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Joint Research Centre



Covenant of Mayors reporting tool: The SECAP template

*City energy and Climate Action: How to set targets
and Develop a Plan.*

September 12-13th 2018 . Surabaya City, Indonesia

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European Commission Joint Research Center

Objectives

- 1. To have a first contact with the SECAP template contents: mitigation and adaptation**
- 2. To understand the categories of data**
- 3. To get used to the excel template version : key concepts and main sections**
- 4. Introduction of the On line reporting tool**

Background

- Relevance of **reporting and monitoring**
JRC validation and assessment of the Initiative
- Added value of a **systematic reporting**
 - robustness
 - coherence
- **Type of data:** quantitative/qualitative requirements
- Main **sections:**
Overall strategy, Mitigation, Adaptation, Progress indicators, Financial indicators

Home Page

The Sustainable Energy and Climate Action Plan (SECAP) and its Monitoring fields constitute the reporting framework of the Covenant of Mayors initiative. It has been developed by the Covenant of Mayors and Mayors Adapt Offices - together with the Joint Research Centre of the European Commission - and in collaboration with a group of practitioners from local and regional authorities. This Excel-based template is an offline working version of the official online template which has to be completed in English and submitted online via "My Covenant": http://www.eumayors.eu/sign-in_en.html. The online version of this template should be available as of 2017. Please note that it is not possible to import the data entered in this Excel into the online platform.



[Reporting Guidelines](#)
[SEAP guidebook](#)
[Urban Adaptation Support Tool](#)

Commitments:

- [2020 CO₂ reduction](#)
- [2030 CO₂ reduction](#)
- [Long-term CO₂ reduction](#)
- [Climate Adaptation](#)

Colour codes:

- Mandatory input cells
- Optional input cells
- Output cells
- Pre-filled cells
- Definitions (visible when clicking)
- Monitoring Fields

Template Structure & Minimum Reporting Requirements:

| Template Structure | Minimum Reporting Requirements | | | Link to Tab |
|--------------------|--------------------------------|----------------|--|---------------------|
| | At the registration stage | Within 2 years | Within 4 years (and then every 2 years) | |
| Strategy | optional | * | * | ↔ |
| Mitigation | Emission Inventories | optional | * | * |
| | Mitigation Actions | optional | (BEI) | (MEI every 4 years) |
| | Mitigation Report | | | ↔ |
| | Monitoring Report | | | ↔ |
| Adaptation | Adaptation Scoreboard | * | * | * |
| | Risks and Vulnerabilities | optional | * | * |
| | Adaptation Actions | optional | optional | * |
| | Adaptation Report | | | (min. 3 Benchmarks) |
| | Adaptation Indicators | | | |

* mandatory

Objectives

- IDENTIFY & ASSESS local climate and energy challenges and priorities
- MONITOR & REPORT progress towards commitments
- INFORM & SUPPORT decision-makers
- COMMUNICATE results to general public
- ENABLE self-assessment & FACILITATE experience-sharing with peers
- DEMONSTRATE local achievements to policy-makers

Developed by: Covenant of Mayors & Mayors Adapt Offices, Joint Research Centre of the European Commission



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Overall strategy

1. COMMON FOR MITIGATION AND ADAPTATION
2. MEDIUM AND LONG TERM TARGETS
3. GENERAL VISION
4. ADMINISTRATIVE PRINCIPLES, STAFF, STAKEHOLDERS..
5. FIRST ECONOMIC INDICATORS
6. FIRST SIGNATORY SELF ASSESMENT

