

CLEAN ENERGY TRANSITION AGENDA

Template

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Introduction for authors of Island Clean Energy Transition Agendas

The Island Clean Energy Transition Agenda is the strategic and tactical roadmap for the transition process towards clean energy as desired by the stakeholders on the island. This transition aims in the first place to decarbonise the island's energy supply. It can furthermore intend additional objectives such as reducing pollution, strengthening the local economy and improving the quality of life of inhabitants and visitors, while maintaining or improving the quality and security of supply.

The Island Clean Energy Transition Agenda is developed and agreed upon by the stakeholders on the island in their local language. Transition Agendas should be island-wide, i.e. cover at least the entire territory of an island. Where this makes sense, they may cover an archipelago. They should address the following energy services, with emphasis on the key sectors contributing to the full decarbonisation of islands:

- Energy generation,
- Heating,
- Cooling,
- Transportation on the island,
- Transportation to and from the island.

An Island Clean Energy Transition Agenda should be positioned between a vision of the island's sustainable energy future, and an operational plan of sustainable energy projects. The sustainability vision can be considered as the base for and starting point of the transition agenda. The vision is then translated in a concrete transition path that acts as a compass for the stakeholder group that is driving the transition process.

A proposed writing process for the Island Clean Energy Transition Agenda is described below. This provided process description is at this point limited. Based on the Pilot Island experiences, a complete guidebook will be written with the aim to guide all islands through the Transition Agenda Writing Process. The target publishing date of the guidebook is July 2019.

All island stakeholders are invited to study, analyse and use the provided template. While the overall structure of the Transition Agenda template will mostly remain the same, updated version of the template will be released in the future.

For any questions, do not hesitate to contact the Secretariat through info@euislands.eu.

For more information on the operation of the Secretariat consult www.euislands.eu

Transition Agenda Writing Process

Let us introduce you to the **Clean Energy Transition Agenda Drafting Process**. This is the process that we recommend island stakeholders to follow in order to write the Transition Agenda. The process description at this point is limited. Based on the experiences from the Pilot Islands, and the support that the Secretariat will provide to up to 20 Islands to draft their Clean Energy Transition Agendas, this will lead to the publication of a Transition Guidebook. The aim of this guidebook is to guide all islands through the Transition Agenda Writing Process.

We would like to emphasize that this template is **not cast in stone**. As a secretariat we encourage Islands to adapt and develop their own process to write the Transition Agenda, to make it most suitable to their specific island context. Therefore, consider this template and its guiding questions as **suggestions** of what can be included in the Transition Agenda.

The Transition Agenda is structured in **two parts**.

The aim of the **First Part** is to create a thorough understanding of the **island dynamics**, focussing on the present situation on the island. This part precedes the actual Island Transition Agenda. The secretariat proposes that this first part is written by a small group of dedicated stakeholders (from four up to seven). Ideally the four stakeholder groups (Citizens, Business, the Public Sector and Schools and Academia) are represented in this Transition Team. We propose that four topics are covered to provide an overview of the island. Rather than presenting a mere list of facts, the focus should lie on identifying the island parameters that can have a significant impact on the decarbonisation process. The writing team discusses and explains how the transition agenda is embedded in the ongoing climate transition process on the island. Local stakeholders are mapped to present the different concerns about decarbonisation on the island.

The **Second Part** comprises the actual **Clean Energy Island Transition Agenda**. This starts from a future vision of the island: what does the transitioned island look like? By identifying strategic targets, transition pillars, structural barriers and opportunities, this vision is backcasted to the present: what actions will connect the envisioned future with the present situation? The second part can also be written by the Transition Team, yet requires at least the consultation of a larger stakeholder group. The governance of the transition process should be well-described. Through multi-lateral discussions, the stakeholder group address the tactical considerations of the transition process. This is the core of the transition agenda: to develop pathways based on transition pillars to link the future vision with the present. The final part of the Transition Agenda features a reflexive section on **monitoring** and pivoting, with emphasis on the transient character of the transition process and the need for regular re-adjustment.

