



An Roinn Fiontar,
Trádála agus Fostaíochta
Department of Enterprise,
Trade and Employment

Climate Action Roadmap July 2024



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1. Secretary General's Introduction



This is the Department's second Climate Action Roadmap drawn up under the requirements of the Climate Action and Low Carbon Development (Amendment) Bill 2021. It aims to build on the provisions outlined in the Climate Action Roadmap 2021-2023 and demonstrate the continued determination of the Department to achieve our climate action goals.

Scientific research at national and international levels provides indisputable evidence of the impact human behaviour has had on the earth's climate and how this has impacted on all habitats and life whether human, animal or plant based. The Intergovernmental Panel on Climate Change 2023 set out the need for intervention to generate rapid reductions in greenhouse gas (GHG) emissions to mitigate the effects of global warming.

Decarbonisation is not only an environmental necessity; it is also an economic one. Ireland is seeing more frequent extreme weather events, and these have real costs to people's lives and businesses. We are also seeing changes in customers' preferences, as societal and commercial awareness focus more attention than ever on the sustainability of products, services and supply chains. As a Department we are therefore placing a priority policy focus on transitioning to a low carbon economic model, both to facilitate the meeting of enterprise sector emissions abatement targets and to realise resultant economic opportunities. Through our enterprise agencies we have rolled out a whole suite of green supports for enterprise and are developing new and enhanced measures to support future enterprise sector decarbonisation. In this regard, the Department published Powering Prosperity – Ireland's Offshore Wind Industrial Strategy, the first Strategy of its kind for Ireland.

The Programme for Government is definitive on the need to achieve a 51% reduction in Ireland's overall emissions from 2021 to 2030 and achieving net-zero emissions no later than 2050. The public sector has a key role in assisting the State in achieving these targets, driving climate action across its buildings, transport, waste, and energy usage as well as facilitating change in our economy and society. The Public Sector Climate Action Mandate as set out in the Climate Action Plan 2024 outlines the climate action objectives for public bodies.

At corporate level, we have a long standing internal green team which over the past four years has facilitated the delivery of many significant decarbonisation initiatives, several in collaboration with partners in the Office of Public Works (OPW) and the Sustainable Energy Authority of Ireland (SEAI). Led by our Climate and Sustainability Champion, Assistant Secretary Harry Lester, the Department is committed to realising the ambitious targets for emissions reduction by 2030. This Roadmap sets out how we are reducing emissions and our commitment to meeting our decarbonisation and sustainability targets. It has been prepared in line with the Climate Action Plan 2024 and will continue to be reviewed annually in line with the Public Sector Climate Action Mandate.

Declan Hughes

Secretary General

2. Our Climate Action Achievements

In recent years the Department has delivered significant climate action actions across five thematic areas:

1. Energy



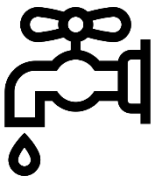
- Reduced temperature settings for heating systems.
- Introduction of LED and motion sensor lighting to reduce electricity usage.
- Reduction in personal printers.
- Installation of two vehicle charging points in Kildare St courtyard

2. Waste Management



- Significant consolidation of waste bins and enhanced recycling options.
- Increased amount of segregated bio-degradable waste by over 30% from 2022.
- Decreased “general” waste amounts generated by 25% from 2022 levels.
- Significant reduction on hardcopy paper/files by increasing digitisation.
- Introduction of biodegradable only cutlery.
- Introduction of re-cycled paper for printing.
- Battery recycling drive and partnership with Dublin Simon for Re-Turn products

3. Water (usage/conservation)



- Installation of water logging kit, timing adjustments and optimisation of water flush systems in our WCs across various buildings.
- 75% reduction in the number of electrically powered water coolers and replacement of same with filtered water systems.
- Participation in the “Reduce Your Use” campaign – winter 2022/23.
- Initiated installation of sensor operated faucets in Kildare Street restrooms.

4. Green life/ecology



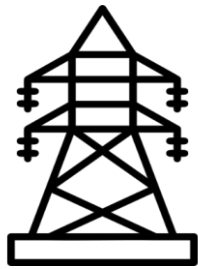
- Participated in National Transport Authority’s (NTA’s) Smarter Travel Mark walking and cycling promotion programmes.
- Cycle Friendly Employer (CFE) (EU certification scheme developed by the European Cyclists’ Federation) Certification
- “Bronze Medal” partner status on the Active Travel initiative.
- Expansion of plant presence throughout Departmental buildings and encouragement of staff owned plant development.

5. Information and Awareness

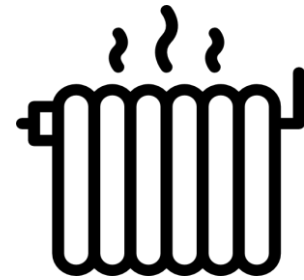


- Regular “Green” awareness webinars; information sessions and training for staff regarding energy efficiency, wider climate action related issues.
- Reconstituted Green Team and dedicated Climate and Sustainability Week.
- Participation in the *OptimisingPower@Work* Programme.
- Climate Programmes Unit established to accelerate decarbonisation of industry and to drive sustainability among the wider enterprise base.

