

3rd Centralized Training Session

Thursday, 19 November – Friday, 20 November – 2015
Lyon (FRA)

SEAP+EnMS Implementation and Monitoring

Emanuele Cosenza

SOGESCA Srl

e.cosenza@sogesca.it

EMANUELE COSENZA

SOGESCA

Project Development

✳ Municipalities supported in the Project Activities:

- Pordenone (52,000 inh.)
- Montecchio Maggiore (24,000 inh.)
- Marostica (14,000 inh.)
- Federazione dei Comuni del Camposampierese (11 Municipalities, 97,000 inh.)



TRAINING MENU

SEAP+EnMS

SEAP+EnMS

- Implementation and Monitoring
- The Covenant of Mayors towards 2030

The new „***Sustainable Energy and Climate Action Plan***“

Exercise n. 2: Monitoring and measuring a SEAP+EnMS

SEAP+EnMS: IMPLEMENTATION OUTLINE

- ✿ Gain Top Management commitment for EnMS;
- ✿ Appoint Energy management Team;
- ✿ Promote awareness of EnMS in the Municipality staff (administrative and political);
- ✿ Perform a gap analysis;
- ✿ Develop implementation plans;
- ✿ Approve the implementation plan (SEAP+EnMS Plan);
- ✿ Operate and assess EnMS;
- ✿ Continually improve SEAP+EnMS;
- ✿ Get Certification of the EnMS – Get JRC approval of the SEAP



SEAP+EnMS: STEP 1: TOP MANAGEMENT COMMITMENT

Top Management must demonstrate its fully support the implementation initiative. Without top management commitment, the implementation will not succeed.

- ✿ Roles and responsibilities of top management (including prevision of resources);
- ✿ Determine the objectives of the Management System (+ SEAP strategy);
- ✿ Appoint management representative



SEAP+EnMS: STEP 1: TOP MANAGEMENT COMMITMENT

Commitments

Top management commitments (involve, discuss, support, check, decide, feedback):

- ✦ **Creating Energy Policy;**
- ✦ Creating scope and boundaries of the EnMS;
- ✦ Appointing a management representative/team;
- ✦ Providing resources and communicating;
- ✦ Reviewing the EnMS performance;
- ✦ Being involved while

Objectives and targets are established

Finalizing EnPI

- ✦ Receiving performance reports;
- ✦ Considering energy performance in decisions

SEAP+EnMS: STEP 1: TOP MANAGEMENT COMMITMENT

Commitment to Implement: Management Decision

Before implementation, management must make the decision and commitment to implement by considering:

- ✦ Why ISO 50001?
- ✦ What is the organization's need?
- ✦ What are the expected benefits?
- ✦ How much employee time is necessary?
- ✦ What is the operational impact?
- ✦ What is the estimated cost?
- ✦ Is certification to ISO 50001 required/desired?

[Documentazione Pordenone\50.001_Pordenone\Nomine per SGE\46 DELIBERA N. 93_2015 DEL 25_05_2015 COST SGE.pdf](#)

SEAP+EnMS: STEP 2: APPOINT IMPLEMENTATION TEAM


Commitment to Implement: Gain Commitment (Energy Team) part 1

Management must commit resources to the implementation effort which could include:

- ✦ Assigning a manager with appropriate skills and competence as project leader (defined in the training procedure of the energy team)


ENERGY TEAM COORDINATOR	ENERGY TEAM MEMBERS
Laurea Tecnica o Diploma Tecnico	Laurea o Diploma
Formazione specifica in materia di Gestione dell'Energia	Formazione specifica in materia di Gestione dell'Energia
Esperienza professionale in materia di Gestione dell'Energia di almeno 2 anni	
Esperienza lavorativa di almeno 5 anni	Esperienza lavorativa nel ruolo al momento ricoperto di almeno 2 anni

What kind of expertise is required to take part in the Energy Team?



- ✦ Approving the energy management team

[Documentazione Pordenone\50.001_Pordenone\Nomine per SGE\55 DAD_1122_04-06-2015 Gruppo Gestione Energia\).pdf](#)



Who are the Energy Team Members defined by the Top Management?

