

# Amica Mitigation Scan



Amica Mitigation Scan Matrix  
Is a methodology  
developed by the European city network  
Climate Alliance



**CLIMATE ALLIANCE**  
**KLIMA-BÜNDNIS**  
**ALIANZA DEL CLIMA**



## The fields of action in local climate change policies

Climate Policy	Public Procurement
Urban Development	Agriculture and Forestry
Energy	Tourism
Transport	International Co-operation

## CLIMATE POLICY

	Step: 1: getting started	2: moving forward	3: forging ahead	4: taking the lead
<b>A Adopt targets and develop a concept</b>	Develop a general commitment to climate policy	Add a global CO2 reduction target	Adopt detailed reduction targets for all relevant sectors	Set targets to become a "100 % renewable" community
<b>B Institutionalise your climate policy</b>	Determine a responsible officer / department for your future climate policy	Inform and involve all relevant departments in your climate policy	Regularly report to the political decision-makers about the progress of your climate policy	Establish a climate protection agency (including both involved departments and external parties, stakeholders etc.)
<b>C Set up and implement the action programme</b>	Decide on first measures for immediate implementation, identify and formulate basic resolutions (criteria, standards)	Select priority measures taking into account previous activities and upcoming developments in the municipality	Detail the action programme for all relevant sectors in accordance with the targets set	Mainstream your climate policy into all local plans

<b>D</b>	<b>Inform about climate change and your climate policy</b>	Organise a public event on climate change and the local commitment	Set up an annual campaign on climate change	Regularly inform and raise awareness for specific target groups in at least one sector	Elaborate a comprehensive information and communication strategy for target groups in all relevant sectors
<b>E</b>	<b>Involve the local actors</b>	Set up an approach for participation and involvement of stakeholders	Establish a permanent working group / round table on climate policy with external actors	Set up structures for active co-operation with citizens, individual target groups and stakeholders	Co-operate with private sector partners, stakeholders and individual target groups
<b>F</b>	<b>Monitoring</b>	Check data availability and define indicators	Monitor your own facilities and the GHG reduction impact of individual measures	Publish a report about the implementation of the action programme with a rough GHG inventory every 2 years	Monitor GHG emissions in detail and debit a full set of indicators for all relevant sectors
<b>G</b>	<b>Co-operate with other local governments and join international networks</b>	Adhere to an international network	Establish Regional Collaboration	Develop a comprehensive climate strategy with main public actors in the region	Set up a comprehensive co-operation with international partners for the implementation of projects

## URBAN DEVELOPMENT

	<b>Step: 1: getting started</b>	<b>2: moving forward</b>	<b>3: forging ahead</b>	<b>4: taking the lead</b>	
<b>A</b>	<b>Define your overall planning strategy</b>	Review the relevant policies in the fields of land use, transport and environment	Identify opportunities, but also hindrances of your current planning policy	Review and eventually adjust existing institutional frameworks	Integrate and amplify planning competences within your local authority
<b>B</b>	<b>Establish structures for cooperative planning</b>	Inform the public about upcoming planning processes	Establish a working committee with political representatives, relevant administration departments and external stakeholders	Develop and offer plausible and transparent participation schemes for citizens	Negotiate agreements on plans with the different stakeholders
<b>C</b>	<b>Define visions for a sustainable development of your urban area</b>	Identify general guidelines for the future development of your city/municipality	Resolve on a vision for an efficient resource use in the city/municipality and define indicators for future monitoring of progress	Assess priority areas for development and check for incorporation of energy, transport and land use criteria	Decide about urban growth boundaries and develop strategies for infill and brownfield sites
<b>D</b>	<b>Define energy efficiency as a basic principle in urban planning</b>	Introduce basic energy criteria for all planning processes	Include energy evaluation/balance as obligatory theme/section in all planning documents	Set up energy efficiency standards for refurbished and new buildings	Include energy efficient systems, like CHP or district heating, in every new or renovated urban area
<b>E</b>	<b>Assign a firm place to renewable energy sources (RES) in urban planning</b>	Remove administrative barriers towards renewables (permissions, procedures)	Plan the progressive introduction of RES when refurbishing buildings or renovating urban areas	Include the use of renewables energy for renovating or new urban areas	Identify and reserve locations for renewable energy plants