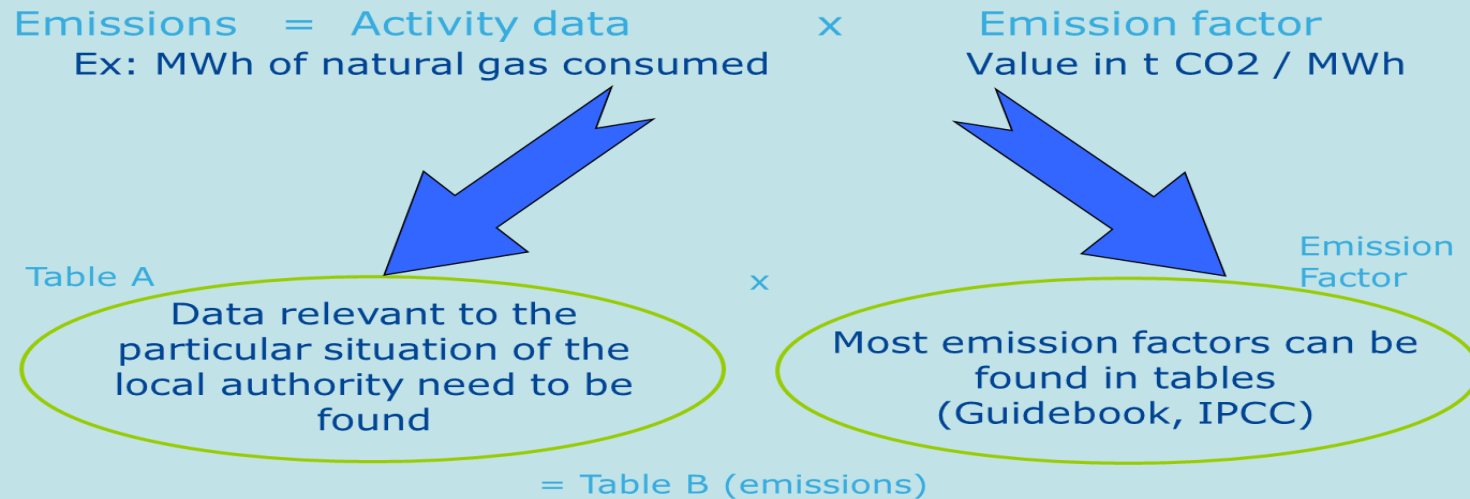
EXTREMELY IMPORTANT

Mitigation; Baseline emission inventory

Baseline emission inventory **QUANTITATIVE APPROACH**

How to calculate the emissions?

It is just a multiplication!



MEI :Monitoring emission inventory
Emissions inventory reported for a different year

Mitigation actions

Summary of the energy action plan developed and submitted by the signatory

Include actions tackling the CoM sectors, trying to reduce the total emissions by the selected target the by the selected year

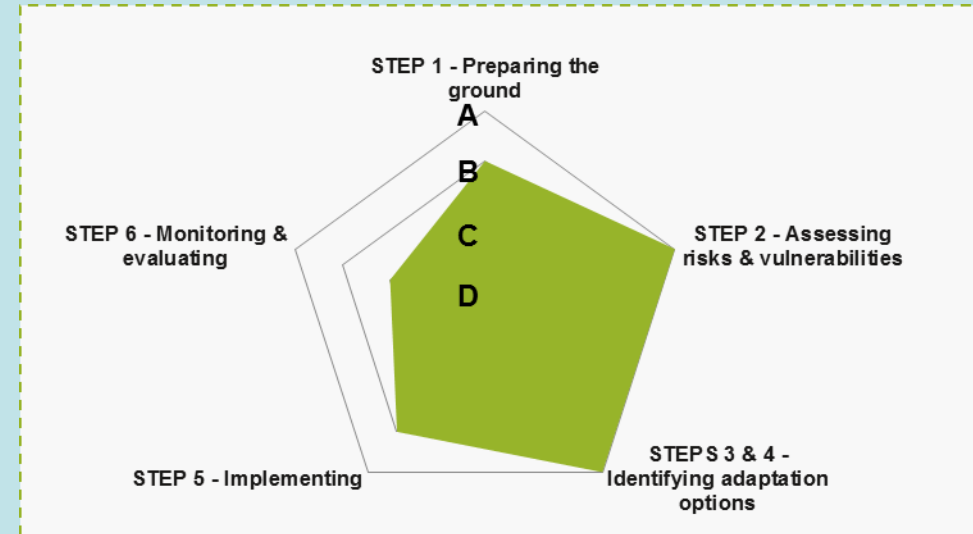
- Actions can be grouped by sectors
- Business and usual approach (BAU)
- Administrative fields
- Economic fields
- Data fields
- Synergies with adaptation ("Adaptigation")

**The more accurate , the better
(but just some fields mandatory)**

Adaptation; Scoreboard

Adaptation self- assessment **QUALITATIVE APPROACH**

Overview of the capacity,
status and principals of the
Risk and vulnerability study developed



From SECAP of GHENT (Belgium)

Risk and vulnerabilities assessment

Summary of the risk and vulnerability assessment developed and submitted by the signatory

