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DETAILED WORKPLAN FOR ACTIVITIES

PARTNER NAME: **Excmo. Ayuntamiento de Murcia - Murcia City Council (Spain)**
WORKPLAN PERIOD: **January, 2009 – October, 2010**
DATE OF SUBMISSION: **January, 26, 2009**

:

Murcia Plan of Activities

Name and Title

Murcia City Council

Institution

SECTION 1

DESCRIPTION OF PARTNERSHIP

A. Project Goal and Rationale:

WP4 of the Pro-EE project is where the procurement of energy efficient appliances will be integrated into the wider energy efficiency strategy of the city. Both the procedures and the individual activities build on the results of WP2 and WP3. Own WP3 activities of the authority will be integrated into the Energy Efficiency Scan, the internal action plan and also into the local stakeholder consultation as they shall serve as model for these stakeholders aiming to involve them to follow.

For this purpose, the five pilot cities will elaborate a local energy efficiency plan, putting special emphasis in the framework of the PRO-EE project, on sustainable procurement. Tangible results will be:

- the implementation/application of the procurement procedures, and furthermore their integration into an overall strategy for energy efficiency, and
- a set of additional measures and activities to promote these strategies among other buyers, such as municipally owned companies, other public authorities and businesses. Additional awareness raising actions for citizens on energy efficient appliances and housing complete such an integrated strategy for local authorities.

B. Project Objectives and Strategies for achieving them

Energy Efficiency Scan

The Climate Compass Methodology recommends as a first step the so-called Climate Scan, which corresponds to a state-of-the-art evaluation of activities already being carried out. Each pilot city will gather the relevant departments and compile the activities relevant to the PRO-EE subjects (and on a voluntary basis to all other fields of action). The result will serve as a basis for the development of future activities.

Internal action plan

The next step is to identify activities and measures that the local authority can take up within its own competence. A catalogue of short-, medium- and long-term measures to improve energy efficiency will be set up. Such a catalogue will comprise additional measures to the ones covered by rather sustainable procurement schemes, e.g. an energy saving campaign among the civil servants. The aim is to be able to present a number of measures that the local authority will undertake to improve its own energy efficiency performance when addressing external stakeholders and citizens (keywords are credibility and model function of the local authority).

Stakeholder consultation and involvement of citizens

The development of the local energy efficiency plan is to be considered as a process under the leadership of the local authority, by involving 1) as many as possible departments within the city administration (mainstreaming) and 2) the local stakeholders in order to tap the full/higher potentials for energy efficiency. All pilot cities will develop activities for involving external stakeholders and citizens.

The aim is to jointly identify actions and measures for individual actors (companies, housing associations, private house owners, etc.) and how the local authority could support/promote such actions. For this purpose, all five cities will organise meetings with all (or a selection of) stakeholders, hold public meetings for citizens (to inform about the plan elaboration and about aims, possibilities and benefits of energy efficiency, presenting energy efficient appliances, etc. All these meetings shall be facilitated by professionals. Energy experts will provide input during the meetings or at other opportunities (any major event in the city on environmental issues or presenting the activities of the local authority). With the aim to involve as many citizens as possible, awareness raising campaigns with incentives (like a quiz with prizes, personal energy saving advice, etc.) should be developed. Climate Alliance will provide ideas for such activities, which may then be differentiated according to the local context in the five cities.

Adoption of the energy efficiency plan

At the end of WP4, the pilot cities should have developed their energy efficiency plan in enough detail, so that it comprises targets for individual sectors and fields, a list of activities and measures for immediate implementation (which may already have started at that time) as well as a medium- and long-term strategy. The aim is to bring the plan into the local council by the end of the project and to promote it at the final PRO-EE conference.

Short description of objectives related main tasks of WP4

Objective 0 – (POINT OF DEPARTURE AND ENVISAGED FINAL PRODUCT)

What are the partner's expectations from this project based on the actual situation in energy action and planning? First mention the context (energy action plan already in place, extra chapter on energy efficient products planned, etc.), then identify the "final product":

The point of departure is the political will of the city government of increasing energy efficiency in the city as a mean to tackling climate change, reduce greenhouse emissions and become a green city. At the point of departure there is no knowledge the energy efficiency status of the city. At the end of the process it is expected that the city have executed an energy efficiency plan that permits to achieve the objectives set by the politicians and defined above.