<b>F</b>	<b>Reduce transport demand by sustainable land use planning</b>	Investigate intelligent transport solutions when (re)designing residential areas or for housing projects	Introduce criteria for urban planning that aim at reducing transport demand	Plan in favour of pedestrians and cyclists, traffic calming as well as energy efficient and responsible car use	Seek for innovative models of urban design regarding transport (car free residential areas, etc.)
<b>G</b>	<b>Stimulate the development of sustainable business</b>	Develop a strategy to involve the business sector in your sustainable development plan	Inform local enterprisers about the possibility of protecting the environment ensuring the company profits	Implement your action program: achieve environmental management agreements (for a sustainable business development)	Establish a local eco-label for environmentally friendly companies / improve the eco standards of the business sector in your municipality

## ENERGY

	<b>Step: 1: getting started</b>	<b>2: moving forward</b>	<b>3: forging ahead</b>	<b>4: taking the lead</b>	
<b>A</b>	<b>Define your energy policy and adopt targets</b>	Define fundamental objectives of your energy policy	Lay the ground for your energy policy, formulate the action programme	Adopt detailed targets for individual sectors or subjects	Adopt the target: 100% renewable!
<b>B</b>	<b>Institutionalise your energy policy</b>	Define responsibilities and allocate staff	Install cross-sectoral cooperation structures within the administration	Involve municipally owned companies in the energy policy	Install a local/regional energy agency
<b>C</b>	<b>Use innovative financing schemes</b>	Inform yourself about national and European funding opportunities	Identify first buildings for Energy Performance Contracting (EPC)	Analyse results of your first contract and potentials for enlargement to additional buildings	Reform financial framework conditions to facilitate internal EPC and apply it to all public buildings
<b>D</b>	<b>Bring your own facilities up to scratch</b>	Check selected own facilities in terms of energy use and saving potentials	Establish energy performance standards for municipal buildings	Install an energy management system for all municipal buildings, including energy audits	Improve energy performance standards for public buildings
<b>E</b>	<b>Become a model for sustainable energy use</b>	Define a package of sustainable energy measures with low initial investment or very short pay-back time	Define a package of sustainable energy measures that require higher initial investments	Purchase green electricity to supply a portion of your energy demand	Resolve upon the continuous progression of the share of green electricity
<b>F</b>	<b>Provide "green" public lighting</b>	Analyse potentials for immediate savings in public lighting	Formulate a public lighting policy plan focussing on energy efficiency	Purchase green electricity for public lighting	Implement the policy plan and move forward to 100% Renewable Energy Sources (RES) target for your public lighting network
<b>G</b>	<b>Support the implementation of renewable energy projects</b>	Generate a share of your municipality's electricity and/or heat demand in own RES plants	Set up a land register for the potentials of RES use	Create an offer of green electricity for your citizens	Implement a long term action programme for RES and Combined Heat and Power generation (CHP) to achieve a 100 % community

<b>H</b>	<b>Inform and involve the citizens</b>	Inform the citizens about your energy policy and give hints for own contributions	Install a local energy advice centre	Organise targeted campaigns on energy efficiency	Mainstream energy in education and professional training
<b>I</b>	<b>Refurbish existing housing stock</b>	Inform house-owners about the potentials to increase the energy efficiency of their building	Collect data and set up a land register for energy use in the housing stock	Label the housing stock according to their energy efficiency and offer targeted advice and recommendations	Set up a loan programme for retrofitting the housing stock in terms of energy efficiency
<b>J</b>	<b>Work on green office buildings</b>	Promote your energy management system towards external companies	Investigate and establish energy performance standards for offices	Set up demonstration projects	Establish energy forums and offer energy performance services
<b>K</b>	<b>Work with Small and Medium Enterprises (SMEs)</b>	Inform and consult local companies and organisations on energy efficiency and RES	Work with the Chamber of Crafts on branch specific measure recommendations and campaigns	Offer specific training for craftsmen, technicians and engineers	Give financial support to business activities on sustainable energy use
<b>L</b>	<b>Collaborate with "powerful" partners (large-scale energy consumers)</b>	Inform large-scale energy consuming companies about your energy policy	Address corporate clients with targeted advice	Set up agreements on the use of RES in plants/sites of such companies	Set up a joint project on efficient energy use (CHP, industrial waste heat, etc.)

