



Broadcasting Authority of Ireland (BAI) report on minimising waste generation and maximising recycling

29th November 2019



Overview of Environmental policy /statement for the organisation

The Broadcasting Authority is the independent statutory regulator for radio and television in Ireland. The BAI's regulatory focus (as set out in its establishing legislation) is cultural, economic and social and this is expressed via its various functions which include: -

- Licensing radio and television services additional to those provided by public service broadcasters (RTÉ, TG4, the Houses of the Oireachtas Channel). The intention of the licensing process is to provide Irish audiences with programming that serves their needs, bearing in mind the languages and traditions of Irish citizens having regard also to their religious, ethical and cultural diversity. An equal key intent of the licensing process is to support the maintenance of the democratic values enshrined in the Constitution, in particular, the rightful liberty of expression.
- Making broadcasting codes and rules and monitoring compliance with these with a view to protecting audiences from harm, undue offence and commercial messages that lack legality, decency and honesty.
- Review the performance of public sector broadcasters to ensure that they meet their public service objects.
- Provide and award funding for programming and archiving relating to Irish culture, heritage and experience under the Broadcasting Funding Scheme.
- Providing for, and deciding on, complaints from viewers and listeners.
- Supporting the broadcasting sector through research and training.
- Fostering and supporting the understanding of media by Irish citizens via media literacy and other activities.

As part of its current Strategy Statement, the organisation is committed to '*showing leadership and modelling best practice in environmental, social and governance best practice*' and has, in March 2018 agreed a Vision and Plan for Sustainability for the Broadcasting Sector and for itself.

The BAI undertakes a range of internal and externally focused actions relating the sustainability.

Internal measures in respect of waste, recycling and procurement are detailed below.

External activities include measures in respect of gender via its Gender Action Plan, promotion of environmental and other sustainability actions via recent initiatives with the Junior Cycle, funding and staff support for the introduction of the Albert Carbon Calculator for Irish audiovisual media producers, and the establishment of Media Literacy Ireland to improve digital and media literacy. The BAI also funds a range of stakeholders to undertake training and development on an ongoing basis via its sectoral development fund and other funding streams.



Outline of environmental sustainability initiatives

Key recent internal initiatives include:-

- All bulbs in the building have been changed to LED lighting.
- A replacement front door has been installed which has significantly reduced heat loss through the front lobby.
- Blackout / glare reducing blinds have been installed in meeting rooms to reduce heat build-up and the use of air conditioning units in these rooms.
- A filtration water system has been introduced to reduce the number of bottles / paper cups in the waste and recycling systems. In addition, single-use plastic, including plastic water bottles are no longer purchased.
- BAI supports the cycle to work scheme and provide secure parking with (as of 2018) close to 30% of staff cycling to work in varying degrees of frequency. The BAI also offers the travel tax saver scheme and flexible working arrangements.
- Paper use has been reduced via the introduction of baionline.ie for managing the Sound and Vision grant management process. In addition, the complaints process is also being brought online in the coming months. Both the grant and complaints processes are paper heavy, and these initiatives will significantly reduce paper use in these functions.
- The BAI has upgrading its phone system to a cloud-based system with the intent of providing improved opportunities for tele- and video-conferencing.
- All new white goods are minimum 'A+' rated.
- The BAI has developed a vision and plan for sustainability. This has an inward focus on the BAI and an outward focus on the broadcasting sector. The BAI will establish, in early 2020, a Broadcasting Sustainability Network and put in place a detailed plan of action for improving internal sustainability practices (see Appendix 1 for an overview).

In the context of energy reduction, as of the last report (covering 2017), the BAI is 31.5% towards the 2020 33% energy efficiency target. The building BER has also moved from E to C in the last four years. Notwithstanding this, a thermal imaging survey was undertaken to identify cold spots which, if addressed, would improve energy efficiency. A number of cold spots were identified, however, achieving higher rating would need to address these cold spots but this is not possible without very significant investment in building infrastructure which is not considered feasible at this time.



