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Methodology for selecting winners for COMPETE4SECAP

C4S TEAM UP FOR ENERGY

D2.6 - Methodology for the evaluation of competition

The competitions within COMPETE4SECAP

The project will organise a competition for the participating cities, in order to motivate people to achieve higher energy savings and to provide an additional incentive for a successful implementation of the Energy Management Systems.

There are three team-levels competing in three categories:

Category 1 | Highest Energy Savings

Category 2 | Success in implementing the Energy Management System

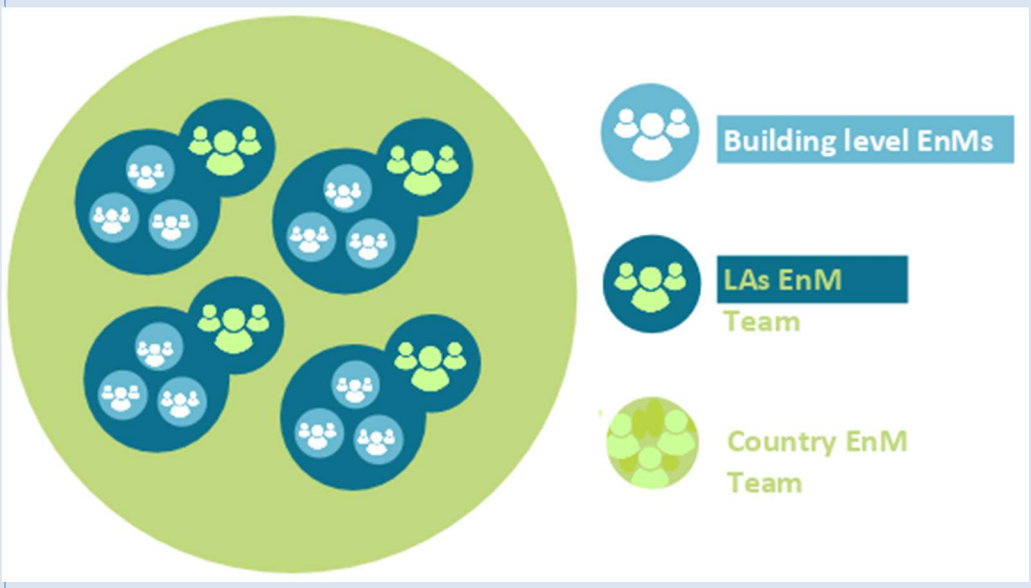
Category 3 | Best Country

Teams that will be awarded

1. **Building Level Energy Management Team - see Category 1**
   Consists of the people that carry out the energy saving competition in a building.
2. **Local Authority Level Energy Management Team - see Category 2**
   Consists of the existing energy/SEAP team (who are also responsible for the implementation of the ISO 50001 energy management system.
3. **Country Level Management Team - see Category 3**
   Consists of one representative from each LA, the national project partner and at least one policy maker per country.

Visualisation:

The large green bubble represents a partner-country.



Category 1 | Highest Energy Savings (building level)

Requirements

General

1. Building is **owned or rented by a LA**
2. **Building is included in the EnMS of LA** (in order to ensure interlinkage within C4S-elements)
3. **More** than **3 employees** per building
   Avoid the involvement of buildings with major changes in the number of employees in the reference period and ideally in the competition year
4. **No renovation one** year before and during the competition
   It is necessary to collect energy data for one full year after the renovations.
5. The building's primary function should be office use (no library, health or educational institution, etc.)

Energy data

1. The electricity and heating consumption of the building can be measured
2. Monthly historical data from at least for the last year is available
3. Access to meters during the competition is possible

No Investments in EE-measures

Major investments in renovations are not permitted during and one year prior to the competition, since they affect the overall performance of a building and hinders the comparability to the energy performance of other participating buildings. These investments include:

1. Insulation of basement, roof or attic, facade, outside walls
2. Replacement or installation of heating or hot water system
3. Replacement or installation of ventilation system or cooling system
4. Replacement of windows if heat energy saving (kWh) do exceed 5% by replacement

Note: *The investments in 'major renovations' are allowed if they do not exceed 5% of total energy savings (kWh). The savings will be evaluated based on the energy saving estimations (planned savings) from energy audits or feasibility studies or based on average figures. If the estimated savings exceed 5% the estimated amount is removed from the final results. If calculations are not possible the building cannot compete for winning the competition in prize category 'energy savings'.*

Examples of **allowed investments or low-cost measures in the competition**:

1. Replacement of outside doors
2. Insulation of hot water and heating pipes or boiler
3. Installation of thermostatic radiator valves or allocators
4. Window and door sealing
5. Maintenance or optimization of HVAC
6. Installation of heating and electricity monitoring or controlling systems
7. Replacement or optimisation of lighting (installation of CFL, LED, sensors, etc.)

8. Replacement of old and inefficient office equipment and household appliances
9. Installation of solar thermal and PV, if measurable or possible to track the heat or electricity production.