## TRANSPORT

	<b>Step:</b>	<b>1: getting started</b>	<b>2: moving forward</b>	<b>3: forging ahead</b>	<b>4: taking the lead</b>
<b>A</b>	<b>Develop an integrated transport strategy</b>	Define a vision, set targets and select priority areas for action	Adopt rules for planning principles and implementation	Set up a detailed action plan	Develop strategies to overcome barriers, identify new focal areas for activities and innovative measures
<b>B</b>	<b>Involve your staff in your sustainable mobility plans</b>	Inform your employees about the environmental impact of their travel to and from work and about the alternatives	Set up a mobility plan for the local administration	Adapt the number and type of your vehicles to the specific needs	Purchase fuel efficient, alternative fuelled and electric vehicles
<b>C</b>	<b>Motivate stakeholders for sustainable mobility</b>	Involve relevant companies, institutions and organisations in the development of the transport strategy	Train some local authority staff to help companies customise specific mobility plans	Offer accompanying services and set restrictions to support the individual mobility plans	Establish performance agreements with companies and organisations
<b>D</b>	<b>Increase the share of zero carbon transport modes</b>	Set targets to increase the rate of cycling and walking modes	Work on the progressive enlargement and improvement of your cycling and pedestrian network	Consider cyclists and pedestrians as main actors when reorganising the distribution of roadways	Become a cycling city!

<b>E</b>	<b>Provide a convenient public transport</b>	Increase insights in the possibilities of existing public transport	Improve public transport facilities and services	Develop and implement action plans on smooth and efficient intermodal interchanges	Achieve a best practice public transport system
<b>F</b>	<b>Restrict traffic flows by managing parking space</b>	Increase compliance with existing parking regulations	Start in the city centre to use parking and access restrictions to tempt users back to sustainable modes of transport	Set up and implement step-by-step an integrated parking programme	Introduce regulations to limit parking space in new developments
<b>G</b>	<b>Calm local traffic for a safer and more liveable city</b>	Evaluate the potential for rapid and easy-to-implement solutions	Implement speed limitations and access restrictions	Improve and extend existing traffic calmed areas	Introduce congestion charging or similar schemes to reduce traffic flows
<b>H</b>	<b>Develop an efficient goods delivery</b>	Analyse the spatial pattern and the efficiency of urban goods delivery	Redefine and improve the goods delivery organisation and infrastructure	Inventory the potentials to transfer cargo to energy efficient / fossil fuel free means of transport	Develop diversified schemes for deliveries
<b>I</b>	<b>Promote responsible car use</b>	Consider the applicable legal framework and analyse potential users of new schemes	Promote eco-driving, car sharing and car pooling	Promote the purchase of energy-efficient vehicles	Develop a local biofuel infrastructure
<b>J</b>	<b>Offer advice for smarter choices</b>	Inform about sustainable transport and alternative fuels	Accomplish any new service implemented with an information campaign	Set up a mobility advice centre	Offer targeted door-to-door advice services
<b>K</b>	<b>Campaign for sustainable mobility</b>	Inform about challenges in transport and increase insights in the possibilities of sustainable modes and alternative fuels	Organise public awareness actions about sustainable mobility	Participate regularly in European or national campaigns for sustainable mobility	Continuously campaign for sustainable solutions