Reduction of Waste Generated

- The BAI currently has a 2-bin system (dry recycling and general waste). In December, a 3-bin system will be in place: food waste; dry recycling; and general waste. Waste collection is currently measured on the basis of the number of pick-ups. We are currently investigating whether the waste collection service can provide us with volumes or weights per pick-up.
- A confidential shredding service is also in place. Shredding is currently measured in numbers of minutes rather than in volume or weight of material.
- Ink / toner cartridges are picked up by a charity and recycled.
- Catering is provided in recyclable or re-usable packaging / containers, e.g. washable platters, cardboard boxes, etc.
- As noted above, two paper heavy processes have moved online with a view to reducing paper waste (a key form of waste for the organisation). Increased online measures are anticipated in 2020/21.
- In the area of water, the BAI has investigated costs associated with upgrading kitchen and bathroom water faucets but has decided not to do so as the business case wasn't justified in the context of budgetary restrictions, the fact that the building lease will conclude in the coming few years and also having regard to overall water use in the BAI. Notwithstanding this, it is planned to undertake staff awareness raising activities to encourage reduced water use.

The BAI will in early 2020 commence the development of an action plan in respect of its own sustainability actions in respect of waste, energy use and the broader UN SDGs. This will build on existing practices and will put in place an action plan and specific targets and goals. Reporting processes will also be introduced.

Maximisation of Recycling

- A three bin system will shortly be in place with infographics and posters clearly indicating how to use the bins correctly in order to reduce contamination of recycling.
- The introduction of this new system will be accompanied by staff education sessions.



Sustainable Procurement

Ireland's 2012 National Action Plan 'Green Tenders' set a target of 50% of procurement contracts which should incorporate green/sustainability criteria; applying to both the number and the value of public procurement contracts concluded to ensure greatest reach. In 2014, EPA produced guidance for GPP covering the eight priority sectors as identified in the national Green Tenders strategy.

The eight priority sectors identified in 'Green Tenders' are as follows:

- Road transport vehicles and services
- Energy
- Construction
- Food and Catering services
- Cleaning products and Services
- Textiles and Uniforms
- Office IT Equipment
- Paper

Of these, only energy, food, cleaning products and services, office IT equipment and paper apply to the BAI.

The BAI uses OGP frameworks / contracts for procurement in each of these sectors. The BAI will continue to use OGP frameworks and contracts where possible.

In 'Green Public Procurement' and 'Green Tenders' a list of key actions is provided, also divided into the above sectors, with specific guidelines for each sector as follows:

Energy:

- The BAI uses the National Procurement Service framework contracts for procuring energy supplies in line with the guidelines in 'Green Public Procurement'.
- The BAI ensures that all new electric and electronic goods are procured from WEE Register Society registered producers.
- The BAI ensures that any new white goods or appliances purchased have a minimum A+ rating.

Cleaning products and services:

- The BAI outsources facilities management services including cleaning and the provision of cleaning supplies to an external provider. The BAI is working with this provider to ensure that current examples of best practice in this category are integrated into its procurement processes.
- This supplier provides ongoing evidence of appropriate training of their staff.



Paper:

- The BAI uses the National Procurement Service framework contracts for procuring paper supplies in line with the guidelines in 'Green Public Procurement'.

ICT office supplies

- The BAI uses the National Procurement Service framework contracts for procuring ICT office supplies in line with the guidelines in 'Green Public Procurement'.
- The BAI uses eProcurement in accordance with relevant circulars and the guidelines in 'Green Public Procurement'.

Food and catering services:

- The BAI no longer accepts single use packaging / containers from food / catering suppliers.

Green Team

The BAI does not have a Green Team at this time. The BAI operates a projectized Matrix Structure and staff work across a wide range of diverse areas simultaneously. In the context of its ongoing obligations in respect of public sector energy efficiency targets and its own plan in respect of sustainability, this work is part of the portfolio of tasks for six staff members (in varying degrees). A senior manager oversees the BAI's Sustainability Plan with reporting to the Operations Team by this manager and the manager with responsibility for facilities. The BAI is supported by a co-ordinator (Sustainability Works). It is the BAI's intent that, as part of the roll-out of its plan of internal actions, that sustainability activity will be mainstreamed across all staff in terms of their 'ways of working'.

Plans for 2020+

2020 will see an intensification of work in terms of the BAI's own sustainability work. An expert co-ordinator has been appointed to assist the BAI with developing its own plan, related targets and reporting structures. As well as securing staff buy-in and improvement on current outputs, a system will need to be put in place to establish baseline metrics in order to set targets, assess success and provide transparent reporting.



