

BITCI LEADERS' GROUP AND THE LOW CARBON PLEDGE

SUB-GROUP MEETING – 30TH JULY 2018

ATTENDEES

Present:

- Bernadette Phelan, BITC
- Nick Reynolds, BITC
- Aideen O'Dochartaigh, BITC
- Tomas Sercovich, BITC
- Christina Van der Kamp, GNI
- Niall Hogan, ESB
- John Curran, Musgraves
- Mark Foley, Eirgrid
- Eoin Kennedy, Eirgrid
- David O'Flynn, Dawn Meats
- Alan Freeman, Veolia

Apologies:

- Denis O'Sullivan, GNI
- Pat O'Sullivan, Eir
- Mark Coyne, Veolia

| | Actions | Timeline |
|---------------------------|---|---|
| <u>Low Carbon Pledge</u> | <ul style="list-style-type: none"> • Sub-group to support BITCI where applicable, by speaking with other companies thinking about signing up to the Pledge. • Further discussion about scaling of the Pledge to businesses outside of BITCI membership will be done in Q2 of 2019. | Sign-up deadline – 11th October Public Announcement – 14th Nov Data submission deadline - 28th February 2019 Report Publication – 30th April 2019 Review of scaling - Q2 2019 |
| <u>Knowledge Platform</u> | <ul style="list-style-type: none"> • BITCI to confirm the date for the next Knowledge Platform event with ESB. • BITC and GNI will work on developing a 2019 Action Plan. This will highlight events for the year (when and where as well as topics), as well as the next steps for determining what the online platform will entail. | Host Q4 event 2019 Plan outline complete by 24th October and reviewed at Leaders' CEO Roundtable on 14th November An update of this 2019 Action Plan will be provided at the next sub-group meeting in Q4 of 2018 . |

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| <p><u>Supporting Local Communities</u></p> | <ul style="list-style-type: none"> • BITCI to develop a series of case studies showing the impact that companies can have in the communities they operate in, through participating in the SEAI schemes ('SEC' & 'BEF'). • Sub-group is to provide case studies, where applicable, on community energy efficiency programmes that they have been a part of. Musgraves and Veolia indicated that they have this available. These can be examples of SEAI schemes initiatives or OTHER internal projects. | <p>Case study templated circulated by 8th August</p> <p>Case studies finalised and issued by 10th September</p> |
| <p><u>Young Low-Carbon Leaders</u></p> | <ul style="list-style-type: none"> • BITCI to engage with UCD and update the initial proposal to develop a programme that builds sustainability champions within an organisation. | <p>Young Low-Carbon Leaders Group to be completed by 24th October and reviewed at Leaders' CEO Roundtable on 14th November</p> <p>Feedback to the sub-group will be provided at the next Low Carbon sub-group meeting in Q4 2018.</p> |
| <p><u>Data collection and Reporting</u></p> | <ul style="list-style-type: none"> • BITCI to finalise the Data Recording Template. This will be sent to all signatory companies in Q4 2018 to provide their Scope 1 and Scope 2 data, as well as all other necessary information for the Annual Low Carbon Report. | <p>Data Recording Template to be sent to all signatory companies in Q4 2018.</p> <p>All Scope 1 and Scope 2 data to be submitted by the 28th February 2019</p> |
| <p><u>BITCI Annual Low Carbon Report</u></p> | <ul style="list-style-type: none"> • BITCI to send a proposal document to signatory companies requesting assistance in developing the Report. | <p>Progress on who will be developing the Annual Low Carbon Report will be provided at the next sub-group meeting in Q4 of 2018</p> <p>The Annual Low Carbon Report to be finalised and published on the 30th April 2019</p> |
| <p><u>Next Sub-Group Meeting</u></p> | <ul style="list-style-type: none"> • The next sub-group meeting will be scheduled for Q4 2018 | <p>Date to be confirmed.</p> |

DISCUSSION POINTS

The Carbon Pledge is up and running, the first key action for the Leaders Group.

Highly positive feedback has been received during the stakeholder engagement process, especially around the area of collaboration between business from all sectors coming together to focus on a key global environmental area, carbon reduction.

This is a unique Pledge as all companies work together to achieve the same commitment. It is important that we maintain the momentum and remain focused, learning from the initial findings of the first years report and ensure the commitment remains ambitious.

A new co-chair will be appointed for the Low Carbon Group, to assist with the managing and functioning of the group going forward.

The stakeholder engagement process is an on-going activity. We ask that if you identify stakeholders that we have not yet made contact with, or that you would be able to assist in making that connection, please let us know.

Engagement with Government and getting their input and support remains a top priority.

Low Carbon Pledge:

- Scaling of the pledge: (Leader companies – ALL BITCI members – ALL Irish Business)
 - BITCI and the Sub-Group will analyse the data received in the first Annual Low Carbon Report and Feedback received from stakeholders to determine IF the Pledge will be made available to a wider audience outside of the BITCI member companies.
- BITCIs priority at this point will be to work with all member companies to sign-up to the Pledge.

Knowledge Platform:

- Potentially one more event to be held in 2018 – **Date to be confirmed**
- **ESB** have volunteered to host the event – Potential topic on ‘Carbon Measuring & Reporting’
- BITCI and GNI will continue to research what is the best way to create an interactive online platform for information sharing around carbon management.

Supporting local communities:

- BITCI to continue to engage with SEAI on the community schemes that they have available.

Young Low-Carbon Leaders:

- Developing a programme that builds sustainability champions within an organisation. Providing them with the tools to better communicate the challenges of climate change / managing carbon emissions within their organisation.
- Making the concept of climate change / managing carbon emissions easily understood to all employees in your organisation, not only those that have experience in working in this space.
- The programme would target non-traditional people e.g. procurement, HR

Data collection and Reporting

Two options were discussed:

1. Detailed data gathering process – (More robust process aimed at understanding the carbon calculation process in detail and performing the calculation.)
 2. Audit the process – (High level overview of the calculation steps and more focus on the approach and process used to calculate Scope 1 and Scope 2 carbon emissions.)
- Option 1 was seen as the most reliable option and will be what is used to capture the data from all signatory companies.
 - The 'intensity' figure selected, as well as the 'baseline' year selected, will be different for each signatory company. Therefore, when analysing the total impact of ALL signatory companies an absolute carbon emissions figure will be used.
 - The Report will also look to show how signatory companies are progressing towards achieving the overall Pledge commitment. This will be done on a scale system that shows the number of companies that have reduced their carbon intensity figure by a certain percent against their baseline year.

BITCI Annual Low Carbon Report

- BITCI have developed a proposal document, highlighting the need for assistance in developing the Low Carbon Report and the structure it would follow.