

**Foras Taighde ar
Oideachas
Educational
Research Centre**

Climate Action Roadmap

June 2024

Introduction

Background

The Climate Action Plan 2021 sets out a number of ambitious objectives and envisages the public sector leading by example on climate action to reach the target of reducing Ireland's greenhouse gas emissions (GHG) by 51% by 2030 and becoming climate neutral no later than 2050.

There is a legal obligation on public bodies to comply with Ireland's climate law. Section 15(1) of the Climate Action and Low Carbon Development (Amendment) Act 2021 (the Act) provides that:

A relevant body shall, in so far as practicable, perform its functions in a manner consistent with—

- (a) the most recent approved climate action plan,*
- (b) the most recent approved national long term climate action strategy,*
- (c) the most recent approved national adaptation framework and approved sectoral adaptation plans,*
- (d) the furtherance of the national climate objective, and*
- (e) the objective of mitigating greenhouse gas emissions and adapting to the effects of climate change in the State.*

Under the 2021 Act and Climate Action Plan 2024 (CAP24), the Public Sector Climate Action Mandate 2024 requires public sector bodies to demonstrate leadership in climate action by both taking and reporting on actions set out in the Mandate. The SEAI has provided guidance for public bodies, across a number of pillars:

- Targets;
- Our People – Leadership & Governance;
- Our People – Engaging our staff;
- Our Way of Working;
- Our Buildings and Vehicles;

The CAP24 sets out the energy efficiency and energy related GHG emissions reduction targets which Public Sector Bodies in Ireland are legally obliged to meet. It also mandates Public Bodies to develop a Roadmap setting out how they will deliver

these targets. This Climate Action Roadmap has been developed by the Educational Research Centre ('ERC') in response to this obligation.

The ERC does not meet the description of a "*Large Public Body*" as set out in CAP 21. Our Climate Action Roadmap, therefore, reflects the structure contained in the guidance published by SEAI & EPA.¹

Context

The ERC is an internationally recognised centre of excellence in research, assessment and evaluation in education. It was established in 1966 in St Patrick's College Drumcondra. In September 2015, it was designated as a Statutory Body in accordance with the Education Act (1998).

The Centre carries out research at all levels of the education system. Research is undertaken on behalf of the Department of Education, at the request of other agencies and on the initiative of the ERC itself and its staff. An assessment service is also provided through, for example, the supply of standardised tests to schools. The ERC also publishes the Irish Journal of Education.

The ERC operates from a building located on the DCU St Patrick's Campus in Drumcondra, Dublin 9.² Parts of the building date from 1967, with the last major extension and renovation works undertaken in the late 1990's.

We currently have 62 whole time equivalent staff members, the majority of whom work in a blended environment, splitting their time between working remotely and working from our offices.

The Board and staff of the ERC are committed to playing our part in addressing the challenges presented by climate change and sustainability. We recognise that as a public body we must lead by example. We are committed to taking the necessary actions and decisions to support the targets and goals set down in the Public Sector Climate Action Mandate.

¹ For smaller public bodies, the SEAI/EPA guidance may be used as a template for the roadmap. The ERC has followed the guidance set out in the SEAI Public Sector Bodies Climate Action Roadmaps Guidance 2024.

² In addition, we have a small number of staff located in a premises on Richmond Road, Dublin 9. We will be vacating this property in the near future and relocating staff elsewhere.