Objective 1 (ENERGY EFFICIENCY SCAN)

The objective of this point is to have a picture of the current of the energy consumption of the city in terms of primary energy (fuels, electricity,...), the application of the consumption and the efficiency in the equipments used.

Objective 2 (INTERNAL ACTION PLAN):

Analyze the city council status in terms of energy efficiency and propose actions to improve it.

Objective 3 (INVOLVEMENT OF STAKEHOLDERS):

Elaborate an energy efficiency plan involving neighbors, environmental & professional associations, public authorities, enterprises, in the elaboration.

Objective 4 (ADOPTION OF ENERGY EFFICIENCY PLAN):

Prepare the means and aware citizens, politics and civil servants to the final approval of the energy efficiency plan in the plenary of the city-council.

SECTION 2

IMPLEMENTATION PLAN

Objective 1	ENERGY EFFICIENCY SCAN													Y2	Budget Required		
Expected Results	Generation of a database on energy consumption of the citizens Generation of a database on type of energy consumption equipments at homes Generation of a database on age and efficiency status of the houses (buildings) Generation of a database on mobility habits of the citizens																
Activities	2009												Y2	Budget Required			
	1	2	3	4	5	6	7	8	9	10	11	12					
1.1	EVALUATE THE ENERGY CONSUMPTION OF THE CITIZENS		X	X													0€
1.2	EVALUATE THE ENERGY GENERATION AT THE CITY		X	X													0€
1.3	ELABORATION OF AN ENQUIRY TO ESTIMATE ENERGY EFFICIENCY AT HOME		X														200€
1.4	DISSEMINATION AND COLLECTION OF THE ENQUIRY			X	X	X											2000€
1.5	GENERATION OF A DATA BASE FOR RESULTS AND POST-PROCESSING						X	X	X								800€
1.6	PUBLICATION OF THE RESULTS, PRESS RELEASE, CITY COUNCIL WEB-PAGE								X								0€

**OBJECTIVE 1 (ENERGY EFFICIENCY SCAN) – Activities
Sub Tasks (how to achieve activity targets)**

FIRSTLY THE ENERGY SUPPLIERS WILL BE CONTACTED AND THEY WILL BE ASKS FOR THE ENERGY CONSUMPTION DATA ON ELECTRICITY, FUELS AND NATURAL GAS...

IT WILL BE ALSO ASKED TO THE ENERGY GENERATORS FOR THE DATA OF ENERGY GENERATION WITHIN THE MUNICIPALITY

IT WILL BE EVALUATED THE ENERGY CONSUMPTION FORM RENEWABLE ENERGY SOURCES (SOLAR THERMAL, BIOMASS...) THOUGH THE ESTIMATION OF THE EXISTING FACILITIES IN THE CITY.

IT WILL BE PREPARED AN ENQUIRY FOR CITIZENS ASKING FOR THEIR ENERGY EFFICIENCY STATUS AT HOME AND THEIR CONSUMPTION: AGE OF THE HOUSE, DATE OF LAST RESTORATION, TYPE OF EQUIPMENTS (ELECTRIC OR FUEL HEATING,...), MOBILITY HABITS, ...

IN ORDER TO OBTAIN THE MAXIMUM NUMBER OF ENQUIRIES POSSIBLE. IT IS PLANNED THE DISSEMINATION AND PROMOTION OF THE ENQUIRY THROUGH THE CITY-COUNCIL WEB PAGE, THE ORGANIZATION OF DIFFERENT EVENTS AND FREE ACTIVITIES AT THE STREETS THAT MAY ATTRACT THE CITIZENS TO THE ENQUIRY. FOR EXAMPLE THE ORGANIZATION OF CANOEING AT THE RIVER, ROLLER PARADE, CAPTIVE FLIGHTS IN AEROSTATIC BALLOON, TREES PLANTATION FOR THE CHILDREN...

AFTER COLLECTING ALL THE DATA, A DIGITAL DATABASE WILL BE GENERATED.

