

SECAP evaluation tool

Quick guide on how to use the tool



The CEESU 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

The image shows a presentation slide within a software interface. The slide features a central diagram of 'EVALUATION CRITERIA' represented by a hexagonal ring of colored triangles. Surrounding this diagram are five criteria: RELEVANCE, EFFECTIVENESS, IMPACT, COHERENCE, and EFFICIENCY, each with a brief definition. A blue box on the left contains the title and a sub-heading. The bottom of the slide includes a navigation menu with various topics.

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?

COHERENCE
how well does the intervention fit?

EFFICIENCY
how well are resources being used?

SUSTAINABILITY
will the benefits last?

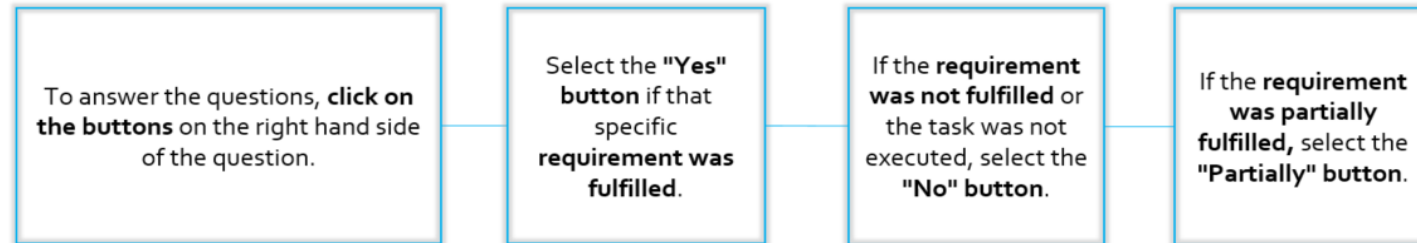
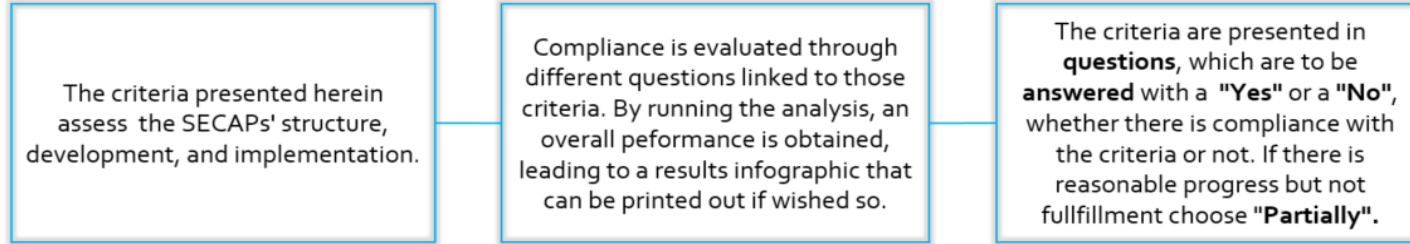
EVALUATION CRITERIA

Source: OECD DAC Network on Development Evaluation (2019)

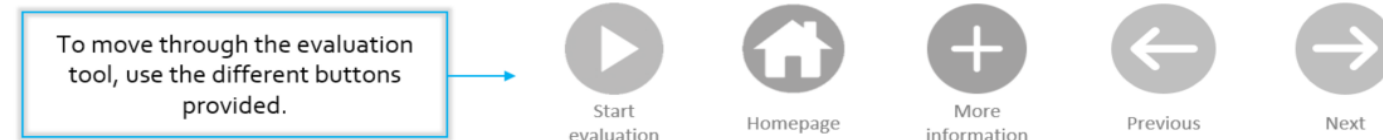
Navigation: [Homepage](#) | [Introduction](#) | [Instructions](#) | [Political Process](#) | [Administrative Structure](#) | [Budget](#) | [Participatory process](#) | [BEI](#) | [Risk-vulnerabilities](#) | [Action Plan](#) | [Implementa ...](#)

How to use the tool

Instructions



Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Are the CO ₂ emissions factors / parameters accurate enough?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>



SECAP components

- *Political process*
- *Admin structure*
- *Budget*
- *Participatory process*
- *BEI*
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- *Just Transition*

