CCPC CLIMATE ACTION ROADMAP

Date: 22 August 2024

Version 2

Coimisiún um
Iomaíocht agus
Cosaint Tomhaltóirí

**Competition and
Consumer Protection
Commission**

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Revision History

Version	Date	Revision Author	Summary of Changes
1	19 October 2023	Sandra Rafferty	New CCPC Annual Roadmap for 2024 to reflect Public Sector Climate Action Mandate 2023
2	22 August 2024	Sandra Rafferty	Updated Roadmap in line with the updated public sector climate action mandate, which was published in Climate Action Plan 2024

Approval

Name	Position	Date
Commission	N/A	19 October 2023
Commission	N/A	22 August 2024

1. Introduction

1.1   The Public Sector Climate Action Mandates are set out in the Climate Action Plans and require public sector bodies to show leadership in climate action by taking and reporting on the actions of each Mandate. The updated mandate was published in Climate Action Plan 2024 (CAP24) at the end of December 2023.[1]

1.2   This requires public sector bodies to contribute, as far as practicable, to the reduction in Ireland's greenhouse gas (GHG) emissions by 51% by 2030, on the path to net-Zero emissions no later than 2050.

1.3   This Roadmap addresses the following specific legal requirements relating to energy and climate action:

- Climate Action and Low Carbon Development (Amendment) Act 2022, which requires all public bodies to perform their functions in a manner consistent with Ireland's climate ambition

- SI646/2016, which requires that public bodies procure only energy using products and vehicles that are on the Triple E register

- SI426/2014, which requires the public sector to demonstrate exemplary energy management and requires public bodies to undertake energy audits every four years, if they meet the relevant criteria.

1.4   The requirement of SI393/2021 which relates to building automation and control and parking/bike spaces cannot however be met by the CCPC and the reasons are detailed below:

- The HVAC system is managed by the landlord so the CCPC is limited to requesting that the landlord update the system to building automation and control. As such, the CCPC cannot guarantee the installation of Building Automation and Control System by 2025.

- It will not be possible for the CCPC to install electric vehicle charging points in the carpark. The CCPC occupies a leased building on the grounds of a private residential property and the carpark is managed by the resident's management company with spaces leased by the CCPC's landlord.

1.5   This Roadmap was approved by the Commission on 22 August 2024. It will be reviewed annually and updated as necessary.

Signed:
Brian McHugh, Chairperson

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[1]

2. Leadership and Governance for climate action

The Commission is committed to supporting the Climate Action Mandate as far as practicable and will make every effort to contribute to the overall reduction in Ireland's greenhouse gas (GHG) emissions by 51% by 2030, on the path to net-Zero emissions no later than 2050.

Below is a presentation of the governance structure for climate and sustainability within the CCPC.

Chairperson

Responsibility: Overall responsibility for the resourcing and oversight of the Climate Action Roadmap initiatives

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Commission

Responsibility: Approval of the Climate Action Roadmaps

The Climate and Sustainability Champion is the Director of Corporate Services

Responsibility: Implementation and reporting on the Mandate.

The Energy Performance Officer is the Head of Administration

Responsibility: Lead on energy management and performance.

The Energy Coordinator is the Corporate Services Manager with responsibility for facilities management

Responsibility: Devising, implementing and reviewing the energy & environmental management system

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The ICT Energy Coordinator is the ICT Business Analyst

Responsibility: Devising and implementing an annual ICT energy review plan.

Green Team

Responsibility: Implement practices to help reduce the CCPC's energy/environmental footprint and to promote energy efficiency practices across the CCPC.

The Team shall consist of a Chairperson and no fewer than three other members.

The Chair of the Team is the Corporate Services Manager with responsibility for facilities management.

The Team aims to represent all Divisions of the CCPC in its membership.

The Team is governed by a Charter.

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3. Engaging our people

3.1 The CCPC accepts that the achievement of climate action measures will succeed best through staff engagement. It is for this reason that the Green Team consists of volunteers from across the organisation.

3.2 Staff engagement workshops will be held annually focussing on energy-related emissions, wider climate issues and reducing the CCPC's carbon footprint.

3.3 The CCPC displays its Energy Statement in the canteen and on the Green Team page of the intranet with a view to enhancing staff engagement with this Roadmap's initiative and the development and implementation of green initiatives generally. The aim of this is to communicate to all CCPC staff, senior management's commitment to meet the organisation's goals of:

- Continual improvement in energy performance.

- Availability of information and of necessary resources to achieve objectives and targets.

- Compliance with relevant legislation and other requirements related to energy use, consumption, and efficiency.

3.4 Green Team members consider their training needs in respect of this work as part of the PMDS process and address any training needs through this system.