THE DATA WILL BE POST-PROCESSED TO ESTIMATE ENERGY EFFICIENCY STATUS OF THE CITY.

THE RESULTS WILL BE PRESENTED ON A PUBLIC PRESS RELEASE AND PUBLISHED ON INTERNET.

Objective 2	INTERNAL ACTION PLAN														
Expected Results	Reduction of the energy consumption of the City Council Determine the energy status of the public light network Introduction of energy efficiency habits into Sports Department Show the model function of the City Council in energy field Introduction of energy saving habits in the civil servants														
Activities		2009												Y2	Budget Required
		1	2	3	4	5	6	7	8	9	10	11	12		
2.1	BASIC ANALYSIS OF THE ENERGY EFFICIENCY STATUS AT PUBLIC LIGHTING AND FACILITIES. ELABORATION OF PROPOSALS	X	X	X	X										500€
2.2	ELABORATION OF AN ORDINANCE ON ENERGY EFFICIENCY IN PUBLIC LIGHTING						X	X		X	X				0€
2.3	ADOPTION OF ECO & ENERGY EFFICIENCY PROTOCOL BY THE SPORTS FACILITIES DEPARTMENT.	X	X	X											0€
2.4	ELABORATION OF A TENDER FOR INSTALLATION OF PHOTOVOLTAIC FACILITIES AT THE ROOFS OF THE CITY COUNCIL BUILDINGS AND IN MUNICIPAL RURAL AREAS					X	X	X		X	X	X	X		0€

OBJECTIVE 2 (INTERNAL ACTION PLAN)– Activities Sub Tasks (how to achieve activity targets)

PUBLIC LIGHTING IS THE MAIN ENERGY CONSUMER OF THE MUNICIPALITY. IT IS PLANNED THE ELABORATION OF A BASIC INVENTORY OF THE PUBLIC LIGHTING INCLUDING NUMBER OF LIGHTS, POWER, TECHNOLOGY, AND CURRENT EFFICIENCY REGULATIONS.

FROM THE ANALYSIS OF THE INVENTORY IT WILL BE ELABORATED DIFFERENT PROPOSALS TO IMPROVE ENERGY EFFICIENCY OF THE PUBLIC LIGHTING IN COLLABORATION WITH SUPPLIERS AND CITY COUNCIL TECHNICIANS SUCH AS INTRODUCTION OF ASTRONOMIC REGULATION, FLUX REGULATORS, CHANGE OF LIGHTING TIME TABLE ...

IT WILL BE ALSO ELABORATED A BYLAW TO INCREASE ENERGY EFFICIENCY IN THE PUBLIC LIGHTING. THE BYLAW MAY CLASSIFY THE TERRITORY OF THE MUNICIPALITY INTO SECTORS WHERE THE LEVEL OF ILLUMINATION MAY VARY AS A FUNCTION OF THE USE OF THE TERRITORY. THE BYLAW WILL ALSO FIX THE TECHNICAL CRITERIA TO ENSURE ENERGY EFFICIENCY OF THE TECHNOLOGY INSTALLED. IT WILL IMPLY THE PARTICIPATION OF DIFFERENT DEPARTMENTS OF THE CITY COUNCIL SUCH AS THE JURIDICAL, THE URBANISM AND THE ENVIRONMENTAL DEPARTMENTS THROUGH THE EXECUTION OF DIFFERENT MEETINGS. THEM IT WILL BE OPEN TO THE PUBLIC FOR ALLEGATIONS.

SPORTS PUBLIC FACILITIES ARE ALSO VERY DEMANDING IN TERMS OF ENERGY. IT IS PROPOSED THE ADOPTION OF THE SPORTS ACTIVITIES AND FACILITIES A PROTOCOL TO FOLLOW ECO AND ENERGY EFFICIENCY CRITERION. IT WILL IMPLY THE COLLABORATION OF THE ENVIRONMENTAL AND SPORTS DEPARTMENTS.