3. Our Climate Performance 2023



Electricity emissions
17% less than 2022



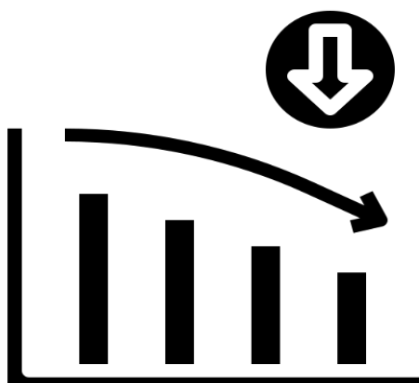
Thermal emissions
7.2% increase on 2022¹



Energy-related CO2 emissions
2.7% less than 2022



Energy efficiency
64.7% below baseline



Total energy consumption
estimated 2,441,585 kWh
2.6% less than 2022

¹ The increase in thermal emissions can be attributed to unavailable heating from carbon neutral sources during 2023.

4.2 Recent Performance

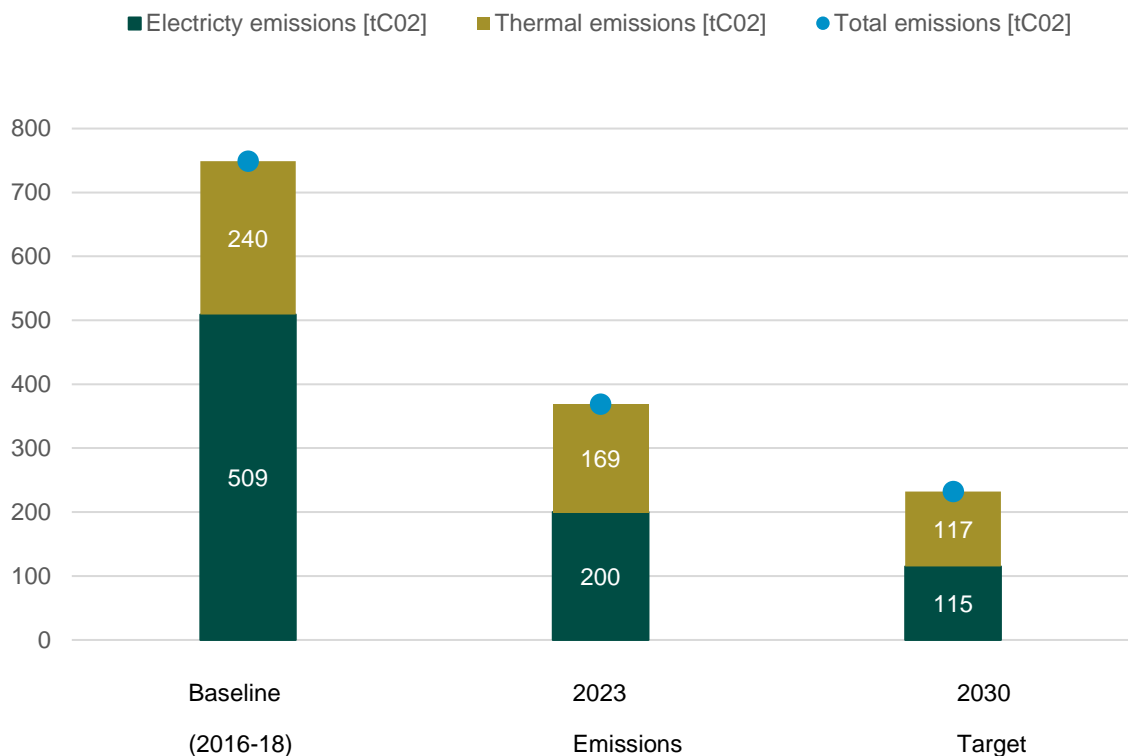
The Climate Action and Low Carbon Development (Amendment) Act 2021 requires all public bodies to perform their functions in a manner consistent with Ireland’s climate ambition. The Public Sector Mandate as detailed in Climate Action Plan 2024 (CAP24) maintains our three headline climate action targets as:

1. Reducing GHG emissions by 51% in 2030.
2. Improvement in energy efficiency of 50% by 2030.
3. Increasing climate literacy, implementing green public procurement and retrofitting public sector buildings and updating Climate Action Roadmaps annually in line with any updated Public Sector Climate Action Mandate.

The Department’s progress on the first two targets is tracked through the SEAI M&R performance measurement system. This allows the Department to analyse its gap to target and design strategic interventions that will have the most significant impact on emissions.

Chart 1 shows the Department’s overall emissions have fallen from approximately 749 tCO₂ in the baseline year to 369 tCO₂ in 2023, representing a 49% total decrease. To meet our 2030 emissions target, based on 2023 levels the Department will need to reduce total emissions by a further 39%.

Chart 1 DE TE progress to 2030 emissions targets



Source: SEAI M&R performance measurement system

The Department has maintained an overall improving trajectory against baseline figures with a reduction in overall energy consumption. This can primarily be attributed to three factors reduced staff numbers onsite due to the introduction of the Department’s blended working policy, reduction on occupied office floor space and improvement in energy related efficiencies

such as converting to LED lighting and increased monitoring of Heating Ventilation and Air-Conditioning systems.

