

**CITY OF SAN DIEGO, CALIFORNIA  
COUNCIL POLICY**

**CURRENT**

SUBJECT:           PRIORITIZING ACTIONS FOR CLIMATE ACTION PLAN  
                         IMPLEMENTATION  
POLICY NO.:       900-22  
EFFECTIVE DATE: April 24, 2023

**Climate Action Plan (CAP) Defined**

The City of San Diego's (City) Climate Action Plan (CAP) sets forth a comprehensive set of strategies, measures, targets, and actions to achieve the City's interim 2030 fair share reduction goal and 2035 goal of net zero greenhouse gas (GHG) emissions. The CAP includes six strategies, each of which has numeric targets showing how the strategy helps the City achieve its overall GHG reduction goals.

**CAP Implementation Plan Defined**

As called for by the City Auditor, and in the Implementation and Monitoring chapter of the CAP, the Sustainability and Mobility Department developed a detailed Climate Action Implementation Plan (CAIP) that describes how the City will implement each CAP measure, including responsible departments, partnerships, estimated costs, and the near-term work necessary for the realization of the associated targets over a five year span. The CAIP helps the City continue to build its governance structure around CAP implementation and to increase accountability, transparency, coordination, align with City budgeting decisions, and inform department-level annual work plans.

Within the CAIP, as well as the CAP, each of the actions identified to achieve CAP measures and targets have corresponding prioritization metrics that may be utilized to prioritize the actions within the CAP, in accordance with recommendations made by the City Auditor.

**Purpose**

The purpose of this policy is to provide a process for prioritizing scores for the CAIP, and to guide City staff during the development of subsequent annual work plans and budget submissions. As detailed in [IBA Report 22-19](#), while the CAIP contains numerous metrics that can be utilized to prioritize the various actions, nothing within the CAP, CAIP, or other documents speaks to how these metrics are to be weighed against one another. This policy describes the various prioritization metrics contained in the CAIP, and how they are judged against one another in order to guide the prioritization of City staff and resources for CAP achievement.

**CITY OF SAN DIEGO, CALIFORNIA**  
**COUNCIL POLICY**

**CURRENT**

City staff should utilize this policy to rank the various actions in the CAIP, as well as new actions identified in other CAP-related plans that support the CAP, in order to help determine which actions should be prioritized for budget requests and annual departmental workplans. This prioritization process should be utilized to evaluate actions against one another, based on the metrics contained in the CAIP.

This prioritization process is not designed, however, to make hard commitments that City staff must follow, as it recognizes that some actions may need to happen in a certain sequence for various reasons. Rather, the policy is designed to assist in evaluating actions and inform staff and Council decisions for those items where, other factors being equal, there is a policy determination that must be made as to whether one item is executed and funded prior to another.

**Process**

In order to ensure an effective prioritization system, City staff should update the Implementation Matrix of the CAIP as necessary and maintain its prioritization metrics for all current actions, as well as new actions identified in other adjacent plans, before developing or updating various annual departmental workplans and budget requests. In particular, the metrics defined below will be maintained by City staff, with prioritization scores noted for each action in the Implementation Matrix, CAIP, annual workplans and budget requests.

**A. CAIP Prioritization Metrics**

The following metrics shall be utilized to determine CAIP action prioritization scores:

1. Greenhouse Gas (GHG) Emission Reduction Estimates

Staff, utilizing the methodology developed by the Energy Policy Initiatives Center (EPIC) at the University of San Diego, have scored the estimated GHG emission reductions for each action, ranking them as High, Medium, or Low, based on the calculated percentage of the overall GHG emission reductions attributable to each action, where Low represents less than 1% of total GHG emission reductions, Medium represents between 1% and 10% of total GHG emission reductions, and High represents more than 10% of total GHG emission reductions. Additionally, those actions which are defined as Foundational will receive the GHG ranking of the overall measure which the action supports, as opposed to the ranking of the action itself. A score of High will be awarded full points, a score of Medium will be awarded 66% of the total points, and a score of Low will be awarded 33% of the total points available for each action.

**CITY OF SAN DIEGO, CALIFORNIA**  
**COUNCIL POLICY**

**CURRENT**

2. **Feasibility**

The feasibility score is a composite score established by all of the feasibility subscores contained within Appendix C of the CAP, based on the questions and scores developed by staff. Each action or supporting action will be given a score on a scale from 1-10, which will directly relate to the proportion of points earned for this measure.

