support with regards to adaptation.

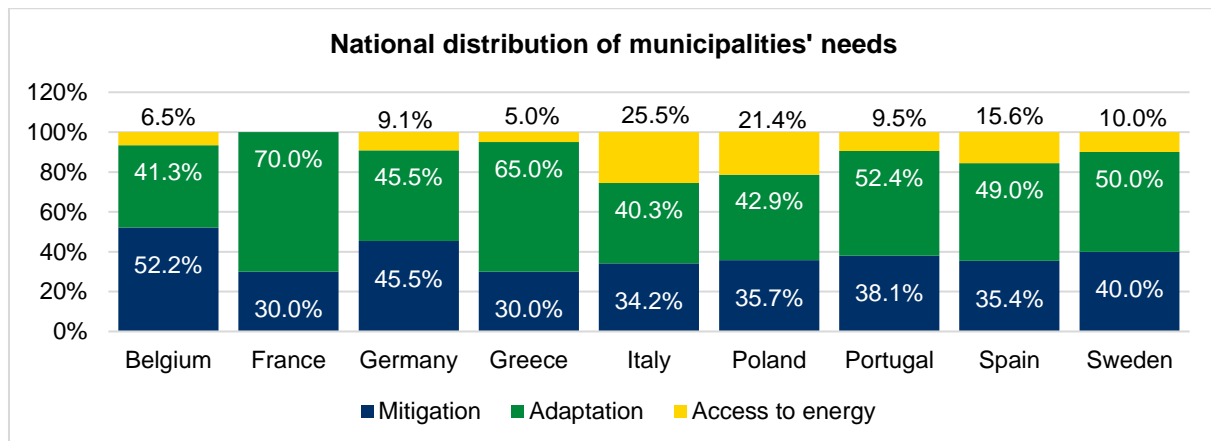
➤ Select the area where your municipality needs the most support (only one possible answer)



National analysis¹: Among the respondents from municipalities, countries where “adaptation” was selected most prominently over “mitigation” and/or “access to energy” are France (70.0% of all responses), Greece (65.0%), Portugal (52.4%), Sweden (50.0%) and Spain (49.0%).

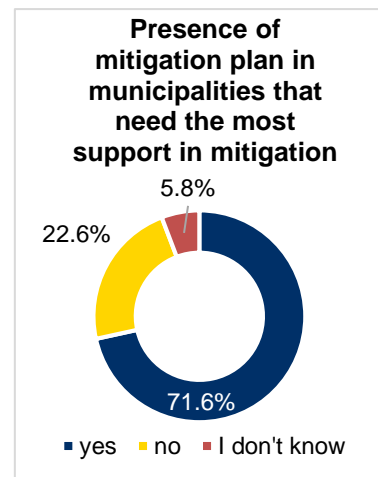
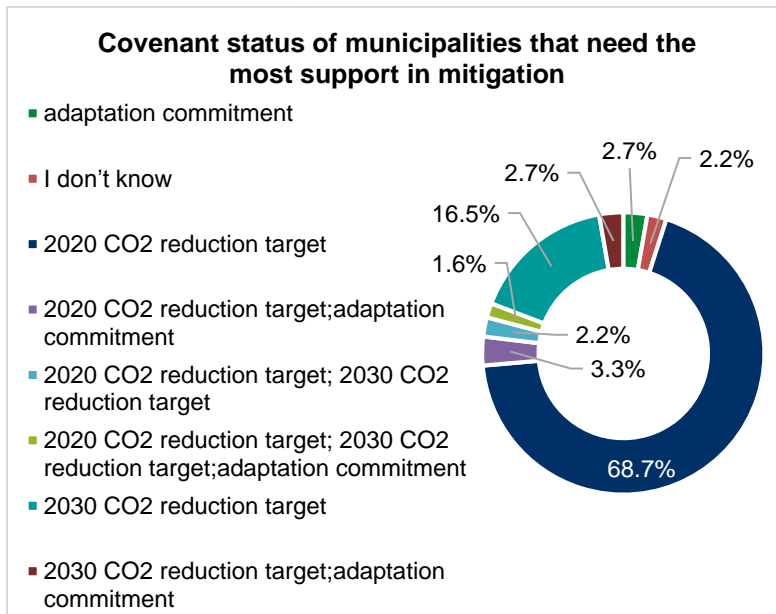
Belgian signatories indicated that assistance was needed mostly with regard to “mitigation” (52.2% of all responses) while German municipalities declared that the needs were equal for both mitigation and adaptation (45.5% of responses for each pillar).

The countries where “access to energy” was selected most prominently are Italy (25.5% of all responses), Poland (21.4%) and Spain (15.6%).

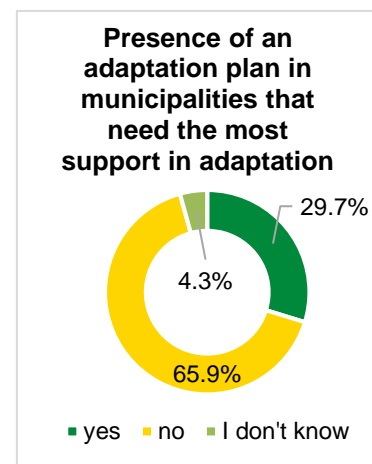
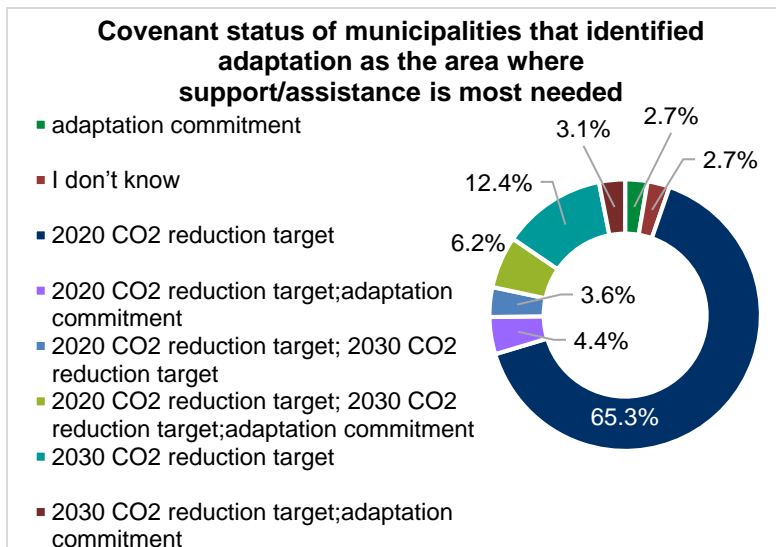


22.1% of municipalities that selected “mitigation” as the area where they need the most support are signatories of the 2030 objectives. At the same time, **22.6% of cities that selected “mitigation” as the area where they need the most support do not have a mitigation plan**. These results indicate that while the most important need for support in climate change mitigation concerns the implementation of energy plans, assistance also remains needed in the development of energy plans.

¹ This national analysis was only conducted for the 9 countries from which we received a minimum of 10 responses.

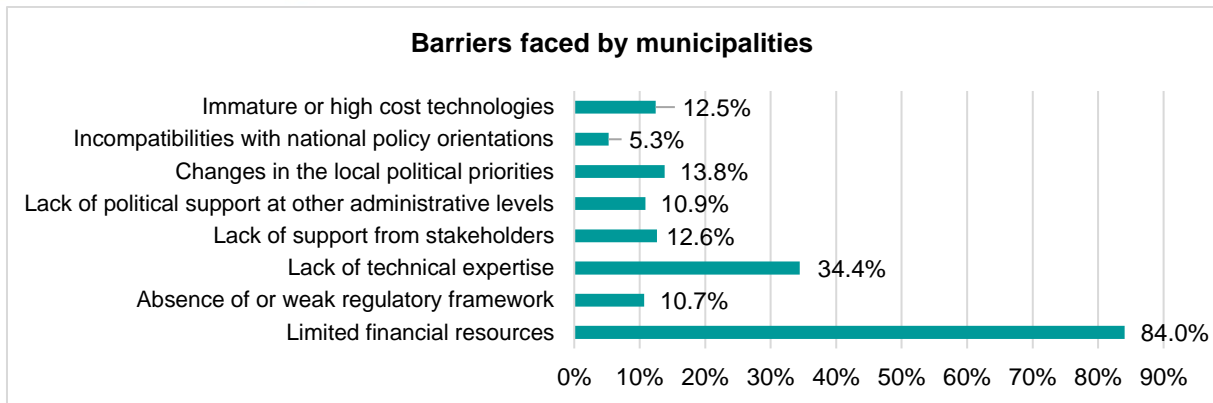


Similarly, 24.5% of cities that selected “adaptation” as the area where they need the most support are signatories of the 2030 objectives. **Only 29.7% of cities that selected “adaptation” as the area where they need the most support have an adaptation plan.** These results also indicate that the need for support in climate change adaptation concerns most importantly the development of adaptation plans.