The proposed methodology is based on best practices and lessons learnt from transition management experiences in Europe to address climate change at a local level. Pending the Island Secretariat's Transition Guidebook, interested readers are specifically referred to the Guidance Manual on Transition Management in the Urban Context, published by the Dutch Research Institute for Transitions (DRIFT),¹ which has been a major inspiration for this Clean Energy Island Transition Agenda Template.

We look forward to receiving your feedback and are eager to answer all your questions at info@euislands.eu.

¹Roorda, C., Wittmayer, J., Henneman, P., Steenberg, F. van, Frantzeskaki, N., Loorbach, D., Transition management in the urban context: guidance manual. DRIFT, Erasmus University Rotterdam, Rotterdam, 2014. Available at https://drift.eur.nl/wp-content/uploads/2016/11/DRIFT-Transition_management_in_the_urban_context_guidance_manual.pdf

Preface

This Island Clean Energy Transition Agenda for <ISLAND> is the strategic and tactical roadmap for the transition process towards clean energy as desired by the stakeholders on the island. These are typically citizens, local businesses, schools and/or universities, and local public authorities. The transition aims to <Fill in strategic targets>.

This Island Clean Energy Transition Agenda was developed jointly by <Stakeholder 1>, <Stakeholder 2>, ... with support from the Clean Energy for EU Islands Secretariat.

Part I: Understanding Island Dynamics

Overview of the Current Situation on the Island

The aim of the first part of this document is to give an overview of the island (or group of islands) for which the energy Transition Agenda is developed. This starts from the present: what is the geographic, economic and demographic situation on the island, what climate action is ongoing and what are the relevant local actors? A Baseline Emission Inventory is drawn up, analogous to the inventory of the Covenant of Mayors, that shows the baseline situation for energy consumption and emissions on the island.

Understanding the island dynamics by gathering all this information in a single document leads to a good starting point to develop the vision-based Island Transition Agenda in Part II.

1. Geography, Economy & Population

Geographic Situation

- What is the area of the island?
- How far is the island from the mainland?
- Does the island have any geographical features that are relevant for the transition process?
E.g.:
 - Large desert regions, forests, mountain ranges
 - Strong climatic conditions
 - Noticeable or foreseen effects of climate change

Demographic Situation

- What is the population of the island?
- Are there any relevant demographic considerations in the context of the transition process? E.g.
 - Trends on immigration and emigration
 - Age structure
 - How seasonal is human activity on the island?
 - What is the difference in population between high season and low season?
 - What are the dates of the different tourism seasons throughout the year?

Local Government

- What is the highest jurisdiction that is present on the island?
- What other levels of (local) government are relevant for the transition process?
- If applicable, how many municipalities does the island have?

Economic Activities

- What is the GDP of the island?
- What are the main economic activities per sector?
 - Services
 - Industry
 - Agriculture
 - Transport

Connection to the mainland

- In which ways is the island connected to the main land?
- How is transport to and from the island organised?
- Is there an electrical connection? If so, what is its capacity (in MW)?

2. Ongoing Island Climate Action

This section describes how the Clean Energy Transition Agenda is embedded in the ongoing transition process on the island. It positions the Agenda within the island's existing climate action plans. This should focus on the strategic level, such as problem structuring and envisioning, without addressing concrete projects. This can for example include the island's commitment under the Covenant of Mayors or Pact of Islands. This can also include existing cooperation regarding decarbonisation with stakeholders from other islands.

This section can be extended with a detailed list of the pipeline of existing projects in Annex A.

3. Local Actors

In this section, the authors can give an overview of the local actors that are involved in the clean energy transition on the island.