3. **Equitable Implementation**

The equitable implementation score is a composite score established by all of the equitable implementation subscores contained within Appendix C of the CAP, based on the questions and scores developed by staff. Each action or supporting action will be given a score on a scale from 1-10, which will directly relate to the proportion of points earned for this measure.

4. **Air Quality**

The air quality score is a composite score established by all of the Air Quality subscores contained within Appendix C of the CAP, based on the questions and scores developed by staff. Each action or supporting action will be given a score on a scale from 0-10 (where 0=Not Applicable), which will directly relate to the proportion of points earned for this measure.

5. **Public Health**

The public health score is a composite score established by all of the Public Health subscores contained within Appendix C of the CAP, based on the questions and scores developed by staff. Each action or supporting action will be given a score on a scale from 0-10 (where 0=Not Applicable), which will directly relate to the proportion of points earned for this measure.

6. **Jobs & Economy**

The jobs & economy score is a composite score established by all of the Jobs and Economy subscores contained within Appendix C of the CAP, based on the questions and scores developed by staff. Each action or supporting action will be given a score on a scale from 0-10 (where 0=Not Applicable), which will directly relate to the proportion of points earned for this measure.

**CITY OF SAN DIEGO, CALIFORNIA**  
**COUNCIL POLICY**

**CURRENT**

7. **Resiliency**

The resiliency score is a composite score established by all of the Resiliency subscores contained within Appendix C of the CAP, based on the questions and scores developed by staff. Each action or supporting action will be given a score on a scale from 0-10 (where 0=Not Applicable), which will directly relate to the proportion of points earned for this measure.

**B. Types of Actions**

As identified in the CAIP, actions are categorized into four distinct types, based on either their sequencing requirements or their relationship to the measurable GHG emission reductions contained within the CAP. The categories of actions are as follows:

1. **Preliminary**

These are actions that must occur for staff to conduct the Foundational actions for each CAP measure. Each action receives the same prioritization score as the Foundational action that corresponds to it, and these actions should be prioritized over the Foundational actions regardless of overall prioritization score.

2. **Foundational**

These are actions that must take place in order to the City to reach the GHG emission targets set for each measure of the CAP. These measures should be scored using the Foundational Weights contained within the table under Part C of this section, and these actions should be prioritized over Next & Other actions, regardless of overall prioritization score.

3. **Next**

These are the actions which can only take place after the Foundational actions take place, which also have an impact on the GHG emission reduction targets for each measure. These actions should be scored using the Next & Other Weights contained within the table under Part C of this section.

4. **Other**

These are all of the actions that are not directly tied to the measurable GHG emission reduction targets for each measure but still provide overall support for the goals and targets of the measure. They are mostly referred to as supporting actions within the CAP. These actions should be scored using the Next & Other Weights contained within the table under Part C of this section.

**CITY OF SAN DIEGO, CALIFORNIA**  
**COUNCIL POLICY**

**CURRENT**

**C. Scoring Weights**

The following are the corresponding scoring weights in percentage for each of the CAIP prioritization measures:

| <b>Measures</b>          | <b>Foundational<br/>Weights</b> | <b>Next &amp; Other<br/>Weights</b> |
|--------------------------|---------------------------------|-------------------------------------|
| GHG Reduction            | 33                              | 25                                  |
| Feasibility              | 12                              | 13                                  |
| Equitable Implementation | 16                              | 20                                  |
| Air Quality              | 10                              | 10                                  |
| Public Health            | 12                              | 13                                  |
| Jobs & Economy           | 7                               | 9                                   |
| Resiliency               | 10                              | 10                                  |
| <b>Total</b>             | <b>100</b>                      | <b>100</b>                          |

**D. Further Considerations and Updates**

Review of the policy by the appropriate Council committee should be performed one year after implementation of this policy, and subsequently in conjunction with major updates to the CAP every five years to identify additional enhancements, to update metrics utilized, and to update scoring weights, as deemed necessary.

**HISTORY**

“Prioritizing Actions for Climate Action Plan Implementation”  
Adopted by Resolution R-314694 – 4/24/2023