3.5 In line with the Climate Action Mandate, the CCPC incorporates appropriate climate action and sustainability training (technical and behavioural, including green procurement training) into learning and development strategies for staff.

3.6 The CCPC will deliver a climate action leadership training course to all senior management (P.O. level or equivalent, and above).

3.7 In terms of 2024 engagement to date, the CCPC Green Team promoted the following National days:

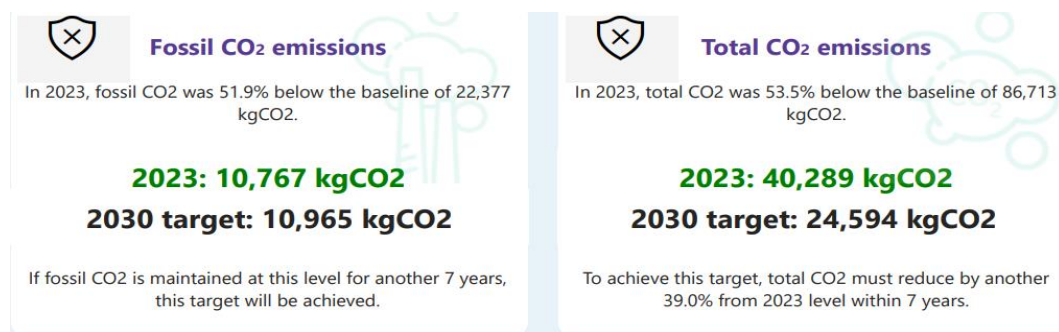| Date	National Day	Action taken
2 February 2024	World Wetlands Day	Promoted the events from www.worldwetlandsday.org/events
18 March 2024	Global Recycling Day	Encouraged staff to consider a clear-out over the long weekend via our internal newsletter.
22 March 2024	World Water Day	Include a piece in the staff weekly newsletter linking to www.worldwaterday.org.

22 April 2024	World Earth Day	Includes a piece in the staff newsletter promoting recycling and encouraging correct use of the bins in the office.
30 May 2024	Water a Flower Day	Include a piece in the staff weekly newsletter and the information carousel on our intranet

The Green Team also hopes to deliver the following actions in 2024.

Date	National Day	Planned Action
22 September 2024	World Car Free Day	Include a piece in the staff weekly newsletter
13 October 2024	International Day for Natural Disaster Reduction	Hold a fundraiser event for disaster relief with a Non-Governmental Organisation
24 October 2024	International Day of Climate Action	Hold the annual staff engagement workshop

4. Achieving our carbon target

4.1   The Climate Action Mandate has set the baseline for the calculation of further emissions reductions[2] as the average of the 2016-2018 emissions, which is 86,713.2kgCO2 for the CCPC.

4.2   The information below is taken from the MandR system and reports on the CCPC's expected achievement of the climate action targets:

Fossil CO₂ emissions

In 2023, fossil CO2 was 51.9% below the baseline of 22,377 kgCO2.

2023: 10,767 kgCO2
2030 target: 10,965 kgCO2

If fossil CO2 is maintained at this level for another 7 years, this target will be achieved.

Total CO₂ emissions

In 2023, total CO2 was 53.5% below the baseline of 86,713 kgCO2.

2023: 40,289 kgCO2
2030 target: 24,594 kgCO2

To achieve this target, total CO2 must reduce by another 39.0% from 2023 level within 7 years.

4.3   A Public Body's absolute target depends on its baseline emissions and its baseline fuel split. All public bodies' targets are based on reducing thermal and transport GHGs by
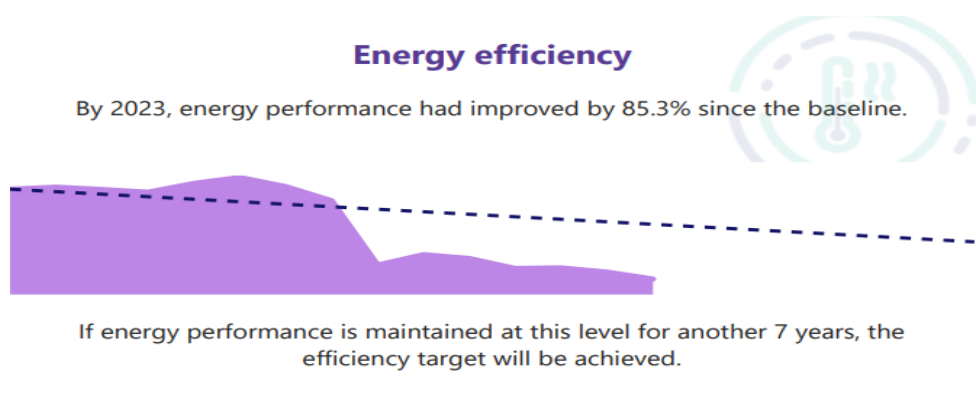
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[2] This baseline is set out in the Climate Action Plan 2022 and differs from the energy efficiency baseline. The baseline for the methodology is the period 2016-18, with a scaling factor applied to ensure the individual targets equal the total ambition.

