Version 01.01.2017

1 Development and Spatial Planning

	Max. points	Measure description
1.1		**Municipal concepts and strategies**
1.1.1 Key measure	6	**Climate and energy strategy** The municipality has binding guiding principles comprising qualified and quantified energy and climate policy targets for local policies that are in line with or more ambitious than national targets and cover all areas of eea.
1.1.2 Key measure	6	**Climate and energy concept** The municipality has a climate protection and energy concept that gives concrete shape to its guiding principles. The concept is aligned with medium-term and long-term goals and strategies. It contains a quantified pathway for increasing energy sufficiency and efficiency, expanding the share of renewable energies and reducing CO2 emissions. It also contains allocated measures including the utilisation of waste heat and storing energy.
1.1.3 Key measure	10	**Monitoring of climate and energy concept** The municipality conducts regular energy and climate analyses, monitors its defined pathways with suitable quantitative indicators and updates the concept and planning accordingly.
1.1.4 Key measure	6	**Effects of climate change** The municipality takes appropriate action to face climate change, taking into account the sensitivity of the municipal territory.
1.1.5	4	**Circular economy** The municipality has concepts/strategies/analyses to enact a local policy of reduction, reuse, recycling and the material/energetic valorisation of waste. Collection and separation are conducted efficiently. The charge system reflects the polluter-pays principle
1.2		**Municipal planning tools**
1.2.1 Key measure	10	**Spatial and energy planning** The municipality plans its future energy supply for its entire territory in accordance with spatial planning and the targets of climate/energy strategy and spatial/energy planning. Planning includes methods for evaluation.
1.2.2 Key measure	10	**Mobility and traffic planning** The municipality influences the traffic infrastructure for the entire municipal territory including roads, rail and public transport in order to reduce motorised private transport. It coordinates its mobility and traffic planning with its spatial planning. Planning includes methods for evaluation.

1.3		**Landowners' obligations**
1.3.1 Key measure	**10**	**Tools binding for landowners** The building regulations for landowners reflect the municipality's energy, mobility and spatial planning in keeping with the targets of climate/energy strategy, spatial/energy planning and mobility/traffic planning.
1.3.2 Key measure	**10**	**Innovative, sustainable urban and rural development** The municipality ensures that the urban development, architectural projects, competitions and selling or granting of long-term leases for municipal land are in line with its energy, mobility and spatial planning and in keeping with the targets of climate/energy strategy, spatial/energy planning and mobility/traffic planning.
1.4		**Building approval and monitoring**
1.4.1 Key measure	**8**	**Legal compliance during construction processes** The municipality monitors and documents the implementation of legal requirements concerning energy efficiency and renewable energies both when issuing building permits and on-site during the construction process. Non-compliant buildings
1.4.2	**4**	**Project planning and refurbishment of buildings** The municipality implements political arrangements for project planning and refurbishment of buildings within its territory to promote a high standard of energy and climate performance. The policy includes priorities and quantitative targets.

Version 01.01.2017

2 Municipal buildings, facilities

	Max. points	Measure description
2.1		**Energy and water management**
2.1.1 Key measure	6	**Exemplary management and construction of public buildings** The municipality has a declared commitment to constructing, refurbishing and managing its buildings according to the highest energy and ecological criteria with reference to nationally and internationally recognised standards.
2.1.2 Key measure	10	**Initial energy review and monitoring of energy and water consumption** The municipality conducts an initial energy review of all relevant buildings and facilities that it is in charge of. The municipality conducts regular energy and climate analyses, monitors its defined pathways with suitable quantitative indicators and updates the concept and planning accordingly. The initial energy review and monitoring includes: - energy used for: electricity, heat, cooling - primary energy, greenhouse gas emissions - water consumption - potential for efficiency and renewable energies
2.1.3 Key measure	6	**Refurbishment concept, optimisation of operation** The municipality prepares a refurbishment concept for all buildings with savings potentials that it is in charge of. This concept contains medium- and long-term measures for increasing energy efficiency and the share of renewable energies.
2.1.4	4	**Exemplary new construction or refurbishment** The municipality has completed at least one innovative full refurbishment or new construction with regard to energy efficiency and/or renewable energies.
2.2		**Quantitative targets for energy, efficiency and climate impact**
2.2.1 Key measure	8	**Share of renewable energies - heating** The municipality increases the use of renewable sources of energy in meeting its energy requirements for the heating and cooling of municipal buildings and facilities.
2.2.2 Key measure	8	**Share of renewable energies - electricity** The municipality increases the portion of renewable energies/green energies in the electricity consumption of municipal buildings and facilities.
2.2.3 Key measure	8	**Energy efficiency - heating** The municipality improves the energy efficiency of heating and cooling systems in municipal buildings and evaluates energy efficiency based on regularly updated energy indices for heating, hot water and cooling systems for various building categories.

