## Annex 1 – Action plan template

Produced by each region, the **action plan** is a document providing details on **how** the lessons learnt from the cooperation will be exploited in order to improve the policy instrument tackled within that region. It specifies the nature of the actions to be implemented, their timeframe, the players involved, the costs (if any) and funding sources (if any). If the same policy instrument is addressed by several partners, only one action plan is required.

**Part I – General information**

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| Project:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Partner organisation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Other partner organisations involved (if relevant):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Country:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_NUTS2 region:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Contact person:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_email address:phone number: |

**Part II – Policy context**

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| The Action Plan aims to impact: € Investment for Growth and Jobs programme € European Territorial Cooperation programme € Other regional development policy instrumentName of the policy instrument addressed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Part III – Details of the actions envisaged**

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| **ACTION 1 – Energy rehabilitation of the governmental public buildings**1. **The background** (please describe the lessons learnt from the project that constitute the basis for the development of the present Action Plan)

Innovative financial scheme with contracting, which will allow private equity / crowdfunding to participate in energy rehabilitation of governmental public buildings. The 3% yearly rehabilitation is the request by the Directive and the good results can serve as proper motivation for all other sectors.1. **Action** (please list and describe the actions to be implemented)

There are already some experiences and the lessons learnt from the projects in Slovenia and other countries, which can constitute the good basis for the development of the action. As the buildings are operated by different ministries there is a need to plan and operate the action by a coordinative body.The Office for Energy Rehabilitation of Buildings (OERB) already has the evidence of the buildings. The real situation has, to be further and deeper analysed with prioritisation, energy audits and planning of execution.1. **Players involved** (please indicate the organisations in the region who are involved in the development and implementation of the action and explain their role)

For this purpose, it can be used the already existing Office for Energy Rehabilitation of Buildings (OERB) within the Ministry for Infrastructure. There is a need to check the operability of the proposed option with the OERB and the Ministry of Infrastructure. If this approach is not realistic, then it is required to check on additional meetings with stakeholders the feasibility of the action and find one other appropriate body to run the action. There would be very useful to get the information, how the energy rehabilitation of this type of buildings is operated in other regions and countries.1. **Timeframe**

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| **ACTION 2 – Energy rehabilitation of other public buildings**1. **The background** (please describe the lessons learnt from the project that constitute the basis for the development of the present Action Plan)

Innovative financial scheme with contracting which will allow private equity / crowdfunding to participate in energy rehabilitation of public buildings. The 3% yearly rehabilitation is the request by the Directive and the good results can serve as proper motivation for all other sectors.1. **Action** (please list and describe the actions to be implemented)

There are already some experiences and the lessons learnt from the projects in Slovenia and other countries, which can constitute a good basis for the development of the action.There is a need to check the operability of the proposed option with the OERB and the Ministry of Infrastructure. If this approach is not realistic, then it is required to check on additional meetings with stakeholders the feasibility of the action and find one other appropriate body to run the action. There would be very useful to get the information, how the energy rehabilitation of this type of buildings is operated in other regions and countries.1. **Players involved** (please indicate the organisations in the region who are involved in the development and implementation of the action and explain their role)

The buildings (universities, institutes, medium and elementary schools, kinder gardens, elderly houses, sports halls etc.) are operated by different ministries and institutions, there is a need to plan and operate the action by a coordinative body. The Office for Energy Rehabilitation of Buildings (OERB) should find and support, within the mentioned institutions, the executive bodies for energy rehabilitation implementation. These bodies should investigate the situation in their sector and prepare the prioritisation, energy audits and planning of execution.1. **Timeframe**

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| **ACTION 3 – Energy rehabilitation of the buildings of companies in the state ownership**1. **The background** (please describe the lessons learnt from the project that constitute the basis for the development of the present Action Plan)