Appendix 1

Overview of BAI Vision and Plan for Sustainable Development



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BAI Vision & Approach for Sustainable Development Responsibility

1. Context

Amongst a range of commitments, the BAI's Strategy Statement 2017-19 includes a strategic objective that commits the BAI to:-

“Show[ing] leadership in sustainable development by modelling and promoting high standards of environmental, social and governance practice.”

The related strategic outcome is described in the following manner: -

“The BAI and the Broadcasting Sector are recognised as models of good corporate governance and corporate responsibility.”

In order to give effect to this strategic vision, the BAI has earlier this year agreed an approach which it has now begun to implement, in tandem with existing actions and measures relating to sustainability.

2. Overview of BAI Vision and Approach

There are three key elements to the BAI's strategic approach to sustainable development responsibility in the context of its strategic objective. In summary, they are as follows:

- i. The adoption of a **Broadcasting Sector Sustainability Framework** which is intended to shape a move by the broadcasting sector and the BAI towards more sustainable practices. The Framework is intended to support action that is achievable, customisable and practical for individual stakeholders. It is also intended to shape and guide the approach to any sectoral initiatives that might be undertaken. The Authority has agreed that the sectoral sustainability framework will consist of the following elements:

- Adoption of the UN Sustainable Development Goals (SDGs), and
- The UN SDG Compass, the WBCSD Sector Roadmap and GRI Standards.

In addition, the green government initiative and the public sector duties arising from the National Climate Action Plan 2019 will be incorporated. The BAI will also have regard to the recommendations set out in the report of The Joint Committee on Climate Action, published in 2019 and other relevant inputs as they develop and the Framework will be responsive to changes in the regulatory, governance and legislative environment.



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- ii. The establishment of a **Broadcaster Sustainability Network** which the BAI intends to facilitate and support.
- iii. The potential development of a web-based **Sectoral Sustainability Framework and Reporting Tool**. This tool, if developed, would have the objective of assisting the members of the sustainability network and the sector as a whole with readily identify the Sustainable Development Goals most relevant to the sector, potential sustainability actions and the setting of annual targets and reporting.

3. Implementation

In terms of rolling out the vision and approach, this consists currently of two elements. They are:-

The appointment of a Sectoral Sustainability Co-ordinator. A tender for a co-ordinator has been awarded to *SustainabilityWorks*. The role of the co-ordinator is threefold: -

- i. Exploring the potential and appetite for the development of the Broadcaster Sustainability Network by devising and undertaking appropriate stakeholder engagement in collaboration with the BAI.
- ii. Developing and co-ordinating the Broadcaster Sustainability Network.
- iii. Supporting the development and implementation of initiatives to enhance social and environmental practice across the work areas of the BAI, including those arising from the Green Government initiative, the National Climate Action Plan and the BAI's own strategic commitment.

Engagement with the broadcasting sector in respect of the network has now commenced and work towards enhancing BAI actions in respect of waste management, recycling and water used are ongoing.

The BAI is also engaging with the CSR Hub and undertakes a range of other initiatives aligned with the UN SDGs, such as its Gender Action Plan, funding of Sound and Vision programming and co-operating in the development of educational material.



Appendix 2
BAI REAP Report

Data for REAP environmental benchmark

Year: 2018

Department name: Broadcasting Authority of Ireland (BAI)

Site

Site address: 2-5 Warrington Place, Dublin 2

Green team contact person:

Name: Declan McLoughlin

email: dmcloughlin@bai.ie

phone: (01) 644 1200

Total number of staff at this site (full time equivalent):

45

Total area of the building (m2):

1280

m2

Energy data

Total electricity use for the year 82,950 kWh

Total thermal fuel use for the year (as relevant):

Natural gas, LPG, & biogas 125,889 kWh

Heating oils kWh

Renewables kWh

Total thermal fuel use: 125,889 kWh**Energy indicator: 163.16 kWh per m2 per year**

Total transport fuel use kWh

Water data

Total water use for the year 463 m3

Water indicator: 10 m3 per employee per year**Waste data**

Total waste amounts for the year (fill in as relevant):

Recyclables 3 tonnes

Food waste tonnes

General waste 3 tonnes

Other (e.g. confidential paper, WEEE, etc.) tonnes

Total waste 6 tonnes**Waste indicators: 124 kg per employee per year
51% percentage sent for recycling****A summary list of recent environmental actions already taken** (waste, water, energy, resources)

See main report