

SECAP evaluation tool

Quick guide on how to use the tool



The CEESEU project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 892270. The sole responsibility of the content of this material lies with the authors. It does not necessarily represent the views of European Union, and neither EASME nor the European Commission are responsible for any use of this material.

- **Easy-to-use** tool for a **quick self-assessment** to evaluate the **compliance with SECAP**
- Help CoM signatories to **identify further opportunities** to improve SECAP development and implementation

It includes **all necessary SECAP components**:

- Political process
- Administrative structure
- Budget
- Participatory process
- BEI
- RVA
- Action Plan
- Implementation
- Multi-level governance
- Energy Poverty
- Just Transition



Start



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About the tool

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K4

BETTER CRITERIA FOR
BETTER EVALUATION

>>> selected from
widely recognized
evaluation criteria for
evaluating efforts
aimed at achieving the
SDGs

RELEVANCE

is the intervention
doing the right things?

EFFECTIVENESS

is the intervention
achieving its objectives?

IMPACT

what difference does
the intervention make?

EVALUATION
CRITERIA

COHERENCE

how well does
the intervention fit?

EFFICIENCY

how well are resources
being used?

SUSTAINABILITY

will the benefits last?

Source: OECD DAC Network on Development Evaluation (2019)

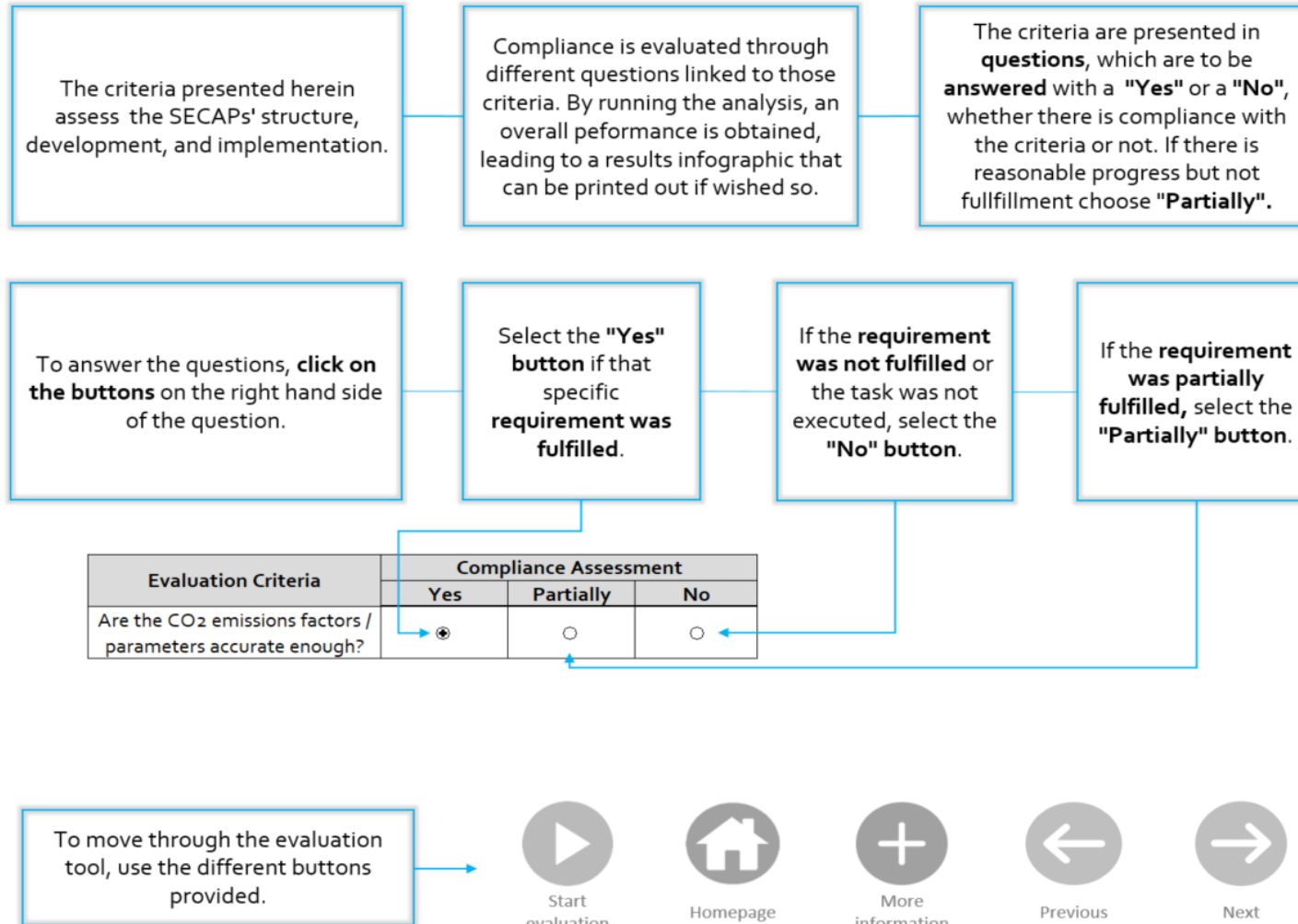
HomepageIntroductionInstructionsPolitical ProcessAdministrative StructureBudgetParticipatory processBEIRisk-vulnerabilitiesAction PlanImplementa ...

