Module Training Document

T.3.3 Training activities for endorsing the EE1st principle in the regional decision support

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PREFACE

Training activities for endorsing the EE1st principle in the regional decision support are based on the materials set out in T2.4. T2.4 provides the framework for REGIO1ST in 8 stages, from Stage 1: Preparation through to Stage 8: Implementation, Monitoring and Review. T3.3 will provide a coherent training and guidance package for assisting the six Regio1st regional authorities (and beyond during the exploitation activities in WP6 for 100 regions) in undertaking the steps of T3.2. More specifically, it will provide ad-hoc and upon demand trainings to familiarise the users with the functionalities, components and methodology, to explain and provide information and examples of all the main features of the decision support process, to train the users on how to use the framework and the respective tools. For the data required per region to include in the decision support, the ENERGEEWATCH will be used as a benchmark through the data from the regional observatories.

Module	Partner Responsible
Stage 1. Preparation	SEEA
Stage 2. Engaging Stakeholders & building partnerships	LEASP/ Menea / Faen / CluBE
Stage 3: Reviewing energy objectives and targets	Clube / Faen
Stage 4. Exploring the current regional energy system	ICCS/ Faen / CluBE / SEEA / Menea
Stage 5: Cost benefit analysis	Fraunhofer / IEECP
Stage 6: Assessing the practical feasibility of least cost energy solutions	Fraunhofer / IEECP / ICCS
Stage 7: Defining actions and developing the regional energy plan	IEECP / ICCS

Stage 8: Implementation, monitoring and review	IEECP (Lead) / Clube / SEEA

Contents

Stage 1. Preparation

This document serves as a synthetic note accompanying the training materials for Stage 1 of the Regio1st framework. It provides an overview of the key concepts, methodologies, and steps necessary for preparing a regional energy plan. While this document outlines the essential information discussed during the training session, participants are encouraged to consult the accompanying slides and the session recording for a more detailed understanding of the topics covered.

The objective of this session is to equip participants with the base knowledge and tools required to initiate an energy planning process at the regional level. This includes defining the geographical area and scope, assigning roles and responsibilities, reviewing existing regional energy plans, and establishing a comprehensive framework for implementation. By ensuring proper preparation, regional authorities and stakeholders can develop a structured approach to energy planning that aligns with broader sustainability and climate goals.

1 Determining the Geographical Area and Scope of Planning

1.1 Setting the Geographical Boundaries

One of the first steps in regional energy planning is setting clear geographical boundaries. It is recommended to base these boundaries on administrative divisions such as NUTS (Nomenclature of Units for Territorial Statistics) or Local Administrative Units (LAU). Defining the geographical scope ensures that planning efforts are aligned with governance structures, facilitating better implementation and coordination among authorities.

1.2 Classifying Emissions

Within the defined areas, emissions need to be classified appropriately. Direct emissions originate from sources within the administrative territory, such as CO2 emissions from industrial activities. Indirect emissions stem from energy consumption linked to external sources, including electricity, heating, and cooling. Additionally, there are non-energy-related direct emissions, such as methane (CH4) and nitrous oxide (N2O), which are often associated with waste management and agriculture.

1.3 Identifying Key Sectors for Planning

Local authorities should focus on key sectors such as buildings, transport, energy supply, and other non-energy-related areas. For mitigation efforts, the primary sectors to target include municipal buildings, urban transport, and localized energy generation. Adaptation efforts should focus on vulnerable sectors such as land use planning, biodiversity, health, and water management.

2 Determining Roles and Responsibilities

2.1 Establishing the Energy & Climate Change (E&CC) Team

To ensure smooth execution, it is essential to establish a structured team that oversees the energy and climate planning process. The E&CC Team should consist of a Covenant Coordinator responsible for overseeing implementation, a Climate Policy Steering Committee composed of politicians and senior managers, and working groups that include energy planning managers and key stakeholders from various departments. Integrating different administrative units is vital to embedding the Energy Efficiency Plan (as part or not of a broader Sustainable Energy and Climate Action Plan (SECAP)) into everyday governance.