- Qualitative systems
- Drop menu based
- Main sections:
 - Climate hazard
 - Vulnerabilities
 - Impacts

| Climate Hazard Type | Current hazard risk level | Expected change in intensity | Expected change in frequency | Timeframe | Risk-related indicators |
|-----------------------|---------------------------|------------------------------|------------------------------|-------------|-------------------------|
| <u>Extreme Heat</u> | Low | Increase | Increase | Long-term | |
| <u>Extreme Cold</u> | | | | | |
| Extreme Precipitation | Moderate | Increase | Decrease | Medium-term | |
| <u>Floods</u> | Moderate | Increase | Increase | Medium-term | Pluvial flooding |
| Sea Level Rise | Moderate | Increase | Increase | Medium-term | |
| <u>Droughts</u> | | | | | |
| <u>Storms</u> | Moderate | Decrease | Decrease | Medium-term | Severe wind, rain storm |
| <u>Landslides</u> | | | | | |
| Forest Fires | | | | | |
| <u>ther</u> | [please specify] | [Drop-Down] | [Drop-Down] | [Drop-Down] | [Drop-Down] |

rows that do not concern your local authority ⓘ To be completed for the climate hazards that concern your local authority only. ⓘ Click here to see examples of risk-related indicators

From municipality of Bologna SECAP

Adaptation actions

Summary of the adaptation actions proposed in the plan

Same scheme as for mitigation
Synergies with mitigation

| Adaptation Actions | | | | | | | | |
|---|--|--|--------------------------------|-----------------------------|-----------|--------------------------|------------------------------------|-----|
| 500 characters left | | | | | | | | |
| 2) Adaptation Actions | | | | | | | | |
| ① List your adaptation actions in the table below. Actions can be comprehensive or representative, taken from one or more of the documents cited by the local authority in the section above. | | | | | | | | |
| Sector | Title (max. 120 chars) | Short description (max. 300 chars) | Responsible body/department | Implementation timeframe | | Implementation status | Select as <u>Key</u> Action (★) | Sta |
| | | | | Start | End | | | |
| Other | Developing indicators for monitoring, review and risk prevention within the Municipal Strategy for Adaptation to Climate Change (EMAAC) | It allows you to frame the future response to all kinds of events, impacts and vulnerabilities identified for the municipality. | Municipality of Barreiro | 2016 | Not known | Ongoing | [Please select] | |
| Water | Monitoring and analysis of the Tagus-Sado aquifer, incorporating the potential impacts arising from climate change (lack of scenarios and / or contamination of the aquifer - only producer of drinking water in the region) | Regional study in order to assess / monitor the Tagus-Sado aquifer for research on the potential effects of climate change on groundwater | Municipality of Barreiro | 2016 | Not known | Ongoing | [Please select] | |
| Other | Education and awareness of adaptation to climate change in schools and for the general population | Awareness of the impacts generated by the climatic events that affect the municipality of Barreiro, and better perception of the type future vulnerabilities, responses and adaptation needs the most significant (sea level rise, excessive rainfall, strong winds and heat waves). | Municipality of Barreiro | 2016 | Not known | Ongoing | [Please select] | |
| Land Use Planning | Systems of water retention basins, the | Promoting a naturalized infrastructure in some cases with double function, retention of rainwater and leisure, will allow for a sustainable solution | Municipality of Barreiro | 2014 | Not known | Ongoing | [Please select] | |

From municipality of Barreiro SECAP

Benchmark of excellence

Signatories need to select 3 mitigations measures/actions

On those, a first approach is applied to obtain financial figures to assess the economic potential of the initiative

National Funds & Programmes [select a]
EU Funds & Programmes [select a]
Private Partnerships [select a]
Other [select a]
Public-Private Partnerships [select a]
Select 2 for the ones that are applicable.

Website
Video link

Key energy and financial figures

CO₂ reduction (t/a)
Energy savings (MWh/a)
Renewable energy produced (MWh/a)
Implementation cost (€)
Jobs created (number)
Other figures Please specify Unit

In order to visualize the outcome of the table below and to make a financial assessment of the results achieved/forecasted by measure you will need to fill in all the relevant white cells related to the year of investment.