How to use the tool

SECAP components

- *Political process*
- *Admin structure*
- *Budget*
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Instructions



SECAP components

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Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Is the plan well accepted by the majority of the City Council members? Are they willing for its implementation?	☐	☒	☐



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Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Are there enough municipal employees / officers involved in developing the SECAP?	☐	☒	☐
Are there enough municipal employees / officers involved in implementing the SECAP?	☐	☒	☐
Do these officers have different areas of expertise, e.g., transport, buildings, renewable energy production, energy efficiency, energy poverty (i.e., equity considerations), adaptation, etc.?	☐	☒	☐
Does the municipality have an interdepartmental structure able to jointly work on SECAP development and implementation?	☐	☒	☐
Is the SECAP connected with other plans in the municipality, e.g., noise, air quality, transport infrastructure, public transport, solid waste management, wastewater management, management of storm runoff, green areas plans, etc.?	☐	☒	☐



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Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Is there a specific budget allocated for SECAP development and implementation?	☐	☒	☐
Are there different and specific budgets allocated for adaptation and mitigation measures?	☐	☒	☐
If specific budgets are provided, do they identify the main sectors addressed by SECAP implementation measures (e.g., buildings, transport, green infrastructure, etc.)?	☐	☒	☐
Is the budget enough to cover all the necessary measures to achieve the committed adaptation and mitigation goals?	☐	☒	☐



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Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Have municipal employees / officers from different departments been involved in SECAP development?	☐	☒	☐
Have the municipal population, stakeholders, and interest groups been adequately informed about the development of the SECAP?	☐	☒	☐
Are there open and accessible information regarding the SECAP for citizens and stakeholders, both online and offline?	☐	☒	☐
Did local media (tv, radio, newspapers, social media groups) cover the initiation of the SECAP process to its endorsement by the Council?	☐	☒	☐
Are citizens and stakeholders included in projects and / or in the implementation of the measures described in the SECAP?	☐	☒	☐
Are local firms and businesses involved in the projects and / or in the developed measures?	☐	☒	☐
Is the SECAP accepted by local business / industrial / manufacturing & processing / agricultural sectors?	☐	☒	☐



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Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Is the baseline year (the BEI) the most adequate / appropriate for the calculation of the necessary CO ₂ reduction?	☐	☒	☐
Are the energy consumption data and the ensuing CO ₂ emissions calculations wholly reflecting the municipal situation?	☐	☒	☐
Are the energy consumption data and the ensuing CO ₂ emissions calculations sufficiently accurate?	☐	☒	☐
Are the CO ₂ emissions factors / parameters accurate enough?	☐	☒	☐
Are there enough sectors included for the calculation of the BEI?	☐	☒	☐