SEAP+EnMS: STEP 3: DEFINITION OF IMPROVEMENTS OPPORTUNITIES

Commitment to Implement: Gain Commitment (Energy Targets, improvement opportunities)

Management must commit resources to the implementation effort which could include:

- ✿ Classifying implementation as high-priority project starting from “Energy use evaluation” procedures and defining a “**Register of improvement opportunities**”

Documentazione Pordenone\50.001_Pordenone\Procedure ISO 50.001\MODULO E01.04 Registro opportunità di miglioramento 13 11 2015.xlsx



SEAP+EnMS: STEP 4: DEVELOP IMPLEMENTATION PLAN

Now that we know what we have to achieve (through the GAP analysis, the definition of roles and responsibilities, the definition of the improvement opportunities register), we can develop and implement an Action Plan

- ✿ Identify important activities, processes that need to be established;
- ✿ Identify energy review needs, measurement needs, monitoring requirements;
- ✿ Identify analysis and tools and techniques needed;
- ✿ Estimate costs, timeframes, resources requirements, etc.



SEAP+EnMS: STEP 4: DEVELOP IMPLEMENTATION PLAN

According to the WP4 activities (page 52 of the Annex I):

- ✿ Implementation of at least 3 actions foreseen SEAP+EnMS in the first year after the political approval of the SEAP:
 - Option 1:
 - 2 actions coming from the EnMS implementation + 1 action coming from stakeholders (public/private partnership);
 - Option 2:
 - 2 actions coming from stakeholders (public/private partnership) + 1 action coming from EnMS implementation

SEAP+EnMS: STEP 5: IMPLEMENTATION OF THE PLAN

Commitment to Implement: Gain Commitment (SEAP+EnMS develop./impl.)

Management must commit resources to the implementation effort which could include:

- ✦ Developing a high-level implementation plan (SEAP+EnMS Plan);
- ✦ Ensuring adequate project resources (own funds, regional funds, national funds, stakeholders investments, public/private partnership, ...)

PORDENONE experience: SEAP+EnMS+DEC+PRGC+PUMS → Integreting strategic plans

Documentazione Pordenone\SEAP Draft Pordenone\PAES PN 2015 PAES - DEC REV 2015 11 09.docx

Documentazione Pordenone\SEAP Draft Pordenone\Allegato Schede Azione PAES - DEC Rev 2015 11 13.docx

SEAP+EnMS: STEP 6: APPROVE THE IMPLEMENTATION PLAN

- ✦ Top management decides whether to proceed with the implementation plan or send it back for reworking..;
- ✦ Gain Approvals;
- ✦ Request approval of the Plan covering:
 - ✦ Assumptions and constraints;
 - ✦ Start and completion dates;
 - ✦ Responsibilities and authorities;
 - ✦ Resources and estimated costs (public and private);
 - ✦ Tracking and reporting method;
 - ✦ Expected benefits
- ✦ BaU scenario; efficiency scenario, etc.

SEAP+EnMS: MONITORING AND MEASURE FOR EFFECTIVENESS

ISO 50001 par. 4.6.1: *The organization shall ensure that the key characteristics of its operations that determine energy performance are monitored, measured and analysed at planned intervals. Key characteristics shall include at a minimum:*

- * Significant energy use and other outputs of the energy review;
- * The relevant variables related to significant energy uses (external temperature etc.);
- * Definition of the EnPI which will be applied;
- * The effectiveness of the action plans in achieving objectives and targets;
- * Evaluation of actual versus expected energy consumption.



SEAP+EnMS: MONITORING AND MEASURE FOR EFFECTIVENESS

Determine:

- ✦ What to measure;
- ✦ How to measure;
- ✦ Who will be responsible;
- ✦ Frequency of measurements;