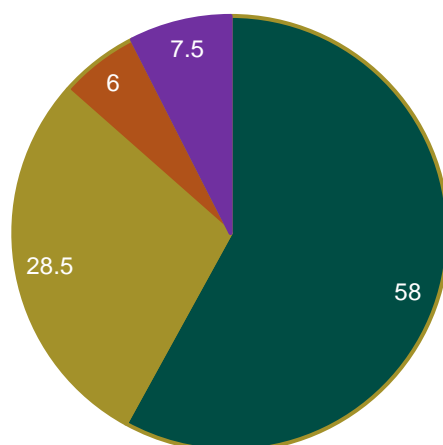
The composition of emissions is changing. In 2023, 54% of the Department's total emissions were from electricity compared to 68% in the 2016-2018 baseline. Electricity related emissions in 2023 are 60% lower than the base year with thermal emissions 29.5% lower. In terms of the Department's total energy consumption, grid electricity accounted for 59% with fossil fuels accounting for 41%. The Department's electricity supplier indicates the renewable share of energy consumption in 2023 was 8.8%. Thermal energy consumption in 2023 was comprised of 80% fossil fuels use and 20% attributable to renewable energy.

For energy efficiency, performance is tracked using an energy performance indicator. An energy performance indicator (EnPI) is a way of measuring an organisation's energy performance. As of 2023 the Department has delivered 64.7% in energy savings since the baseline year (2006-2008) more than the initial 33% target set for public bodies. In terms of our target of reducing GHG emissions by 51% in 2030, data for 2023 performance is over 30% better than the 2030 target.

Chart 2 shows the proportion of energy use accounted for by the Department's buildings, Kildare Street, Earlsfort Centre and Dawson Street and the Intellectual Property Office of Ireland. The Department shares 23 Kildare Street with the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media. The Earlsfort Centre is shared with Eversheds Sutherland. The Intellectual Property Office of Ireland is also included as it is not a designated public body with respect to energy efficiency. Total attributable consumption for these buildings in 2023 was 1,731,702.84 kWh which represented a 1.2 % decrease on consumption in 2022.

Chart 2 Energy Consumption attributable by Department building 2023.

■ Kildare St ■ Earlsfort ■ Dawson ■ Kilkenny



Source: SEAI M&R performance measurement system

The Department's Kildare Street offices account for 58% of total energy usage. There are approximately 344 Departmental staff based in 23 Kildare Street. The building is a heritage building and the amenities (water, waste management, heating and windows) are not 21st century proof and cannot be readily energy efficiency regulated or targeted as is the case with

modern office accommodation and utilities. Data from the OPW's OptimisingPower@Work (OP@W) energy programme shows that as of December 2023 energy consumption in the building has reduced by 52% since the building joined OP@W in 2009. This saving compares to the 25% average energy savings reported for all Government buildings in the campaign. Annual electricity consumption in Kildare St has reduced by 32% since 2009, from 730,879 kWh per annum to 494,006 kWh per annum. Annual gas consumption in the building has reduced by 61% from 1,742,074 kWh per annum to 683,250 kWh per annum. A basic comparison with the OP@W base year (2009) shows carbon emissions for the twelve months January to December 2023 have reduced by 50% and a month-to-month comparison December 2009 to December 2023 shows a 53% (33 Tonnes) reduction in Carbon Emission levels.

The Department's offices at Block C, Earlsfort Centre, Earlsfort Terrace Dublin 2, are leased by the OPW on behalf of the Department and account for 28.5% of our energy use. Approximately 219 staff are based in Earlsfort. The data shows that energy consumption in Earlsfort has reduced by 46% since the building joined the OP@W campaign in 2012. The total annual unit consumption of energy has decreased from 818,055 kWh to 438,233 kWh. Annual electricity consumption in Earlsfort has reduced by 42% since 2012 to 227,343 kWh. Gas consumption on site has reduced by 51% to 210,891 kWh. A comparison to the base year of 2012 shows carbon emissions related to the Earlsfort Building have reduced by 46%. and a month-to-month comparison December 2012 to December 2023 shows a 51% lower (11 Tonnes) reduction in Carbon Emission levels.

The other building occupied by the "core" Department (i.e., not our Offices) is 59 Dawson Street, Dublin 2. It is a relatively small building with capacity of approximately twenty-eight staff in total and accounts for 6% of energy usage. Compared to 2019 the energy consumption over the last twelve months has reduced by 15%. In terms of CO₂, OP@W data shows that the site has decreased CO₂ consumption by -15.2% over the last 12 months. Monthly comparison data shows that the December 2023 CO₂ Emissions are 53% lower (03 Tonnes) than December 2007

The Intellectual Property Office of Ireland (IPOI) is located on a shared premises at Government Offices, Hebron Road, Kilkenny. The IPOI has capacity for fifty-five staff and is responsible for 22.6% of the energy usage for the premises. The IPOI has reduced its energy consumption by 55% since joining the OP@W campaign in 2008. Over that period the IPOI has achieved reductions in electricity consumption of 65% from 867,797 kWh to 301,277 kWh and reductions in gas consumption of 20% from 266,061 kWh to 211,798 kWh.