## GREEN PUBLIC PROCUREMENT

	<b>Step: 1: getting started</b>	<b>2: moving forward</b>	<b>3: forging ahead</b>	<b>4: taking the lead</b>	
<b>A</b>	<b>Get political support</b>	Give your administration a new input for ecological, fair and sustainable procurement	Develop an overall concept for green and fair procurement	Adopt national and regional recommendations in the local set of regulations	Develop an independent local set of rules for a sustainable procurement department
<b>B</b>	<b>Get your staff involved</b>	Inform your staff about the political resolutions for procurement	Inform your staff continuously about green, fair and sustainable procurement	Offer continuous and competent support for pilot users in technical departments for critical procurement procedures	Communicate your experience on green purchasing procedures and cooperate in a network of contracting authorities

<b>C</b>	<b>Develop tools for the assessment of green and fair products</b>	Replace products recognised as environmentally harmful by more environmentally sound products	Develop municipal guidelines for a green, fair and sustainable procurement	Convert your procurement department into a sustainable, ecological and fair one	Become a forerunner by working for more demanding political resolutions and requirements
<b>D</b>	<b>Apply the green and fair procurement procedure</b>	Ask potential bidders to submit green variants for products or services	Define technical specifications including environmental criteria	Refine the technical specifications and awarding criteria for your procurement procedure	Let external costs be included in the tender proposals
<b>E</b>	<b>Raise public awareness, inform your suppliers</b>	Communicate your purchasing policy to your present and future suppliers	Participate in actions and campaigns to inform the public about your purchasing policy	Raise public awareness (produce flyers, posters and other materials) to demonstrate your procurement policy	Be a model for other authorities and promote your local experiences

## AGRICULTURE

	<b>Step: 1: getting started</b>	<b>2: moving forward</b>	<b>3: forging ahead</b>	<b>4: taking the lead</b>	
<b>A</b>	<b>Set up a local strategy for a climate friendly agriculture</b>	Organise information events about local planning and development projects	Preserve contiguous agriculture areas, work on their renaturation	Develop a Local Action Plan for Agriculture including ecological requirements and protection of agricultural areas	Monitor regularly the progress in implementing your plan
<b>B</b>	<b>Set an example and initiate activities</b>	Use regional/ecological products in municipal facilities	Constitute and preserve local patterns of commercialisation	As local authority set up and preserve local processing establishments	Transform field in grassland, cultivate hedges and field wood, etc. to assert landscape conservation
<b>C</b>	<b>Support a climate compatible agriculture</b>	Identify European, national or regional funding programmes	Promote models and projects on climate compatible agriculture, livestock husbandry and commercialisation	Promote services for farmers (shared machinery, regional marketing patterns, the treatment of animal manure, etc.)	Stimulate agricultural support services and livestock husbandry modifications
<b>D</b>	<b>Use your influence as landowner</b>	Inform your tenant farmers about the objectives and benefits of eco-agriculture	Set up a working group with your tenants to develop a joint strategy for a climate compatible agriculture	Opt for a low nitrogen input in cultivated municipal land aiming to a climate compatible agriculture	Lease municipal agricultural land with restrictive clauses in order to support your climate strategy
<b>E</b>	<b>Make your citizens aware of agriculture's climate relevance</b>	Inform your citizens about the objectives and benefits of eco-agriculture	Involve local media to inform about agriculture and climate	Organise action days/weeks for the promotion of regional products, publish a regional shopping guide	Offer educational activities for children and young people about climate relevant aspects of agriculture
<b>F</b>	<b>Train farmers and agronomists</b>	Inform farmers regularly about environmental and climate relevant topics in agriculture	Establish an agriculture working committee with the participation of different players	Work together with agricultural university departments to offer climate friendly agriculture courses	Participate in research projects on the connection between agriculture and climate protection

<b>G</b>	<b>Incite farmers to produce renewable energy</b>	Take stock of the potentials for biomass production or collection	Inform farmers about the opportunities and benefits to produce their own heat / electricity from biomass	Offer consulting to farmers on the implementation of projects for biomass use	Support / carry out local projects for energy production from biomass
----------	---	---	--	---	---

