

**Global Covenant of Mayors   
Common Reporting Framework**

**Version 6.0**

September 13th, 2018

## 6. Climate Action Plan(s)

This section includes two elements, namely climate action plans. The climate action plan requirements outlined in this section are applicable to both mitigation and adaptation plans (or integrated plans).

## 6.1. Climate Action Plans

Local governments **shall** develop plans for both climate change mitigation and adaptation (climate resilience), which **may** be presented in separate plans or an integrated plan. The plans **should** be in an official language used by the local government. Local governments **shall** submit their climate action plans to GCoM within three years upon joining GCoM (see section 7).

All action plan(s) **shall** include the following information for both mitigation and adaptation actions:

* Description of the stakeholder engagement processes
* Mitigation target(s) and/or adaptation / climate resilience goal(s); including (if available) sectoral targets
* All actions of priority sectors (identified from GHG emissions inventories and risk/vulnerability assessments)
* Descriptions for each action
* The local government(s) which formally adopted the plan and the date of adoption
* Synergies, trade-offs, and co-benefits of mitigation and adaptation actions
* Lead author team/Action Plan responsible/coordination team in the local governments

The mitigation target(s) **shall** be in line with requirements outlined in section 4 above. For adaptation goals, local governments **shall** report the goal descriptions (**shall** be aligned with the risks identified in the risk and vulnerability assessment (see section 5)), delivery date, and baseline year. Local government **should** also report the metric (or key performance index) for tracking the progress and monitoring plans.

For each action/action area/sector, the action plans **shall** provide the following information:

* Brief description of the action/action area/sector
* Assessment of energy saving, renewable energy production, and GHG emissions reduction by action, action area or sector (only applicable to mitigation actions).

For each action/action area/sector, the action plans **should** provide the following information:

* Financial strategy for implementing the action/action area/sector [[1]](#footnote-1)
* Implementation status, cost and timeframe
* Implementing agency(ies)
* Stakeholders involved in planning and implementation

In additional, local governments **should** also provide the following information in the action plans:

* Prioritization of actions
* Policy instrument(s) to implement the actions

Local governments are encouraged to report actions in as much detail as possible.

## 6.2 Monitoring

The local government **shall** submit monitoring reports every two years after submitting the action plan(s). The monitoring reports **shall** provide information about the implementation status of each action/action area/sector contained in the action plan, helping to monitor progress made. The local government **shall** update and resubmit the action plan(s) when there are significant changes to the existing plan(s). The local government **should** also report the implementation cost for each action/action area/sector.

1. Cities require massive and targeted investment in order to deliver low carbon and resilient infrastructure for their populations. Through partnerships with the EIB, EBRD, World Bank and other IFIs, GCoM is helping to fill the existing urban financing gap by providing cities with new levels of access to investments, technical assistance and advice and new partnerships are under developments. Disclosure of projects contained in Climate Action Plans with the related financial information is critical to better evaluate what new levels of access to investments, advice and financing are critical and additional to existing efforts to realizing cities’ ambitious climate commitments. Such disclosure and transparency increases investors’ confidence on the city’s ability to deliver with accountability and good governance. Further guidance on project development and financing will be provided alongside these recommendations. [↑](#footnote-ref-1)