seai SUSTAINABLE ENERGY AUTHORITY OF IRELAND

Public Sector Programme Handbook

How to use this handbook

This handbook is a step-by-step overview of the energy-related climate action requirements for public bodies and the full suite of supports that SEAI's Partnership offers.

SEAI's supports help bring consistency in climate action activity across the public sector in line with the Public Sector Energy Efficiency Strategy 2017 and the Public Sector Climate Action Strategy 2023. These supports enable the public sector to play a leadership role in the broader nationwide transition to net zero.

Decarbonisation strategy

For the purpose of this document, the term 'decarbonisation strategy' refers to any of the following: Climate Action Roadmap, New Era Framework, or Local Authority Climate Action Plan, depending on what is relevant to your organisation.

How to navigate through the handbook

You can use the main navigation bar at the bottom of each page to navigate to the relevant section. Within each section, you'll see arrow links that bring you to the next page.

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Linking to further information

On some pages, you'll see orange flags. These will link you to external sources with further information.

read more about the Public Sector Climate Mandate

Introduction

1) Context
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3) How SEAI can help

Read more on Public Body Obligations

Context

The public sector owns the largest building portfolio and vehicle fleet in Ireland. As such, it plays a critical role in reducing greenhouse gas emissions, leading in energy management and influencing other sectors to take similar climate actions.

The Public Sector Climate Action Strategy (2023–2025) and the Public Sector Energy Efficiency Strategy 2017 set out a vision for an Irish public sector that leads by example — delivering a clear pathway to the legally mandated 51% reduction in greenhouse gas emissions and 50% improvement in energy efficiency by 2030, and becoming climate neutral no later than 2050.

The public sector is uniquely placed to ensure buildings and transport fleets are energy efficient and decarbonised. It can also influence national emissions through the delivery of services, procurement of goods and services (e.g. low-carbon products, ultra-low emission vehicles, low-carbon heat in buildings), and by driving action within your sector.

The Annual Report 2023 on Public Sector Energy Performance outlines that in 2022, the total energy spend of the 345 public bodies and 3,015 schools supported by SEAI was €1.1 billion. This corresponds to a combined total primary energy consumption of 9,888 GWh and energy-related emissions of 1,732 ktCO2.

While energy efficiency improvements reached 32.5%, fossil CO_2 emissions only decreased by 3.2%. This indicates that much of the progress was achieved by an increase of renewables on the grid, with more focus needed on decarbonising heat and fleet, along with continued energy efficiency efforts.

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Read Climate Action Roadmap Guidance

What you need to do

Every public body must deliver transformative change, appropriate to its size, through coordinated strategies that scale up energy-related projects to meet ambitious targets.

The 51% greenhouse gas emissions target requires you to decarbonise your heating and transport by removing fossil fuels.

Some decarbonisation will happen through supply-side reductions to the electricity you purchase. You can increase the impact from these changes by electrifying heating and transport where possible.

The 50% energy efficiency target means only using the energy you need, when and where you need it, and upgrading or repairing any building technology or vehicle that is wasting energy.

To support sustainable service delivery, public sector organisations should review how they provide services while evaluating existing buildings and assets. Aligning asset management with long-term sustainability goals will help reduce energy waste and meet future service needs.

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Read more about SEAI Partnership

How SEAI partnership can help

SEAI supports all public bodies in delivering energy-related decarbonisation and energy efficiency targets. We offer a comprehensive range of supports tailored to the size of your organisation and the scale of your ambition.

SEAI's Public Sector Partnership Programme is the most comprehensive support package available. It is offered in return for a strong commitment from your organisation's leadership team to manage energy and meet decarbonisation targets.

Public bodies must complete the following steps to sign up to the partnership.

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How SEAI can help – overview

Depending on the readiness and ambition of your organisation, SEAI provides guidance, training, accelerator programmes, tools for energy monitoring and reporting, diagnostic tools, project development assistance and access to project finance.

SEAI assigns you a Partnership Support Manager — an energy expert who will help your organisation focus on critical success factors, carry out a Gap-to-Target exercise, and advise on building a project pipeline to meet your targets.

Critical success factors

Developing your strategy

Develop your strategy for energy efficiency and decarbonisation. This can form part of your Climate Action Roadmap, Local Authority Climate Action Plan or NewERA framework.

Managing your energy

Develop an Energy Management Programme appropriate to the size of your organisation, such that your organisation is only using the energy you need, where and when you need it.

Delivering projects

To meet 2030 and 2050 targets, projects must be delivered at scale and pace. Energy efficiency alone won't close your gap to target. Decarbonisation of estates and fleets is essential.

Monitoring and Reporting

Monitor and report your energy and emissions data. Proactively engage staff around long-term emissions reduction and successful delivery of your climate action roadmap or plan.