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Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Is the climate change adaptation topic part of the political agenda at the municipal level?	☐	☒	☐
Is a climate adaptation plan (or similar) already available?	☐	☒	☐
Is a loss and damage analysis (e.g. RVA) already available?	☐	☒	☐
Does the risk and vulnerability analysis describe the real situation of the municipality? Does it account for flooding, extreme weather, drought, and other relevant climate-induced events?	☐	☒	☐
Is the information contained in the risk and vulnerability analysis sufficiently accurate?	☐	☒	☐



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Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Is the calculation of the energy savings and CO ₂ reductions from measures implementation accurate and reliable?	☐	☒	☐
Are the planned measures covering enough sectors to achieve the committed reduction?	☐	☒	☐
Are the described measures achieving the necessary committed CO ₂ reduction?	☐	☒	☐
Are the SECAP measures fully (or only partially) achievable by 2030?	☐	☒	☐
Is the timeframe fully coordinated with local actors and stakeholders?	☐	☒	☐
Are resources (financial, human resources, etc.) available to meet the planned timeframe?	☐	☒	☐
Are the SECAP measures fully adopted (or partially accepted) by the local community and stakeholders?	☐	☒	☐
Are the SECAP measures aligned with other municipal strategies and plans?	☐	☒	☐

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Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Can the SECAP be implemented in the way it was described "on paper"?	☐	☒	☐
Are all the necessary municipal departments involved in the SECAP implementation?	☐	☒	☐
Has the municipality enough know-how and resources for the SECAP implementation?	☐	☒	☐
In the SECAP development phase, is the described budget enough for SECAP implementation?	☐	☒	☐
Is there collaboration with other institutions (local, regional, or national) for the SECAP implementation?	☐	☒	☐
Is the SECAP implementation monitoring process set up? Does it work?	☐	☒	☐



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Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Is the SECAP aligned to regional or national climate action plans, commitments or strategies?	☐	☒	☐
Has the municipality received support from other entities at a county, provincial, regional or national scale (i.e., economic support, human resources, technical support, etc.)?	☐	☒	☐
Is there any collaboration with entities at a county, provincial, regional, or national scale (i.e., generating or collecting information, joint efforts, technical alliances, public-private partnerships, etc.)?	☐	☒	☐
Are there any collaborations or trade-offs with other municipalities?	☐	☒	☐
Is the municipality participating at national or regional events, or CoM related events, promoting or making possible interchanges with other municipalities?	☐	☒	☐



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Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Is there a municipal energy poverty strategy?	☐	☒	☐
Are there any measures included in the SECAP addressing the energy poverty issue?	☐	☒	☐
In your SECAP, did you include energy poverty indicators?	☐	☒	☐
Does the municipality have a regulatory framework to tackle energy poverty?	☐	☒	☐
Does the energy poverty strategy cover sectors such as buildings, transport, housing, and other facilities?	☐	☒	☐



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Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Do the objectives and scope of the SECAP aim for a just transition in their influence area?	☐	☒	☐
Were the social measures described in the mitigation and adaptation policies included in the SECAP?	☐	☒	☐
Are there any mechanisms for avoiding social exclusion?	☐	☒	☐