The Department is actively exploring options with the SEAI to develop a pathway based on modelled energy reduction scenarios. The key elements in achieving this pathway and the projects required to reduce our gap to target will be further progressed by the Department in consultation with our SEAI and OPW partners in 2023.

4. Report on the Public Sector Mandate

4.1 Our Targets

4.1.1 Reduce energy related GHG emissions by 51% in 2030.

Under CAP24 the Department is required to ensure that all Climate Action related activities are monitored appropriately and reported correctly. For the purposes of the Mandate, greenhouse gas emissions are energy-related carbon dioxide equivalent emissions.

SEAI data shows that the Department's overall share of total final energy consumption by Government Departments is <1%. The trajectory of the Department's energy related carbon emissions remains downward and in 2023 amounted to 369.8 Tonnes CO₂. This represents a further reduction of over 31 Tonnes from 2022. This is despite the unavailability of the biomass boiler in the Houses of the Oireachtas, which supplies the heating to the Kildare Street building, for much of 2023. In 2023, CO₂ emissions reductions were 50.6% below the baseline level of 749,094 kg CO₂. In order to achieve the emissions target for 2030 further reductions of 39% will be required, this amounts to a further emissions reduction of 144,371 kg CO₂.

The Department's indicative energy consumption in 2023 was 2,441,585 kWh. This is 2.63% (65,955 kWh) lower than 2022 and 64.7% (5,251,442 kWh) lower than the energy efficiency baseline. Carbon emissions for 2023 fell to 369.8 Tonnes CO₂. In terms of the source of emissions in 2023 54.3% (200.6 Tonnes CO₂) arise from electricity consumption, 45.7% (169.2 Tonnes CO₂) from gas. The Department's heating was also fuelled by the burning of wood pellets which is considered to be carbon neutral in respect of greenhouse gas emissions.

4.1.2 Improve energy efficiency in the public sector by 50% by 2030.

For energy efficiency, performance is tracked using an energy performance indicator. An energy performance indicator (EnPI) is a way of measuring an organisation's energy performance. Each year, an EnPI is calculated by dividing the organisation's total primary energy consumption by an activity metric. This indicator accounts for changes in the organisation's activity level, so that fluctuations in activity that have an impact on energy consumption are considered when determining energy performance (energy efficiency).

As of 2023 the Department has delivered 64.7% in energy savings since the baseline year (2006-2008) more than the initial 33% target set for public bodies and ahead of the 50% target for 2030.

4.1.3 Update Climate Action Roadmaps annually within 6 months of the publication of the Climate Action Plan. Develop Climate Action Roadmaps if none are in place.

The Department's Climate Action Roadmap was updated by the Climate and Sustainability Champion in June 2024 and approved by the Department's Management Board and Secretary General in July 2024.

4.2 Our People

4.2.1 Establish and resource Green Teams, reporting to senior management, to become integrated drivers of sustainability in every public sector body.

The Department recognises the importance of embedding climate action into the core of our day-to-day operations. The behaviour of each staff member is the ultimate driver of corporate sustainability. The Department's 'Green Team' was reconstituted in 2023. This rejuvenated team has continued to promote climate action awareness and initiatives. The team held a series of events and webinars during Climate Action and Sustainability week in October 2023. This included presentations on sustainable transport, waste management, biodiversity, climate change and energy efficiency. Additional presentations were provided by Department of the Environment, Climate and Communications on the Government's Climate Action Mandate and by the Department on its own 2023 Roadmap. The Green Team's membership is representative of all Divisions and Grades and active across all our buildings. It seeks to initiate projects large and small in all locations to bring about climate positive actions including recycling initiatives and efforts to reduce energy consumption

The Energy Performance Officer is the Principal Officer with responsibility for the Department's Management and Business Support Unit and they lead on energy management and performance. The Department's Energy Coordinator is the Assistant Principal Officer with responsibility for facilities management. The Energy Performance Officer and Energy Coordinator are responsible for implementing and reviewing the energy & environmental management system.

The Department continues to collaborate closely with colleagues in the OPW, the SEAI and the Department of the Environment, Climate and Communications to utilise their expertise to assist in the engagement of our staff.

4.2.2 Nominate a member of the Management Board as the Climate and Sustainability Champion with responsibility for implementing and reporting on the mandate.

The Assistant Secretary of Corporate Services Division is the Department's Sustainability Champion. The Energy Performance Officer continue to progress the Department's climate action agenda and report to the Climate and Sustainability Champion. In recognition of the crucial role and influence of the senior leadership cohort across the organisation, the Management Board will seek annual progress updates on the Department's climate action response.

4.2.3 Incorporate appropriate climate action and sustainability training (technical and behavioural, including green procurement training) into learning and development strategies for staff.

The Department's Learning & Career Development Unit has gone to market to procure a suitable climate action training programme for our PO cohort. Subject to contracting a service provider, it is intended that senior management (PO level or equivalent and above) will have the opportunity to avail of this training by the end of 2024.

The Department's commitment to awareness raising information sessions is evident in the programme of webinars and workshops held during the Department's Climate Action and Sustainability week in October 2023. Management and Business Services Unit provide and

maintain a number of dedicated Green Team pages on our internal Intranet with video content, webinars, and information provision.

4.2.4 Organise staff workshops (at least annually) to engage on climate issues, including a focus on decreasing the organisation's carbon footprint.