## FORESTRY

	<b>Step: 1: getting started</b>	<b>2: moving forward</b>	<b>3: forging ahead</b>	<b>4: taking the lead</b>	
<b>H</b>	<b>Assign a place to forestry in your land use planning</b>	Take stock of the forests in your municipality and their relevance for recreation, local economy, etc.	Plan the forest development of your municipality	Consider afforestation in local planning, also in urban areas	Include <b>avalanche</b> forest and nature orientated recreational forest areas in land use planning
<b>I</b>	<b>Improve the municipal forest management</b>	Improve the stability of your forests	Consider hunt activities in forest conservation and development	Reorganise your forest management as nature oriented as possible	Let your municipal forest get certified according to FSC-Standard
<b>J</b>	<b>Involve private forest owners</b>	Organise an information campaign on sustainable forest management	Support regional wood processing	Promote FSC-Certification towards private forest owners	Set up co-operations with private forest owners on sustainable forest management
<b>K</b>	<b>Use the forest as renewable energy source</b>	Promote the energetical use of wood in private homes	Set up wood-harvesting schemes for individuals in your forests	Support / set up local biomass power stations	Promote / support regional marketing and distribution structures for wood
<b>L</b>	<b>Use the forest as a place for education</b>	Present exhibitions, offer guided tours in your forest	Organise tree-planting actions with citizens	Develop a pedagogic programme on forests and forestry for schools	Assign municipal staff for forest pedagogics and environmental education activities

## Urban development / tourism

	<b>Step: 1: getting started</b>	<b>2: moving forward</b>	<b>3: forging ahead</b>	<b>4: taking the lead</b>	
<b>A</b>	<b>Develop a local strategy for sustainable tourism</b>	Develop a vision and adopt targets for sustainable tourism in your city / municipality	Integrate the strategy for sustainable tourism into the local planning framework	Identify priorities and develop a specific action plan for tourism in your city / municipality	Promote the vision for sustainable tourism in your city's / municipality's marketing
<b>B</b>	<b>Involve the providers of tourist infra-structures or services</b>	Inform tourism operators about the potentials and benefits of climate protection	Establish a joint working group with representatives of the tourism branch to develop further the action programme	Set up joint information campaigns both for tourism operators and visitors	Promote quality tourism vs mass high impact tourism

<b>C Minimise the environmental impact of tourism</b>	Provide sector advice on the economical feasibility of energy efficiency and RES use (in order to reduce polluting emissions)	Develop measures to reduce the consumption of natural resources/water and to minimise waste production	Provide/develop tourist oriented transport services for "a car free holiday" in your city/municipality	Conceive a plan for a sustainable development of sport activities in your area (golf, skiing, motor vehicles, etc.)
---	---	--	--	---

## North-South-Cooperation

	<b>Step: 1: getting started</b>	<b>2: moving forward</b>	<b>3: forging ahead</b>	<b>4: taking the lead</b>
<b>A Promote north-south and indigenous issues</b>	Organise presentations and events	Join municipal north-south activities	Link local north-south activities on a regional and national level	Link local north-south activities on a European and international level
<b>B Make your procurement fair</b>	Supply fair trade products for municipal consumption	Organise campaigns to boost the sale of fair trade products	Use fair trade criteria as basis for supporting projects and for local policy	Twin your city/municipality with communities of the Southern hemisphere
<b>C Promote global learning</b>	Develop learning programmes taking advantage of Climate Alliance experience	Set up awareness raising campaigns	Offer courses and training	Integrate north-south aspects in the local policy
<b>D Support the preservation of tropical rain forests</b>	Inform your staff and the citizens about the impact of our behaviour on the tropical rain forests	Inform about buying certified paper and wood	Purchase only certified wood	Apply the Convention of Biological Diversity guidelines in your local authority
<b>E Implement international co-operations and global partnerships</b>	Set up partnerships and networks for the development of north-south activities	Participate actively in north-south co-operation projects	Develop a local action plan of international cooperation	Implement innovative projects in the field of north-south co-operation



Developed by Climate Alliance / Klima-Bündnis / Alleanza del Clima