Actions for 2024 and beyond

The ERC's actions for 2024 include the following:

- Establishment of an ERC Green Team, reporting to the CEO.
- Nominating a member of the Management Team as the Climate and Sustainability Champion
- Incorporating climate action and sustainability training (technical and behavioural, including green procurement training) into learning and development strategies for staff.
- Organising staff workshops to engage on climate issues, including a focus on decreasing the organisation's carbon footprint.
- Organising a climate action leadership training course for members of the Management Team and the ERC Board.
- Report annually (via our Annual Report) on the following matters:
 - GHG emissions;
 - Implementation of the mandate;
 - Sustainability activities;
 - Compliance with Circular 1/2020: procedures for offsetting the emissions associated with official air travel

Targets

Targets
<ul style="list-style-type: none">• Reduce GHG emissions by 51% in 2030• Increase the improvement in energy efficiency in the public sector from the 33% target in 2020 to 50% by 2030• Update Climate Action Roadmaps annually in line with updated Public Sector Climate Action Mandate

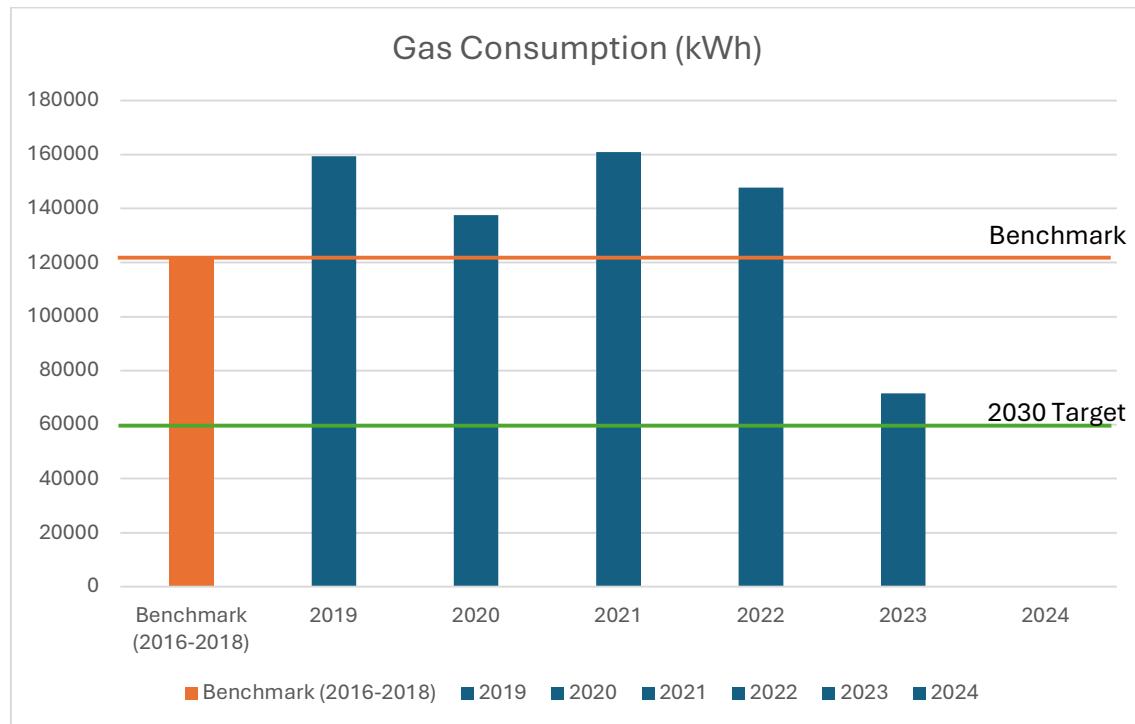
Carbon Emissions and Energy Efficiency

The ERC is committed to ensuring that the carbon emissions that arise as a result of its activities are kept to a minimum and to implementing energy-efficient and environmentally friendly practices.

The target for the public sector is a 51% reduction in carbon emissions by 2030 against a baseline level based on 2016-2018 average energy related CO₂ emissions. Measuring the carbon emissions of our operations is not straightforward. The ERC, as a tenant of DCU on the DCU St. Patrick's Campus does not record or monitor its electricity consumption on a building-by-building basis, nor are we billed for our electricity consumption. The ERC and DCU engage regularly on matters relating to energy efficiency and will work together to address energy efficiency matters where necessary.