AS PART OF THE CITY COUNCIL MODEL FUNCTION, IT WILL BE ELABORATED A PUBLIC CALL FOR TENDERS FOR THE INSTALLATION OF PHOTOVOLTAIC FACILITIES IN THE ROOFS OF THE PUBLIC BUILDINGS OWNED BY THE CITY COUNCIL. THE ELABORATION OF THE CALL WILL IMPLY THE ESTIMATION OF THE AVAILABLE SURFACES AND THE ESTIMATION OF THE LOADS THAT THE BUILDINGS WAY RESISTS.

IT WILL BE ALSO ORGANIZED SEVERAL COURSES ON EFFICIENT DRIVING FOR THE CIVIL SERVANTS OF THE CITY COUNCIL. IT WILL REQUIRE THE COLLABORATION OF THE DRIVING SCHOOLS.

IT WILL BE PERIODICALLY DONE ENERGY SAVING CAMPAIGN, REMINDING THE CIVIL SERVANTS THE SAVING HABITS AND THE PROTOCOL TO FOLLOW IN THE EFFICIENT USE OF ENERGY-CONSUMING EQUIPMENTS AT WORK. IT IS PLANNED TO E-MAILING THEM AT THE START OF THE HEATING SEASON IN AUTUMN AND THE COOLING SEASON IN SPRING. IT IS ALSO DONE AN ENERGY SAVING CAMPAIGN IN CHRISTMAS BY INTERNET TO REMIND THEM THE BEST-PRACTICES RELATING ENERGY EFFICIENCY IN THEIR FREE TIME.

Objective 3	INVOLVEMENT OF STAKEHOLDERS															
Expected Results	Participation of the public transport enterprise, environmental enterprises, recycling enterprises, hotel associations, professional associations, environmental associations, and citizens in the elaboration of the energy efficiency plan. Elaboration of a final version of the energy efficiency plan to be presented to the City Council Plenary															
Activities		2009												Y2	Budget Required	
		1	2	3	4	5	6	7	8	9	10	11	12			
3.1	MEETINGS (1) WITH THE BUS PUBLIC TRANSPORT ENTERPRISE FOR ELABORATE ACTIONS FOR INTRODUCTION OF BIO-FUELS IN THEIR FLEET.		X													0€
3.2	SET-UP OF A ROUND TABLE WITH ASSOCIATIONS FOR ACTIONS ON SUSTAINABLE URBAN MOBILITY.	X		X												0€
3.3	MEETING WITH ASSOCIATIONS OF LOCAL HOTELS (1), LOCAL ENVIRONMENTAL ENTERPRISES (1), RECYCLING ENTERPRISES (1) FOR IDENTIFY ACTIONS ON ENERGY EFFICIENCY PLAN.	X		X		X										0€
3.4	MEETINGS (2) WITH PUBLIC WATER SUPPLY ENTERPRISE TO COORDINATE AN ENERGY EFFICIENCY AND SAVING PLAN FOR FAMILIES.				X			X								0€

3.5	PROMOTION OF THE CITIZENS PARTICIPATION IN THE ELABORATION OF THE ENERGY EFFICIENCY PLAN.	X	X	X	X	X	X	X	X	X	X	500€	
3.6	SET-UP A ROUND TABLE WITH ENVIRONMENTAL ASSOCIATIONS, PUBLIC ADMINISTRATIONS, NEIGHBORS ASSOCIATIONS, UNIVERSITY, PROFESSIONAL ASSOCIATIONS, PRIVATE HOUSE OWNERS AND PRIVATE COMPANIES FOR DISCUSS PROPOSALS ON ENERGY EFFICIENCY PLAN.									X	X	X	0€
3.7	ELABORATION OF THE FINAL VERSION OF THE PROPOSAL OF ENERGY EFFICIENCY PLAN FOR THE POLITICIANS.											X	0€

OBJECTIVE 3 (INVOLVEMENT OF STAKEHOLDERS) – Activities Sub Tasks (how to achieve activity targets)

THERE WILL BE A SPECIFIC MEETING WITH THE ENTERPRISE IN CHARGE OF THE BUS PUBLIC TRANSPORT AT THE CITY TO ELABORATE ACTIONS FOR THE INTRODUCTION OF BIO-FUEL IN THE PUBLIC TRANSPORT, INITIALLY AS A PILOT EXPERIENCE IN SOME BUSES.