2.2.4 Key measure	**8**	**Energy efficiency - electricity** The municipality improves energy efficiency in relation to electricity usage in municipal buildings and evaluates energy efficiency based on regularly updated energy indices for electricity for various building categories.
2.2.5 Key measure	**8**	**CO2 and greenhouse gas emissions** The municipality reduces CO2 and greenhouse gas emissions associated with the operation of buildings that it is in charge of. This reduction is in line with the short-term reduction pathway target.
2.3		**Street lighting and water efficiency**
2.3.1 Key measure	**6**	**Public lighting** The municipality's public lighting in public areas is optimally aligned with energy efficiency targets based on state-of-the-art analyses. It is continuously monitored and improved based on recognised indicators and indices.
2.3.2	**4**	**Water efficiency** The municipality increases the water efficiency of municipal buildings. The municipality evaluates the water efficiency and the annual water consumption for various building categories.

Version 01.01.2017

3 Supply and disposal

	Max. points	Measure description
3.1		**Enterprise strategy, supply strategy**
3.1.1	**6**	**Enterprise strategy of energy suppliers** The municipality ensures that energy suppliers define strategies for the municipal territory to improve energy efficiency, increase the use of renewable energies, support climate protection and optimise grid regulation for all energy supplies (natural gas/biogas, electricity, district heating).
3.1.2	**4**	**Charge on grids and use of revenue** The municipality levies a charge on grid-bound, non-renewable sources of energy or uses part of the revenue from concessions, dividends etc. to promote energy efficiency, the use of renewable energies and climate protection.
3.2		**Products, rates, customer information**
3.2.1	**6**	**Product and service range** The energy supplier offers a comprehensive range of services in relation to energy efficiency and the promotion of renewable sources of energy. (recognised examples: energy consulting, renewable electricity products, promotion)
3.2.2 Key measure	**8**	**Sale of electricity from renewable sources within the municipal territory** The municipality increases sales of electricity from renewable sources/green power within the municipal territory.
3.2.3	**4**	**Measures to influence energy consumption** The energy supplier (in coordination with the municipality) takes measures to increase customers' awareness of and motivation for the efficient use of energy, the utilisation of renewable energies and own electricity generation.
3.3		**Local energy production within the municipal territory**
3.3.1	**6**	**Industrial waste heat** The municipality uses waste heat from industrial operations or cooling systems (internally and externally) for heating or cooling purposes.
3.3.2 Key measure	**10**	**Heating and cooling from renewable sources of energy within the municipal territory** The municipality fully utilises its potential for the use of renewable sources of energy for heating, hot water and cooling systems.
3.3.3 Key measure	**8**	**Electricity from renewable sources of energy within the municipal territory** The municipality increases the share of electricity from renewable energies within the municipal territory.