We are responsible for our own gas-powered heating system, which we expect to be replaced in the near future as part of a building redevelopment programme. Since the return to office after Covid-19 and introduction of blended working, we have sought to significantly decrease our consumption of gas. We expect the installation of an upgraded heating system and relevant thermostat controls will further reduce our consumption of natural gas.

Gas Performance against Benchmark



The ERC will remain focussed on decarbonising and improving the energy efficiency of our operations and we will maximise efforts to reduce our carbon emissions through a range of measures outlined in this and subsequent Climate Action Roadmap documents.

Our People – Leadership and Governance

Our People

- Establish and resource a Green Team, reporting to the CEO
- Nominate a member of the Management Team as the Climate and Sustainability Champion
- Incorporate climate action and sustainability training (technical, behaviour and procurement) into L&D strategy for staff
- Organise staff workshops (at least annually) to engage on climate issues, including a focus on decreasing our carbon footprint.
- Ensure all senior management (PO level or equivalent and above) and members of the ERC Board complete a climate action leadership training course.

Statement demonstrating ERC Board and Management commitment

The Board of the ERC and Management Team are committed to addressing climate change and recognise the critical role that public bodies, such as ours, plays in achieving climate goals. We must lead by example, demonstrate best practice and be accountable for the actions we take. The Board of the ERC will approve the organisation's Climate Action Roadmap and delegates overall responsibility for its implementation to the CEO and Management Team.

Nominated climate and sustainability champion

In 2024 we nominated the Head of Governance and Corporate Services to act as Climate and Sustainability Champion. This individual is also our Energy Performance Officer, is a member of Management Team and acts as Secretary to the ERC Board. They have responsibility for implementing and reporting on the Climate Action mandate. This individual has the required decision-making powers in relation to facilities management, procurement, governance, and reporting.

Green Team

An ERC Green Team was originally established in the ERC in 2019. In light of members of the original Green Team leaving the ERC, or taking up new opportunities, a new Green Team was appointed in April 2024. The Green Team has 8 members and is representative of the various units and teams within the ERC. A Terms of Reference for the Green Team will be submitted to the ERC Board in 2024. The Green Team welcomes new members throughout the year.

The Green Team is working to compile a work programme for inclusion in the next ERC Strategy. The Green Team will submit an Annual Report of its activities to the ERC Board and this report will subsequently be made available to all staff on our Intranet

At a high level, the role of the Green Team is to:

- Raise awareness about climate action and environmental goals.
- Identify appropriate awareness training for all staff.
- Identify and advocate for sustainable work practices among staff and management.
- Act as a forum for staff to suggest and implement green initiatives in areas such as:
 - Waste reduction
 - Energy efficiency
 - Resource conservation
 - Travel
 - Procurement
 - Training and Development of staff

The ERC Green Team meets regularly, at least once every two months, to review and highlight actions.

The resources required to implement the Climate Action Roadmap will be reviewed and agreed on a rolling annual basis and incorporated into annual budgets and operational plans.

Governance and Reporting

The ERC Green Team reports directly to the Chief Executive of the ERC. The annual work plan and Annual Report of the ERC Green Team is submitted to the ERC Board for approval and will subsequently be made available to all staff on our Intranet.

Public bodies should publicly report on their climate action activities in their annual reports. The Annual Reports should include:

- Current greenhouse gas emissions and comparisons to 2016-18 baseline;
- Programme towards implementation of the requirements of the most recent Mandate;

- A report of sustainability activities undertaken by the organisation within the last year;
- Evidence of compliance with Circular 1/2020: Procedures for offsetting of emissions associated with official air travel.

The ERC is working towards including relevant information, where it is available, in its 2024 Annual Report. When resources are available, we will rollout procedures and processes to report on sustainability activities and comply with Circular 1/2020.

Our People – Engaging our Staff

Staff Training plans

We are committed to supporting the professional development and training needs of our staff. In 2024 we will be identifying and supporting relevant training opportunities for all staff and updating our Performance Management system to including training opportunities relating to climate action and sustainability (e.g. green procurement). An organisation wide learning and development strategy will be developed at a later date.