A series of companies in the energy, communal and other sectors are in the predominant ownership of the state or local communities. The companies are generally in proper technical and financial condition to manage the energy rehabilitation of their buildings by themselves. The professional approach can serve as proper motivation for all other sectors.1. **Action** (please list and describe the actions to be implemented)

There are many good practices and the lessons learnt from the projects in Slovenia and other countries, which can constitute a good basis for the development of the action.There is a need to check the operability of the proposed option with the OERB and the Ministry of Infrastructure. If this approach is not realistic, then it is required to check on additional meetings with stakeholders the feasibility of the action and find one other appropriate body to run the action. There would be very useful to get the information, how the energy rehabilitation of this type of buildings is operated in other regions and countries.There is a strong need to motivate the management of these companies, trough the Boards, where the state and local communities have the predominant influence. Additional meetings with OERB and the ministries will be required to prepare and run the action. It would be very useful to get the information, how the energy rehabilitation of this type of companies is motivated in other regions and countries.1. **Players involved** (please indicate the organisations in the region who are involved in the development and implementation of the action and explain their role)

This type of companies oriented to serve a broad number of consumers and are somehow less motivated to take actions on energy rehabilitation of their own buildings. With technical experiences, they should become also the market leaders for proper integration of renewable energy sources on the buildings. The Office for Energy Rehabilitation of Buildings (OERB) should find the way to motivate the management of these companies for implementation.1. **Timeframe**

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| **ACTION 4 – Simplification and standardisation of procedures for multi-apartment buildings** 1. **The background** (please describe the lessons learnt from the project that constitute the basis for the development of the present Action Plan)

Involvement of renovation managers, simplification and standardisation of required procedures will enable to faster implementation and use of innovative financial scheme with contracting and private equity / crowdfunding to participate in energy rehabilitation of multi-apartment buildings.1. **Action** (please list and describe the actions to be implemented)

There are already good practices, experiences and the lessons learnt from Lithuania.In Lithuania the Local communities are obliged to prepare the implementation plan for energy rehabilitation plan for all multi-apartment buildings in their territory. From the plan they get the comparable situation of the energy status of the buildings and made the prioritisation, approach the local communities appoint the renovation managers for energy rehabilitation of multi-apartment buildings. The administrators manage the whole process together with financing. The owners have the right to select the manager and have, to vote for the rehabilitation project. For both approvals it is needed 50% + one vote. The law income people get 100% compensation for the costs from heating compensation found.We estimate that it will have sense to organise some working meetings between the representatives of involved institutions from Lithuania and Slovenia in coordination of the OERB, the Ministry of Infrastructure and the Ministry of Environment. The aim of the collaboration should be to prepare the required changes in the lows, ordinances, management and procedures in Slovenia in a way to simplify and standardise the approach.1. **Players involved** (please indicate the organisations in the region who are involved in the development and implementation of the action and explain their role)

The Office for Energy Rehabilitation of Buildings (OERB) should find with relevant institutions, the required changes in the lows, ordinances, management and procedures in Slovenia.1. **Timeframe**

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| **ACTION 5 – Elaboration of EE implementation plans for multi-apartment and public buildings  by all Local Communities**1. **The background** (please describe the lessons learnt from the project that constitute the basis for the development of the present Action Plan)

In Slovenia the Local communities are already obliged to prepare every 4 years the Local energy concept (LEC). An integral part or a supplement of the LEC should be the Implementation of the energy rehabilitation plan for multi-apartment and the public buildings.1. **Action** (please list and describe the actions to be implemented)