3.1.1. Civil society organizations

- What are the most important citizen-lead initiatives regarding energy transition on the island? (activities of individual citizens, grassroots movements, civil society organisations, energy cooperatives, etc.)
- What is the public opinion on the clean energy transition? Are there strong driving forces or opposition?

Businesses

- What is the current or potential role of the business sector in the clean energy transition of the island? What have they already done?
- Is there interest by local businesses to invest in the clean energy transition on the island?

3.1.2. Public Sector

Governmental Actors

- Who are the most important municipal actors on the island and what are their political mandates?
- What are the most important administrative units involved.
- What are the public resources allocated to clean energy transition action?
- What is the existing level of commitment to the transition process shown by those actors?
- What is their political interest in energy transition?

Public Sector Economic Activities

This includes public utilities such as distribution and transmission system operators, water supply companies and municipal waste companies.

- What are their relevant perspectives?
- What strategic visions do they consider?

3.1.3. Schools and Academia

This section gives an overview of the schools and academic institutions (on or off the island) that are relevant for the island's transition process. It should specifically identify the ways that these institutions are involved or can be involved in the future.

Higher Education and Research

- What higher education and research institutions (not necessarily present on the islands) are relevant for the transition process?
- Do they have an explicit opinion on the transition process?

Secondary Education

- What secondary schools are present on the island?
- Do they have an explicit opinion on the transition process?

Primary Education

- What primary schools are present on the island?
- Do they have an explicit opinion on the transition process?

4. Baseline Emission Inventory

The Baseline Emission Inventory (BEI) quantifies the amount of CO₂ emissions on the island. It can be considered as a reference case for the transition process on the island and allows to identify the sectors in which the emissions and energy consumption are largest. The Secretariat proposes to align this BEI with the BEI from the Covenant of Major so those are directly transferable.

A good guidance document for BEIs is the Guidebook on How to Develop a Sustainable Energy Action Plan (Part 2), published by the Covenant of Majors. This document can be found [online](#).

Part II: Island Transition Agenda

The Island Transition Agenda is focused on making the bridge between the future vision of the island and the present situation. In the first place it brings the stakeholders together to answer the questions: What is the ultimate goal of the transition process? By identifying the possible technological and organisation pillars of the transition process, a pathway towards this future vision is detailed. Tactical considerations of the transition process are assessed by analysing the structural barriers and opportunities of the pillars.

1. Transition Governance

This section allows the authors to describe the governance structure that drives the transition process.

- How are they organised? What is their relation to the writing team of the Island Transition Agenda?
- How does it integrate the four stakeholder groups described above? How do they interact and collaborate?
- What is the role of local authorities? To what extent is ownership by citizens and local businesses foreseen?
- How can the interests, motives, and policy of the various stakeholders be aligned towards a common goal?
- What is the mandate of the body?

E.g.: Stakeholder representative with a mandate from stakeholder groups (i.e., RESCoops, municipality, chamber of commerce, ...)

2. Vision

The vision section of the Transition Agenda aims to establish a shared goal for the transition process. This provides focus and creates the constraints within which the future transition activities can take place.

2.1. Guiding Principles

This set of principles forms a statement of how the stakeholder group will operate to achieve its goals. The guiding principles are aimed to act as core values behind the island's energy transition and guide the methodological decisions to be made during the transition process.

Guiding principles can for example be:

- Energy democracy
- Complete independency from fossil fuels
- Self-sufficiency

2.2. Strategic Targets

The strategic decarbonisation targets of the transition agenda are defined here. These targets may be set for several dates in the medium-term future, e.g., in ten to twenty years from now, with 2030 as a main focus. They should be specific and ambitious, yet achievable. The strategy section relates to targets in a broader future vision and does not address concrete projects or approaches to implement them.

For example:

“Entirely decarbonize the use of energy on the island by <XXXX> (e.g., in 20 years from now), while maintaining or improving the quality of service in power supply.”