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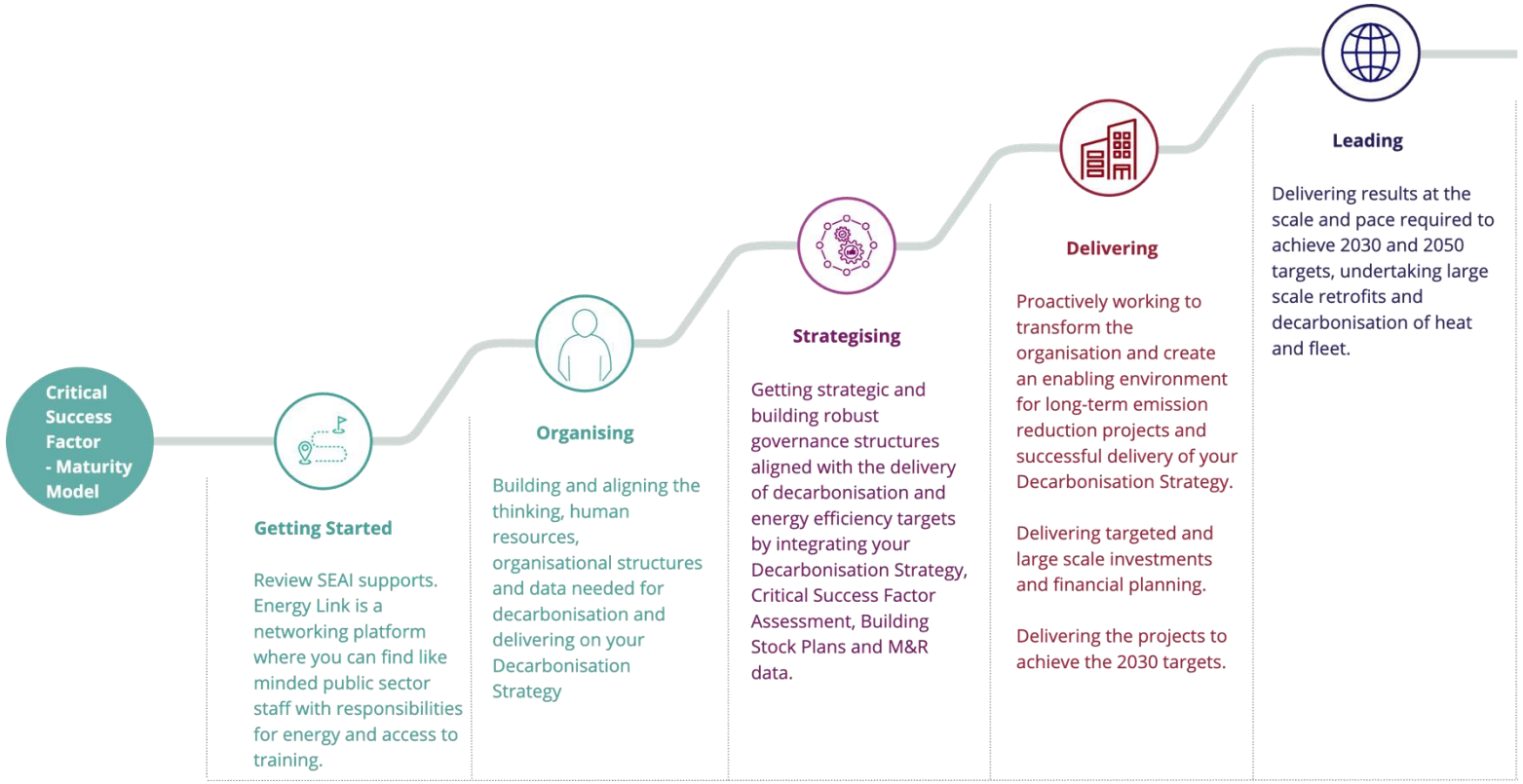
How SEAI can help – critical success factors

SEAI has developed a tool you can use to assess how your organisation is performing across a range of critical success factors for energy management and decarbonisation.

The results of this assessment indicate your organisation's maturity level in these areas. It also helps you and your Partnership Support Manager identify which supports are most relevant to your needs.

The maturity levels based on critical success factors are outlined opposite.



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Read more about SEAI supports

How SEAI can help – levels of service

SEAI supports 352 public bodies and 3,600 schools, each with unique needs depending on size, location, estate complexity and services. To respond to this, we provide support at three levels:

National level: SEAI works with key stakeholders to deliver a coordinated strategy.

Sectoral level: SEAI engages with government departments and representative bodies to drive progress toward 2030 and 2050 targets within each aegis groups.

Organisational level: SEAI offers the Partnership Programme and support services to help individual public bodies access the most relevant assistance. This handbook focuses on supports available to individual public bodies.