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?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>



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Evaluation Criteria	Compliance Assessment		
	Yes	Partially	No
Are there enough municipal employees / officers involved in developing the SECAP?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are there enough municipal employees / officers involved in implementing the SECAP?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
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.?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Does the municipality have an interdepartmental structure able to jointly work on SECAP development and implementation?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
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.?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>



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



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



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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?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are the energy consumption data and the ensuing CO ₂ emissions calculations wholly reflecting the municipal situation?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are the energy consumption data and the ensuing CO ₂ emissions calculations sufficiently accurate?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are the CO ₂ emissions factors / parameters accurate enough?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are there enough sectors included for the calculation of the BEI?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>



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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?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Is a climate adaptation plan (or similar) already available?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Is a loss and damage analysis (e.g. RVA) already available?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
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?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Is the information contained in the risk and vulnerability analysis sufficiently accurate?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>



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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?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are the planned measures covering enough sectors to achieve the committed reduction?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are the described measures achieving the necessary committed CO ₂ reduction?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are the SECAP measures fully (or only partially) achievable by 2030?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Is the timeframe fully coordinated with local actors and stakeholders?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are resources (financial, human resources, etc.) available to meet the planned timeframe?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are the SECAP measures fully adopted (or partially accepted) by the local community and stakeholders?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are the SECAP measures aligned with other municipal strategies and plans?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>



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



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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?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
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.)?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
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.)?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are there any collaborations or trade-offs with other municipalities?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Is the municipality participating at national or regional events, or CoM related events, promoting or making possible interchanges with other municipalities?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>



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



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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?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Were the social measures described in the mitigation and adaptation policies included in the SECAP?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are there any mechanisms for avoiding social exclusion?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>



SECAP compliance - Evaluation results

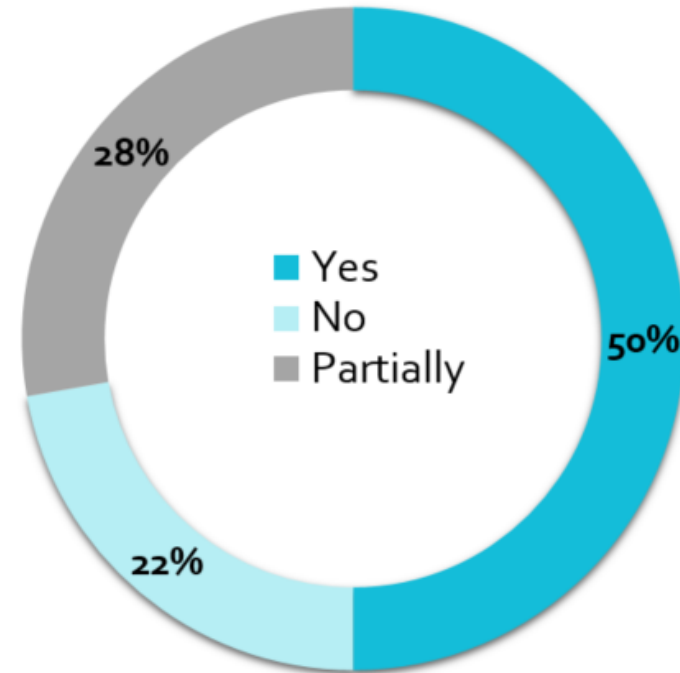
Type in the local authority's name (e.g. Municipality of Bucharest, City of Tallin, Pinsk District, etc.)

