

NZC Action Plan Webinar concept draft

The Action Plan-Webinar shall give advice on structuring and writing the AP document, stressing to present results of the crucial tasks in a proper way as a basis for action implementation.

This Action Plan document shall contain a concise description of the framework conditions of the city with respect of GHG emissions and the efforts necessary to achieve the Net Zero until 2030.

The content shall be the following;

- The background information on the city's framework conditions with stakeholder mapping, as well as the current strategies, will document the Vision (commitment to achieve the targets, review of strategies),
- summarizing the current GHG emission state, the emission reduction pathways, a description of appropriate action types
- a portfolio of actions as a table with emission reduction on project-by-project basis
- resulting in an emission reduction balance, a rough cost estimation and a priority list of actions.

Thus, the Action Plan can align best with the Finance Plan in the early phases for the implementation steps.

The webinar will address the 2 sectors of the CCCC "Understanding the system" and Co-design a Portfolio (of actions) and will present the steps through the following sections:

1. Introduction –
2. What is the project's objective to be supported by the AP document
3. Why the NZC project and the AP is so important compared with other projects of the city?
4. The Action Plan Process structure and the AP plan project document – stressing the differences
5. The proposed structure of the Action Plan document:
 - Assessment of the Present Situation: the city's general framework conditions will help understanding the GHG emission state, its distribution, its pattern and possible ways and barriers to reduce the emissions through a designed portfolio of actions:
 - Political and legal framework conditions: the (social) ecosystem, of governance structure, policies and strategies, the stakeholder structure, the common vision and commitment to achieve the NCZ targets
 - framework conditions of the city's physical state and its spatial structure: land use distribution, urban development directions (e. g. compact urban development), infrastructure (focussing on transportation infrastructure (private vs. public transport), and energy networks (grid, heating /Cooling networks)) which affect on energy volume, energy carrier use and thus, GHG emissions.
 - Assessment of the current state referring to GHG emissions
 - baseline Inventory (emission reduction pathways and future scenarios?)
 - current policies and strategies with respect of GHG reduction
 - systemic barriers towards climate 2030 neutrality
 - Emission Reduction Pathways towards climate neutrality
 - Future scenarios and impact pathways
 - Portfolio (of actions), designed referring to Modules C-1, C-2
 - Planned use of indicators for monitoring, evaluation and learnings on the implementation of actions and process to conduct
6. Three breakout sessions on:
 - The city's general framework conditions, having effect on GHG emissions and reduction
 - Foundations of emission modelling / emission inventory development
 - Portfolio co-design – possible instruments and implementation requirements
7. Feedback on AP document structuring and the breakout sessions
8. Next steps and closing

1. Introduction (10 mins)

- What is the project’s objective to be supported by the AP document?
 - To achieve the Net Zero Mission!
 - The AP document shall provide all information required for action implementation, require understanding the City’s spatial structure, planning history and social background as reasons leading to the current GHG emission state and influencing intervention ways on removing emissions:
 - Governance-/policy-related and social framework conditions and of GHG reduction actions
 - Physical/spatial framework conditions, affecting GHG emission reduction and GHG-reduction action allocation

- Why the NZC project and the AP is so unique, compared with other projects of the city?
 - The target is not removal of some GHG emissions through interventions!
 - The target is to achieve Zero Emissions, require eliminating all GHG emissions by 2030!

- What are the differences between the Action Plan Process and the Action Plan document?

The Action Plan process is providing knowledge, suggesting and achieving a portfolio of GHG emission reduction actions and structuring the output into the Action Plan document.

The Action Plan document serves as policy paper and implementation preparation document, describing the city’s framework conditions, the current GHG emissions and possible changes, monitoring indicators and progress, and finally a portfolio of actions and a priority list.

- Action plan process overview:

The Action plan steps refer to:

- a) achieving interest in and commitment to an integrated process on full GHG emission reduction
- b) exploring the city’s framework conditions, affecting city-related emission reduction actions
- c) developing a GHG inventory (including in the city), to describe the current GHG emission state,
- d) drafting and adapting instruments to achieve or support emission reduction
- e) making use of monitoring indicators to observe the achieved progress during implementation
- f) conducting a process to design a portfolio of instruments and measures (by making use of d), involving all relevant groups to provide a portfolio-table of actions with all information to be implemented and finally developing a priority list.

- Action plan structure overview:

- a) The integrated framework conditions (political/governance, social, physical/spatial)
- b) The current GHG emission state and addressing expected future changes
- c) The monitoring steps to document the GHG reduction progress
- d) The Portfolio of actions with all information, ready for implementation
- e) The priority list for project implementation as information for finance planning.

Example – Example - Example - Example

- Thus, the AP document:
 - shall provide a comprehensive overview on the city’s general framework conditions, which help understanding the GHG emission state, its distribution, its pattern and possible ways and barriers to reduce the GHG emissions.
 - shall provide a further overview of the governance structure, the policies and strategies (including the Vision), as well as the stakeholder structure and the achieved commitment on achieving GHG removal in the city.
 - Shall depict the GHG inventory, showing the current GHG state and serving as data set for gap analysis towards NetZero and documenting the reduction achievements.
 - Shall provide the Portfolio of actions and a priority list of projects to be implemented in the first phase.
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- a detailed, accurate emission inventory is obligatory, to identify the crucial emission themes requiring actions for emission reduction - and
- the portfolio co-design, must result in a complete set of actions and all information for implementation.
- **The Action Plan must be finally complete!** The EU Commission will be involved in the validation process for the CCC label.
- **But: the cities need not to start from scratch, if they already have existing working teams and knowledge from earlier projects!**
 - Basic design principles to develop action plans, building on existing concepts and processes, propose stakeholder- and citizen participation, conduct data-driven analysis and impact assessment to inform policy making and public consultation

2. Exemplary case studies: (40 mins)

The ideal Action Plan, the required Input and the structure for easy guidance of emission reduction.