" SEAI understands the importance of working collaboratively for the Public Sector to reach their targets"

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Section 1
Developing your strategy

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Context

Decarbonisation means significantly reducing energy use and carbon emissions from service delivery and other core operations. The decisions made now will determine how cost-effectively we reach our climate targets.

Leadership must consider how decarbonisation fits into your organisation's strategy, aims and objectives. Identify any synergies, conflicts or risks, and develop actions to address them.

To ensure your decarbonisation strategy delivers the intended benefits, it should build on your Building Stock Plans, your assessment of Critical Success Factors, your M&R data, and Gap-to-Target modelling.

Your decarbonisation strategy should be treated as a live document, regularly updated to reflect progress.

Finally, the strategy needs to be translated into clear, actionable steps and communicated to staff and stakeholders — before progressing energy-related projects to feasibility, design and implementation stages.

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What you need to do

A decarbonisation strategy is the first step in accelerating energy management projects. Understanding your buildings and fleet helps prioritise actions and investments.

Key steps to consider when developing or reviewing your strategy:

1. Assess organisational needs and emissions: Review your current and future building and fleet needs. Document your current emissions across operations to create a solid foundation for tracking and reporting reductions.

2. Understand your organisation's gap to target: Use the M&R key indicators report to evaluate current performance against your 2030 and 2050 targets. This will identify the actions needed to close the gap.

3. Prepare a project pipeline and prioritise actions: Create a pipeline of initiatives that directly address your targets — focusing on high-impact actions such as decarbonising heat, fleet, and improving building efficiency. The M&R Gap-to-Target tool can help model options.

4. Establish robust energy management and allocate resources: Assign leadership roles, set up governance and technical structures, and ensure resources are in place to maintain accountability and drive improvement.

5. Define reporting and data collection requirements: At a minimum, align with SEAI's Monitoring & Reporting (M&R) system. More frequent internal data monitoring is recommended.

6. Develop a communications plan: Keep staff and stakeholders informed and engaged through clear and regular communication to foster a shared climate action culture.

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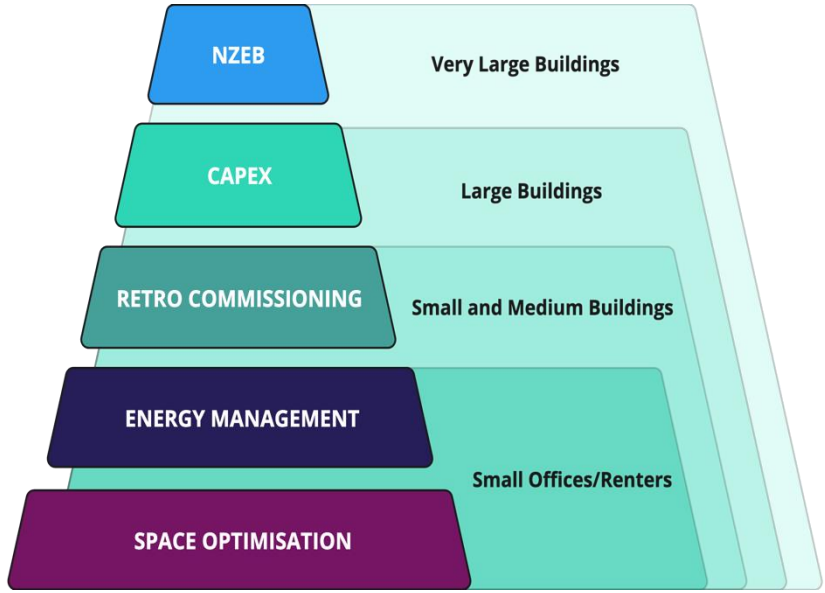
What you need to do

Priority focus buildings – decarbonisation actions

All organisations must take action on decarbonising buildings, but not all actions will apply to every organisation.

- **Space optimisation:** All public bodies should review the space needed to carry out operations. Unused space means wasted energy (kWh).
- **Energy management:** Public bodies must show exemplar energy management under SI426. This includes technical, behavioural and management measures. SEAI provides guidance relevant to your organisation.
- **Retro commissioning:** Ensuring building controls are working properly can lead to savings. A small investment in specialist advice here can lead to huge savings.
- **CAPEX:** Some buildings may need capital projects — this could include installing a heat pump or undertaking broader kWh reduction measures. These can also improve the building's BER.
- **NZEB:** Larger, high-energy buildings may justify deeper investment to bring them to NZEB or ZEB standard, future-proofing them for 2050.