There are already good practices, experiences and the lessons learnt from Lithuania.In Lithuania the Local communities are obliged to prepare the implementation plan for energy rehabilitation for all multi-apartment buildings in their territory. The plans give the real energy status of the buildings, prioritisation for rehabilitation, approach, time schedule, financing, etc.The Local communities in Slovenia are already obliged to prepare the LEC. For majority of them, this is more a bureaucratic request, and not an evidence of opportunities for development. The Implementation plans for multi-apartment buildings could be seen in a similar way, if the approach will not be prepared and communicate in adequate positive way, as an important opportunity for all stakeholders.We estimate that it will have sense to organise some working meetings between the representatives of involved institutions from Lithuania and Slovenia in coordination of the OERB, the Ministry of Infrastructure and the Ministry of Environment. The aim of the collaboration should be to prepare the required changes in the lows, ordinances, management and procedures in Slovenia in a way to simplify and standardise the approach.1. **Players involved** (please indicate the organisations in the region who are involved in the development and implementation of the action and explain their role)

The Office for Energy Rehabilitation of Buildings (OERB) should find with relevant institutions, the required changes in the lows, ordinances, management and procedures in Slovenia.1. **Timeframe**

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| **ACTION 6 – Promotion and Financial Support of EE measures for individual buildings, with special attention to energy poverty aspects**1. **The background** (please describe the lessons learnt from the project that constitute the basis for the development of the present Action Plan)

A big series of EE measures were implemented by the owners of individual buildings and households. The majority of the actions were managed by awareness and financially better situated individuals. There is a need to elaborate and widely promote the Good Practice examples and find the support models for low income building owners.1. **Action** (please list and describe the actions to be implemented)

There are many good practices and the lessons learnt from the projects in Slovenia but are not available to broad public. There is a need to analyse and elaborate the good examples and made them available on the internet and relevant media.Energy suppliers and ESCOs are quite new in this business and prefer public owners with predictable stability. Low income owners represent the additional risks and so the implementation of energy rehabilitation of these type of buildings are not possible without strong supporting mechanisms by government institutions and local authorities.There is a need to study and investigate on possible approaches for this type of owners. It would be very useful to get the information, how the energy rehabilitation of this type of owners and service companies are motivated and supported in other regions and countries.1. **Players involved** (please indicate the organisations in the region who are involved in the development and implementation of the action and explain their role)

Already aware building owners need information and some small stimulation. The law income owners need service companies and other institutions to carry on and finance the implementation on long term basis. There is a need to find instruments and supporting mechanisms to stimulate energy suppliers and ESCO companies to enter also in energy rehabilitation of this kind of buildings.1. **Timeframe**

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| **ACTION 7 – Support and education of architects, engineers and installers – Good Practices**1. **The background** (please describe the lessons learnt from the project that constitute the basis for the development of the present Action Plan)

Architects, construction engineers and installers involved in the energy rehabilitation of the buildings have many times the lack of knowledge and experiences. The sector is continuously in development so there is a need to learn from Good Practices and, also from good and bad experiences.1. **Action** (please list and describe the actions to be implemented)

There are many good practices and the lessons learnt from the projects in Slovenia and other countries, which should be the basis for the permanent training, education and certification of procedures and involved persons.The basic education is not giving to the involved experts and persons enough knowledge regarding the energy rehabilitation of buildings and integration of renewable energy sources. The knowledge and experiences are mainly coming from the continues research and implemented projects. There is a need for periodic training and education. For the motivation for involved experts and persons it is important, that this additional trainings and education are not formally requested.It would be very useful to get the information, how the training, education, and certification of involved persons in the energy rehabilitation are motivated, supported and requested in other regions and countries.1. **Players involved** (please indicate the organisations in the region who are involved in the development and implementation of the action and explain their role)

The Office for Energy Rehabilitation of Buildings (OERB) should find the way to motivate and perhaps also prescribe regular certification.1. **Timeframe**

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| **ACTION 8 – Simplification and standardisation of procedures for Contracting**1. **The background** (please describe the lessons learnt from the project that constitute the basis for the development of the present Action Plan)

Contracting and involvement of ESCOs in the energy rehabilitation of buildings represent an added value for technical approaches as financial instruments, involving private capital and risks.1. **Action** (please list and describe the actions to be implemented)