3.3.4 Key measure	**10**	**Cogeneration and waste heat/cooling from electricity generation within the municipal territory** The municipality fully utilises its potential for the heat-controlled cogeneration of electricity for heating and cooling purposes.
3.4		**Energy efficiency of water supply**
3.4.1 Key measure	**6**	**Energy efficiency of water supply** The municipality operates municipal water supply systems (collection, treatment, distribution) at a high level of energy efficiency and monitors power consumption based on indicators and indices.
3.4.2	**2**	**Efficient use of water** The water supplier (in coordination with the municipality) takes measures to increase customers' awareness of and motivation for the efficient use of water.
3.4.3	**4**	**Management of green areas** The municipality manages its green and open spaces ecologically to support climate protection. It retains, upgrades and/or extends green and open spaces in densely populated areas.
3.5		**Energy efficiency - waste water treatment**
3.5.1 Key measure	**6**	**Energy efficiency of waste water treatment** The municipality operates municipal waste water treatment systems at a high level of energy efficiency and evaluates them based on recognised indices.
3.5.2	**4**	**Use of external waste heat from waste water** The municipality fully utilises its potential for external waste heat from waste water collection channels and/or waste water treatment plants in line with its energy planning.
3.5.3	**4**	**Utilisation of sewage gas** The municipality fully utilises sewage gas produced in waste water treatment plants for the generation of energy.
3.5.4	**4**	**Rainwater management** The municipality's rainwater management takes retention, sewage and separation into account.
3.6		**Energy from waste**
3.6.1 Key measure	**8**	**Energetic use of waste** The municipality fully utilises the energy potential of waste generated within the municipal territory in line with its waste concept.
3.6.2	**4**	**Energetic use of organic waste** The municipality fully utilises the energy potential of organic waste generated within the municipal territory in line with its waste concept.
3.6.3	**4**	**Energetic use of landfill gas** The municipality fully utilises the energy potential of landfill gas generated within the municipal territory.

Version 01.01.2017

4 Mobility

	Max. points	Measure description
4.1		**Mobility in administration**
4.1.1 Key measure	4	**Promotion of mobility awareness in administration** The municipality promotes intelligent, sustainable mobility behaviours among its staff.
4.1.2	4	**Municipal vehicles** The municipality procures its vehicles according to the procurement guidelines (alternative fuels, efficient vehicles) and ensures efficient use.
4.2		**Traffic calming, parking**
4.2.1 Key measure	8	**Parking space management** All public car parks are managed, including those outside centres (with indication of prices and enforcement).
4.2.2	6	**Main transport axes** The municipality ensures smooth traffic flows along main axes at low speed levels in the form of settlement-oriented rather than traffic-oriented management.
4.2.3 Key measure	10	**Attractive design of public spaces and speed reduction** The municipality provides attractive public spaces and implements reduced-speed and pedestrian priority zones across the entire municipal territory.
4.2.4	4	**Municipal supply systems** The municipality provides local basic services within the municipal territory, ensuring that energy-efficient logistics systems are in use that are aligned with climate protection.
4.3		**Non-motorised mobility**
4.3.1 Key measure	10	**Network of footpaths, signage** The municipality creates an attractive, secure and signalled network of footpaths across the entire municipal territory.
4.3.2 Key measure	10	**Network of cycle paths, signage** The municipality creates an attractive, secure and signalled network of cycle paths across the entire municipal territory.
4.3.3	6	**Parking spaces for bicycles** The municipality provides a sufficient number of safe, easily accessible and attractive (if necessary covered) bicycle parking spaces, particularly at important cycling destinations and transfer nodes.

4.4		**Public transport**
4.4.1 Key measure	**10**	**Quality of available public transport** The municipality ensures high-quality public transport that provides coverage of the entire municipal territory and connects with regional and national transport systems.
4.4.2	**4**	**Public transport priority** The municipality ensures that public transport is given priority at critical points on the streets.
4.4.3 Key measure	**6**	**Multi-modal mobility** The municipality proposes options for ecologically friendly multi-modal mobility and promotes these.
4.5		**Mobility marketing**
4.5.1	**8**	**Mobility marketing in the municipality** The municipality ensures that regular, active PR and marketing activities are conducted in order to promote efficient and sustainable mobility for different target groups.
4.5.2 Key measure	**6**	**Model mobility standards** The municipality monitors the development of its local mobility standards based on indicators.

Version 01.01.2017

5 Internal organisation

	Max. points	Measure description
5.1		**Internal structures**
5.1.1 Key measure	8	**Human resources, organisation** The municipality ensures that the necessary qualified human resources are available for energy and climate protection and the monitoring of the eea process within the local administration.
5.1.2	4	**Committee** There is an eea committee/energy committee responsible for elaborating, implementing and monitoring the energy and climate concept and eea process.
5.2		**Internal processes**
5.2.1	2	**Integration of staff** The municipality has a defined system to sensitise and motivate its staff by agreement to implement energy and climate measures in their daily work and become role models.
5.2.2 Key measure	10	**Performance review and annual planning** The municipal energy committee conducts annual reviews of eea processes based on the defined energy reduction pathway with suitable qualitative indicators and updates the activity plan accordingly. The annual review is communicated internally and externally.
5.2.3	6	**Further training** The municipality promotes and requires energy- and climate-relevant, target group-specific further training for its staff and political representatives. Participation is documented.
5.2.4 Key measure	6	**Procurement** The municipality implements purchasing guidelines for procurement that take into account energy and climate factors as well as life cycle costs. The municipality evaluates the implementation of these guidelines.
5.3		**Finance**
5.3.1 Key measure	8	**Budget for energy policy within the municipality's work** The municipality provides an annual budget for energy and climate policy to fund the ongoing development of basic concepts, requisite human resources, calls for experts, PR work and cooperation in order to implement resolved measures and monitor their implementation.