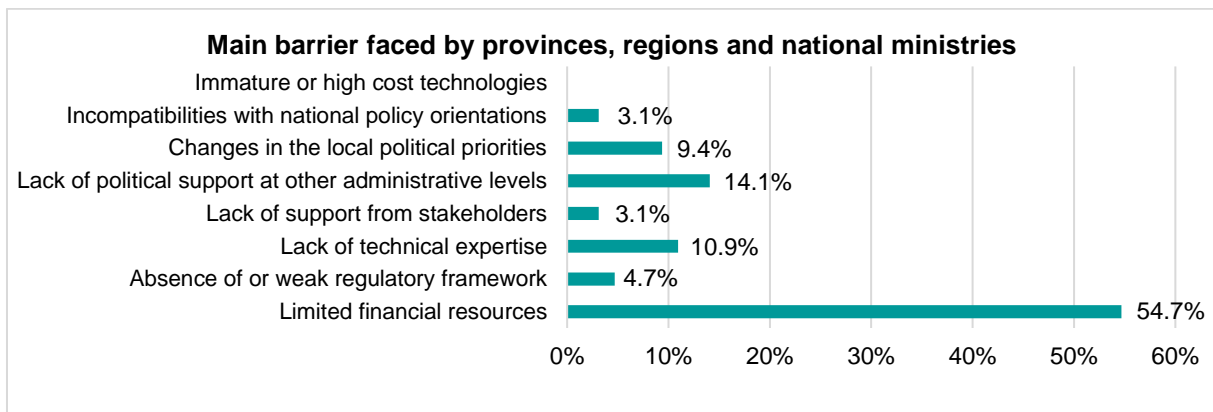


Barriers faced by respondents in implementing/developing action plans

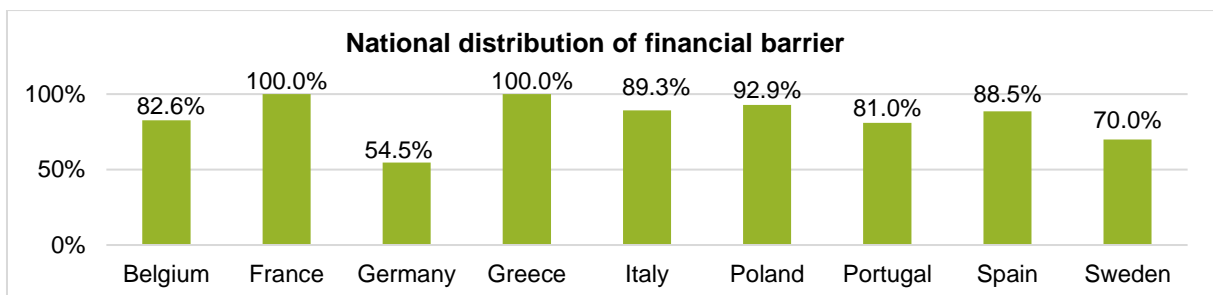
Respondents from municipalities were asked to select the two main barriers they face in developing/implementing a mitigation or adaptation plan, among a range of options. **Limited financial sources and lack of technical expertise were the barriers that were most frequently selected by municipalities**, with respectively 84.0% and 34.4% of respondents selecting those options.



Respondents from provinces, regions and cities were asked to select the main barrier they face, among a range of options. “Limited financial resources” is also the most frequently selected barrier (54.7% of respondents), followed by “lack of political support at other administrative levels” (14.1%).



National analysis²: Among respondents from cities, the financial barrier appears to be a particularly important obstacle in France, Greece and Poland, where respectively 100% (France and Greece) and 92.9% of respondents selected it as one of the main two barriers. It is potentially quite strong in other Eastern European and Baltic countries, although the number of responses obtained in those regions is insufficient to draw conclusions.



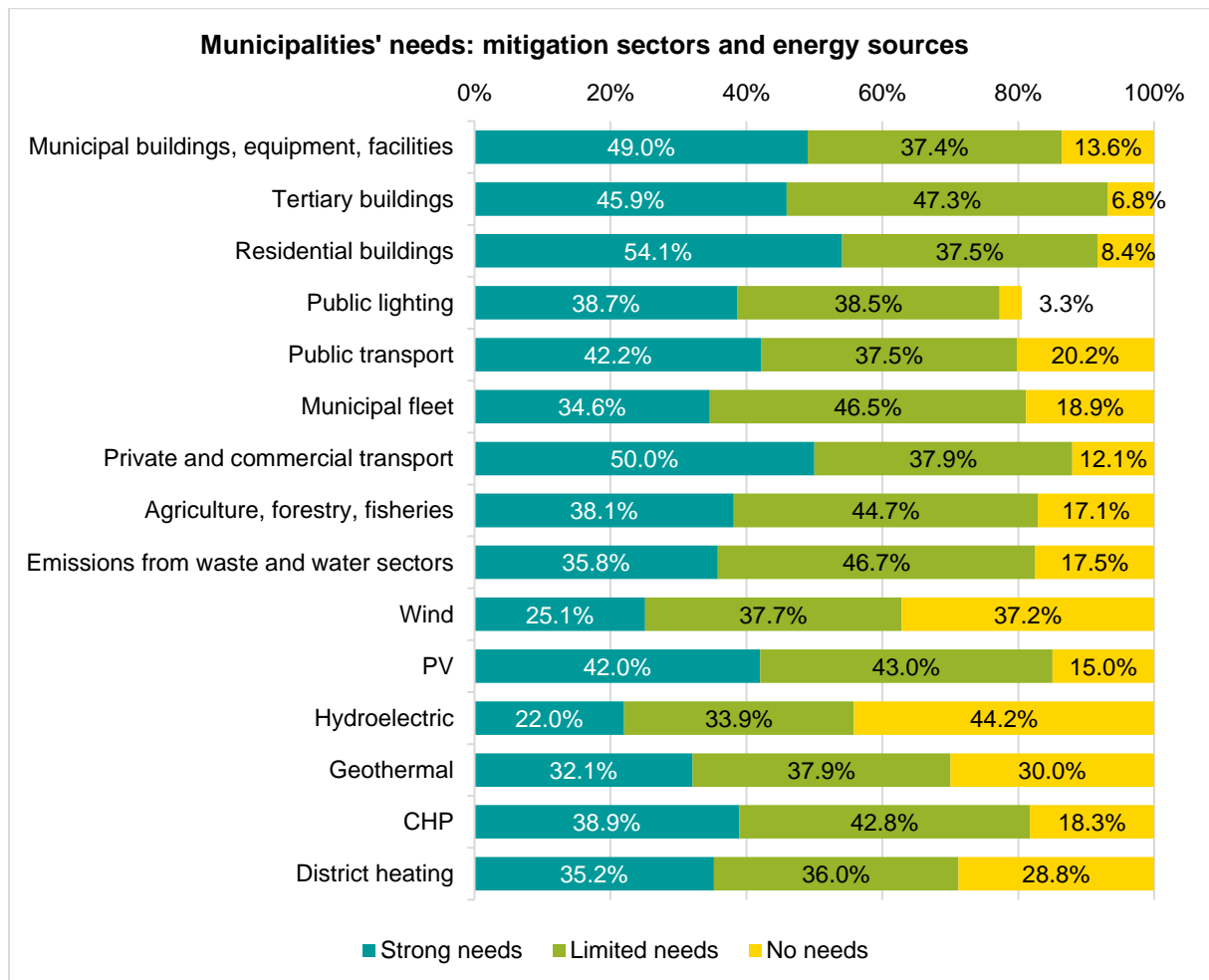
² The national analysis was only conducted for the 9 countries that from which we received a minimum of 10 responses.

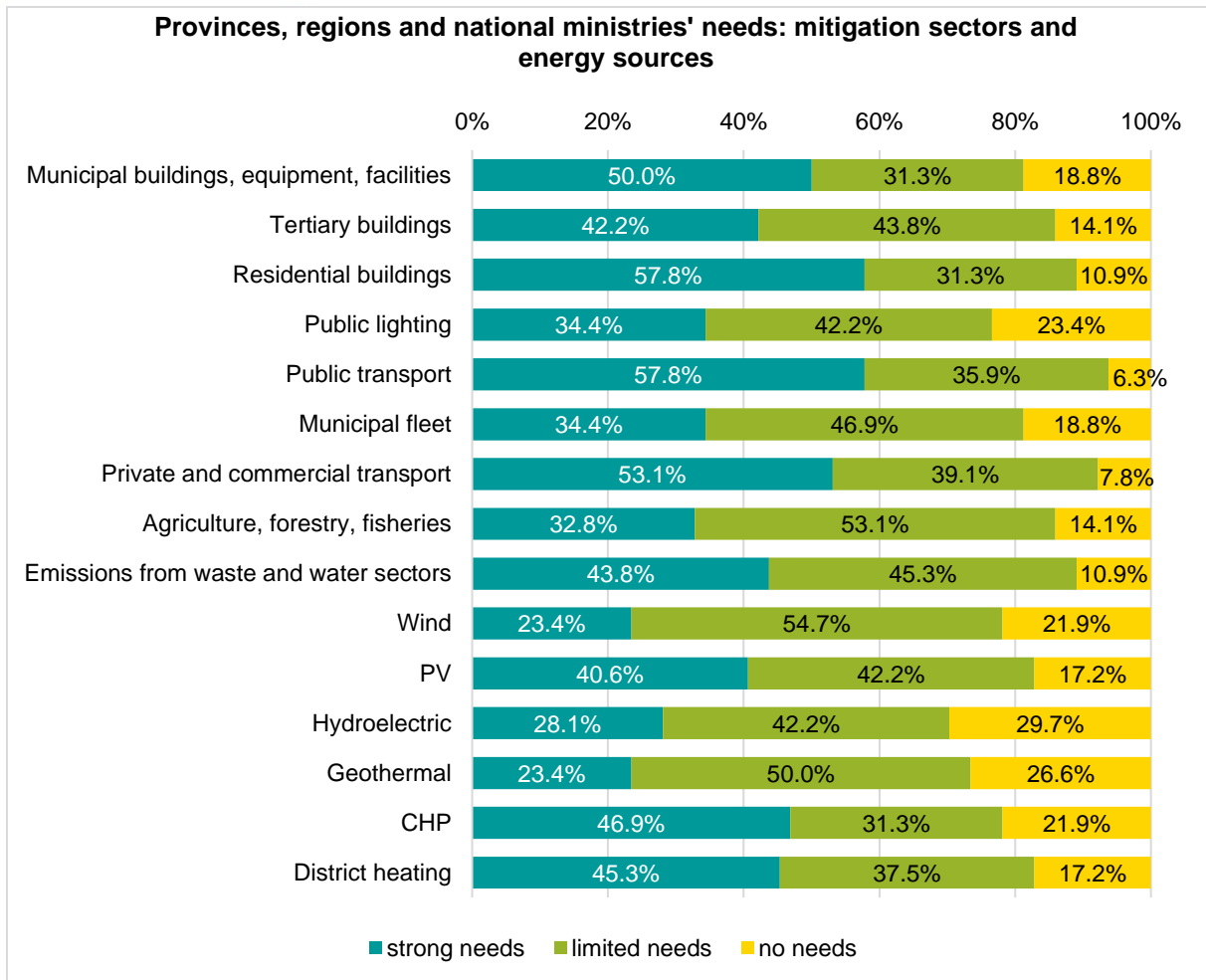
Specific needs of respondents: mitigation and adaptation sectors and areas

Respondents were asked to indicate whether they had a strong need, limited need or no need for capacity-building.