The Department is committed to raising awareness amongst staff of the importance of transforming how we think about, generate and use energy. Through our Energy Coordinator and Green Team we seek to encourage employee participation and behavioural change in energy conservation and emissions reduction initiatives. The Department continues to collaborate with colleagues in the OPW and the SEAI to utilise their expertise to assist in the engagement of our staff. This includes undertaking specific energy audits per building and continued participation in initiatives such as *OptimisingPower@Work*.

The Department's Green Team hosted an extensive programme of webinars and workshops during its Climate Action and Sustainability Week in October 2023, the programme included subjects relating to sustainable travel; waste management; climate change, biodiversity; energy efficiency and the Public Sector Climate Action Mandate and the Department's Climate Action Roadmap.

In addition, a number of Lunch and Learn events on Climate Action related subjects have been held in co-operation between Learning and Career Development Unit, Management and Business Support Unit and the Green Team.

4.2.5 Ensure all senior management (P.O. level or equivalent and above) and members of State Boards, complete a climate action leadership training course.

The Department's Learning and Career Development Unit is engaging the services of a training provider to provide senior management with climate action leadership training, with the aim to ensure that all senior management (PO level or equivalent and above) have completed the training by the end of 2024.

The Energy Performance Officer, Energy Coordinator and staff in the Facilities Management Unit have endeavoured to undertake a number of modules of SEAI Energy Management Workshops and participate in relevant SEAI webinars. During 2023 and 2024 representatives of the Department's Facilities Management Unit underwent the SEAI Engaging People workshops and produced a draft a Workplace Engagement Toolkit. This toolkit will be used to assist in the flow of information on Climate Action issues to the Department's management and staff.

4.3 Our Way of Working

4.3.1 Report on the following in the Annual Report of the public sector body:

- **GHG emissions;**
- **Implementation of the mandate;**
- **Sustainability activities;**
- **Compliance with Circular 1/2020: Procedures for offsetting the emissions associated with official air travel.**

Since the beginning of 2020, the Department has adhered to the requirements introduced by the Department of Public Expenditure and Reform (DPER), to offset the greenhouse gas emissions associated with all Government air travel. The Department adheres to DPER procedures for offsetting the emissions associated with official Air Travel. In 2022 the Department calculated that 1,722,756 Kilometres were travelled with an associated 167,963 Tonnes of CO₂ emitted. The Department values every tonne of carbon emissions emitted. The Department's liability in 2023 was €8,146.21. The liability is calculated based on the prevailing rate of carbon tax and all liability must be paid to the Governments Climate Action Fund. This represents an approximate 100% increase in the Department's financial liability and can be attributed to the increase of in-person meetings being held at EU and international level and related travel requirements. In the run up to Ireland's Presidency of the EU Council in 2026, it is likely that travel requirements will continue to trend upwards as an increased Irish presence in Brussels will be an essential part of a successful Presidency.

The Department recognises the continued roll out of our Blended Working Strategy presents opportunity in terms of meeting our carbon emissions reduction targets. The Department intends to carry out a full review of its Blended Working policy in 2024 and the benefits from a climate action perspective will be taken into consideration in the review. Any potential accommodation related actions will be considered and discussed with the OPW.

4.3.2 Using SEAI's Public Sector M&R System, public bodies are to report annually on implementation of the individual mandate requirements using a "comply and explain" approach.

The Department has uploaded details of its energy use onto the SEAI M&R system for many years. The system records details of electrical and thermal energy use based on the metered records from the energy providers. The Department meets all compliance requirements and has identified issues of concern as well as information on future plans.

4.3.3 Achieve formal environmental certification for large public sector bodies, such as ISO 50001 (Energy Management Standard) or ISO 14001 (Environmental Management System), with a view to going beyond ISO 14001 to adopting Eco Management and Audit Scheme (EMAS). Specifically:

The Department's energy spend would not be > €2m per annum so ISO 50001 certification by end 2024 is not required. The Department is committed to monitoring our Gap to-Target which will be modelled and reviewed regularly based on SEAI input for performance and improvement. We will continue to monitor energy usage and emissions to track progress towards emissions reduction targets and report to SEAI annually on M&R.

The Management and Business Support Unit will continue to work with SEAI on measures to reduce our gap to target and will evaluate and adjust our energy management as necessary based on monitoring and reporting results. Relevant Management and Business Support Unit staff will also participate in relevant SEAI Energy MAP training.

The Department will also maintain close contact with the OPW and our public sector co-tenants on the feasibility and implementation of ideas for energy performance improvement and emissions reductions initiatives.

4.3.4 All public sector bodies with an energy spend greater than €2 million per annum to achieve ISO 50001 certification by end-2024;

The Department's energy spend per annum does not exceed €2 million and therefore ISO 50001 certification is not applicable.

4.3.5 All remaining public bodies to implement energy management programmes as per SEAI's energy management guidance (S.I. 426 of 2014) and report to SEAI annually on its M&R system.

The Department has adhered to the requirements introduced by the Department of Public Expenditure and Reform (DPER) as set out in S.I. No. 146 of 2014, to offset the greenhouse gas emissions associated with all Government air travel.