51% and reducing electricity GHGs in line with supply-side decarbonisation. As you can see from the above the CCPC is therefore on target to achieve the required emissions reduction.

4.4 Our past performance on energy management activities is reflected in our excellent M and R results and scorecard. We will be vigilant in safeguarding these achievements and where possible improve further as we now look towards the 2050 targets.

4.5 We will report annually on implementation of the Climate Action Mandate requirements using SEAI's Public sector M&R System (when required) adopting a "comply or explain" approach.

5. Achieving our energy efficiency target

5.1 The CCPC activity metric of Full Time Equivalents (FTEs) has increased each year since the baseline year and it is expected that this will continue due to the introduction of legislation which has resulted in new functions for the CCPC. In the baseline year of 2009 the FTE was 105 and in 2023 it was 182.2 (this is the figure reported in the SEAI M&R system).

5.2 The thermal consumption increased from 42,851kWh in 2022 to 62,310kWh in 2023. Electricity consumption decreased in 2023 by 58,055kWh. Despite the increase in thermal consumption (which is beyond the control of the CCPC as the consumption is managed by the landlord for the entire building), the CCPC has achieved the energy efficiency target for the public sector of 50% improvement from baseline[3] by 2030 as the energy reduction as of end of 2023 was 85.3%:

Energy efficiency

By 2023, energy performance had improved by 85.3% since the baseline.

If energy performance is maintained at this level for another 7 years, the efficiency target will be achieved.

5.3 The CCPC has successfully implemented many energy saving initiatives, and the focus of energy-saving actions proposed for 2024 will be on the implementation of the Energy Audit Recommendations, where practicable, and liaison with the OPW for the more high-level recommendations.

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[3] This baseline differs from the carbon emissions and is the date from which public bodies were required to report on energy consumption and reduction initiatives via the SEAI Monitoring and Reporting (M&R) system.

6. Progress made against the plans set out in the previous roadmap

6.1   The CCPC is continuing to work with the National Transport Authority on the achievement of the Smarter Travel Mark. To date, we have undergone an audit, staff have completed a Smarter Travel Survey and the CCPC has received a draft Smarter Travel Action Plan. The implementation of appropriate actions is currently being considered by the Green Team.

6.2   While we didn't formally participate in the Ready, Set, Cycle program this year, we:

- Promoted bicycle use and safety for bike safety week

- Provided staff with the code for free Dublin bikes on Bike to Work Day.

- Now provide a puncture repair kit and bicycle pump should staff need it when onsite.

6.3   In terms of energy-saving, we are limited, but we did turn off equipment as far as practicable for public holiday weekends in 2024. However, the saving was minimal with an estimated approximate energy saving of 135.92kwh.

6.4   Following the introduction of the Re-Turn initiative we introduced a staff donation facility where the money collected will go to charity.

6.5   We removed water bottle dispensers to reduce plastic use.

6.6   The CCPC developed a 2024 ICT Energy Strategy and all goals identified for 2024 have been achieved.

7. Energy and environment management systems

7.1   The CCPC follows the SEAI Exemplar Energy Management programme for micro-business, in that:

- A Coordinator has been appointed.

- The CCPC has a formal written energy statement.

- A full assessment of significant energy users and factors has been completed.

- Climate Action Roadmaps deliver target energy and emission savings.

- Energy awareness is promoted to staff.

- There is a formal system for energy measurement and monitoring. In particular, the CCPC receives monthly energy reports from the OPW@Work and seeks to address increases in consumption.

- Energy consumption is also reviewed annually and reported in the SEAI M&R system.

8. Digitisation of processes

8.1   The CCPC has already digitised its processes to the largest extent possible. The CCPC's current ICT Strategy focuses on improving existing services and does not specifically address the digitisation of paper-based processes. One of the pillars of the strategy is supporting a digital enterprise. The current programme of work set out in the ICT strategy is set to run until late 2024. Any further opportunities to enhance digitisation will be examined and included in the next ICT Strategy.

9. Greening our procurement

9.1   The CCPC's procurement policy and associated documentation requires staff to use the EPA guidance and OGP GPP criteria search tool when procuring goods or services in any of the 10 categories, as appropriate.

9.2   Also, where practicable, the CCPC avails of Office of Government Procurement (OGP) contracts which address green procurement.