The **mitigation sectors** where respondents from cities indicate the need for the most support are **municipal buildings, equipment, facilities; residential buildings; public lighting; public transport; private and commercial transport**. For those sectors, “strong needs” was the most selected option (before “limited needs” and “no needs”). Respondents from provinces, regions and national ministries indicated the same needs, except for public lighting.

As regards energy sources, a majority of respondents from municipalities indicated having “limited needs”, although the number of “strong needs” almost equalled the number of “limited needs” for district heating and photovoltaic solar panels (PV). Respondents from provinces, regions and national ministries indicated strong needs for capacity-building in the areas of district heating and combined heat and power.

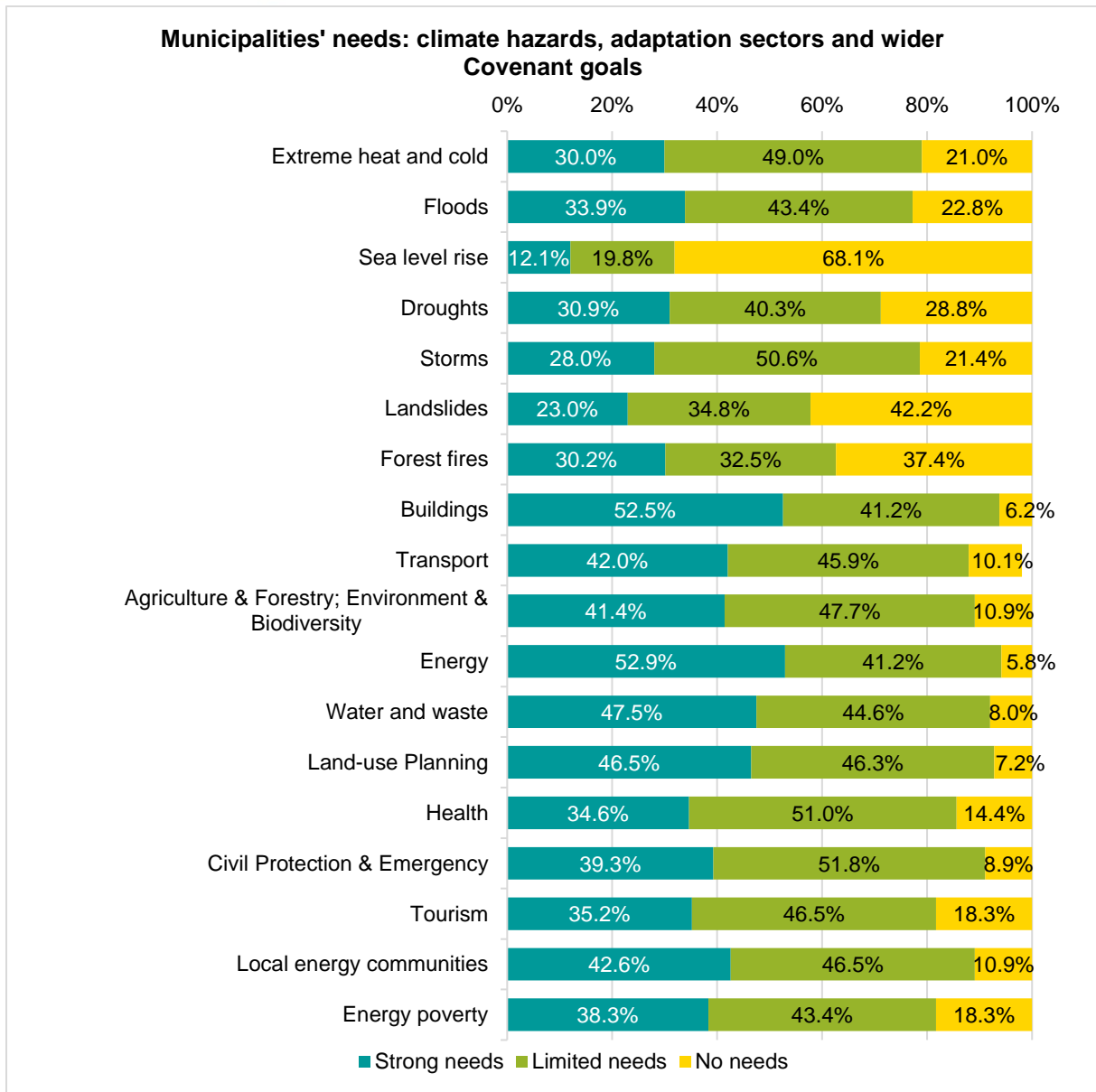


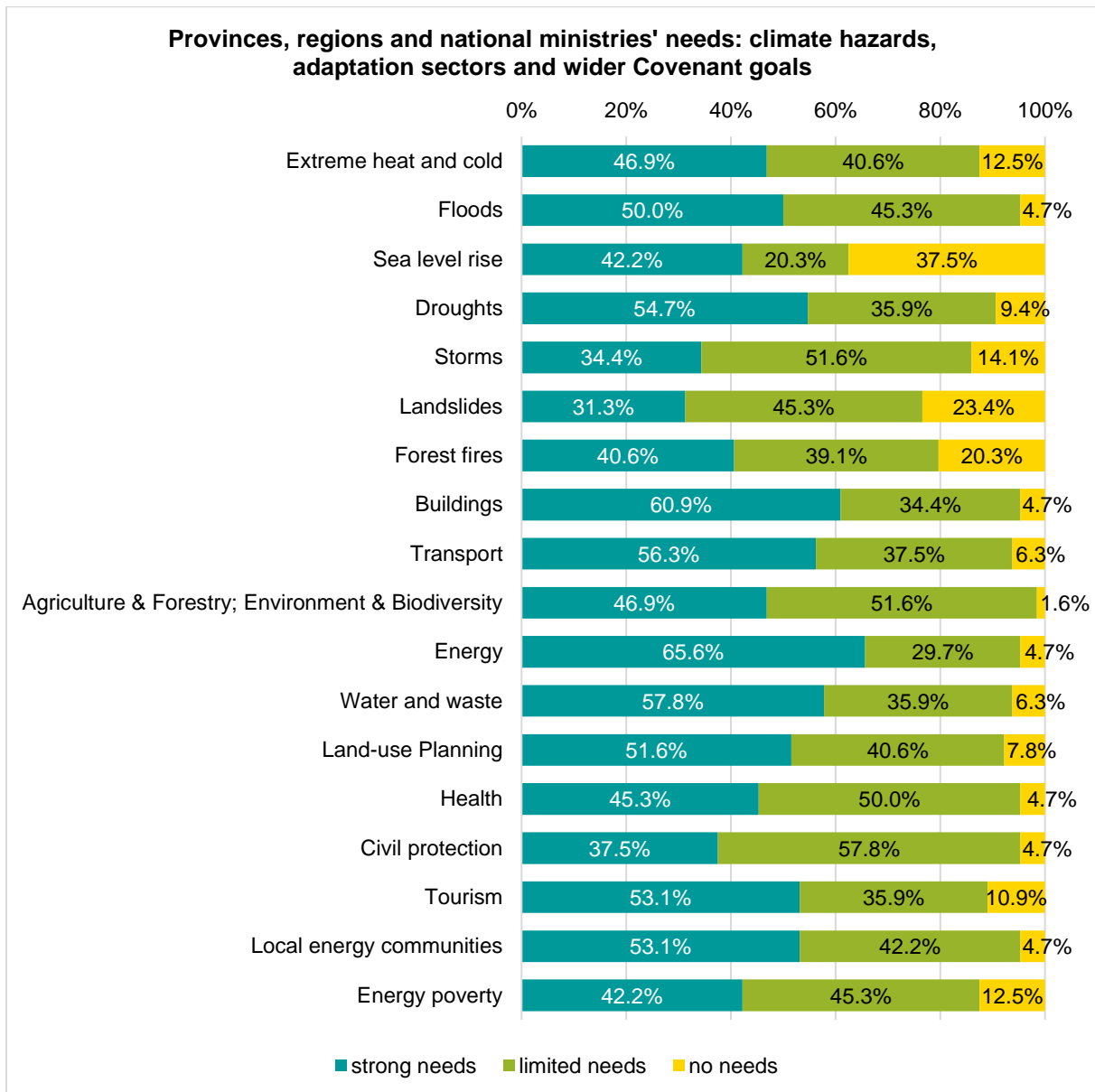


The **adaptation sectors** where respondents from cities indicate the need for the most support are **buildings, energy, water and waste, and land-use planning**. For those sectors, “strong needs” was the most selected option (before “limited needs” and “no needs”). Respondents from provinces, regions and national ministries also mention strong needs for capacity-building in the same sectors, with “transport” in addition.

As regards climate hazards, a majority of respondents from municipalities indicated having “limited needs”, while respondents from provinces, regions and national ministries indicate strong needs for capacity-building in all climate hazards except “storms” and “landslides”.

Most respondents from municipalities indicated that they have “limited needs” for capacity-building in the areas of local energy communities and energy poverty, which are wider Covenant of Mayors goals related to access to energy. Respondents from provinces, regions and national ministries indicate strong needs for capacity-building in local energy communities.