4.3.6 Implement Green Public Procurement, using the EPA Green Public Procurement Guidance and criteria/Office of Government Procurement's online Green Public Procurement Criteria Search tool as resources.

Circular 20/2019 requires that the Annual Reports of each Department must report on its green public procurement (GPP). Appendix 2 includes ten priority sectors listed in the EPA's 2021 guidance document Resources | Environmental Protection Agency (epa.ie) for the Public Sector and shows the total value of contracts issued by this Department in 2023, valued at over €50,000* by priority sector, which have incorporated GPP.

The Department reports on this information in our annual report and is committed to ensuring, that where practicable, Green Public Procurement and Social Considerations are incorporated into the tendering process for public contracts. In 2023, across the priority sectors, the Department and its Offices have procurements to the value of just over €1.3m which have incorporated GPP.

4.3.7 Construction: Specify low carbon construction methods and low carbon cement material as far as practicable for directly procured or supported construction projects from 2023. Adhere to the best practice guidelines for the preparation of Resource and Waste Management Plans for construction and demolition projects for directly procured or supported construction projects from 2024.

The Department is not involved in any direct construction or demolition projects and therefore is not in a position to introduce any measures to comply with this requirement.

The Department's Construction and Enterprise Innovation Policy (CEIP) Unit leads and coordinates on DETE's actions in the Government's Housing for All (HfA) strategy including through engagement with the Department's Agencies. The CEIP Unit is focussed on coordinating the delivery of the Actions which are DETE-led in HfA while stimulating innovation and technology adoption in the domestic residential construction sector more broadly. The Unit works with partners across Government through structures such as the Construction

Sector Group and the implementation mechanisms under Housing for All as well as directly with the sector through the business development and enterprise innovation programmes administered by Enterprise Ireland to help drive increased levels of innovation and productivity in the sector. The unit is part of the Housing for All Industry Capability Working Group and the Modern Methods of Construction Leadership and Integration Group.

4.3.8 Measure and monitor the food waste generated on premises from 2024, using a standardised approach to food waste measurement set out in the EPA Protocol/Pathway.

The Department's Waste Management processes have been reorganised to ensure the clear separation of food waste from general and recycled waste products. The volume of food waste is measured by the waste management service provider and recorded accordingly by the Department. In 2022, 2,233 kg of bio-degradable (food) waste was collected and this increased to 3,079kg in 2023. At the same time there has been a decrease in general waste figures which fell from 15,407 kg in 2022 to 10,292kg in 2023.

4.3.9 All new contract arrangements related to canteen or food services, including events and conferences, to include measures that are targeted at addressing food waste, with a specific focus on food waste prevention and food waste segregation.

The waste management service provider and the canteen hospitality service provider engaged by the Department are committed to monitoring all levels of waste generated but also to ensure the highest percentage of bio-degradable waste is generated in comparison to all other forms of waste.

4.3.10 Review any paper-based processes and evaluate the possibilities for digitisation so it becomes the default approach. Eliminate paper-based processes as far as is practicable. Where paper must be procured, ensure that recycled paper is the default.

The Department recognises the benefits of increased digitisation as a more efficient, cost effective and environmentally friendly way of doing business. As recognised in our ICT strategy 2020-2025 the use of cloud-based services, combined with a digital by design approach, has the potential to transform many of our services. This approach encompasses a vision where our external customers can conduct all their business online.

The Department and its offices use eDocs Document and Records Management System to save documents and emails, and which facilitates the classification of electronic information as a record. The Department has continued its expansion of cloud-based services through the OGCIO build to share services to include ePQs; eDocs; eRisk; eFOI ;eSubmissions and will look at including other available services e.g. eCorrespondence.

To discourage unnecessary paper and energy-use, the Department has reduced the number of personal printers and the introduction of eco-friendly "all in one" photocopiers /printers and time adjustments to ICT power down of systems.

During 2023 recycled paper was introduced as the default paper for all general photocopying and printing operations within the Department. The policy extends to make the availability of non-recycled paper for printing or photocopying purposes limited to special requests only. This policy change has brought a financial benefit as the recycled paper is 10% less expensive than the non-recycled paper. The Department will monitor progress in terms of reams of paper/kg paper used.

4.3.11 Measure and monitor paper consumption.

Since the pandemic the quantities of paper delivered to the Department has increased from 2.3 Tons in 2021 to 4 Tons in 2023. This reflects the increased occupancy in the building. The quantities of paper purchased is monitored and the Department intends to carry out a full review of the quantities of paper procured and develop proposals regarding reduced paper use.

4.3.12 Provide suitable drinking water refill points for all staff and in any premises accessed by the public and measure and monitor usage of the refill points.

The Department has introduced main linked water drinking and refilling stations throughout its buildings and this provides all staff with accessibility to fresh drinking water. The Department will consider suitable monitoring procedures for the usage of these water drinking and refilling stations. The Department will investigate ways of monitoring the usage of the water drinking and refilling stations, with the assistance of OPW and Uisce Eireann, by our mains water usage volumes compared to the quantities of bottled water previously made available.

4.3.13 Cease using disposable cups, plates and cutlery in any public sector canteen or closed facility, excluding clinical (i.e., non-canteen healthcare) environments, and in publicly funded advertising or broadcasting, where feasible. Progressively eliminate all single use items within the organisation and from events organised, funded, or sponsored.