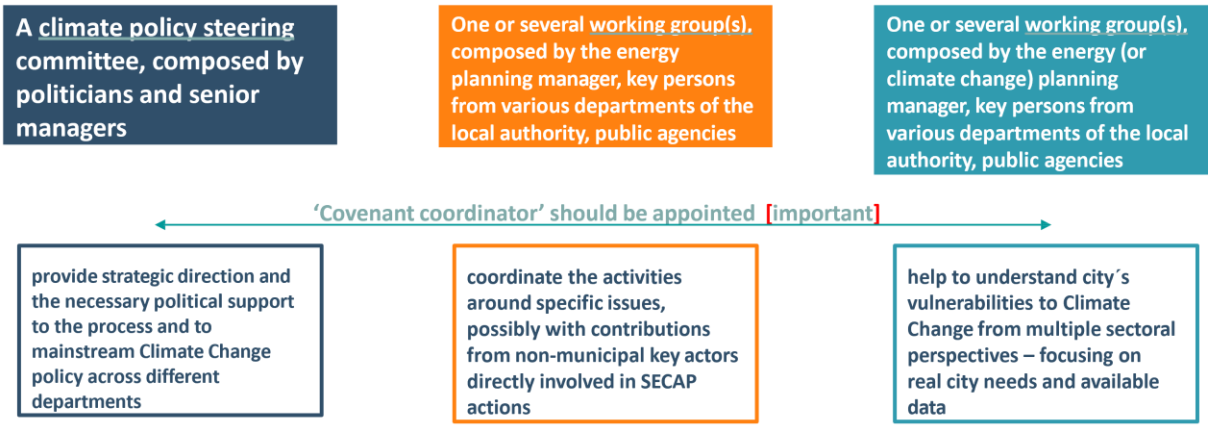

Figure 1: Typical structure

2.2 Defining Key Roles in the E&CC Team

The Coordinator is responsible for executing decisions, organizing meetings, communicating with stakeholders, and monitoring progress. The Energy and Environment Officer provides specialized knowledge, supports Energy Efficiency Plan implementation, and ensures that climate policies are followed effectively. Additionally,

the Technician is tasked with offering technical insights, assessing infrastructure, and supporting the implementation of energy efficiency measures.

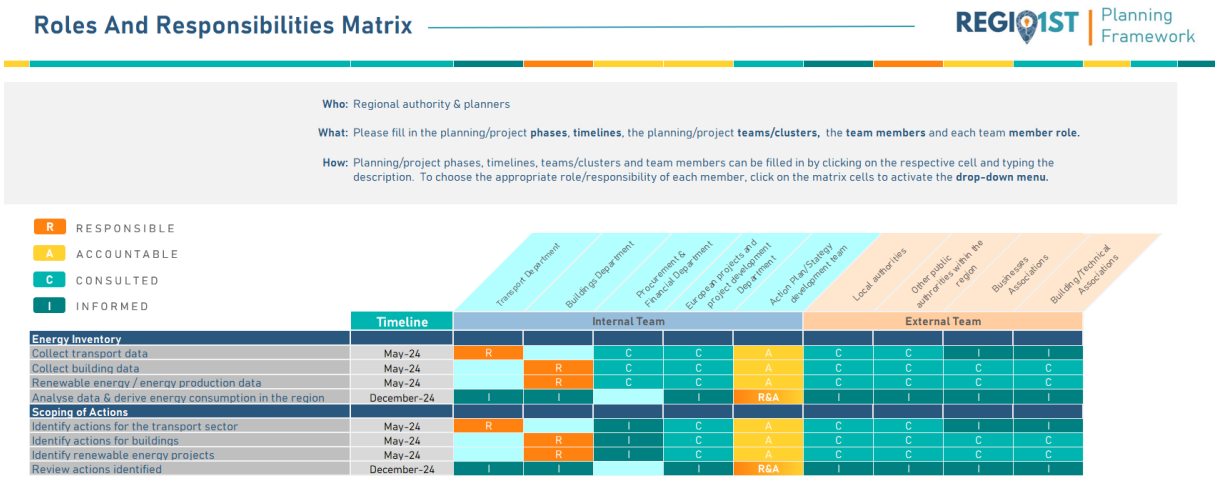

Figure 2: The Regio1st RACI tool, good startpoint to structure the development of the plan internally (developped in later stages)