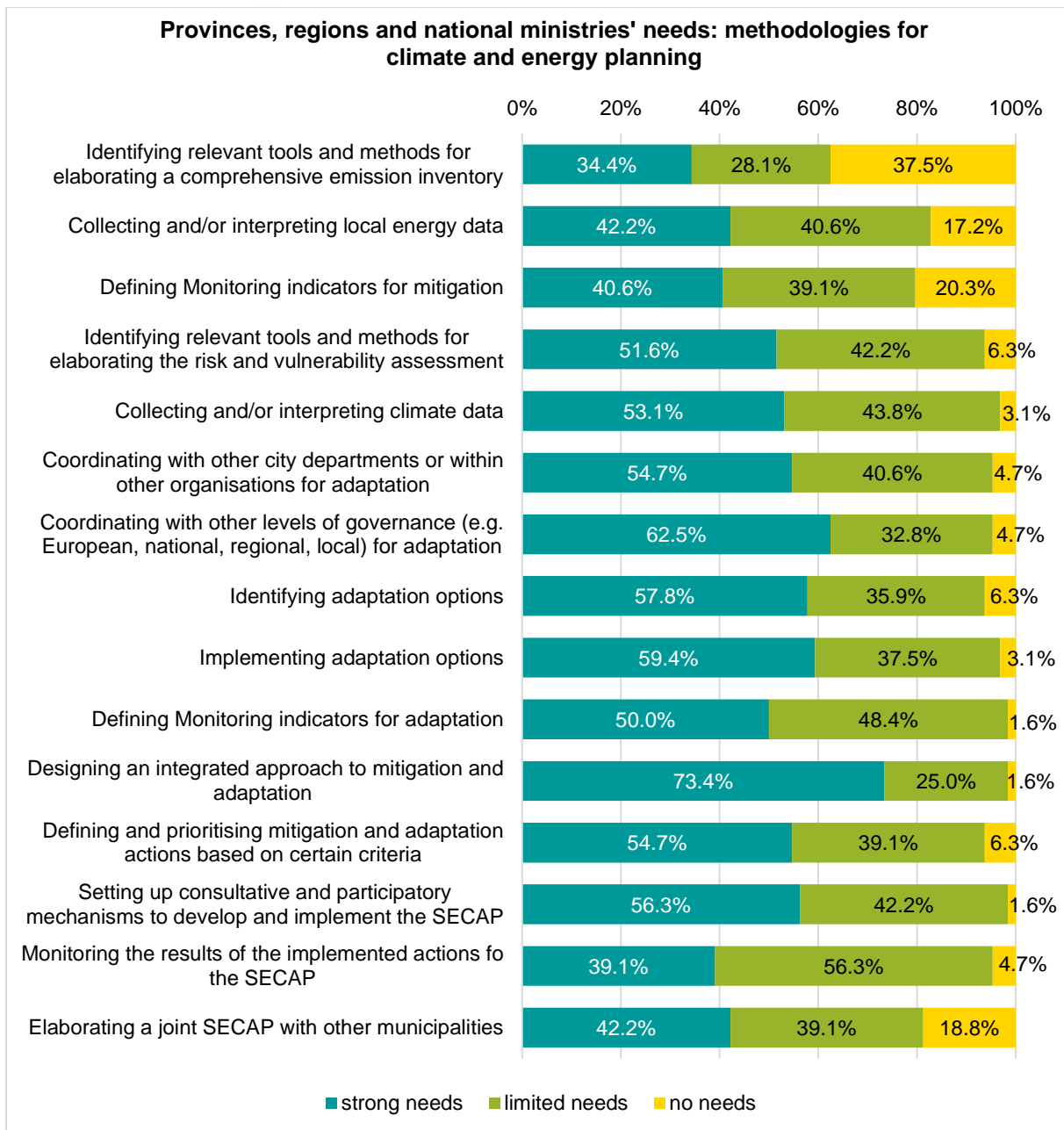
Specific needs of respondents: methodologies for climate and energy planning

Most respondents from municipalities indicated strong needs regarding defining monitoring indicators for mitigation, all methodological points related to adaptation, and all methodological points related to an integrated approach to mitigation and adaptation. Respondents from provinces, regions and national ministries indicated similar needs, with additional strong needs for capacity-building in collecting and/or interpreting local energy data.

In municipalities, capacity-building needs are the strongest when it comes to implementing adaptation options (61.9% of “strong needs”), designing and prioritising actions based on certain criteria (58.4%), and designing an integrated approach for mitigation and adaptation (55.8%). In provinces, regions and national ministries, capacity-building needs are the strongest for designing an integrated approach for mitigation and adaptation (73.4%), coordinating with other levels of governance for adaptation (62.5%), and implementing adaptation options (59.4%).

Municipalities' needs: methodologies for climate and energy planning



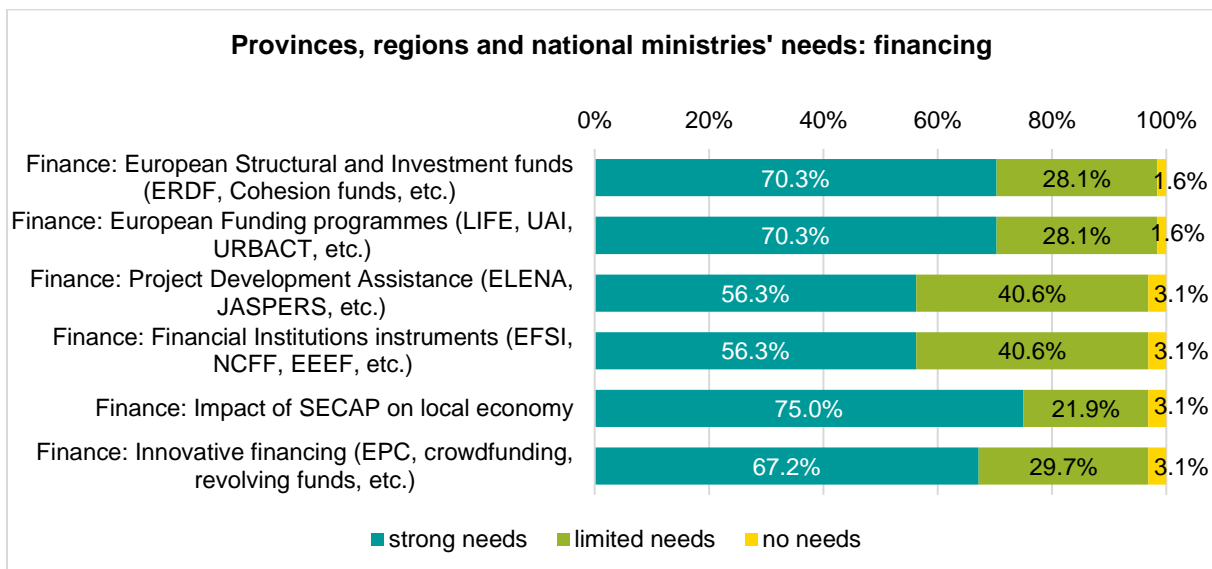
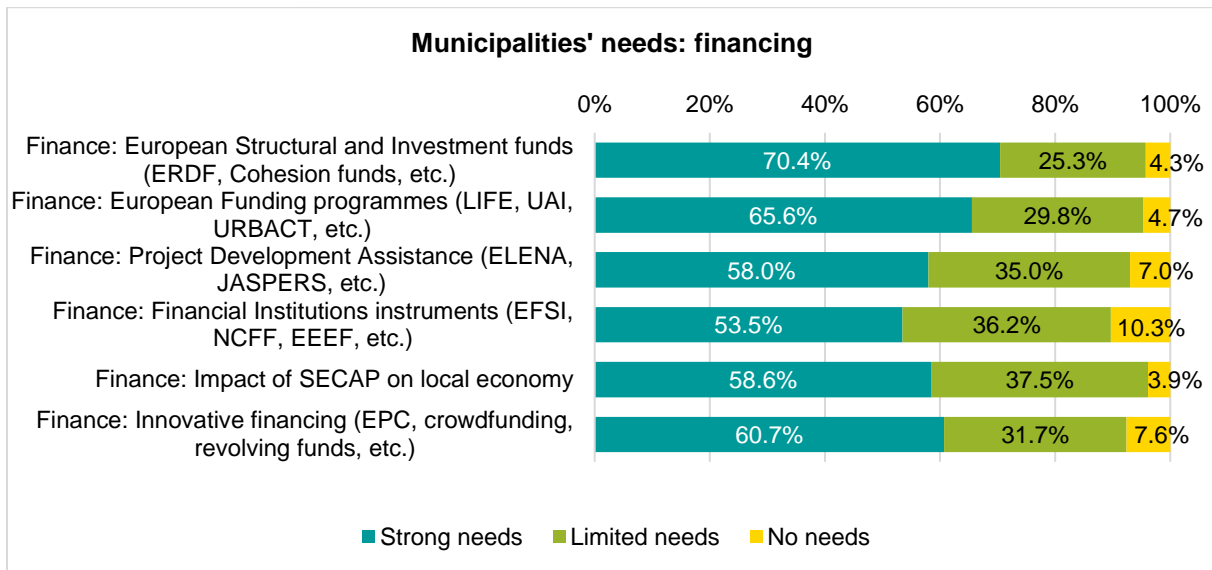


Specific needs of respondents: financing

Most respondents from cities, provinces, regions and national ministries indicate having strong needs regarding finance.

The strongest needs from municipalities concern the European Structural Investment Funds (70.4%), followed by European Funding programmes (LIFE, Urban Innovative Actions, URBACT, etc.) and innovative financing (Energy Performance Contracting, crowdfunding, revolving funds, etc.).

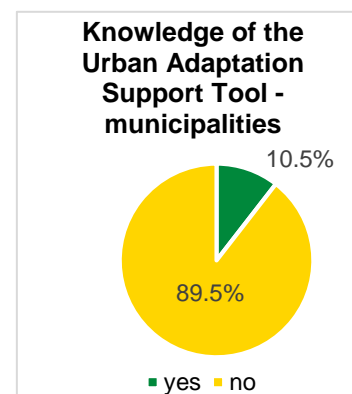
The strongest needs from provinces, regions and national ministries concern the impact of SECAPs on local economies (75%), the European Structural Investment Funds (70.3%), followed by European Funding programmes (70.3%).