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- shall provide a further overview of the governance structure, the policies and strategies (including the Vision), as well as the stakeholder structure and the achieved commitment on achieving GHG removal in the city.
- Shall depict the GHG inventory, showing the current GHG state and serving as data set for gap analysis towards NetZero and documenting the reduction achievements.
- Shall provide the Portfolio of actions and a priority list of projects to be implemented in the first phase
- a detailed, accurate emission inventory is obligatory, to identify the crucial emission themes requiring actions for emission reduction - and

and the “Systems Understanding” step provides background information and describes the working framework: GHG baseline, current policies, barriers, impact pathways, emission domains, emission volume by domain, GHG reduction requirements and general instruments to achieve NZ emissions.

- The process to compile a complete set of actions – through stakeholder workshops and expert workshops – e.g. by emission domain, to collect innovative interventions (technological-, organisational-, governance-, and social ones).
- The final Portfolio shall be a table of actions with full information for action implementation (on scope, allocation, responsible actors, GHG reduction in tons by fuel use, cost of the action, to bring GHG emissions towards Net Zero).
- The interventions will be examined. A cost-impact assessment and a budget shall lead to prioritization of the most important, effective actions to be implemented in the future.

Secondly two city action plans will be presented by city representatives

Each presentation may take 10 minutes.

Finally, the key learnings will be summarized in 10 minutes.

3. Coffee mini break (5 mins.)

4. Breakout session on the major Action Plan steps (30 mins.)

Two breakout sessions will be facilitated, addressing key processes within the action plan process which are the most important ones successful for the CCC label validation:

- Session topics:
 - GHG emission modelling / emission estimation
 - audience shall estimate emission volumes for emitter groups of one emission domain
 - audience shall identify crucial emission themes requiring urgent actions for reduction.
 - Action portfolio co-design
 - Audience shall discuss
 - potential actions, in particular responsible actors, costs,
 - ways for implementation, obstacles, valuable implementation support
 - Results written in a table for later presentation...

A facilitator from the NetZeroCities consortium shall coordinate the sessions. A city advisor and consortium members ("the audience") shall contribute to each session. Consortium members shall volunteer for joining one of the two sessions.

Session a) The emission inventory exercise shall make clear how GHG emissions shall be calculated.

The facilitator shall describe the crucial items: emission causing activities with their scope and volume, the required energy, the related energy carriers, and their emission factors. Some of these numbers will be provided by the NetZeroCities team to start a discussion and initial calculation of emission totals by emitter groups of a hypothetical or a real city. The audience shall discuss how GHG emissions can be estimated. If necessary, the facilitator shall guide addressing emission causing activities with scope and volume, the required energy, the related energy carriers, and their emission factors.

Based on the guidance (if necessary) the audience shall estimate GHG emission volumes by emitter groups to identify the crucial emission themes which are urgently requiring actions for emission reduction. Outcome shall be a table of emitter groups with GHG emission volume and used energy carriers.

Session b) shall allow experiencing a short portfolio co-design process for a certain emission domain:

The facilitator will initially describe the emission groups of the particular emission domain (e. g. transportation). He/she will describe how emission volume is estimated (addressing emission causing activities with scope and volume, energy demand, energy carriers, and emission factors). Then the

facilitator will ask the audience to call emission reduction actions to be related to emitters within the emission domain. The actions must be addressed with full information for implementation (on scope, allocation, responsible actors, GHG reduction in tons by fuel use, costs of the action) to bring GHG emissions towards Net Zero. If the audience cannot name concrete numbers, or the facilitator will help with some exemplary information.

First outcome shall be a table of (a few) actions with all information for implementation.

An exemplary action portfolio table structure will be presented listing:

- a set of actions (technological, organisational, governance and financing actions), of which each action is related to
 - emission domains (heating/cooling, power generation, transport, production, waste management, agriculture, and nature)
 - to locations where the action shall be implemented
 - to GHG reduction impact based on scope and volume of action
 - to responsible and exposed actors to conduct implementation
 - to estimated costs and further efforts, barriers

Implementation must be emphasized, as this is the key to success. Financing and responsible persons, groups, companies, in charge for implementation must be committed to the action.

Final questions to be answered are: *How can the action be implemented in your city. What are your key obstacles, and what help do you need for implementation?*

5. Feedback, Q & A (30 mins)

The feedback “chapter” will start with presentation of the 2 breakout groups’ results (5 mins. each)

After this a final discussion will follow, to provide feed back on the breakout session results as well as on the whole webinar.

6. Next steps and closure

As next steps the following shall be addressed:

- meet your breakout group
- assess your progress in the process
- assess your content and fill the missing parts
- work on complete emission inventory
- work on portfolio with complete action description ready for implementation
- work on portfolio (by action) with the finance plan
- obtain the CCC label