To have a transparent add well regulated market for the building owners as ESCOs there is a need that the rules a simple, clear, indiscriminately and standardised.The energy rehabilitation of buildings, are generally a long-term investment. Contracting has to be special planned for different type of actions (public buildings, multi-apartment buildings, low income building owners, etc.). Each of the type of the action would need special financial support and approach and standardisation of procedures.Normally there is fact, that the building owners or operators are much less skilled and experienced, as the ESCOs for contracting. With the absence of clear regulatory procedures and consultancy, brings the process to not optimal contracts, mainly for the part of owners.There is a need, to study and investigate on possible approaches for contracting for each of the mentioned type actions. It would be very useful to get the information, what are the experiences in other regions and countries.1. **Players involved** (please indicate the organisations in the region who are involved in the development and implementation of the action and explain their role)

The Office for Energy Rehabilitation of Buildings (OERB) should investigate the domestic and international practices and technically support the owners of the building in contracting negotiations.1. **Timeframe**

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| **ACTION 9 – Information system EnGIS regarding the situation and implementation measures**1. **The background** (please describe the lessons learnt from the project that constitute the basis for the development of the present Action Plan)

The situation regarding the energy rehabilitation of buildings is continuously changing. There is a need that the best data are available in real time to all involved stakeholders and individuals.1. **Action** (please list and describe the actions to be implemented)

Slovenia has already developed the pilot Energy Geographical Information System for Renewable Energy Sources and Energy Efficiency measures (EnGIS). The information system would need a formal operator and further improvements regarding the regular data imports, definition of data availability to different stakeholders, etc.If the information system EnGIS would be regularly updated with the data and potentials could serve as the best basis for statistics and planning of activities. For example, the data would enable automation of elaboration of Local Energy Concepts or Implementation Plans for EE of public buildings.If the EnGIS is not regularly updated, developed for easy use for different stakeholders and promoted than, instead of being an information system, it becomes a disinformation.There are already available some good examples for such information systems, like the Bavarian, which is operated by the regional government. We estimate that it will be useful to organise a working meeting between the representatives of related Bavarian Ministry and Slovenia Ministry of Infrastructure to better understand the approach and added value.1. **Players involved** (please indicate the organisations in the region who are involved in the development and implementation of the action and explain their role)

The Office for Energy Rehabilitation of Buildings (OERB), Ecological fund and the Borzen should define the formal operator of the Energy Geographical Information System (EnGIS) and foresee for financial support in implementation, further required investigation on potentials and interactive operation.1. **Timeframe**

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| **ACTION 10 – Integration of renewable energy sources (RES) in the buildings**1. **The background** (please describe the lessons learnt from the project that constitute the basis for the development of the present Action Plan)

The buildings should provide the energy for their operation from the locally available Renewable Energy Sources (RES). To all buildings is available the sun, heat and cold from the environment, to some of them also wind and biomass. Properly integrated PV on the buildings can provide much more energy as they needed for their operation.1. **Action** (please list and describe the actions to be implemented)

There are already existing some Good Practices (GP) of proper integration of PV and other RES in the buildings in Slovenia and elsewhere. There are also very many bad examples, which represents a wrong message to experts and public media. It is very important that the RES integration, especially PV are planned at the basic architectural design of the new buildings, and at the same time when we are planning the energy rehabilitation of buildings. Even if the application of integration of RES are made in some later phase, it is important that the plans are made in advance.In majority of the cases the energy rehabilitation of the buildings are not planned at the same time with integration of the RES in the buildings.The GP should be well analysed, documented and widely promoted in the expert level and public media.1. **Players involved** (please indicate the organisations in the region who are involved in the development and implementation of the action and explain their role)

The Office for Energy Rehabilitation of Buildings (OERB), Ecological fund and the Support Centre Borzen, together with the Chamber of Architects and other expert institutions and associations should be involved in analysis of GP approaches and widely promote the appropriate use of RES within the buildings.1. **Timeframe**

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