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What you need to do

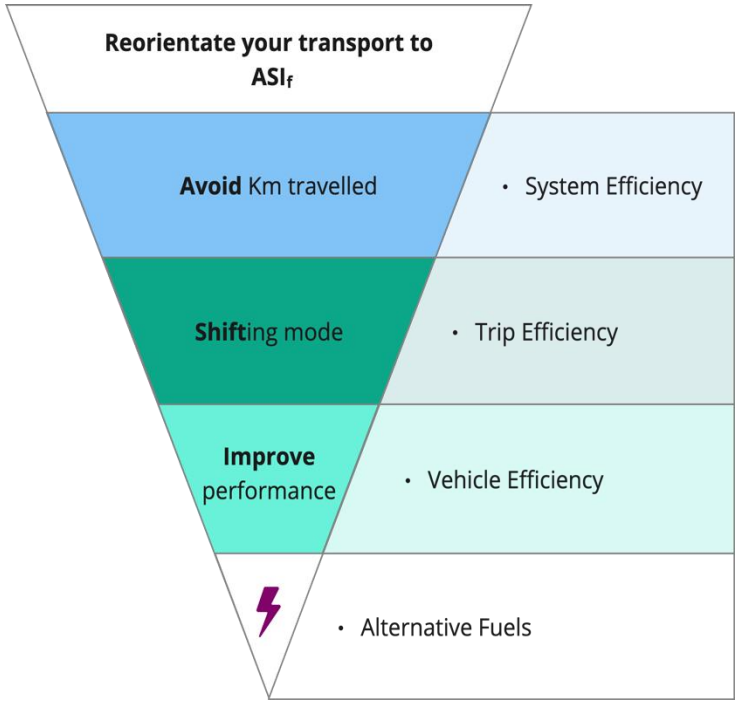
Priority focus fleet – decarbonisation actions

Organisations with significant fleets must take steps to decarbonise their vehicles.

Public bodies should first assess their current transport energy use — this includes types of journeys, number of vehicles, and vehicle types.

The Avoid-Shift-Improve framework helps prioritise the next steps:

- Avoid km travelled: Plan services in a way that reduces travel distance. Minimise the need to travel between sites and design more efficient routes.
- Shifting mode: Shift to active travel and lower carbon options, such as public transport, bikes, or e-cargo bikes for deliveries.
- Improve performance: ISO 50001 supports improvements in fleet efficiency as well as in buildings. Train staff in eco-driving, plan routes better, and reduce empty trips.
- Move to alternative fuels: The final step is adopting clean fuels, including electric vehicles, when purchasing new vehicles. Public bodies must comply with the Clean Vehicle Directive and Climate Action Mandate by procuring clean and zero-emission vehicles where possible.



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How SEAI can help

SEAI has a range of supports to help you develop a robust strategy, available when you sign up to the Partnership.

SEAI Supports for Partnership Organisations	Climate Action Roadmap Guidance	Building Stock Plan Guidance	Utilising M&R Data	Gap-to-Target Tool	Critical Success Factor Tool	Training
Assess Organisational Needs and Emissions	✓	✓	✓			
Conduct a Gap-to-Target Assessment			✓	✓		
Project Pipeline and Prioritisation			✓	✓	✓	
Establish Robust Energy Management and Resources	✓				✓	✓
Define Reporting and Data Collection Requirements			✓		✓	
Develop a Communications Plan	✓		✓		✓	✓

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What success looks like

HSE

The HSE Energy Bureau, in collaboration with SEAI, ran an Engaging People Accelerator Programme. This training was delivered to energy teams from the top 50 energy users in the East region. The programme was highly successful, with participants reporting increased buy-in when energy savings were linked to health and patient care.

In 2019, the HSE identified almost 7% savings across participating locations through energy management, staff awareness and behavioural change — before any capital investment. This equates to savings of 12 GWh, €1,329,000, or 3,170,000 kg of avoided CO_2 emissions.

St Ita's, Portrane – HSE's East Region Energy Bureau

Between 2018 and 2022, St Ita's in Portrane — supported by the East Region Energy Bureau and a new energy management team — saved €32,159 and cut over 3,572,165 kWh of energy use.

This reduced annual carbon emissions by 1,270 tonnes. Based on an investment of €271,697, the simple payback period was 8.4 years. Projects included replacing all heating pumps with more efficient models and installing LED lighting. The savings are being reinvested into the service and used for environmental projects benefiting staff and clients.

