



INNOVATE

WP2 - T2.5: Securing political support and strategic partnerships D2.6: Council Decisions & Partnership Agreements

RIGA ENERGY AGENCY

1. Framework

To be able to compare the often complex and nuanced relationships of One Stop Shops with other stakeholders, we have created a simple framework that captures the character of the relationship. We consider the following categories:

0. *No relationship*
1. **Intention statement**
OSS and partner have stated their intention to work together, this intention is formally shared by means of signed statement, email, letter or meeting minutes.
2. *Formal contract*
OSS and partner have agreed on a formal relationship that is specified in a contract signed by both parties.
3. *Ownership*
OSS and partner have agreed on a formal ownership relation, meaning either the partner will (partly) own the OSS or the OSS will (partly) own the partner company. This is specified in formal documents and signed by both parties.

The local government is a specific case in this context, requiring a separate characteristic. We consider the following categories:

0. *No relationship*
1. *Information, no exclusiveness*
OSS and local authority agree that the municipality will inform homeowners about the existence of OSS and its services, without giving any exclusivity to the OSS. This intention is formally shared by means of signed statement, email, letter or meeting minutes.
2. *Brand sharing (“powered by”)*
OSS and local authority agree that the OSS can use the local authority signing in communication towards homeowners about the OSS and its services, creating trust for the OSS. This permission is formally shared by means of signed statement, email, letter or meeting minutes.
3. *Formal service connection (forwarding)*
OSS and local authority agree that the municipality will forward questions and requests from homeowners about energy retrofitting to the OSS, thereby creating leads for the OSS. This intention is formally shared by means of signed statement,



email, letter or meeting minutes.

4. **Collaboration contract (Dutch Social Housing Model)**
OSS and local authority agree on a deal, where the OSS provides a service that helps to achieve local authority goals and the local authority provides services or a fee in return. This agreement is specified in a contract signed by both parties.
5. **Contracting**
OSS and local authority agree on a deal, where the OSS is contracted to provide a service that helps to achieve local authority goals. This agreement is specified in a contract signed by both parties.
6. **Participation (Public-Private-Partnership)**
OSS and partner agree on a formal ownership relation, where the municipality is co-owner of the OSS. This is specified in formal documents and signed by all owners.
7. **Operated by local authorities**
Local authority fully owns the One Stop Shop, or provides OSS services directly from the municipal organisation. This is specified in formal documents and signed by both parties, or is documented in local policy documents.

2. Political support and strategic partnerships

| Partner | Role in the OSS | Present situation | Expected by INNOVATE end | Ambition Level (up to 5 years after project end) | Evidence |
|--|---|-------------------|--------------------------|--|--|
| <i>Riga Energy Agency</i> | <i>Financing plan for multi-apartment building cooperatives and homeowners.</i> | 3 | 3 | 3 | <i>3-party construction contracts</i> |
| <i>Municipal housing company "Rīgas namu pārvaldnieks"</i> | <i>Provide information on flat sizes. Provide recommendation for building managers on retrofitting as well as support on estimates (for construction works)</i> | 1 | 2 | 2 | <i>3-party construction contracts, participation in advisory group</i> |
| <i>Municipal energy company "Rīgas Siltums"</i> | <i>Provide information on heat consumption in buildings as well as tariff forecasts</i> | 1 | 2 | 2 | <i>Monthly data sets, participation in advisory group</i> |
| <i>Riga Technical University</i> | <i>Provide information for partners on construction technologies and energy savings/CO2 savings calculations.</i> | 1 | 2 | 2 | <i>Annual insights, co-operated workshops for house owners (at least 2 per year)</i> |



| Local authority | Present situation | Expected by INNOVATE end | Ambition level | Evidence |
|--|-------------------|--------------------------|----------------|--|
| <i>Riga Energy Agency as municipal agency on behalf of the Riga City Council</i> | 7 | 7 | 7 | <i>Council decision and regulatory note. By the end of the projects it is expected to obtain necessary amendments to the regulatory notes and agency's statutes, which will provide opportunity to establish formal advisory group with partners.</i> |