9.3   Where paper must be procured, the CCPC will ensure that recycled paper is the default and criteria as set out in the EPA Green Public Procurement Guidance are considered and applied to deliver sustainable purchases.

9.4   We will also implement a paper consumption measurement process in Q3 2024, with a view to further reducing our paper consumption, where practicable.

10. Resource use

10.1   The CCPC is liaising with its landlord around a review of water supply to the building and appropriate monitoring to assist the CCPC in reducing its water use, where practicable, as it is not possible to measure and monitor the usage of individual water receptables (e.g. taps or water machines).

10.2   The CCPC has already made great strides to reduce waste through:

- The provision of keep cups and reusable water bottles to staff to reduce the use of disposable cups.

- The removal of individual bins in open plan offices.

- The introduction of compost bins across the office.

- The promotion of a non-printing policy, where practicable.

- Minimising the use of disposable cups, plates and cutlery.

10.3   It has not yet been possible to monitor the impact of the waste initiatives, but the CCPC is liaising with its landlord on the receipt of bills to enable more effective monitoring and potentially the sharing of waste information with staff to enhance more sustainable behaviours that further reduce its waste.

10.4   The CCPC will also continue to liaise with the landlord and other tenants in the building on any possible waste reduction initiatives.

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

10.6   We will also seek to eliminate all single use items from events organised by the CCPC.

10.7   The CCPC will support Ireland's Producer Responsibility Initiatives in the collection and recycling of products and will continue to proactively promote the Re-turn scheme through the provision of a separate receptacle for such items.

11.   Improving our building

11.1   The CCPC occupies a leased building and is limited in improving the building. However, the CCPC resources are due to continue to increase significantly which may require a move to a new building. In this regard, any negotiations around the leasing of a new building will include a focus around minimising the CCPC's carbon emissions.

11.2   The CCPC has input core data on the pilot Building Register System, see appendix 1.

11.3   The CCPC is continuing its work with the NTA on developing a Workplace Travel Plan and availing of the TFI Smarter Travel Partner Package.

12.   Ensuring consistency with Section 15(1) of the Climate Action and Low Carbon Act 2021

12.1   The CCPC does not believe that any of its functions have a material role in implementing: (i) the Climate Action Plan; and/or (ii) the Public Sector Climate Action Strategy; and/or (iii) the furtherance of the national Climate Objective.

12.2   However, the CCPC's Energy Coordinator will participate in any training events organised by the SEAI on this matter and, if appropriate, will prepare a report of the measures that will be taken to ensure their functions are consistent with section 15(1) of the Act in addition to Action CP/23/12 as set out in Climate Action Plan 2023 within two months of completion of the training.

Appendix 1: Building Stock Plan

seai SUSTAINABLE ENERGY AUTHORITY OF IRELAND

Public Sector

Stage 1 Building Stock Plan

M&R PB ID	PSO-00331 ORGANISATION Competition and Consumer Protection Commission			
STEP 1 Identify and classify your buildings	Total number of buildings Identified and classified		TOTAL	1
	Total number of sites/campuses identified		TOTAL	1
	Total floor area (m2)		TOTAL	1733.18
	Percentage in state ownership		Percentage	0%
	Percentage rented or leased		Percentage	100%
	* Classification 1	Office Building	TOTAL	100%
			TOTAL	
STEP 2 Complete the building register	The SEAI Building Register has been completed for all buildings for Competition and Consumer Protection Commission		Status	Fully complete
STEP 3 Use M&R and other data to quantify energy use and identify buildings that are biggest users and emitters	The largest energy using buildings have been identified and linked to the M&R and energy use data Note the largest energy using buildings are those accounting for over 80% of the organisational **heat** use.			
	No of largest energy use buildings		TOTAL	N/A
	Heat usage of largest energy use buildings/ organisational heat usage		%	n/a
	No of largest energy use buildings that are leased		TOTAL	N/A
STEP 4 Identify buildings that have been earmarked for exit in short-medium term	Number of buildings planned for exit - if known		TOTAL	1
	Total floor area of buildings planned for exit - if known		TOTAL	1733.18
	Commentary (the degree to which the increase or decrease will impact your fossil fuel use) Unknown			
STEP 5 Undertake a preliminary assessment of your accomadation needs to 2030 & beyond	Preliminary future assessment of accommodation needs			
	Accommodation floor area requirements to 2030		INCREASE	50%
			STATIC	
			DECREASE %	
	Commentary (the degree to which the increase or decrease will impact your fossil fuel use)			
		Unknown		

Building Stock Plan STAGE 1 Completed by

Completed by	Sandra Rafferty	Email	Sandra Rafferty

* Please use the classification categories used in the Building Register