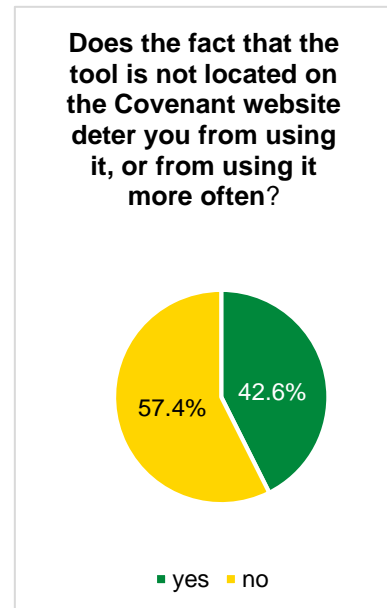
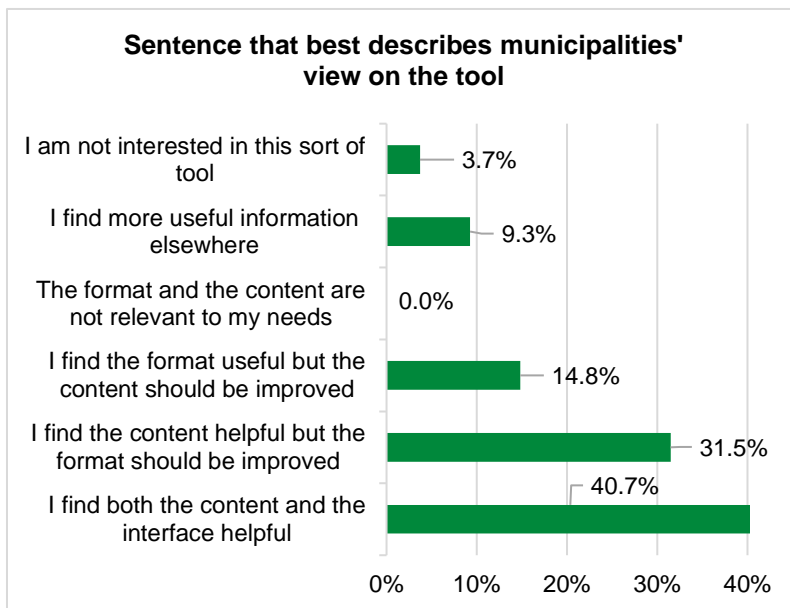
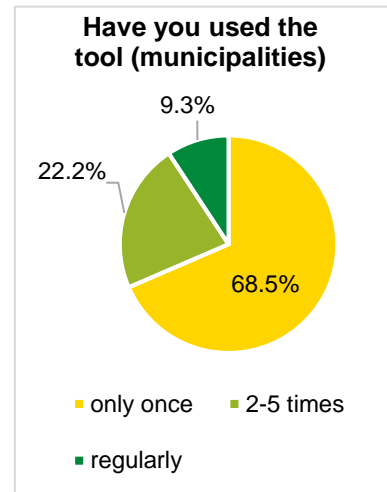
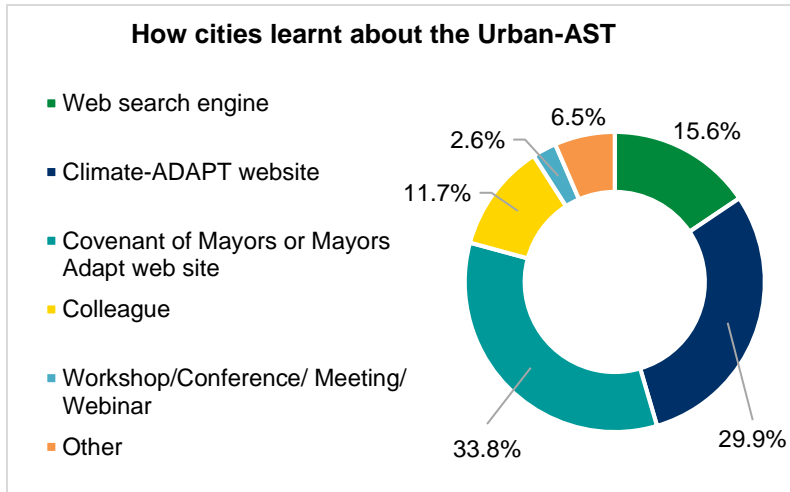
Knowledge of the Urban Adaptation Support Tool among municipalities

Only 10.5% of respondents from municipalities declare that they are familiar with the [Urban Adaptation Support Tool](#) (Urban-AST) developed by the European Commission and hosted on the Climate-Adapt platform.

33.8% of respondents from municipalities who know the tool learned about it through the Covenant of Mayors or Mayors Adapt website. Others mainly learned about it through the Climate-Adapt website directly (29.9%), or a web search (15.6%).



Most the respondents who used the tool find both its content and its interface useful (40.7%), although a significant share of them (31.5%) find the content useful but reckon that the format could be improved. Moreover, a majority of respondents from municipalities who know the tool have used it only once (68.5%). Most of respondents from municipalities (57.4%) do not think the fact that the tool is not located on the Covenant website deters them from using it, or from using it more often.³



³ Since the respondents did not seem to express a strong preference for the location of the Urban Adaptation Support Tool on the Covenant of Mayors website or the Climate Adapt platform, the question will be discussed further in bilateral talks between the Covenant of Mayors Office and the European Environment Agency, particularly to discuss technical feasibility of the different options at hand.

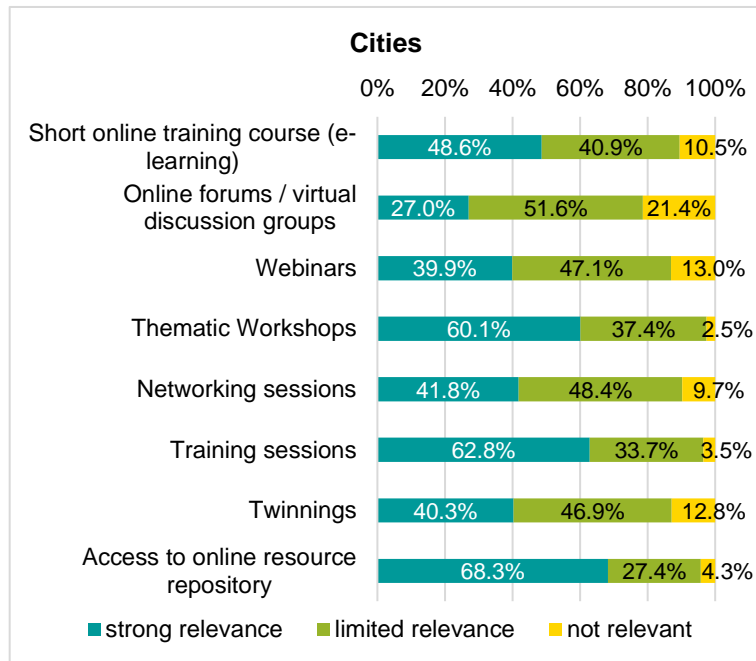
Preferences regarding type of capacity-building activities

Respondents were asked to indicate, how relevant the different kinds of capacity building activities are to their needs, selecting from “strong relevance”, “limited relevance”, or “not relevant”.

Respondents from cities found the following four activities “strongly relevant”:

- **Access to online resource repository** (Guidance, Tools, Methods, etc.) - 68.3% of respondents from cities marked this option with “strong relevance”
- **Training sessions** (primarily aimed at knowledge transfer from experts) - 62.8%
- **Thematic workshops** (primarily aimed at exchange of good practices between peers) – 60.1%
- **Short online training course** (e-learning) - 48.6%

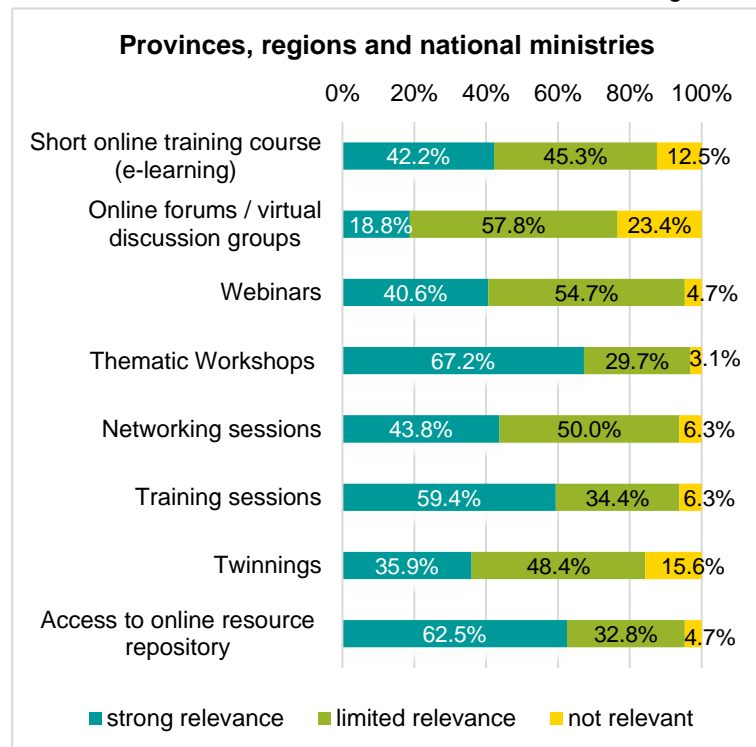
The results are similar when looking at the gap between a “strong relevance” appreciation and a “limited relevance” appreciation.



Respondents from **provinces, regions and national ministries**, found the four following areas “strongly relevant”:

- Thematic workshops (primarily aimed at exchange of good practices between peers) – 67.2% of respondents from provinces, regions and national ministries marked this option with “strong relevance”
- Access to an online resource repository (Guidance, Tools, Methods, etc.) - 62.5%
- Training sessions (primarily aimed at knowledge transfer from experts) - 59.4%

Among those four areas, the percentage of “strong relevance” was the highest for “Thematic workshops”. The results are similar when looking at the gap between a “strong relevance” appreciation and a “limited relevance” appreciation.