2.3 Engaging External Support

External support may be required depending on the size and expertise of the local authority. Covenant Coordinators can offer strategic guidance, while Local and Regional Energy Agencies (LAREAs) assist with policy implementation. Stakeholders from civil society, businesses, and research institutions should also be actively involved in the planning process.

3 Reviewing Existing Regional Energy Plans

3.1 Understanding the Policy Framework

A critical step in preparation is reviewing existing regional and municipal energy plans to ensure alignment with broader climate and energy objectives. EU policies such as the European Green Deal and the Climate Law set ambitious targets for reducing greenhouse gas emissions, aiming for climate neutrality by 2050. National energy efficiency strategies and obligations under EU Directives, such as Directive 2012/27/EU on Energy Efficiency, must also be taken into account.

3.2 Analyzing Municipal Policies and Plans

Local authorities should conduct a comprehensive analysis of municipal policies, risk assessments, and adaptation strategies. This includes reviewing local adaptation plans, urban planning documents, and risk vulnerability assessments to ensure alignment with regional and national sustainability goals.

3.3 Identifying Policy Conflicts and Synergies

It is important to identify potential policy conflicts and gaps that could hinder effective energy planning. If inconsistencies between local policies and the Energy Efficiency Plan (or SECAP) goals arise, relevant stakeholders should be engaged in discussions to resolve these conflicts and create a more integrated strategy. Learning from past planning efforts, identifying synergies, and ensuring continuous communication among stakeholders will enhance the effectiveness of the new energy plan.

4 Setting Up the Framework for a Regional Energy Plan

4.1 Structuring the Planning Process

Developing a regional energy plan requires a structured and systematic approach. The planning process should begin with formulating a clear timeline, defining the budget, and allocating the necessary resources. Assessing the technical capacity of the local authority is essential to determine whether additional expertise is required. In cases where internal capabilities are insufficient, external consultants, research institutions, or energy agencies may be commissioned to assist with specific tasks.

4.2 Establishing Key Planning Components

The structure of the plan should include the formation of an Energy Steering Committee responsible for overseeing execution. A baseline inventory must be developed to assess current emissions and energy consumption levels. Risk and vulnerability assessments should also be conducted to identify potential threats related to climate change.

4.3 Defining Mitigation and Adaptation Measures

Once the baseline is established, mitigation and adaptation measures should be outlined to ensure a sustainable and resilient energy system. Mitigation measures focus on reducing greenhouse gas emissions through energy efficiency improvements and renewable energy integration. Adaptation measures aim to strengthen the region's resilience to climate change impacts by incorporating sustainable land use planning, biodiversity conservation, and infrastructure enhancements.

4.4 Implementing Monitoring and Reporting Mechanisms

Proper implementation mechanisms, including monitoring and reporting procedures, should be put in place to track progress and ensure the effectiveness of the energy plan over time. Establishing key performance indicators (KPIs) and regular assessment intervals will help measure success and make necessary adjustments.

5 Conclusion

Stage 1 of the Regio1st framework is a crucial preparatory phase that ensures effective regional energy planning. By clearly defining geographical boundaries, assigning roles and responsibilities, reviewing existing policies, and setting up a structured framework, local authorities can create a robust and actionable energy strategy. The success of this stage depends on strong stakeholder collaboration, efficient resource allocation, and continuous monitoring. Establishing a well-defined plan from the outset lays the groundwork for a smooth transition toward sustainable energy use and climate resilience.

Website:

https://regio1st-planning-framework.fedarene.org/

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