SECAP compliance - Evaluation results

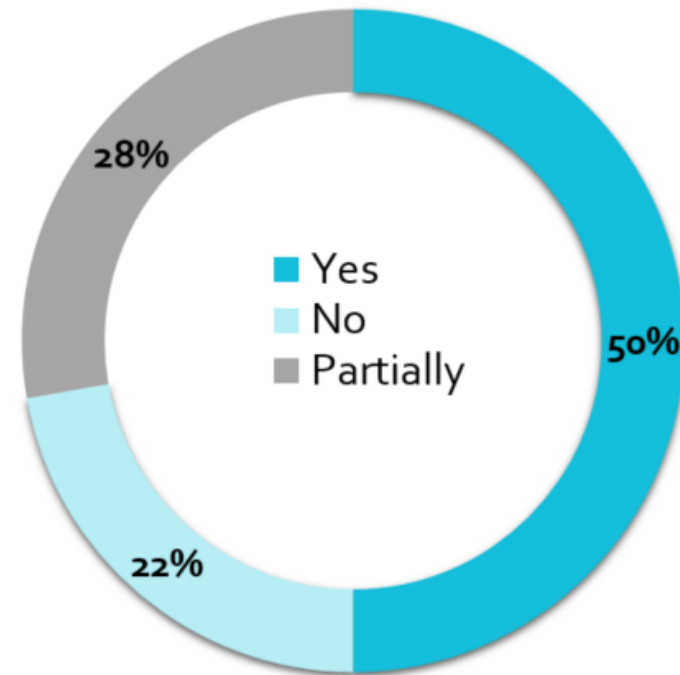
Type in the local authority's name (e.g. Municipality of Bucharest, City of Tallin, Pinsk District, etc.)

Insert the local authority's
logo here.

Having performed the analysis for the SECAP development and implementation, the results of this compliance assessment are presented as follows.

Overall Compliance with the SECAP Criteria

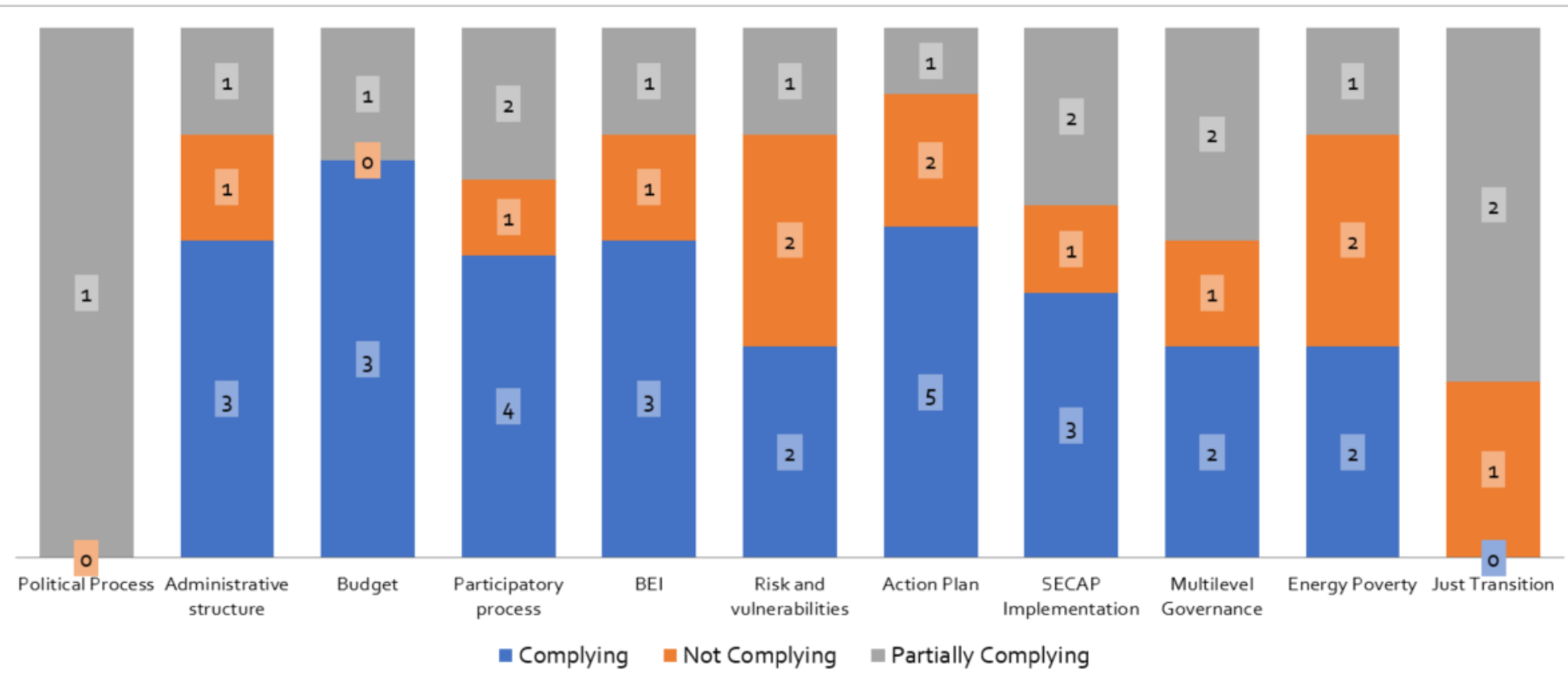
Provides a general overview on the compliance of the SECAP, showing how many criteria were fulfilled, and how many were not.