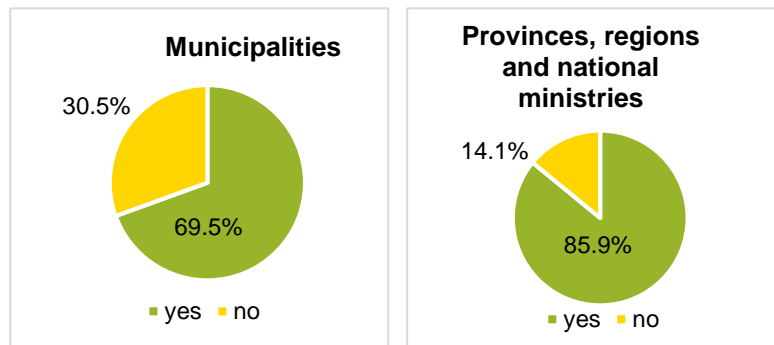


Language skills

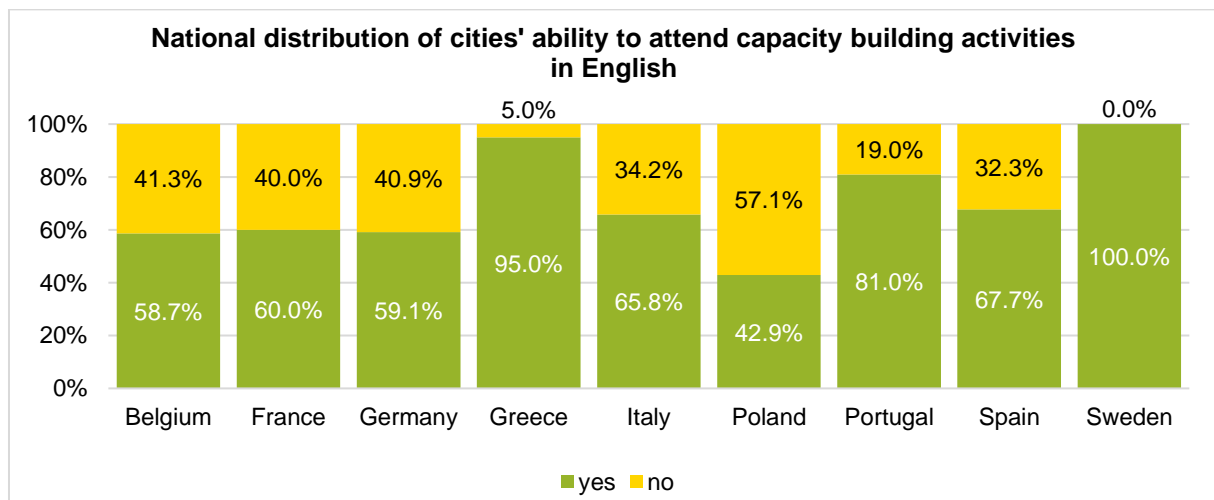
For some respondents, insufficient knowledge of the English language appears to be a barrier to their participation in the training activities offered by the Covenant of Mayors.

30.5% of respondents from cities indicated that they would not participate in Covenant of Mayors learning activities in English. The corresponding share amounts to 14.1% among respondents from provinces, regions and national ministries.

- *Most of the Covenant of Mayors activities have English as working language. Would you participate in learning activities in English?*



Among respondents from municipalities, this trend is particularly strong in Poland (53.3% of respondents from Polish cities said they would not participate in learning activities in English), Germany, Belgium and Italy.



Section 3: Main messages from interviews and focus group

Main challenges faced by municipalities, provinces, regions and national ministries

Municipalities, provinces, regions and national ministries interviewed were asked what were the biggest barriers they face to undertake climate and energy action. The elements that were pointed out by most respondents were the following:

- **Local authorities lack financial resources to implement projects and design climate and energy plans.** This element was highlighted by both small and big municipalities as well as Covenant of Mayors coordinators. The smallest cities pointed out the necessity for them to better collaborate with their peers in order to join forces and pull resources together.

Heard from a municipality

"We are a small town and it does not make any sense to do any big project without any wider cooperation with other neighbouring municipalities."

The lack of financial resources makes it difficult for local authorities to undertake long-term climate and energy actions, even when they do have long-term planning documents.

Heard from a municipality

"Municipalities currently work on climate action in short-term projects whenever they have budget for this. However, when these budgets run out, they don't have more possibilities to work on it. This is why only a few larger local authorities are working on long-term programmes."

Budget restrictions also mean that they are often prevented from attending capacity-building activities organised by the Covenant of Mayors Office abroad. Consequently, local authorities highlighted the need for more capacity-building activities in their countries.

- **The lack of technical expertise prevents local authorities from undertaking long-term climate and energy action.** This is sometimes directly linked to the lack of financial resources, but also relates to human resources management. When local authorities have a budget to work on climate and energy issues, they typically hire in external consultants, whose expertise leaves with them after the project has been completed.
- **The national legislation sometimes imposes additional barriers.**
 - The focus of many national governments on cost savings and austerity makes it difficult for local and regional authorities to ask for public investments in climate and energy.
 - The lack of ambition of national legislation on climate and energy has been pointed out by several interviewees as an obstacle, sometimes because of diverging policy priorities such as competitiveness. One interviewee mentions the prohibition of a local piece of legislation on energy efficiency stricter than the national regulation, in order to preserve the homogeneity of the regulatory framework in the national territory.
- **The perceived lack of awareness of citizens is used by politicians as a justification not to undertake ambitious climate and energy action.**
- **Many local authorities face difficulties when trying to coordinate with different stakeholders** (in particular the private sector) **or within the municipality, with other departments.**

Heard from a Covenant coordinator

"Most of the municipalities are working on adaptation, but it is a different department from mitigation so the relevant people are not in the loop and are difficult to reach out."

Preferred format and topics for capacity-building activities

- **Most interviewees indicated a preference for local workshops.**

Heard from a municipality

“Needs are very local. Municipalities do not go to Brussels, they prefer activities organised in their region”

Page | 21

- A majority of interviewees highlighted the difficulty to attend webinars, some because they are not familiar with this format or have encountered technical problems in the past, and the majority because they lack time to follow a webinar (several of them said that they often register and finally do not attend). At the same time, most interviewees mentioned the clear advantage of webinars over workshops with regard to travel costs.

Heard from a municipality

*“We a really small municipality, we don’t have a person only committed to environmental issues, so there is always something to do urgently.
I signed up to two webinars and did not have the time to attend.
When I sign up to a workshop I go.
We do have budget restrictions but we can organise travel for one event a year if it is not too far.”*

- **Finance was highlighted quite unanimously as a topic relevant for municipalities that are Covenant signatories.** They urged the Covenant of Mayors Office to promote **integrated measures / investment plans** and train the cities on this topic. They mention the fact that not enough EU funds are earmarked for the cities’ sustainable energy and climate investments and suggested that every city which joins the Covenant should receive EU funds to implement 3-4 projects (in the Covenant, nothing is done at EU level, only at city level).

Annexes

Annex 1: online survey questions

Section 1: Personal Information – to be filled by all

[Mandatory field marked with*]

1. Name & Surname of the Contact Person (optional):
2. You are [drop-down menu]: an energy or climate officer or manager/a politician/other
3. Email (mandatory if you want to participate in the tombola):
4. Full name of your Local Authority/Organisation*:
5. Your Country*: [drop-down menu]
6. You represent [drop-down menu] *: a municipality/a province/a region/a national ministry/ a not-for-profit organisation/a city network/other

FOR MUNICIPALITIES (linked to response to question 6):

Section 2: Profile

7. What is the population of your city? * [drop-down menu]: less than 10,000/10,000-50,000/50,000-250,000/250,000-500,000/ over 500,000
8. Where is your city located? * (*please select the best option. If your city is in the catchment area of several cities select the largest of them*) [drop-down menu]: in a rural area (not close to a town of more than 25,000 inhabitants)/ close to a city with 25,000-100,000 inhabitants/ close to a city with 100,000-500,000 inhabitants/ close to a city with over 500,000 inhabitants/is the largest city in the area

Section 3: climate and energy planning

9. Do you know what climate change mitigation is? yes/no/I'm not sure
10. Do you know what climate change adaptation is? yes/no/I'm not sure
11. Does your city have adopted a sustainable energy/ climate change mitigation plan (i.e. for reduction of greenhouse gas emissions)? * [drop-down menu] yes/no/I don't know
 - a. If yes, are you implementing the plan? yes/no/I don't know
 - b. If no, do you foresee to adopt a plan? yes/no/I don't know
 - i. If yes, by when [drop-down menu with future years]?
12. Does your city have adopted a climate change adaptation plan (i.e. to prepare to the impacts of climate change)?* [drop-down menu] yes/no/I don't know
 - a. If yes, are you implementing the plan? yes/no/I don't know
 - b. If no, do you foresee to adopt a plan? yes/no/I don't know
 - i. If yes, by when [drop-down menu with future years]?
13. Is your municipality a signatory of the Covenant of Mayors? * [drop-down menu] yes/no/I don't know
If yes:
 - a. What is(are) your Covenant commitment(s) [tick boxes] *:
 - mitigation commitment:
 - 2020 CO2 reduction target
 - 2030 CO2 reduction target
 - adaptation commitment
 - I don't know
 - b. In this case, what is your Covenant status? [tick boxes] *:
 - My municipality has carried out (an) Emission Inventory(ies)
 - My municipality has elaborated (a) Climate Risk & Vulnerability Assessment(s)
 - My municipality has submitted a Sustainable Energy (and Climate) Action Plan
 - My municipality has developed a (separated) Adaptation Plan
 - My municipality has reported progress on the implementation of the SE(C)AP

If no:

c.what is the main reason that prevents your municipality from joining? * [drop-down menu]:no political interest in joining/lack of human resources/lack of financing resources/lack of technical expertise/I don't know about the initiative/I don't see the benefits of joining/other (if so, please detail below)

Comments:

14. Do you have a climate and/or energy target for 2050?* [drop-down menu] yes/no/I don't know

15. What methods and tools do you use for energy and climate planning? [tick boxes] *:

Urban Adaptation support tool

European Energy Award and its national versions (Cit'ergie, Cité de l'énergie, e5, Pacte Climat, etc.)

others - if so please specify _____

Section 4: needs and knowledge gaps

16. Select the area where your municipality needs the most support? * [drop-down menu] mitigation/adaptation /access to energy

17. Select the 2 main barriers faced by your municipality* [drop-down menu]: Limited financial sources/Absence of or weak regulatory framework/Lack of technical expertise /Lack of support from stakeholders/Lack of political support at other administrative levels/Changes in the local political priorities/Incompatibility with national policy orientations/Immature or high cost technologies

18. Please indicate, based on your professional experience, how much additional capacity-building is needed for your municipality in each of these areas* (using 0 for no need; 1 for limited need; and 2 for strong need).