IT WILL BE SET-UP A ROUND TABLE ON SUSTAINABLE URBAN MOBILITY WITH BICYCLE ASSOCIATIONS, PEDESTRIANS ASSOCIATIONS, CIVIL ENGINEERS ASSOCIATIONS,...AT LEAST TWO MEETINGS WILL BE HELD. THERE IT WILL BE ANALYSED THE NEEDS OF THE “MOBILITY USERS” AND CITIZENS.

THERE WILL BE A SPECIFIC MEETING WITH THE ASSOCIATION OF HOTELS OF THE REGION “HOSTEMUR” TO IDENTIFY ACTIONS FOR THE ENERGY EFFICIENCY PLAN TO PROMOTE ENERGY EFFICIENCY & SAVING HABITS WITHIN THE USERS OF THE HOTELS OF THE CITY

THERE WILL BE A SPECIFIC MEETING WITH THE ASSOCIATION OF ENVIRONMENTAL ENTERPRISES OF THE REGION “AEMA” TO IDENTIFY ACTIONS FOR PROMOTING ENERGY EFFICIENCY WITHIN THE BIG AND SMALL STORES AND SHOPS OF THE CITY. SUCH AS THE PROMOTION OF A ENERGY EFFICIENCY LABEL, “ENERGY EFFICIENCY AUTO-AUDITS”,...

THERE WILL BE A SPECIFIC MEETING WITH THE ASSOCIATION OF RECYCLING OF LAMPS TO IDENTIFY ACTIONS FOR THE PROMOTION OF ENERGY EFFICIENCY & ENERGY SAVING THROUGH THE RECYCLING OF OLD NON-EFFICIENT LAMPS.

THERE WILL BE SPECIFIC MEETINGS WITH THE PUBLIC ENTERPRISE FOR WATER SUPPLY TO COORDINATE EFFICIENCY & SAVING PLAN FOR ENERGY AND WATER ORIENTED TO FAMILIES OF THE CITY. SUCH AS THE ELABORATION OF WORK-SHOPS ON SAVING AT HOME, THE EXECUTION OF ENERGY AUDITING AT HOME, THE PRESENTATION OF ENERGY EFFICIENCY KITS AND WATER SAVING KITS...

IN ORDER TO PROMOTE THE PARTICIPATION OF THE CITIZENS IN THE ELABORATION OF THE ENERGY EFFICIENCY PLAN IT WILL BE SET FOUR MAIL-BOXES AT THE CITY STREETS AND AN E-MAIL ADDRESS WILL BE AVAILABLE FOR CITIZENS PROPOSALS.

SET-UP A ROUND TABLE FOR IDENTIFY ACTIONS AND DISCUSS PROPOSALS ON ENERGY EFFICIENCY PLAN WITH ENVIRONMENTAL ASSOCIATIONS, PUBLIC ADMINISTRATIONS, NEIGHBORS ASSOCIATIONS, UNIVERSITY, PROFESSIONAL ASSOCIATIONS, PRIVATE HOUSE OWNERS, PRIVATE COMPANIES. AT LEAST THREE MEETINGS WILL TAKE PLACE.

AT THE END OF THIS PERIOD IT IS EXPECTED TO OBTAIN A FINAL VERSION OF THE PROPOSAL OF ENERGY EFFICIENCY PLAN TO BE PRESENTED

TO THE POLITICIANS OF THE CITY COUNCIL PLENARY.