The Department is working with our hospitality service provider to ensure all products are either reusable or bio-degradable to avoid the use of single use items. The Department avoids the use of single use items as much as is possible. The Kildare Street canteen incentivises keep cups by discounting the price of beverages when the user brings their own cup.

4.3.14 Support Ireland's Producer Responsibility Initiatives in the collection and recycling of products.

The Department's Green Team has formed a partnership with Dublin Simon to collect items eligible for the Government's Re-Turn recycle deposit return scheme. The items are collected at collection points located throughout the Department's buildings. Dublin Simon claims the refundable deposit to assist clients in the Dublin area. ICT equipment is upcycled and reused where possible and where appropriate recycled. The Department has included a recycling clause into its furniture removal contract to ensure, where possible, all end-of-life furniture is sent for appropriate recycling/upcycling. The Department's Green Team ran a promotion on the recycling of batteries during 20223/2024 and yielded a quantity amounting to over 100kgs being sent to WEEE Ireland for recycling.

4.3.15 Use waste collection services that are segregated into a minimum of 3 streams – residual/general waste, recycling waste and organic/biowaste.

The Department has introduced specific recycling points throughout its buildings and it provides for staff clearly defined portals for the separation of recyclable products as well as the provision of food and bio-degradable waste. Staff are encouraged to separate any waste generated within their work areas and dispose of it in the appropriate collection point. The waste management service provider provides separate collection services for general waste, clean recyclables, and bio-degradable materials. The service provider has provided clearly distinguishable bins to identify what waste material should be disposed of in which bin and which bin will be collected on which visit.

4.4 Our Buildings and Vehicles

4.4.1 Promote the use of bicycles and shared mobility options as an alternative to car use among employees and visitors.

In Spring 2022, the Department signed up as a partner to the “Smarter Travel Initiative” and in January 2023, opened a new “Bike Park” for staff in Kildare Street. The Department is also participating in the Cycle into Summer event. The Department has received “Bronze Medal” partner status on the Active Travel initiative from the NTA/Department of Transport.

A formal application to achieve the NTA Smarter Travel Mark was submitted and as part of this process, a comprehensive employee’s smarter travel survey was undertaken. The application assessment will continue during 2024.

4.5.2 Phase out the use of parking in buildings that have access to a range of public transport services and active/shared mobility options for the majority of staff/visitors while providing that sufficient accessible parking is maintained for those with physical mobility issues.

Accommodation, including attendant car parking, for the Department, which is spread over several locations in Dublin as well as regionally, is provided by the OPW in buildings which are either State owned or leased by the OPW on our behalf. All leasehold arrangements are, accordingly, arranged by the OPW and not the Department.

4.5.3 Procure (purchase or lease) only zero-emission vehicles from the end of 2022.

The Department does not purchase or lease any transport fleet.

4.5.4 Display an up-to-date Display Energy Certificate in every public building that is open to the public to clearly show energy use.

Where relevant Department level Certificates are available the Department displays them in our buildings. The certificate for Kildare Street refers to all buildings within the Houses of the Oireachtas District heating system.

4.5.5 The public sector will not install heating systems that use fossil fuels after 2023, in (1) new buildings, and (2) “major renovation” retrofit projects.

The Department will continue to work with the OPW to consider necessary upgrades to the Kildare Street building which will bring the energy efficiency levels of this historical building within the parameters of the targets set for the Public Sector.

The heat supply to 23 Kildare Street is part of a district heating system operated from the Leinster House campus. This system provides heating to a number of buildings in the vicinity of Leinster House by means of gas and biomass burning boilers. 23 Kildare Street avails of 7.6% of the heat generated. The Department regulates the levels of heat that enter the 23 Kildare Street building but has no control over the source or the use of other energy recipients. This can mean that the Department is attributed energy usage without obtaining the energy benefits. The Department is committed to working with the other Depts/bodies being serviced from Leinster House and will need to explore with the OPW and the Facilities Management team at the Leinster House campus what if any further adjustments could be undertaken to improve the energy efficiency of heat supply.

4.5.6 Large public sector bodies and sectoral groups with a large estate should commence a deep retrofit of at least one building in 2023 in pursuit of the 2030 51% target reduction target. The planning of deep retrofit building measures will be undertaken at sectoral level for homogenous sectors, e.g., in relation to the Civil Service, the OPW will plan the deep retrofit of Government Departments' building stock.

Although the Department does not hold any building stock, it is committed to working with the OPW in any refurbishment or climate action related retrofit works that they may carry out on any buildings currently occupied by the Department.

The Department's Offices which include the Companies Registration Office (CRO), the Intellectual Property Office of Ireland (IPOI), the Labour Court and the Workplace Relations Commission (WRC), are tenants in ten buildings across the country provided by the OPW. Four of these buildings are State owned and six are leased from private landlords by the OPW on our behalf. In all but one of the buildings, the Department shares these with other tenants, other Departments, public bodies, or private sector companies.

The Department and Offices do not own any property and are therefore dependent on working with the OPW and local landlords in relation to certain facilities maintenance and significant climate action initiatives, such as the installation of LED lighting, solar panels, or consideration of any significant building refurbishments.