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

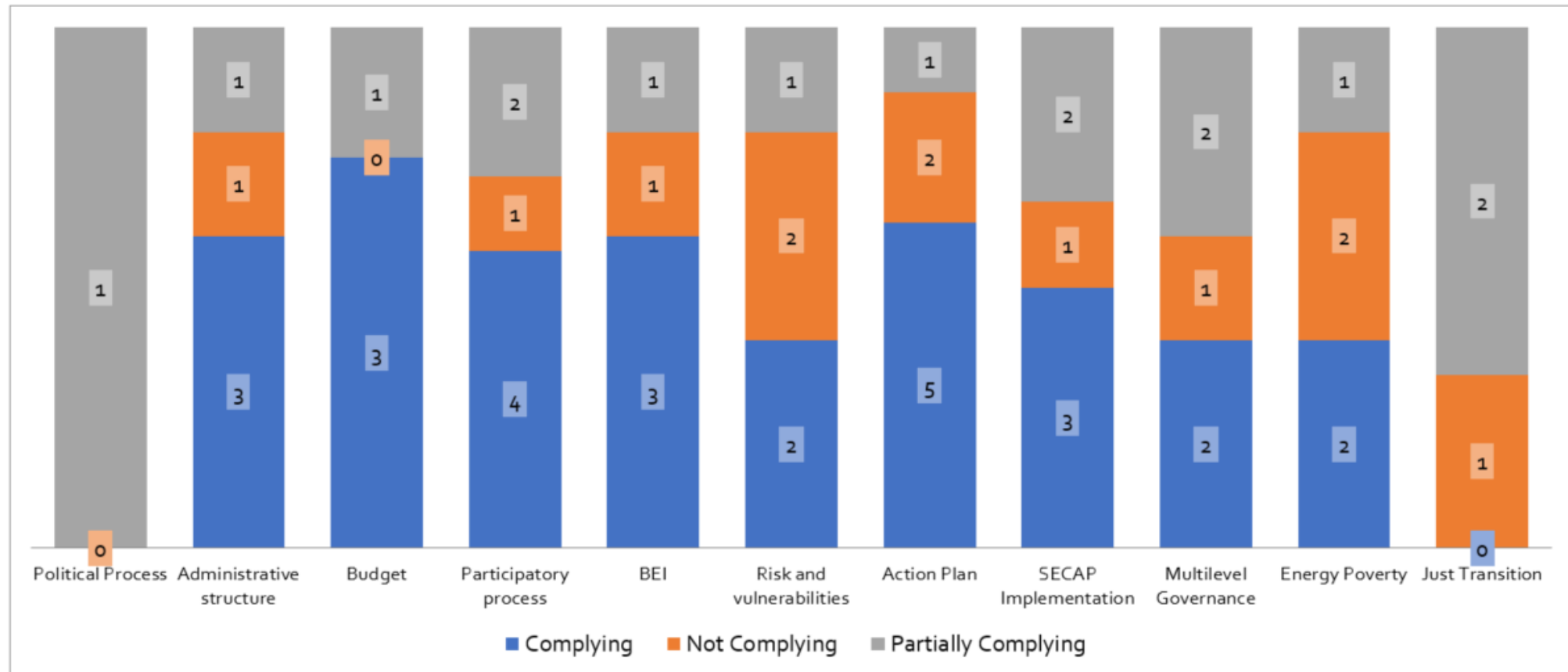
Provides a general overview on the compliance of the SECAP, showing how many criteria were fulfilled, and how many were not.



SECAP compliance - Evaluation results

Detail Compliance with the SECAP Criteria

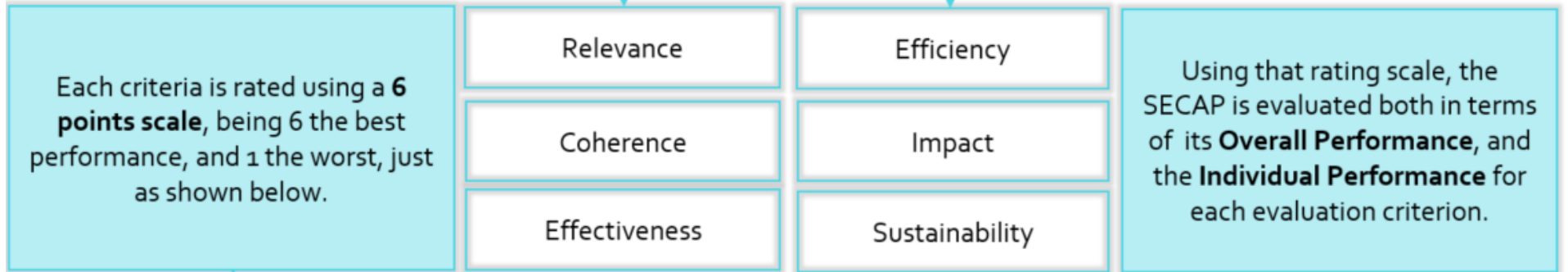
A more **detailed compliance assessment** gives insight on the **specific components** of the SECAP. The numbers on the bars show the number of **complying, partially complying and not-complying criteria** for each component.