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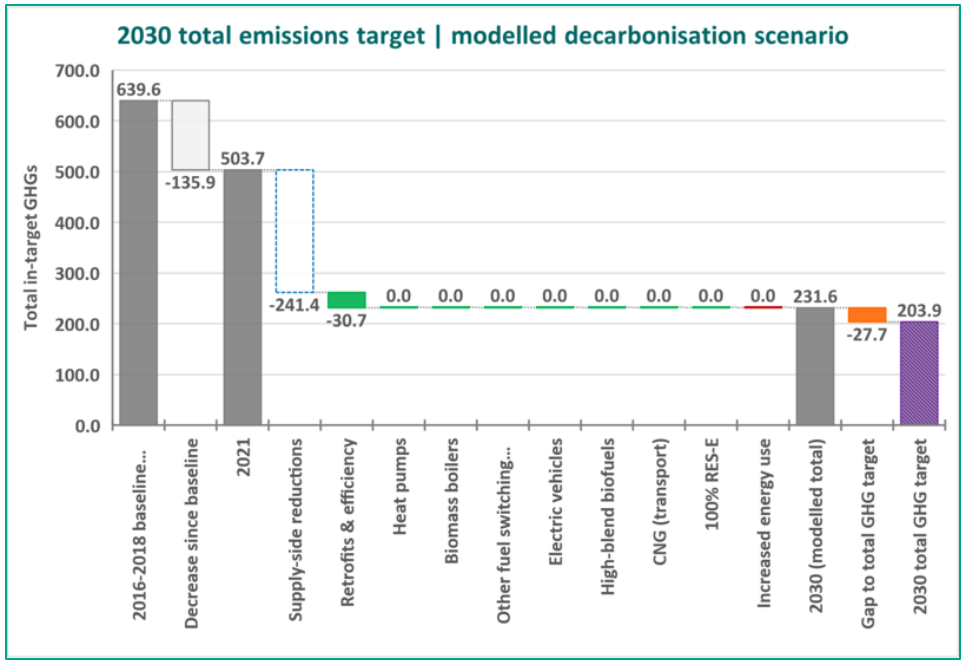
What success looks like

Department of Finance

In May 2023, the Department of Finance published its Climate Action Roadmap. This outlines the actions the Department will take to meet the Public Sector Mandate and will be delivered in partnership with the Department of Public Expenditure, NDP Delivery and Reform.

The Executive Board has assigned the role of Climate and Sustainability Champion to the Principal Officer in the Strategic Economic Development Division, who also has responsibility for climate and sustainable finance. The Head of Corporate Affairs — responsible for Facilities Management and also the Energy Performance Officer — will support the delivery of the roadmap.

Before this roadmap was developed, the Department had already established a Climate Action Unit. This unit is responsible for delivering the roadmap but also addresses broader policy issues related to climate and sustainable finance.



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Managing your energy

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Read more about SEAI Energy Management

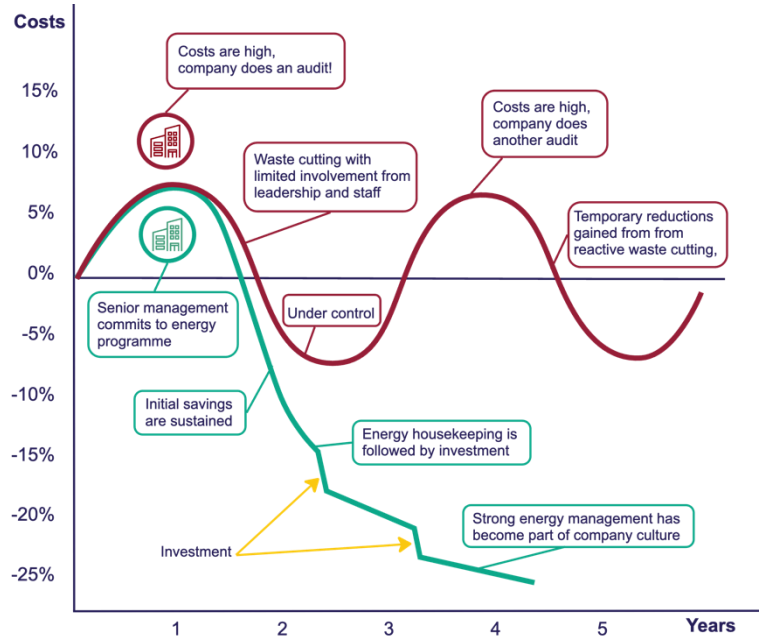
Context

Public bodies must demonstrate best practice in energy management. Delivering your decarbonisation strategy requires a strong foundation — focused on reducing energy demand across the organisation.

This can be achieved through technical actions (e.g. optimising building controls), behavioural actions (e.g. staff energy awareness), and the use of an energy management system such as ISO 50001.

Energy management is a continuous process that requires ongoing commitment. Strong energy management helps identify your biggest energy users and informs which projects to prioritise.

The following graphs illustrate the 'boom and bust' cycle of an ad-hoc energy management approach (red) versus the long-term benefits of a structured energy management strategy (green).



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Read more about SEAI Reduce Your Use (RYU)

What you need to do

Energy management is suitable for all organisations, regardless of size or sector. The key is choosing an approach that fits your organisation's scale. The SEAI guide on exemplar energy management can help with this.

Once your strategy is in place, the focus shifts to daily energy management and continuous progress on decarbonisation. A clear understanding of your estate boundaries will ensure accurate tracking and high-quality energy data.