Methodology

	0 (no need)	1 (limited need)	2 (strong need)
Mitigation-specific questions			
Identifying relevant tools and methods for elaborating a comprehensive emission inventory			
Collecting and/or interpreting local energy data			
Defining Monitoring indicators for mitigation			
Adaptation-specific questions			
Identifying relevant tools and methods for elaborating the risk and vulnerability assessment			
Collecting and/or interpreting climate data			
Coordinating with other stakeholders across city departments or within other organisations			
Coordinating with other levels of governance (e.g. European, national, regional, local)			
Identifying adaptation options			
Implementing adaptation options			
Defining Monitoring indicators			
Integrated approach of adaptation and mitigation			
Designing an integrated approach to mitigation and adaptation			
Defining and prioritising actions based on certain criteria (e.g. cost-effectiveness, GHG emissions reduction potential, etc.)			
Setting up consultative and participatory mechanisms to develop and implement the SE(C)AP			
Monitoring the results of the implemented actions			
Elaborating a joint SE(C)AP with other municipalities			

Mitigation sectors

	0 (no need)	1 (limited need)	2 (strong need)
Municipal buildings, equipment, facilities			
Tertiary buildings			
Residential buildings			
Public lighting			
Public transport			
Municipal fleet			
Private and commercial transport			
Agriculture, forestry, fisheries			

Local renewable energy production

	0 (no need)	1 (limited need)	2 (strong need)
Emissions from waste and water sectors			
Wind			
PV			
Hydroelectric			
Geothermal			
Combined heat and power			
District heating			

Climate hazard type

	0 (no need)	1 (limited need)	2 (strong need)
Extreme heat and cold			
Floods			
Sea level rise			
Droughts			
Storms			
Landslides			
Forest fires			

Adaptation sectors

	0 (no need)	1 (limited need)	2 (strong need)
Buildings			
Transport			
Agriculture & Forestry; Environment & Biodiversity			
Energy			
Water and waste			
Land-use Planning			
Health			
Civil Protection & Emergency			
Tourism			

Wider Covenant goals:

	0 (no need)	1 (limited need)	2 (strong need)
Local energy communities (SMEs or non-profit organisations whose members or shareholders cooperate in the generation, distribution, storage or supply of renewable energy)			
Energy poverty			

Finance

	0 (no need)	1 (limited need)	2 (strong need)
European Structural and Investment funds (ERDF, Cohesion funds, etc.)			
European Funding programmes (LIFE, UAI, URBACT, etc.)			
Project Development Assistance (ELENA, JASPERS, etc.)			
Financial Institutions instruments (EFSI, NCFE, EEEF, etc.)			
Impact of SECAP on local economy			
Innovative financing (EPC, crowdfunding, revolving funds, etc.)			

19. Do you know the [Urban Adaptation Support Tool](#) hosted on the [Climate-ADAPT platform](#)?* [yes/no]

If yes:

- a. Have you used it [drop-down menu] * once only/2-5 times/regularly
- b. Select the sentence that describes the most your view on the tool [drop-down menu] *: I find both the content and the interface helpful/I find the content helpful but the format should be improved/I find the format useful but the content should be improved/the format and the content are not relevant to my needs/I find more useful information elsewhere/I am not interested in this sort of tool
- c. Does the fact that the tool is not located on the Covenant website deter you from using it, or from using it more often? * [yes/no]
- d. Are you in favour of the centralisation of all urban adaptation guidance on one single website? * [drop-down menu] yes, on the Covenant of Mayors website/yes, on the Climate-ADAPT website/no, it should stay separated/no opinion

Please note: The European Environment Agency is currently carrying out a survey to evaluate and improve the Climate-ADAPT platform. If you would like to contribute to this survey, you are kindly invited to fill it out by 18 April by [following this link](#).

24. Please specify how relevant to your needs are those different means of delivery of capacity building activities? *

	0 (not relevant)	1 (limited relevance)	2 (strong relevance)
Short online training course (e-learning)			
Online forums / virtual discussion groups			
Webinars			
Thematic Workshops (primarily aimed at exchange of good practices between peers)			
Networking sessions			
Training sessions (primarily aimed at knowledge transfer from experts)			
Twinning sessions			
Access to online resource repository (Guidance, Tools, Methods etc.)			

25. Most of the Covenant of Mayors activities have English as working language. Would you participate in learning activities in English? * [drop-down menu] yes/no

26. Your Capacity-Sharing Willingness: Would you be interested to present your “good practice(s)” during one of our Capacity-Building activities (training, seminar...)? * [drop-down menu] yes/no
[A good practice is a process or a methodology that has been proven to work well and produce good results, and is therefore recommended as a model.]

If yes, please specify for which topic: _____

FOR PROVINCES, REGIONS, NATIONAL MINISTRIES (linked to response to question 6):

Section 2: Profile

7. What is the population of your constituency? * [drop-down menu]: less than 50,000/50,000-100,000/100,000-250,000/250,000-500,000/500,000-1 million/over 1 million

8. Is your constituency mainly * (please select the best option) [drop-down menu]: rural/peri-urban/urban
Section 3: climate and energy planning

9. Do you know what climate change mitigation is? yes/no/I'm not sure

10. Do you know what climate change adaptation is? yes/no/I'm not sure

11. Do you have an emission reduction target at your territorial scale? * [drop-down menu] yes/no/not relevant/I don't know

a. If yes, are you implementing measures to reach the target? yes/no/I don't know

b. If no, do you plan to adopt a target? yes/no/I don't know

i. If yes, by when [drop-down menu with future years]?

12. Do you have an adaptation strategy at your territorial scale? * [drop-down menu] yes/no/not relevant/I don't know

a. If yes, are you implementing the strategy? yes/no/I don't know

b. If no, do you plan to adopt a strategy? yes/no/I don't know

i. If yes, by when [drop-down menu with future years]?

13. Is your organisation a coordinator of the Covenant of Mayors? * [drop-down menu] yes/no/I don't know

11. If no, what is the main reason that prevents your organisation from joining?* [drop-down menu]:no political interest in joining/lack of human resources/lack of financing resources/lack of technical expertise/I don't know about the initiative/I don't see the benefits of joining/My organisation is already part of a similar national scheme (if so, please detail below)/other (if so, please detail below)

Comments:

Section 4: needs and knowledge gaps

The following questions were the same as questions 16-18 and 24-25 for cities.

12. Would you be interested in organising workshops or training sessions for signatory cities, with support from the Covenant of Mayors Office? * [drop-down menu] yes/no/maybe

If yes, please specify for which topic:

Annex 2: Guide for interviewers

For the sake of brevity this only includes questions developed for cities. Find the full set of questions, including the ones developed specifically for provinces, regions or national ministries [here](#).

Checklist for interviewers: CITIES – CoM signatories

Question	Answer
<p>1. When did your city join the Covenant and what is your Covenant commitment?</p> <p><i>Help: (2020, 2030, adaptation only)</i></p>	
<p>2. Are you currently setting up or implementing your plan?</p>	
<p>3. What are the main barriers faced by your municipality</p> <p><i>(for instance: Limited financial sources/Absence of or weak regulatory framework/Lack of technical expertise /Lack of support from stakeholders/Lack of political support at other administrative levels/Changes in the local political priorities/Incompatibility with national policy orientations/Immature or high cost technologies –> <u>try to test all those options if they do not come naturally in the discussion.</u>)</i></p>	
<p>4. Have you already attended any capacity-building activity?</p> <p><i>Help: (webinar, workshop, twinning, discussion forums –> <u>try to test all those options if they do not come naturally in the discussion.</u>)</i> What has worked/not worked? What could have been done better/differently?</p>	
<p>5. What are the areas where your municipality needs the most support?</p> <p><i>Help: Think in terms of broad areas (mitigation, adaptation, access to energy) but also in terms of sectors, energy vectors, type of climate hazards, funding (–> <u>try to test all those options if they do not come naturally in the discussion.</u>)</i> Which one is the most important and why?</p>	
<p>6. How could the Covenant of Mayors Office best help you in the areas mentioned previously? What type of activity would suit your needs better?</p> <p><i>Help: (webinar, workshop, twinings, discussion forums –> <u>try to test all those options if they do not come naturally in the discussion.</u>)</i> Why?</p>	
<p>7. Is language a barrier for attending capacity-building events?</p>	
<p>8. Optional question: Would you be willing to intervene in a capacity-building event? And for what topic?</p>	
<p>9. Can you point out big climate /energy events attended by local authorities in your city/region/country?</p>	

Checklist for interviewers: CITIES – NOT CoM signatories

Question	Answer
1. Did you know about the Covenant of Mayors before being contacted by its office? If so, how did you know about it?	
2. What is the main reason your municipality hasn't joined the Covenant of Mayors? <i>After initial answer, test the following options if they did not appear in the discussion: no political interest in joining/lack of human resources/lack of financing resources/lack of technical expertise/I don't know about the initiative/I don't see the benefits of joining/other</i>	
3. Does your city have a mitigation plan? An adaptation plan? Since when? What is the target year? Are you already implementing it?	
4. What are the main barriers faced by your municipality to undertake climate and energy action? <i>(for instance: Limited financial sources/Absence of or weak regulatory framework/Lack of technical expertise /Lack of support from stakeholders/Lack of political support at other administrative levels/Changes in the local political priorities/Incompatibility with national policy orientations/Immature or high cost technologies –> <u>try to test all those options if they do not come naturally in the discussion.</u>)</i>	
5. What are the areas where your municipality needs the most support? <i>Help: Think in terms of broad areas (mitigation, adaptation, access to energy) but also in terms of sectors, energy vectors, type of climate hazards, funding (–> <u>try to test all those options if they do not come naturally in the discussion.</u>)</i>	
6. What could incentivize your municipality join the Covenant of Mayors?	
7. Can you point out big climate /energy events attended by local authorities in your city/region/country?	