Climate Action and sustainability workshops

In Q3 2024 the ERC Green Team will hold an all-staff workshop on climate action and our climate action road map. Further workshops will be organised, in conjunction with the ERC Green Team, on specific issues to inform and educate staff on climate action and sustainability matters.

In 2024 we will also update our internal staff portal to include a section on environmental information, supports for staff and relevant training courses.

Senior Leadership training

The ERC Management Team and Board will take part in senior leadership training³ in 2024, with a focus on leadership; legal and regulatory obligations; and action setting/delivery.

³ As set out in Action 2.5 of the Public Sector Climate Action Mandate - Climate Action Plan 2024

Our Way of Working

Our way of working

- **Report on the following in the Annual Report:**
 - GHG emissions
 - Implementation of the mandate
 - Sustainability activities report
 - Compliance with Circular 1/2020: Procedures for offsetting the emissions associated with official air travel.
- **Using SEAI's Public Sector Monitoring and Reporting System, report annually on implementation of the individual mandate requirements using a 'comply or explain' approach.**
- **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.**
- **Implement Green Public Procurement (GPP), in line with the EPA Green Public Procurement Guidance and using GPP Criteria Search where appropriate. All public bodies shall:**
 - Cease using disposable cups, plates and cutlery from any public sector canteen or closed facility, excluding clinical (i.e., non-canteen healthcare) environments;
 - Specify low carbon construction methods and low carbon cement material as far as practicable for directly procured or supported construction projects from 2023.

Energy and environmental management systems

As a small public sector body, the ERC is not required to achieve formal environmental accreditation such as ISO 50001 (Energy Management Standard), ISO 14001 (Environmental Management System), or to adopt EMAS (Eco Management and Audit Scheme).

In addition, the ERC's offices are based on the DCU St. Patrick's campus⁴. The ERC is a tenant of DCU who owns the building the ERC operates from and is largely responsible for our utilities. We regularly engage with DCU on energy management matters as part of our efforts to improve the overall energy efficiency of our operations, including energy upgrades to our building. DCU is proposing to undertake an SEAI supported energy upgrade programme across the St. Patrick's campus in the near future, including to the building the ERC operates from. As an organisation we are

⁴ In addition, the ERC currently has three members of staff working from a building on Richmond Road, Dublin 9. This building is no longer fit for its intended purpose and the ERC is making arrangements to vacate this property in the immediate future.

committed to increasing our energy efficiency where matters are within our control and seek to reduce our energy costs where possible.

Resource use and digitisation of processes

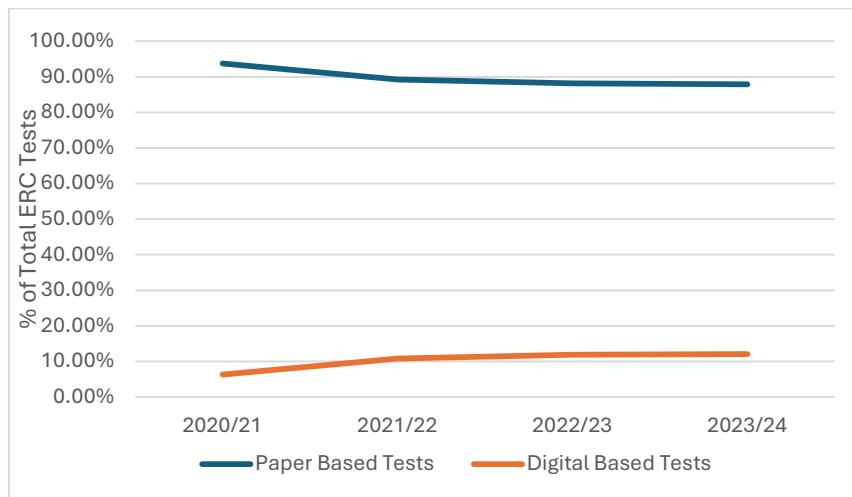
Many of our research projects involve fieldwork and data collection in schools using paper-based assessments. Over time, many of these large-scale assessments and studies have been digitalised. We recognise that our research operations have significant potential to affect the environment, and that the responsible, efficient and reduced use of resources must be part of our sustainability efforts. We actively manage our use of these paper-based assessments, use recycled paper and dispose of materials in an appropriate manner.