Life expectancy of the action (years)
Discount rate applied (%)
Financial savings (€)
Investment costs
Additional costs
Net cash flow

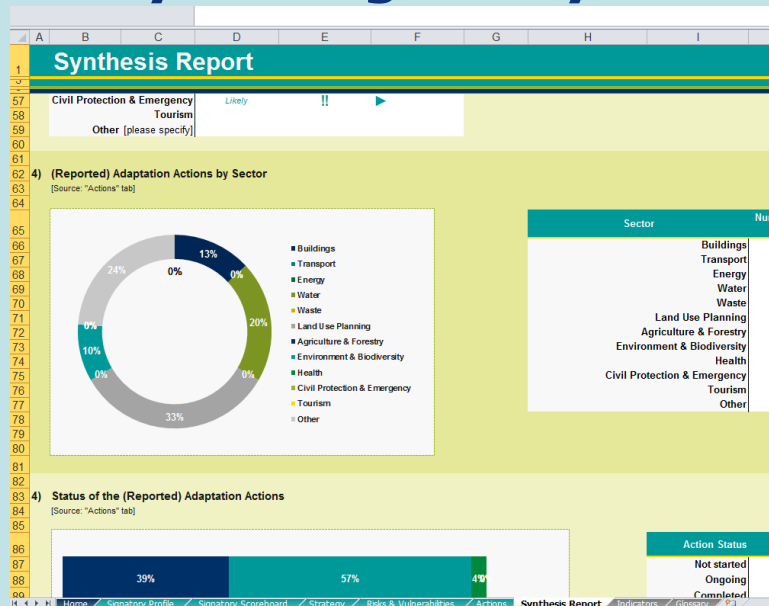
| Year | Value | Year | Value | Year | Value | Year | Value | Year | Value | Year | Value | Year | Value | Year | Value | Year | Value | Year | Value | Year | Value | Year | Value |
|------|-------|------|-------|------|-------|------|-------|------|-------|------|-------|------|-------|------|-------|------|-------|------|-------|------|-------|------|-------|
| 0 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |

EV of Financial savings
NPV of investment
Discounted Payback period not reached years months
Return on Investment (ROI)
ESDQ involved?

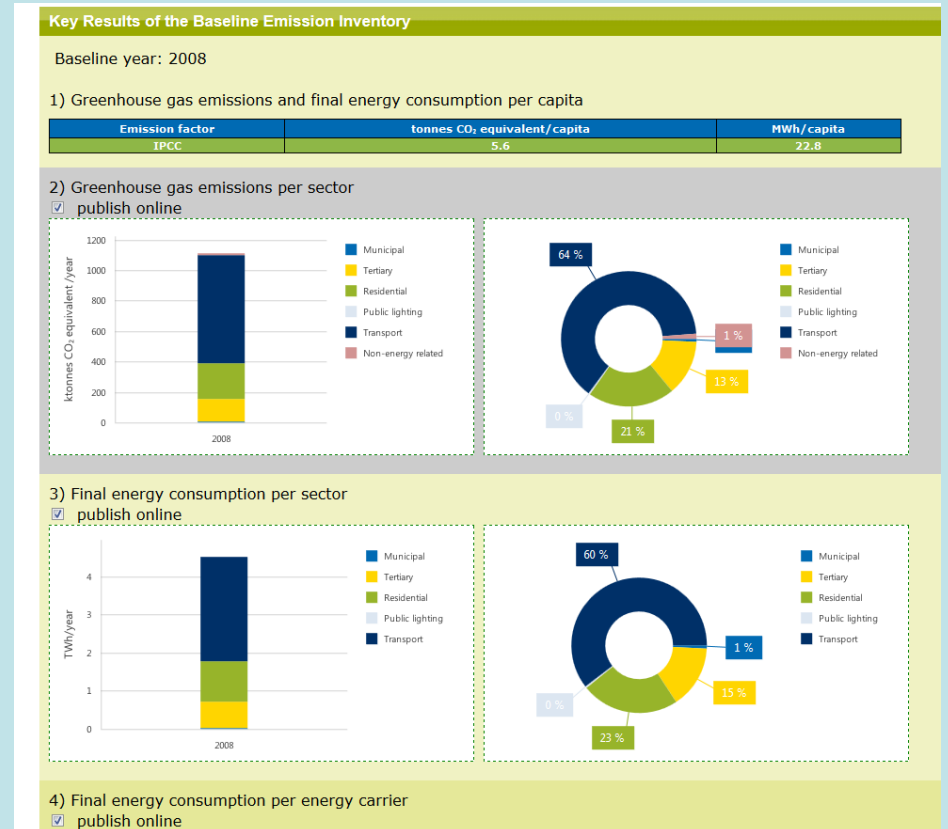
Upload Benchmarks of Excellence related files
Upload document
Upload picture

Monitoring report

Automatically generated figures showing the progress regarding commitments, estimations and achievements made by the signatory



Adaptation report. City of Ghent, Belgium



Mitigation report. City of Pamplona, Spain



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Joint Research Centre (JRC)