By using insights from your M&R data and Building Stock Plan, organisations can track energy use and introduce targeted efficiency improvements.

Prioritising the highest-consuming buildings will support ongoing decarbonisation and operational improvement.

Checklist for continuous energy management:

1. **Define your estate boundary** to track energy use accurately.
2. **Use energy data and audits** to manage energy consumption.
3. **Prioritise decarbonisation and efficiency** in high-energy-use buildings.
4. **Implement continuous energy management** — see the '*Reduce Your Use*' tab above for more.

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Read more about training on SEAI Energy Link

How SEAI can help

SEAI provides supports on Exemplar Energy Management through Energy MAP training or the ISO 50001 accelerator programme. Initial and ongoing assessment by SEAI is provided through an Energy MAP Advanced Diagnostic or by a third party certification body for ISO 50001.

SEAI also offers best practice and networking sessions in which public sector organisations can share insights from across the sector. Register for all workshops and events via Energy Link.

Training

Training is a vital energy management practice that optimises energy savings and maximises the benefits of an energy management plan.

Energy management training generally involves three components:

1. Technical training (i.e. building systems)
2. Organisational training (i.e. management systems)
3. Behavioural training (i.e. people's actions).

- **Energy management introductory sessions** cover the fundamentals.
- **Energy MAP** workshops (available as one-day or three-day sessions for technical/non-technical staff) are tailored for public sector organisations.
- **Accelerator Programmes** focus on implementing energy management systems (Energy MAP, ISO 50001) or elements of energy management and certain technologies.
- Subsidised Certified Measurement and Verification Professional (**CMVP®**), Certified Energy Manager (**CEM®**) training etc. are also available.

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What success looks like

ISO Accelerator Programme

The 2023 ISO 50001 Accelerator Programme significantly advanced energy management in the public sector. Twelve participating organisations represented 15% (1 TWh) of total public sector energy consumption, making the programme a key driver of energy efficiency.

Eight organisations achieved ISO 50001 certification, demonstrating the value of the structured masterclass approach. Three organisations undergoing recertification used the programme to upskill their teams and reinforce best practice.

This phased programme included expert mentoring, hands-on training, and structured exercises in energy planning, implementation, auditing and continuous improvement.

With over 90% of attendees either (re)certified or scheduling audits, the programme has raised energy management standards and strengthened public sector leadership on sustainability.

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Read more about SEAI RYU Kilkenny CoCo

What success looks like

Reduce Your Use: Kilkenny County Council's Energy Efficient Initiative

Kilkenny County Council's Climate Action Plan (2024–2029) focuses on improving energy efficiency, reducing emissions, and supporting sustainability. As part of this, the Council joined the 2023/24 Reduce Your Use campaign, implementing energy-saving measures in the Thomastown and Callan Area Offices.

These pilots achieved 24% energy savings during winter 2023/24.

Kilkenny County Council's work highlights how targeted investment and behavioural initiatives can significantly reduce energy use. This campaign sets a strong example of local government leadership on climate action.

Key actions implemented:

Heating:

- Adjusted oil boiler timers, cutting usage by 26%; and
- Set radiator temperatures to 19°C and switched off heating in unused rooms and during holidays.

Lighting:

- Replaced 30% of office lights with 50W LED fittings; and
- Installed timers for external lighting (4:30pm–5:50pm in winter).

Engagement & awareness:

- Launched Reduce Your Use communication campaign; and
- Delivered staff training to promote energy-conscious behaviour.

Results & impact:

Overall savings: 24% (€5,000 annually); and

Thomastown office: 11% savings (purely behavioural changes).

Callan office: 26% savings (behavioural changes + €9,000 investment).

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Section 3: Planning & Delivering Projects

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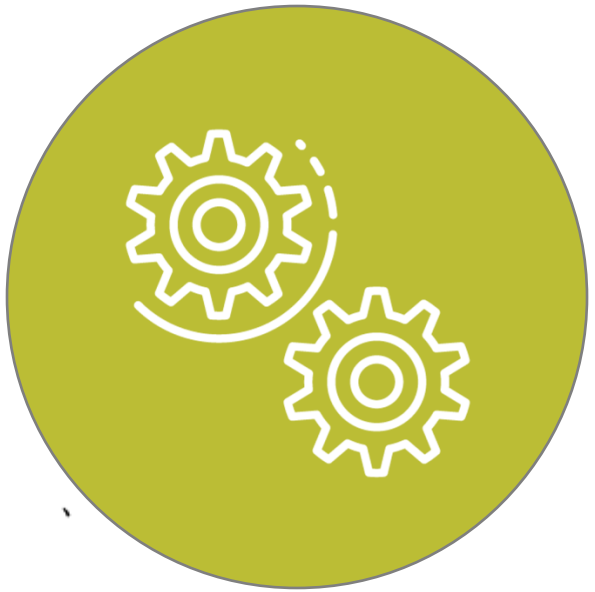
Context

Successfully delivering energy and decarbonisation projects is essential for meeting Ireland's 2030 and 2050 targets and making real progress towards a low-carbon, sustainable future.