Migration from paper based to digital assessments

	PISA (OECD)	PIRLS (IEA)	TIMSS (IEA)	NAMER
Pre-2020 format	Paper/Digital	Paper	Paper/Digital	Paper
Most recent format	Digital	Paper	Digital	Paper
Planned format for next version	Digital	Digital	Digital	TBD

The ERC is Ireland's largest supplier of standardised tests to primary and post-primary schools. Our tests are available in paper and in some cases online via our ERC DOTS platform. Over time we will rollout new online tests (where appropriate) for schools. Over the coming period we expect more schools will seek to migrate to our online test platform as technology becomes widely available in schools. In 2024 we will begin a marketing campaign to promote the use of ERC DOTS. We will also offer guidance sessions to schools to explain the online platform, its benefits and the necessary technology requirements. We will continue to provide an economic incentive to schools to take-up ERC DOTS based tests.

Migration from paper based to digital standardised tests



The ERC adopted a hybrid model of working in 2022, allowing staff to work from home and our offices each week. As well as improving the work-life balance of staff and improving talent acquisition and retention, this policy has reduced the emissions produced by staff commuting to our offices in Drumcondra. We support hybrid working through collaboration tools, video-conferencing facilities and IT equipment.

Since the introduction of hybrid working, we have sought to transition various processes to digital workflows. Actions taken including reducing paper consumption, reducing printing of research publications and the use of e-signatures for contracts. Over time we are migrating away from our on-site IT servers, towards cloud-based solutions.

In our offices, we have also ceased the procurement of disposable cups, plates and cutlery.

Green procurement

Green Public Procurement (GPP) will play a key role in helping deliver Ireland's climate goals and national targets.

In Q2 2024 we appointed a Procurement Officer to work on integrating green procurement principles into our procurement processes. Our work will be guided by the EPA's GPP guidance for public bodies.

Low carbon construction methods

As set out below, the ERC is at the start of a project to redevelop our offices in Drumcondra. Sustainable and low carbon construction methods form a key part of this work. As part of this redevelopment project, we will 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.

Food waste

We are exploring with our waste provider how best to measure and monitor the food waste generated in our offices, in line with the approach to food waste measurement set out in the EPA Protocol/Pathway. Training on food waste management and minimisation will be provided to staff in 2024.

The ERC does not have a catered canteen or provide food services to staff. However, new contract arrangements related to canteen or food services, including any 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.

Paper

The ERC introduced an energy efficient Managed Print Solution in Q2 2024. We regularly review internal processes to reduce or eliminate paper-based processes and seek to ensure new processes are digital by default.

The ERC uses or specifies the use of recycled paper for any printing work undertaken. In 2024 we will begin recording our consumption of paper in our offices.