Objective 4	ADOPTION OF ENERGY EFFICIENCY PLAN													
Expected Results	<p style="text-align: center;">Aware politicians, enterprises and citizens of the need of an energy efficiency plan through the adoption of institutional commitments of the City Council dealing with climate change and sustainability. Final approval of the energy efficiency plan at the City Council Plenary.</p>													
Activities	2010												Y2	Budget Required
	1	2	3	4	5	6	7	8	9	10	11	12		
4.1 ADOPTION OF A LOCAL STRATEGY TACKLING CLIMATE CHANGE OF THE CITY COUNCIL	X													500€
4.2 DEPUTY CHAIR CITY OF THE BOARD OF DIRECTORS OF NETWORK OF SPANISH CITIES FOR CLIMATE.	X	X	X	X	X	X	X			X	X			0€
4.3 PROPOSAL FOR BECOMING CHAIR OF AN ENERGY RELATED FORUM IN EUROCITIES	X													0€
4.4 ADHESION OF THE CITY TO THE COVENANT OF MAYORS (BROUGHT AND APPROVED AT PLENARY)	X													0€
4.5 PROPOSAL OF ELABORATION OF AN SUSTAINABLE MOBILITY PLAN, IMPLANTATION OF TRAMWAY, BICYCLE RENTAL AND NEW BICYCLE PATHS	X	X	X											1000€

4.6	USE OF BIOGAS OF THE SOLID WASTE PLANT FOR ELECTRICAL PRODUCTION AND SEWAGE PLANT GAS FOR VEHICLES FUEL	X	X	X	X			0€	
4.7	BRING AND APPROVE AT PLENARY OF THE CITY COUNCIL THE ENERGY EFFICIENCY PLAN.					X	X	X	0€
4.8	MUNICIPAL TAX REDUCTION FOR ENERGY EFFICIENCY AND SAVING MEASURES IN HOUSEHOLDS	X	X	X	X	X		X	0€

**OBJECTIVE 4 (ADOPTION OF ENERGY EFFICIENCY PLAN) – Activities
Sub Tasks (how to achieve activity targets)**

IN ORDER TO AWARE CITIZENS AND ENTERPRISES IT WILL BE ADOPTED AND EXECUTED A LOCAL STRATEGY TO TACKLING CLIMATE CHANGE WITH SEVERAL MEASURES COMPROMISED DEALING WITH ENERGY EFFICIENCY.

IT WILL ALSO BE ASSUMED SEVERAL INSTITUTIONAL DUTIES LIKE THE DEPUTY CHAIR IN THE BOARD OF DIRECTORS OF THE “NETWORK OF SPANISH CITIES FOR CLIMATE” WITHIN NATIONAL FEDERATION OF MUNICIPALITIES AND PROVINCES. IT MAY SERVE AS AN AWARE MEASURE ORIENTED MAINLY TO THE POLITICIANS OF THE PLENARY OF THE CITY COUNCIL.

IT WILL BE ASSUMED A PROPOSAL OF THE CITY OF MURCIA FOR BECOMING CHAIR OF AN ENERGY RELATED FORUM IN EUROCITIES. IT MAY CONVINCEN THE CITIZENS AND POLITICIANS OF THE CAPACITY OF THE CITY DEALING WITH MANAGEMENT ENERGY TOPICS.

THROUGH THE ADHESION OF THE CITY TO THE COVENANT OF MAYORS IT IS EXPECTED TO HAVE A MODEL FUNCTION WITH RESPECT TO THE CITIZENS AND ENTERPRISES IN TERMS OF COMMITMENTS ON ENERGY EFFICIENCY AND SAVING. THE ADHESION OF THE CITY TO THE COVENANT OF MAYORS IMPLY THE ELABORATION OF AN INITIAL EMISSIONS BALANCE AND THE ELABORATION OF A PLAN FOR SUSTAINABLE ENERGY. BOTH TASKS ARE PARTIALLY FULFILLED WITH THE ENERGY EFFICIENCY SCAN AND PLAN.

THE ELABORATION OF A SUSTAINABLE URBAN MOBILITY PLAN IS A KEY ISSUE FOR THE ENERGY EFFICIENCY PLAN THAT MAY IMPLY THE DESIGN AND CREATION OF NEW MEANS FOR THE CITIZENS TO DEVELOP A SUSTAINABLE MOBILITY HABITS, SUCH US THE CREATION OF CYCLE LANES, NEW LINES OF TRAM...

FINALLY IT IS EXPECTED THE BROUGHT AND APPROVAL OF THE ENERGY EFFICIENCY SCAN AT THE PLENARY OF THE CITY COUNCIL. FOR THAT SEVERAL ADMINISTRATIVE PROCEDURES MUST BE INITIATED THREE MONTHS IN ADVANCE.