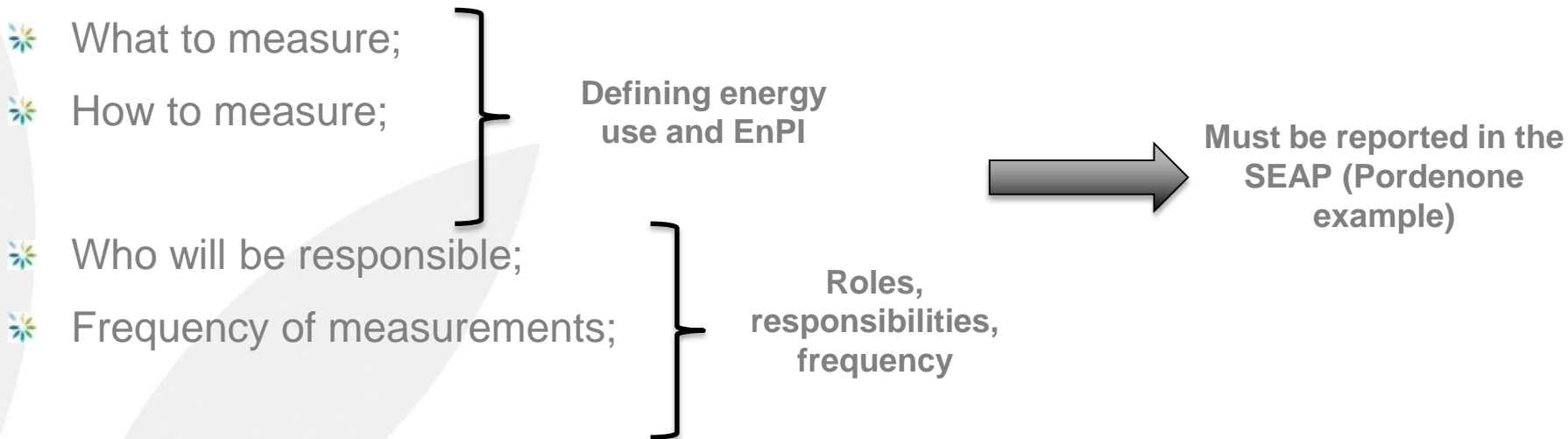
Use the implementation project to begin monitoring and measuring activities

Apply suitable methods for monitoring, and where applicable, measurement of process



SEAP+EnMS: MONITORING AND MEASURE FOR EFFECTIVENESS

Determine:



Documentazione Pordenone\50.001_Pordenone\Procedure ISO 50.001\PSE_07_Monitoraggio usi energia rev.0 del 30.10.2015.docx

Documentazione Pordenone\50.001_Pordenone\Procedure ISO 50.001\MODULO E07.01 Piano di monitoraggio Rev.0 30.10.2015.xlsx

SEAP+EnMS: MONITOR IMPLEMENTATION PROGRESS

- ✿ Hold regular meetings with core team members (Top Management + Management Representative + Energy Team + other administrative staff/departments involved in SEAP level. + stakeholders representatives [?]) to review progress;
- ✿ Agree on feedback schedules with top management;
- ✿ Internal/External Communication of progress and achievements;
- ✿ Begin monitoring and measuring as soon as a process is put in place (remember energy data collection with Italian municipalities..);
- ✿ Review processes and update as necessary during the implementation phase (P.A. + private sectors in collaboration with D.S.O.s)



THE COVENANT OF MAYORS TOWARDS 2030

Warning!

The municipalities involved in the Project, have to sign and submit the adherence to the “old” Covenant of Mayors” 20-20-20 ASAP as required by the Covenant of Mayors office.

[50000&1SEAPs_Signatories of the CoM.xlsx](#)



THE COVENANT OF MAYORS TOWARDS 2030

The new initiative Covenant of Mayors for Climate and Energy, launched by the European Commission during the Open Days 2015:

New Covenant, new targets:

- ✦ Reducing carbon emissions on our territory by at least 40% by 2030 through improved energy efficiency and greater use of renewable energy sources;
- ✦ Increasing our **resilience to the impacts of climate change**;
- ✦ Translating these commitments into a series of concrete steps, including the **development of a Sustainable Energy and Climate Action Plan** which defines concrete measures and outlines the desired outcomes;
- ✦ Monitoring and reporting on our progress regularly within the framework of this initiative;
- ✦ Sharing our vision, results, experience and know-how with fellow local and regional authorities within the EU and beyond through direct cooperation and peer-to-peer exchange.

→ **NO GUIDELINES ARE AVAILABLE AT THE MOMENT...**

THE COVENANT OF MAYORS TOWARDS 2030

The new modalities for signatories:

- ✿ I am already a signatory of the Covenant of Mayors and/or Mayors Adapt, do I have to join to the new initiative?
- ✿ No, there is no obligation for existing Covenant of Mayors and Mayors Adapt signatories to join the new initiative – it remains up to the local authorities to decide when to renew their commitment. You are however encouraged to join the new initiative to scale up your ambitions at your convenience.
- ✿ I am not a signatory of the Covenant of Mayors or Mayors Adapt but I would still like to join, can I sign up now to any of them?
- ✿ From the 1st November 2015, it will no longer be possible to join neither Mayors Adapt nor the (2020-oriented) Covenant of Mayors. It will only be possible to sign up to the new (2030-oriented) Covenant of Mayors initiative.

THANK YOU FOR YOUR KIND ATTENTION!

Emanuele Cosenza

SOGESCA

www.sogesca.it

e.cosenza@sogesca.it