Our Buildings and Vehicles

Our Building and Vehicles

- Promote the use of bicycles (including push bikes, electric bikes, and cargo bikes) and shared mobility options as an alternative to car use among employees and visitors by creating and maintaining facilities (both inside and outside of buildings) that support such options, including secure and accessible bicycle parking, shared mobility parking, and charging stations, as appropriate, with a view to achieving the Smarter Travel Mark, which is currently being developed as part of the Sustainable Mobility Pathfinder Programme.
- 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.
- Display an up-to-date Display Energy Certificate in every public building that is open to the public to clearly show energy use.
- The public sector will not install heating systems that use fossil fuels after 2023, in (1) new buildings, and (2) “major renovation” retrofit projects (as defined in the Energy Performance of Buildings Directive (EPBD)) unless a specific exception applies.
- In relation to existing buildings:
 - 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;
 - All public sector bodies should develop a building stock plan, in line with the EPBD, by end- 2023 for retrofitting their building stock to meet CAP targets;
 - As part of the building stock plan, public sector bodies should undertake data gathering and consider the long-term (to 2050) retrofit key performance indicators to upgrade all their building stock to Nearly Zero Energy Buildings (NZEB) or Zero Emission Buildings (ZEB) as outlined in the EPBD proposal and Energy Efficiency Directive;
 - In 2023, SEAI will work with sectoral groups with a large estate to develop a renovation target.
- Procure (purchase or lease) only zero-emission 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. Public sector procurement contracts for delivery and haulage should specify zero emissions vehicles where possible.

Vehicles

The ERC does not own or operate any vehicles.

Our offices are well served by public transport routes, cycle lanes and walkways. We have a small number of dedicated car parking spaces outside our offices on the DCU St. Patrick's campus. The limited availability of car parking near the building has discouraged staff from using private cars to commute in favour of public transport

options, on foot or by bicycle. Maintaining a small number of car parking spaces is desirable to support accessibility and emergency use.

We support the Cycle to Work scheme and TaxSaver Commuter Ticket Scheme as options for staff who work from our offices on a regular basis. The majority of our staff work remotely, attending the office on set days, resulting in less emissions from commuting and less energy consumption in our offices. There is some bicycle parking outside our building and the office provides showers and drying areas for clothes.

For business travel, our staff are encouraged to use public transport where it is possible. We have restricted the use of private taxi and hackney services during working hours. When our staff need to travel outside Ireland, often the only option available is to fly. We seek to minimise the amount of travel our staff undertake, but recognise some international travel is unavoidable.

To date, the ERC has not been in a position to comply with Circular 1/2020 regarding procedures for offsetting the emissions associated with official air travel. We expect to be in a position to do this in the near future.

Where a procurement project involves significant delivery and haulage services, we specify zero emissions vehicles should be used where possible.

Buildings

The ERC has operated from our main offices in the DCU St. Patrick's campus since 1967. Since then various extensions and refurbishment works have taken place to expand the office, which now comprises 1,400 sqm. The building is owned by DCU, with the ERC being the sole tenant. In 2024 we engaged architects to review our main offices on the DCU St. Patrick's campus with the aim of redeveloping the working space to better accommodate our needs. This work includes reviewing the energy efficiency of the building and highlighting where improvements can be made. We are also engaging with DCU around the retrofitting of the building to improve the energy efficiency of the building.

The ERC's offices are not a public building and so the requirement to have a Display Energy Certificate does not apply.

Our second office is on Richmond Road. The ERC owns this building and will soon vacate the property as it is no longer fit for purpose, moving to a new energy efficient space.

Our Actions for 2024

In the section below, we have outlined the steps taken to date and planned actions for 2024. Where relevant, specific workstreams and timelines are identified.

Actions

Theme	Action	Timeline	Status
Our People	Establish and resource a Green Team, reporting to Senior Management	Q2 2024	Establishment complete
	Nominate a member of the Management Team as the Climate and Sustainability Officer.	Q1 2024	Complete The Climate and Sustainability Officer is also the Energy Performance Officer.
	Nominate a member of the Management Team as the Energy Performance Officer.	Q1 2024	Complete – as above
	Incorporate climate action and sustainability training (technical, behaviour and procurement) into L&D strategy for staff	Q4 2024	Included in our Performance Management discussions with staff, going forward. An organisation wide L&D Strategy will be developed in 2025.
	Organise staff workshop or event (at least annually) to engage on climate issues, including a focus on decreasing our carbon footprint. Communicate and Inform staff on climate action and sustainability matters.	Q3 2024	ERC Green Team will organise staff workshops on climate issues.