In terms of deep retrofitting, the Department does not have competency in the case of a full asset renewal project where a full building retrofit is required, or where a building is recommended for replacement. The Department also does not have competence for new buildings designed for the latest building standards, which are tending towards NZEB by the end of this decade. Upkeep and maintenance of the buildings is dependent on assistance from, and in certain instances the approval of the OPW. The Department is committed to working with OPW in this regard.

In pursuit of our emissions targets, the Department will also continue to work with OPW and SEAI input, on climate action upgrades and projects to minimise the impact of our activities. Our approach will be to adapt our behaviour, improve our processes and have more efficient usage. We will also promote environmental awareness within our organisation. The Department is committed to complying with applicable energy efficiency and environmental legal and other requirements that apply to our activities.

4.5.7 Public sector bodies and sectoral groups with a large estate should develop a portfolio building stock plan (including determining the buildings necessary for their activities), in line with guidance published by SEAI, by end 2024 to mobilise large scale programmes towards meeting the Climate Action Plan targets

The Department is not a large estate holder but is committed to working with the OPW in this regard.

4.5.8 Public bodies with a large estate footprint should undertake data gathering and consider the long term (to 2050) retrofit key performance indicators to upgrade their building stock to Nearly Zero Energy Buildings or Zero Emission Buildings as outlined in the EPBD proposal and recast Energy Efficiency Directive.

The Department is committed to co-operating with the OPW in any data gathering exercises that it undertakes in any of the buildings occupied by the Department to develop plans towards upgrading works to achieve targets of Nearly Zero Energy Buildings or Zero Emission Buildings as outlined in the EPBD proposal and recast Energy Efficiency Directive.

4.5.9 Procure (purchase or lease) only zero emissions vehicles from the end of 2022, enabling Ireland to go beyond the requirements of the EU Directive, amending Directive 2009/33/EC on the promotion of clean and energy efficient road transport vehicles (EU Directive 2019/1161, the Clean Vehicle Directive) and act as an international leader in this area. An exception applies where the vehicle is exempt under European Communities (Clean and Energy Efficient Road Transport Vehicles) (Amendment) Regulations (S.I. 381 of 2021). Public sector procurement contracts for delivery and haulage should specify zero emissions vehicles where possible.

The Department does not currently own or have any immediate plans to purchase vehicles.

4.5.10 As an enabler for the switch to zero emissions vehicles and meeting Climate Action Plan targets, in 2024 public sector bodies with a vehicle fleet should develop a plan for installation of charging infrastructure in relevant locations. The plan should align installation of infrastructure with timelines for decarbonisation of the body's fleet. The plan should be included in the body's Climate Action Roadmap.

The Department does not operate a vehicle fleet but, in co-operation with the OPW two electric vehicle charging points have been installed in the car parking area of 23 Kildare Street.

Appendix 1 Department of Enterprise, Trade and Employment Accommodation Footprint

The Department and its Offices are in the following buildings, typically sharing locations with other public and private sector tenants:

Department/Office	Location	Other tenants	Indicative DETE Staff Numbers per location
Department	23 Kildare Street, D2	D/TCAGSM	c. 344
Department	Block C, Earlsfort Centre, D2	Private sector	c. 219
Department	59 Dawson Street, D2	n/a	c. 28
Workplace Relations Commission Labour Court	Lansdowne House, Lansdowne Road, D4	Revenue Commissioners	c.132 combined (WRC & Labour Court)
Companies Registration Office	Bloom House, Gloucester Street, D1	Various (public & private)	c. 82
Companies Registration Office Workplace Relations Commission	O'Brien Road, Carlow	CRO & WRC share location	c.114 combined
Intellectual Property Office of Ireland	Government Buildings, Lower Hebron Road, Kilkenny	Various public sector bodies	c. 55
Workplace Relations Commission (small regional offices with c 11-12 staff per location)	(i) Elysian Building, Eglinton Street, Cork (ii) Marino House, Finisklin Business Park, Sligo (iii) Clare Technology Park, Gort Road, Ennis, Co Clare.	Various public and private sector tenants	C. 31 in total

Appendix 2 Green Public Procurement 2023

	<u>Total number of contracts signed over €50,000 by priority sector</u>	<u>Total value of contracts signed over €50,000 by priority sector. (VAT exclusive).</u>	<u>Total number of contracts signed over €50,000 by priority sector which have incorporated GPP</u>	<u>Total value of contracts signed over €50,000 by priority sector which have incorporated GPP. All values should be (VAT exclusive).</u>
Energy-related Products Food & Catering Services Heating Equipment ICT Products Indoor & Outdoor Lighting Office Building Design, Construction & Management Paper Products & Printing Services Textiles Products & Services Transport	Nil	Nil	Nil	Nil
ICT Services	2	€1,250,000	2	€1,250,000
Indoor Cleaning Services	1	€67,172	1	€67,172
Totals	3	€1,317,172	3	€1,317,172
Other Sectors				
Professional Services	5	€748,000	Nil	Nil
Research	1	€69,563	Nil	Nil
Facilities Management	1	€369,750	Nil	Nil
Licensing	2	€180,000	Nil	Nil
Totals	14	€2,684,485	3	€1,317,172