Note: *Additional low-cost measures not included in the list above should be evaluated separately and should be handled individually by national project partner*

Selection of winners

A jury on national level will be in charge of selecting the winners for their country.

The winners of this category will be awarded on national level. The award goes to the best building level energy team.

This category rewards the building with the highest savings. Other categories (e.g. best campaign, sustainability) might be added by the partners as an optional and additional element.

Selection criteria

Highest Energy Savings: Highest energy savings achieved in % compared to the reference period.

Note: *The evaluation of the participants with the highest energy savings will be based on the calculations made by the Energy Monitoring Tool. The savings achieved in % will be calculated based on the energy data from reference period comparing to the energy consumption data during competition year.*

Detailed description on data calculation methods will be given in the Guidelines for the Energy Monitoring Tool.

Category 2 | Best implementation of EnMS (city level)

Requirements

General

The following requirements are in line with the EnMS-requirements and need to be fulfilled to be eligible to compete in this category.

1. The introduction of the EnMS is backed with a **political decision / top management decision**
2. The LA formed an **energy team**
3. A profound **status quo analysis** has been compiled
4. A clear set of measures incorporated in an energy management plan (respecting SECAP relevant measures) was compiled
5. The **energy management and implementation plan** for climate protection measures is backed by political decision/ strong commitment
6. An external **review** proved the successful implementation of the EnMS.
7. ISO 50001 / eea certification

Selection of winners

A jury with representatives of the project consortium gets a presentation of the results of an evaluation sheet that tracks the success of the implementation of the EnMS in the LAs.

The winners of this category will be awarded on European level. The award will go to the best city level team.

Evaluation Methodology:

Once an LA fulfills all basic requirements a short evaluation sheet is used to measure the success of the implementation with respect to the following sub-categories:

- Success in internal organisation, including teamwork, integration of LA-staff and trainings
- Success in energy performance indicators
- Success in communication and cooperation

In each sub-category there are criteria in which a municipality can receive points for ambitious activities and implemented measures.

The total score of this evaluation sheet will be the indicator for the best Local Authority.

Each partner has to provide the filled in sheets.

The “Implementation of management system Evaluation sheet” can be found using the following link: https://docs.google.com/spreadsheets/d/1ImM3-SkTAROz9hEWj3jd31x_Ix6cg4otWW_xkRTIniE/edit#gid=733933551

Please be aware that only jury members have access to this document.

Category 3 | Best Country

Requirements

General

1. The Country formed a “Country EnM team” that incorporated representatives of all participating LAs
2. Each LA carried out a saving competition in public buildings; at least 12 buildings participated in the saving competition (Three per municipality)
3. Each LA successfully installed an EnMS according to C4S specifications, i.e based on ISO 50001 or eea.
4. Each LA provided proof for the successful implementation of energy saving measures – by an external review/ audit
5. Each LA compiled/ updated a SECAP and it was officially approved by the Local Council

Selection of winners

A jury with representatives of the project consortium will select the winner. The selection will be based on the collective efforts achieved by the LAs of a country with regards to Category 1 (highest savings) and Category 2 (best implementation of EnMs)

This winning category will be awarded at European level. The award goes to the best country team.

Selection criteria

The baseline for the evaluation is the sum of the results achieved by all LAs within a country with respect to category 1 and category 2

The following calculation will be used to estimate the winning team:

Result of category 1 (with respect to the average of all buildings teams in the partner country) x Result of the category 2 average of a country

-> Weighted average of savings achieved in all building teams x average of total scores in evaluation sheets

Example:

(visualised for 2 countries)

Country 1	Country 2
Result in category 1: (in this simplified example, the average of savings of the best three LAs are chosen) LA 1 = 17% savings (average) LA 2 = 15% savings (average) LA 3 = 21% savings (average)	**Result in category 1:** (in this simplified example, the average of savings of the best three LAs are chosen) LA 1 = 22% savings (average) LA 2 = 14% savings (average) LA 3 = 21% savings (average)
Average savings in country 1 = **17,67%**	Average savings in country 2 = **19%**
Result in category 2: Average Score of evaluation sheet results of the **best three LAs** of country 1: LA 1 = 10 LA 2 = 8 LA 3 = 6	**Result in category 2:** Average Score of evaluation sheet results of the **best three LAs** of country 2: LA 1 = 9 LA 2 = 9 LA 3 = 7
Average score in country 1 = **8**	Average score in country 2 = **8,34**
Total result	
17,67% x 8 = **1,41**	19% x 8,34 = **1,58**
	Winner!

Awards

Awards will go to:

1) **Best Energy Team - Building level (awarded at national level)**
2) **Best City Team - National level (awarded at European level)**
3) **Best Country Team - European level (awarded at European level)**

- Budget for national prizes: 600 € per partners
- Budget for European prizes: 4.000 € in total (ICLEI)