	Ensure all senior management (PO level or equivalent and above) and members of the ERC Board complete a climate action leadership training course.	Q4 2024	Underway
	Management Team meetings to include a recurring agenda item on climate action	Ongoing	Complete
Our way of working	All public sector bodies should have some form of energy management system in place	Ongoing	The ERC is engaging with DCU on this matter.
	Report on the following in the Annual Report of the ERC: <ul style="list-style-type: none"> - GHG emissions - Implementation of the mandate - Sustainability activities - Compliance with Circular 1/2020 	Annually	The ERC will address this matter (where data and information is available) in its 2024 Annual Report and each year afterwards.
	Implement Green Public Procurement, using the EPA Green Public Procurement Guidance and criteria/OGP's online Green Public Procurement Criteria Search tool as resources <ul style="list-style-type: none"> - Setup a system to gather and record data on GPP implementation 	Q4 2024	This process will get underway in 2024, pending the start date of a dedicated procurement resource in Q3 2024.
	Construction <ul style="list-style-type: none"> - Specify low carbon construction methods and low carbon cement materials as far as practicable - Adhere to best practice guidelines for the preparation of resource and waste management plans for construction and demolition projects 	Q2 2024	Ongoing. <p>The ERC's building redevelopment project will require low carbon construction methods and low carbon cement materials as far as practicable.</p>

	<p>Food waste</p> <ul style="list-style-type: none"> - 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 - All new contract arrangements relating 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. 	Q4 2024	<p>The ERC is currently exploring with its waste provider how it can measure, monitor and dispose of food and organic waste.</p>
	<p>Paper</p> <ul style="list-style-type: none"> - 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. - Measure and monitor paper consumption. - Remove personal printers and introduce eco-friendly “all in one” photocopiers/printers and adjust ICT power down systems. - Significantly reduce hardcopy paper/files by increasing digitisation. - Seek to accelerate transition of paper-based standardised testing to ERC DOTS based tests. 	Ongoing	<p>The ERC introduced an energy efficient Managed Print Solution in Q2 2024.</p> <p>The ERC continues to modify and update internal processes to reduce and remove paper-based processes where possible.</p> <p>We will be measuring the consumption of paper in our offices in 2024.</p>

	<p>Water</p> <ul style="list-style-type: none"> - 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. - Timing adjustments and optimisation of water flush systems in our WCs across various buildings. 	<p>Ongoing</p> <p>2025+</p>	<p>The ERC provides a filtered water refill point to staff. We will explore how we measure and monitor its usage in 2024.</p> <p>This will be considered as part of the Building Redevelopment programme</p>
	<p>Single Use</p> <ul style="list-style-type: none"> - Cease using disposable cups, plates and cutlery in any public sector canteen or closed facility, where feasible. - Progressively eliminate all single use items within the organisation and from events organised, funded or sponsored. - Introduce Keep Cups and Water Bottles and eliminate disposable cups reducing the level of single use plastics across the office. 	<p>Ongoing</p>	<p>The purchase and use of disposable cups, plates and cutlery has ceased.</p> <p>We are working to eliminate the use of all single use items in our offices. Work will continue in 2024 and 2025.</p> <p>We will be introducing reuseable cups and bottles for staff in 2024.</p>
	<p>Other materials</p> <ul style="list-style-type: none"> - Support Ireland's Producer Responsibility Initiatives in the collection and recycling of products. - Use waste collection services that are segregated into a minimum of 3 streams – residual/general waste, recycling waste and organic/biowaste. 	<p>Ongoing</p>	<p>All packaging waste in the ERC is recycled. Batteries and WEEE are collected and disposed of in an appropriate manner.</p> <p>The ERC is currently exploring with its waste provider how it can measure, monitor and dispose of food and organic waste.</p>
	<p>Removal of individual office waste bins in favour of consolidated waste and recycling bins</p>	<p>Q3 2024</p>	<p>This action will be completed in 2024, pending the arrival of new shared waste and recycling bins on each floor.</p>