Additional strategic objectives

Besides the strategic targets related to decarbonization, additional strategic objectives of the transition process can be defined. These relate to the additional economic, ecological and social benefits that can be reaped through the transition process. The focus here lies on the creation of value on the island itself.

For example:

- Reduce pollution locally
- Reduce dependency on energy/fuel imports
- Keep/make energy services affordable

2.3. Pillars of the Local Energy Transition

The Pillars of the Local Energy Transition identify the organisational structures and technologies that are found to be most relevant in the specific island context to achieve the strategic targets. These pillars link the envisioned destination of the transition with the current island reality. This section does not focus on specific projects, instead it describes a role for each of the different building blocks of the transition.

Organisational pillars

- What organisational structures will allow the transition to take place? Examples can be Public-Private Partnerships, Renewable Energy Cooperatives, etc.
- Which techniques will allow capacity building to take place?
- What are the best ways to communicate on the progress of the transition process?
- What financial framework will the transition process require.
- What involvement from 'external' investors (e.g. IPPs, utilities, financial investors and funds) is foreseen?

Technological pillars

What technological solutions are most suitable for the specific island context?

- Electricity Generation
E.g.: Distributed PV generation
- Heating and cooling:
E.g.: District heat and cooling
- Transport:
E.g. Biofuel-based

3. Structural Barriers and Opportunities

The structural barriers are the obstacles that would prevent the transition to develop in the envisioned direction. These barriers can be regulatory, institutional and economic, but could also be technology-specific, historic traditions, infrastructure, etc. Opportunities, on the other hand, are the circumstances that are helpful to achieve the envisioned objective.

4. Operational Planning

The operational section describes how the pillars of the local energy transition can be combined to develop potential future projects, and how they relate to the existing pipeline of projects. The description is limited to a high-level strategic description.

Business Model thinking is encouraged: Which business models are strategically desired: ownership, customers, service and energy streams, revenue streams, pricing, ... Business model tools, such as the Business Model Canvas, can be used for mapping and comparing.

A Gap Analysis can be a useful tool to identify projects that should be part of the operational planning: What project are Missing/Required/Desired to achieve the strategic targets.

5. Monitoring

Monitoring is an important part of the learning process of the transition. Both the transition process itself and the way that it is managed are monitored and reflected upon. This forms the basis to determine the next steps. The section should have an emphasis on the transient character of the transition process and address the need for regular re-adjustment. Since transition processes are uncertain by nature, the Island Clean Energy Transition Agenda cannot be a static document. It should therefore be revised frequently and adjusted to accommodate changes of circumstances.

- How often will the monitoring of the indicators take place?
- How will the monitoring results be published or communicated?

5.1. Process monitoring

- Monitoring the Relevant Local Actors and their positions
- Monitoring the goals and instruments including the developments in the governing body and barriers to be overcome
- How will the results of this reflexive phase be integrated in the Clean Energy Transition Agenda?

5.2. Emissions monitoring

- What energy and emissions indicators are monitored? Ideally, they correspond to the BEI indicators.

ANNEX A. Detailed project pipeline

Table 1: Project description of ongoing projects.

Project description	Stakeholder group	Status
<i>Provide a brief description of the project. E.g. Installation of renewable energy technologies, Capacity building project with several municipalities, etc.</i>	<i>The stakeholders behind the project</i>	<i>The current status of the project</i>
<i>Fill in...</i>		
<i>Fill in...</i>		
<i>Fill in...</i>		

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Roorda, C., Wittmayer, J., Henneman, P, Steenbergen, F. van, Frantzeskaki, N., Loorbach, D., Transition management in the urban context: guidance manual. DRIFT, Erasmus University Rotterdam, Rotterdam, 2014. Available at [https://drift.eur.nl/wp-content/uploads/2016/11/DRIFT-Transition management in the urban context-guidance manual.pdf](https://drift.eur.nl/wp-content/uploads/2016/11/DRIFT-Transition%20management%20in%20the%20urban%20context-guidance%20manual.pdf)

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