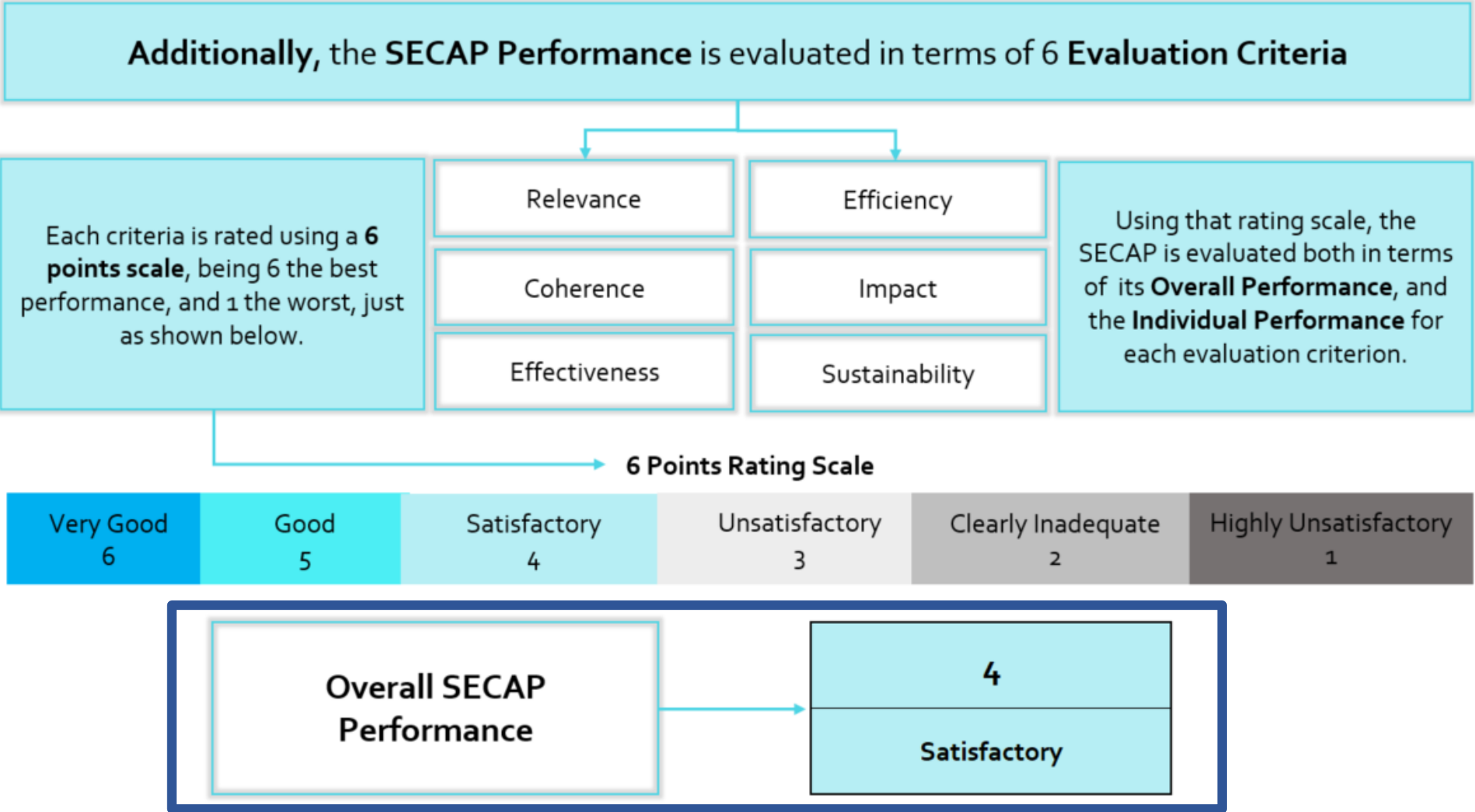
SECAP compliance - Evaluation results

Detail Compliance with the SECAP Criteria

A more **detailed compliance assessment** gives insight on the **specific components** of the SECAP. The numbers on the bars show the number of **complying, partially complying and not-complying criteria** for each component.