With decarbonisation strategies in place and energy management systems operating, public bodies must now focus on planning and delivering projects.

This involves developing clear pathways, building a project pipeline, securing funding, and implementing actions that close the energy and decarbonisation gap.



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What you need to do

Public bodies must build a project pipeline to support progress towards 2030 and 2050 targets. These are the steps you need to take.

1. Identify projects to close the gap to target	2. Establish overall budget and projects costs	3. Establish funding sources and procurement
Use structured energy management approaches — such as Energy MAP, ISO 50001, or professional audits — to identify and prioritise projects with the greatest emissions impact. Identify key personnel in leadership and operations who will lead delivery.	Define the investment required for your entire programme, including management, delivery and ongoing monitoring. Having a clear budget allows for more realistic planning and positions your organisation to act when funding becomes available.	Explore internal funding options available for smaller technologies and projects. For larger buildings or complex projects, external funding may require match funding from your organisation's internal budget.

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What you need to do

4. Define the delivery model	5. Plan resources and related capabilities	6. Undertake a specialist technical site survey	7. Undertake feasibility studies	8. Detailed design
Outline how projects will be procured, delivered, and how savings and benefits will be tracked.	Make sure you have enough people with the right skills and capacity. If these aren't available internally, external contractors will need to be brought in.	These surveys assess specific technical areas, such as building fabric improvements through thermal imaging.	Larger projects may require a feasibility assessment to understand the costs, benefits and trade-offs of different options.	This stage needs a deep understanding of energy use, systems, and building performance. It includes audits and may involve other specialist assessments. Designs and specifications should meet industry standards and formal energy-efficient design requirements.

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How SEAI can help

Gap-to-Target tool

SEAI has developed a Gap-to-Target tool, available through the Monitoring & Reporting (M&R) system, which allows public bodies to make the most of their M&R data.

This tool models the gap between your current energy use and greenhouse gas emissions, and your 2030 targets. It helps you explore different project scenarios to close the gap. Your Partnership Support Manager (PSM) can support you in using this tool.

Sectoral supports

SEAI provides guidance and support at a sectoral level to help plan a suitable pathway for each sector.

Supports are also available through the National Estates, which manage large building portfolios and have wider decarbonisation responsibilities.

Individual public bodies should work with their PSM to complete the Gap-to-Target exercise with their PSM and prioritise the decarbonisation projects that will have the biggest impact on meeting 2030 targets.

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How SEAI can help – capital supports

The following capital supports are available to public bodies. Information is correct on publication of this handbook. However, for the most up-to-date information, always check the relevant link.

Support	Type of projects/activities	Funding	More info
Energy Contracting Support Scheme (ECSS)	Supports the consultancy costs involved in developing energy contracts. Support is open to all project types and technologies but must include a pay-for-performance element. Priority is given to projects involving deep energy retrofits, project aggregation, knowledge-sharing in energy contracting (EC), audits, feasibility studies, and business case development.	Up to 75% of eligible costs, max funding €50,000 for (EPCs) (LESCs) €25,000 (EPGs)	Click here
Community Grants	- Building fabric upgrades - Technology and system upgrades - Integration of control systems - Integration of renewable energy sources - Domestic combined fabric upgrade Single building demonstration projects will be considered under the Communities Grant scheme.	30% of eligible costs — max funding €2m	Click here
EEOS	Lighting, Ventilation, Transport, Heating, Motors, drives and pumps Replacement, Combined heat and power, Refrigeration, Compressed air, BMS.	Obligated Party support may be technical or financial, and can include funding based on energy savings (kWh), verification, or project management assistance.	Click here

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How SEAI can help – capital supports

Support	Type of projects/activities	Funding	More info
SSRH – Investment Aid	Supports the installation of: - Air source heat pumps - Ground source heat pumps - Water source heat pumps - Related energy-efficiency measures.	Up to 40% (plus an additional 30% grant for related energy efficient measures (e.g., heat recovery, ventilation, building fabric improvements, etc).	Click here
SSRH – Operational Aid	Supports biomass and anaerobic digestion heating systems.	Provides: - a tiered tariff (payment rate decreases as heat output increases) - ongoing quarterly payments for 15 years.	Click here
Non-domestic micro-generation	Supports the installation of solar PV panels to generate electricity on site.	The grant amount is based on the standard output of your solar PV system. Maximum of 1000kWp can be grant funded under the scheme.	Click here

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How SEAI can help – capital supports