Our Buildings	Promote the use of bicycles and shared mobility options as an alternative to car use among employees and visitors	Q3 2024	A staff workshop with staff will be held in 2024 to identify interest and potential barriers to cycling to work, along with potential measures to address these barriers.
	Phase out the use of parking in buildings that have access to a range of public transport services	Ongoing	The ERC maintains a small number of car parking spaces for accessibility and emergency use, but staff are encouraged to use public transport, cycle or walk.
	Smaller public bodies should include a basic building stock analysis or statement as part of their Climate Action Roadmap		This matter will be considered as part of the redevelopment of the ERC's offices.
Building Redevelopment	Installation of LED lighting and motion sensor lighting to reduce electricity usage.	2025	This matter will be considered as part of the redevelopment of the ERC's offices.
	Installation of vehicle charging points	Complete	Two 50kW vehicle charging points are available on the DCU campus.
Engagement with Department	Climate Action is part of our Memoranda of Understanding and Performance Delivery Agreements with our offices and agencies	Q4 2024	For inclusion in the 2025 Performance Delivery Agreement.
IT Strategy	Move services to the cloud where feasible	Ongoing	The ERC has been deploying cloud based solutions in line with its IT Strategy.
	Replace legacy IT equipment with energy efficient equivalents	Ongoing	Legacy IT equipment is replaced with energy efficient equivalents, in line with best practice and the IT Strategy.
	Introduce managed print (pin-controlled or similar) printers to reduce paper waste	Q2 2024	Managed Print solution was introduced in Q2 2024 as part of the replacement of obsolete printing facilities in the ERC offices.

Sustainable Travel Policies	Critically review the current allocation of car parking spaces, for employees and service users, and repurpose space currently used for private cars in favour of storage for active and micro-modes (e.g., bikes, e-bikes, cargo-bikes);	2025	This matter will be considered as part of the redevelopment of the ERC's offices. The ERC is exploring the potential to replace car parking spaces with a dedicated bicycle storage facility.
	Where possible, provide infrastructure such as showers, drying rooms, changing rooms and lockers to facilitate staff travelling to and from work by sustainable modes;	2025	This matter will be considered as part of the redevelopment of the ERC's offices.
	Encourage the use of car-pooling/lift-sharing among those employees who have no viable alternatives to travel than via car, e.g., using dedicated carpool parking spaces;	Q3 2024	Outlined as part of Green Team workshops with staff.
	Actively seek to enhance staff knowledge of the bike-to-work and TaxSaver commuter schemes, and encourage uptake of these schemes;	Q3 2024	Outlined as part of Green Team workshops with staff.
	Give the maximum possible priority to reduction in commuter or work-related travel. This could include a 'remote-first' approach to meeting arrangements wherever possible, unless a physical meeting is deemed essential	Q3 2024	Outlined as part of Green Team workshops with staff.
	Foster a culture of equivalence between physical and digital attendance, ensuring staff who attend remotely do not suffer any resultant disadvantage	Q3 2024	Outlined, as part of Green Team workshops with staff.

	Consider regular staff travel surveys and travel audits, to learn how staff are travelling, via what modes, and to what extent available facilities are being used or in need of improvement, e.g., bike parking and shelters, bicycle safety/skills training, more EV bays, etc. This data should inform ongoing reporting within the public sector body as well as in annual reports	Q2 2024	In Q2 2024 we undertook a staff travel survey to identify travel patterns and the use of transport options. This work will inform our Building Redevelopment work in 2025.
	Encourage pedestrian or active travel activities and uptake via other means such as HR wellbeing initiatives, social club initiatives, volunteering programmes, etc	Q3 2024	The ERC Wellbeing Committee and HR is rolling out a programme of information and supports to staff to encourage pedestrian and active travel activities.