Version 01.01.2017

6 Communication, cooperation

	Max. points	Measure description
6.1		**Communication strategy**
6.1.1 Key measure	4	**Communication and cooperation concept** The municipality prepares a concept for planning the various communication and cooperation activities. This concept includes the communication target, the targeted audience, the means of communication and relevant measures. The municipality defines and sets its active role in the cooperative process.
6.1.2	4	**Model effect, corporate identity** The municipality incorporates an innovative energy and climate policy as part of its identity and communicates this commitment actively.
6.2		**Cooperation and communication with authorities**
6.2.1	6	**Public housing institutions** The municipality cooperates with public housing institutions and cooperatives in order to implement high standards of energy efficiency, the use of renewable energies and climate protection.
6.2.2 Key measure	6	**Other municipalities and regions** The municipality cooperates with other municipalities on issues of sustainable energy policy at a regional, national and/or international level. Synergies in measure implementation are systematically analysed and used.
6.2.3	2	**Regional and national authorities** The municipality introduces energy and climate strategy at a regional and national level.
6.2.4	2	**Universities and research** The municipality cooperates with universities and research in the areas of sustainable energy use, transport and climate.
6.2.5 Key measure	4	**Schools, pre-schools** The municipality cooperates with schools and pre-schools (involving students, teachers and building managers) in order to implement high standards of energy efficiency, promote the use of renewable energies, support climate protection and conduct energy projects.
6.3		**Cooperation and communication with industry, business and trade**
6.3.1 Key measure	10	**Industry, businesses, trade and service providers** The municipality cooperates with industry, businesses, trade and service providers in order to implement high standards of energy efficiency, promote the use of renewable energies and support climate protection.
6.3.2 Key measure	6	**Professional investors** The municipality cooperates with professional investors in order to implement high standards of energy efficiency, promote the use of renewable energies and support climate protection.

6.3.3	**4**	**Location marketing** An innovative energy and climate policy represents the most significant factor of location marketing in environmental businesses, sustainable tourism and leisure activities. The municipality focuses on sustainable location policy and setting up environmentally friendly businesses as well as "green" commercial zones.
6.3.4	**4**	**Forestry and agriculture** The municipality supports the sustainable use of forests and agricultural areas. It promotes the generation of energy from these ecosystems in a manner that does not compete with ecological issues.
6.4		**Communication and cooperation with residents and local multipliers**
6.4.1 Key measure	**6**	**Working groups, participation** The municipality involves its citizens in its decision-making processes and forms working groups to initiate, support and implement energy or climate-related projects.
6.4.2 Key measure	**10**	**Local population** The municipality sensitises and motivates the local population to implement energy and climate measures in their decisions and to achieve sustainable living standards.
6.4.3	**4**	**Multipliers (NGOs, religious institutions, associations)** The municipality sensitises and motivates multipliers to implement energy and climate measures in their decisions and to become role models. The municipality and the multipliers work together, and the municipality integrates multipliers in its activities.
6.5		**Support for private activities**
6.5.1 Key measure	**10**	**Information centre for energy, mobility, ecology** The municipality maintains or supports an information centre in order to provide consultancy relating to renewable energies, the maintenance of buildings, energy-related behavioural measures and mobility behaviours. It advises building constructors at the point in time that delivers the greatest scope of action within the construction process.
6.5.2	**4**	**Beacon project** Private stakeholders have implemented an ambitious energy or climate project with substantial municipal support.
6.5.3 Key measure	**10**	**Financial support** The municipality provides financial support for energy and climate protection projects of private households, industry and trade within the municipality.