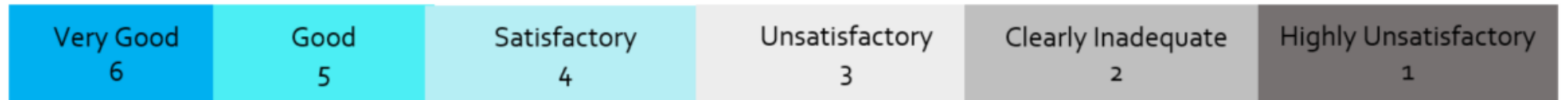
CRITERIA – Evaluation results



Additionally, the **SECAP Performance** is evaluated in terms of 6 **Evaluation Criteria**



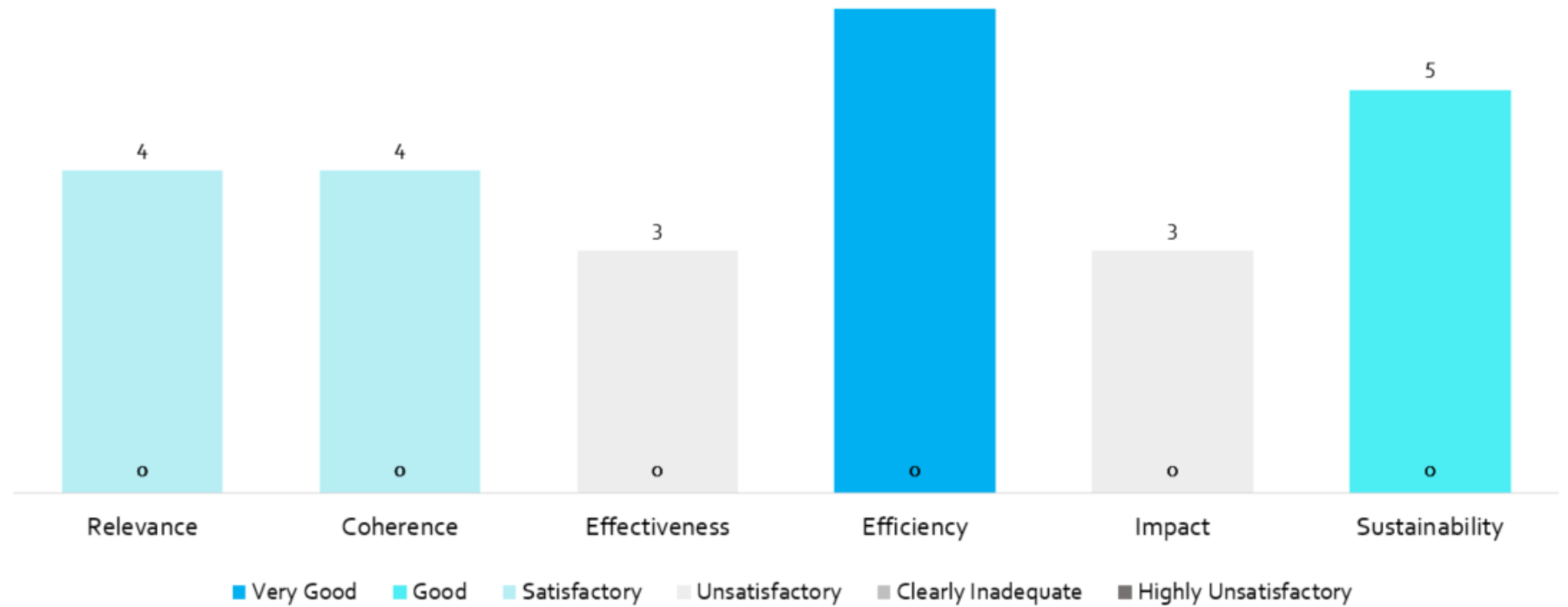
6 Points Rating Scale



CRITERIA – Evaluation results



Individual Performance for each Evaluation Criteria





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