Annex 3: Interview list

Interviews realised as of 20 July 2017

Countries	City/ Region, ministry, province	CoM signatory	CoM 2030 signatory	Over 250,000 inhabitants	50,000- 250,000 inhabitants	Below 50,000 inhabitants	SECAP/SE AP already developed	SEAP/S ECAP under development	Ministry, region, province	Coordinator	Filled in online survey?	Contact person	Position
Croatia	Beli Manastir	x				x	x				Y	Kornelija Pacanović Zvečevac	other
Denmark	Region Zealand								x	x	N	Bjarne Rasmussen	Sustainable Development Manager / Coordinator of Sustainable Region Zealand
Finland	Helsinki	x		x			x				N	Sirpa Eskelinen	Senior Energy Expert - PWD Construction Management Division
Germany	Hessen region								x		N	Marie Martin	Hessian Ministry for the Environment, Climate Protection, Agriculture and consumer protection Unit IV 2 "Climate Protection, Climate Change"
Germany	Rheurdt	NO	NO			x					N	Klaus Kleinenkuhnen.	Mayor
Hungary	Climate Alliance Germany	NO										Beata Lugosi and Csaba Lajtman	other
Poland	Sztum	x					x	x			Y	Michał Mroczkowski	Energy Manager
Romania	Slobozia	x			x		x				Y	Alina Ciobanu	
Slovakia	Presov region								x	x	Y	Natalia Tarasovova	Officer, Presov Region Brussels Office
Slovenia	Maribor	x			x		x				N	Vlasta Krmelj	Director of the Energy agency of Podravje, Maribor
Sweden	Vaxjö				x		x				Y	Henrik Johansson	Environmental Controller

pp

Annex 4: Other methods and tools used by respondents for Climate and Energy planning (online survey)

Únicamente SECAP. El problema no es capacity building, sino disponibilidad de personal en el staff municipal, y limitaciones de inversión por Ley estatal
Comunità Montana di Valle Sabbia
Energy balances, CO2 emissions inventories, others
https://www.bonheiden.be/burgemeestersconvenant
Vet ej.
Emission Inventory tool from VITO
Our steering documents include strategies and the targets, and they are integrated into the budget and into city planning.
Plāns pēc 2020.gada vēl tikai tiks izstrādāts
We use our own methods.
Känner inte till ovanstående metoder, det kanske är någon av de vi använder utan att vi vet om det.
Special database made by experts
Méthode pragmatique selon l'importance et l'urgence des projets
Methods developed following the guideline of Covenant of Major supported by EU projects linked to global warming mitigation and adaptation to climate change
IGEAN
Outils mis en place par l'APERRE, avec l'aide du coordinateur supracommunal (Province de Liège)
energy saving projects and actions are carried out by our municipality
covenant of mayors
ClimAdaPT.Local
attuazione PAES
geen
Via la coordination de la Province de Liège
National Laws, covenant of mayors tools and European commission's instructions
outils fourni par l'asbl apere et la province de liège
Outils mis en place par la Province de Liège
Enligt mall från energimyndigheten och en egen anpassad version
Εθνική και Κοινοτική Νομοθεσία, Συμμετοχή σε Ευρωπαϊκά έργα, Εργαλείο Bilan Carbon
sustainable urban planning, appreciating the green building principles
Local Methodologies; Carbons toll
national laws and regional recommendations and action plans
vito
bientôt climatpratic de l'ADEME
A variety of actions + LEAP (Long Range Energy Activity Planning)
Participación en diferente proyecto europeos dentro de la iniciativa Life.
identification of the themes that have coincidence with other local plans and policies not directly related to climate and energy planning, but have the support to be developed.
Strategia per lo sviluppo urbano integrato e sostenibile
Energiplan
SEAP, Carbon Management plan (Council activities only), HECA activities
National legislation for energy planning and Covenant of Mayors SEAP form
Scottish Heat Map
Adaptation Scotland Adaptation Toolkit
UK Government Climate Change Risk Assessment
Covenant of Mayors methodology and tools
Programma ambientale del proprio Sistema di gestione Ambientale certificato ISO14001 e PAES Terre Estesi, Piano energetico comunale
k.A.

ECOSpeed Region Smart DE

Roadmap for climate mitigation and adaptional 2050

PAED

Klimaschutz Planer

Eigene Tabellen

Calculateur carbone de l'AWAC, outils "ETAT DES LIEUX", outil "STRATEGIE" et "PAED" amélioré par la Province de Hainaut, contact Frédéric Praillet de l'APERe

Local agency support

A 0-measurement to compare to the data of 2011 to come to a 20% reduction by 2020.

An EPC for our public buildings.

Le azioni inserire nel Piano di Azioni per la Energia Sostenibile (P.A.E.S.)

Piano Casa con attenzione all'efficienza energetica degli edifici

Piano Urbano della Mobilità Sostenibile

Regolamento per l'edilizia sostenibile

We are in a process of deciding one of the methodologies for energy and climate planning.

BISCO - German CO2 inventory tool

Reporting tools GPC

iso 50001, exel

Outils d'aide de l'APERe

LEAP, og opfølgning med den danske CO2 beregner (og dens forgænger)

National operational funds (EU Cohesion Funds), National support porgrames of The Ministry of the Environment, Ministry of Industry and Trade or Ministry of Regional Development.

Norme tecniche di Attuazione (NTO) del PAES

A bespoke methodology for Dublin, being developed by Codema that is synchronised between the four local authorities in the Dublin Region (see:

http://www.codema.ie/images/uploads/docs/A_Strategy_Towards_Climate_Change_Action_Plans.pdf)

We have differen programs with step marks,we use ISO standardized environmental management system and buy yearly a report of CO2-emissions. We also follow for example material losses and ecological footprint.

IL COMUNE DI VALLADA AGORDINA (ASSIEME AI COMUNI DI FALCADE E CANALE D'AGORDO) HA APPROVATO IL "PAES VAL BIOIS" ED HA ADERITO AL COSIDDETTO "PROGETTO 3L", CON LA FINALITA' DI ADATTAMENTO AI CAMBIAMENTI CLIMATICI E DI RISPARMIO ENERGETICO

own methods

Indicators from Action plan

ALTRI PIANI

Planos Nacionais, Europeus e locais

IPSI e CLEXi

Non so riferire in quanto non sono in atto attività di pianificazione

Siamo nella fase di aggiornamento: stiamo facendo un upgrade dal 'vecchi' Patto dei Sindaci al Nuovo.

FESR, POI Energia

self-developed tools

klimalotse

Ecoregion

Dutch ones

Ha messo in funzione un apposito Ufficio Ambiente Energia (ossia la prima misura individuata dal PAES) gestito "a risultato" da una ESCO/EGE che promuove le azioni del PAES. Ad oggi, a due anni dalla istituzione dell'Ufficio, si può affermare che i risultati siano addirittura superiori alle pur importanti aspettative. Questo Ufficio viene in soccorso alle problematiche che avete evidenziato di seguito.

calculateur carbone de l'AWAC, outils "Etat des lieux", outils "Stratégie" et "PAED " amélioré par la Province de Hainaut, contact Frédéric Praillet de de l'APERe

Estamos a la espera de realizar el inventario y evaluación de riesgos climáticos de vulnerabilidad

Masterplan 100 % Klimaschutz

EcoRegion

weet ik niet

nessuno

PAES Piano d'Azione per l'Energia sostenibile

energy consumption and production

Il Piano d'azione dell'energia sostenibile del Comune di San Martino Siccomario è stato redatto seguendo le linee guida di indirizzo redatto da Ispra, infatti ciascun capitolo è sviluppato per contenuti e corrispondenza numerica ai singoli punti del documento guida come indicato nell'indice.

Regolamento Energetico Ambientale del Comune di Pavia

Piano Urbano della Mobilità Sostenibile

CERTIFICAZIONE AMBIENTALE

LA DEFINIZIONE DELLA BEI (Baseline Emission Inventory – INDUSTRIA E AGRICOLTURA ESCLUSE)

Several tools provided by spanish and andalusians governments

PAES Piano d'Azione per l'energia sostenibile

Oltre al PAES (che pianifica in termini di mitigazione) stiamo realizzando un nuovo progetto LIFE UrbanProof sull'adattamento ai cambiamenti climatici.

Nell'ambito di UrbanProof è prevista la realizzazione di un toolkit che supporterà l'ente in materia di pianificazione delle politiche di adattamento.

Klimaschutzplaner, BIOS, sachbezogene Gutachten

Non stiamo pianificando a lungo termine, ma facendo piccoli interventi di efficientemente energetico

Future Proofed Cities,

Not answered to question 17

ISO 50 001 - SEAPS

IEAP protocols

konsultacje społeczne przy tworzeniu planów i programów, tworzenie i wspieranie lokalnych działań przystosowawczych

Para el inventario de emisiones y el PAES hemos utilizado la metodología del Pacto de los Alcaldes.

Plan gospodarki niskoemisyjnej dla Gminy Miasta Gdyni na lata 2015-2020

Założenia do planu zaopatrzenia w ciepło, energię elektryczną i paliwa gazowe dla obszaru miasta Gdyni na lata 2015-2035

no conozco esos métodos y/o herramientas

nie wiem

Plano de Ação Para a Energia Sustentável - Vagos

Aangesteld studiebureau

Herremientas ofimáticas básicas (hoja de cálculo..)

Les outils mis en place par la province de Liège via Pollec et par la Région wallonne

Monitoraggio, verifica e Riduzione Consumi vettori energetici

Ahorro energético en alumbrado público

Tool ontwikkeld door de provincie Antwerpen

siamo in fase di aggiornamento in ungrade ad un patto dei sindaci

ci si avvale della consulenza di un professionista esterno

Valoración de consumos e impactos ambientales y económicos y elaboración de planes de minimización y adaptación

Sensorización monitorización y herramientas informaticas

Sensorización monitorización y herramientas informáticas

Cliadapt

Work of external consultant using various methods

ninguno

Climate Alliance tools

Emission Inventory Tool werd ontwikkeld door VITO in opdracht van de Vlaamse Overheid, Departement Leefmilieu, Natuur en Energie (Afdeling Milieu-, Natuur- en Energiebeleid). Deze tool moet steden en gemeenten in Vlaanderen ondersteunen bij de opmaak van een "baseline inventory" (BEI) en "monitoring emission inventory" (MEI) zoals gedefinieerd onder het Covenant of Mayors (CoM).

Not answered to question number 17

pilot projects, available fundings

promozione della mobilità sostenibile

Paes pric

il Comune ha approvato il Piano di Azione per l'Energia Sostenibile (SEAP) proposto dalla Provincia

ecoregion

In fase di approvazione l'allegato energetico al regolamento edilizio urbano che adotta il PROTOCOLLO ITACA

PAES

Ninguno

--

geen

PLAN DE ACCION DE ENERGIA SOSTENIBLE DELA DIPUTACIÓN PROVINCIAL DE GRANADA

Verwaltungsinterne Projektgruppenstruktur (8 Arbeitsgruppen, 1 Projektgruppe) sowie Lenkungskreis. Zudem wurde in 2016 ein Fachgutachten für die Weiterentwicklung des Klimaschutzes in der Landeshauptstadt München erstellt.

Klimabündnis, Covenant of Mayors