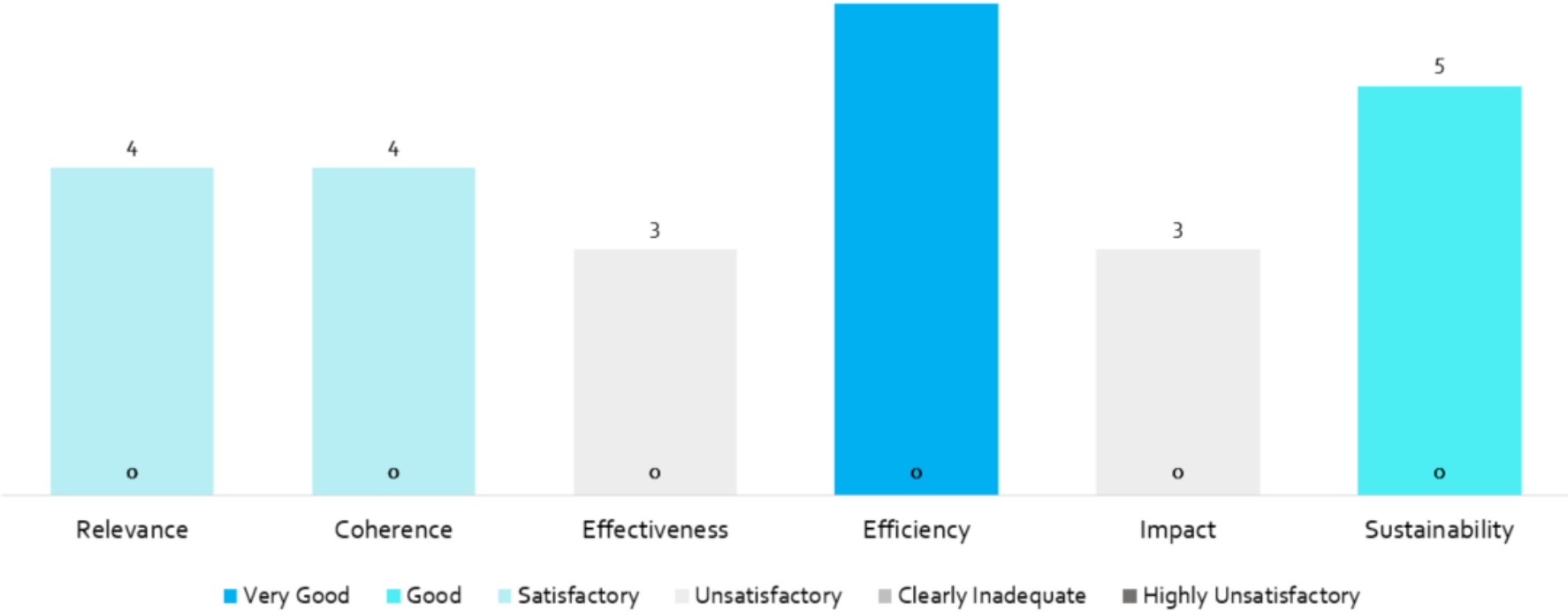
CRITERIA – Evaluation results



CRITERIA – Evaluation results



Individual Performance for each Evaluation Criteria





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ALLIANCE**

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