Support	Type of projects/activities	Funding	More info
EXEED Stage 1	Covers pre-investment costs, including: - EED Expert services - Technical feasibility studies - Benchmarking studies - Concept engineering design activities - Energy modelling.	Small organisations – up to 70% Medium organisations – up to 60% Large organisations – up to 50%	Click here
EXEED Stage 2	Supports capital costs above baseline, including: - Equipment (e.g. heat pumps, AHUs, pumps, biomass boilers, lighting, solar PV, efficient machinery, VSDs, insulation) - Installation and commissioning costs - Investment professional services (e.g. EED Expert, M&V expertise).	Small organisations – up to 50% Medium organisations – up to 40% Large organisations – up to 30%	Click here
Business energy upgrade grants	Designed for small and medium-sized businesses and projects. Open to all. Supports: - Solar thermal - Solar PV - Fabric upgrades - Heating and cooling upgrades (including Building Management System upgrades) - Technical assistance.	Funding levels vary depending on the measures implemented. See summary on page 4 of BEUS-Grant-Guidelines-2024.pdf	Click here

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What success looks like

Laois County Council

Laois County Council carried out detailed building audits to assess infrastructure condition and identify priority areas for investment. These audits informed the development of a strategic project pipeline aimed at reducing energy costs and emissions, while improving resource efficiency.

A key focus was evaluating building fabric upgrades and assessing suitability for renewable energy solutions like solar panels and heat pumps. The audit findings fed directly into Gap-to-Target scenario planning, providing clear evidence for prioritising projects aligned with national and regional climate goals.

This data-led approach also strengthened funding applications. By clearly demonstrating the expected benefits of proposed upgrades, Laois County Council secured support through SEAI's Pathfinder Programme.

By combining structured planning with climate action priorities, the Council is supporting the creation of a more sustainable built environment.

Photo: Áras an Chontae, Portlaoise

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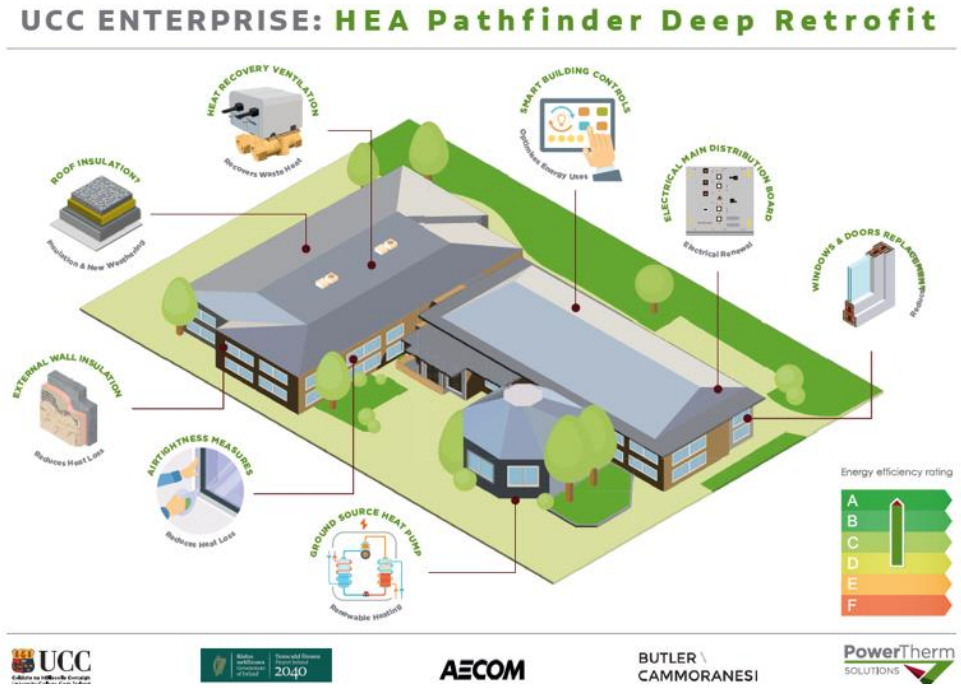
What success looks like

Higher Education Authority – Pathfinder Programme

In 2020, the Higher Education Authority (HEA) launched the Energy Efficiency and Decarbonisation Pathfinder Programme under Project Ireland 2040. The programme helps higher education institutions make progress towards 2030 energy efficiency and decarbonisation targets.

The Pathfinder Programme has funded and tested a variety of retrofit approaches and technologies, helping to build capability in the sector and generate evidence to inform future larger-scale programmes. To date, 21 buildings have been selected for retrofit. An additional seven buildings have been retrofitted to BER B and decarbonised, with projected energy savings of 42% currently under evaluation.

The programme has had three funding calls to date and is co-funded by the Department of Further and Higher Education, Research, Innovation and Science, and the Department of the Environment, Climate and Communications. It is administered jointly by SEAI and the Higher Education Authority (HEA).



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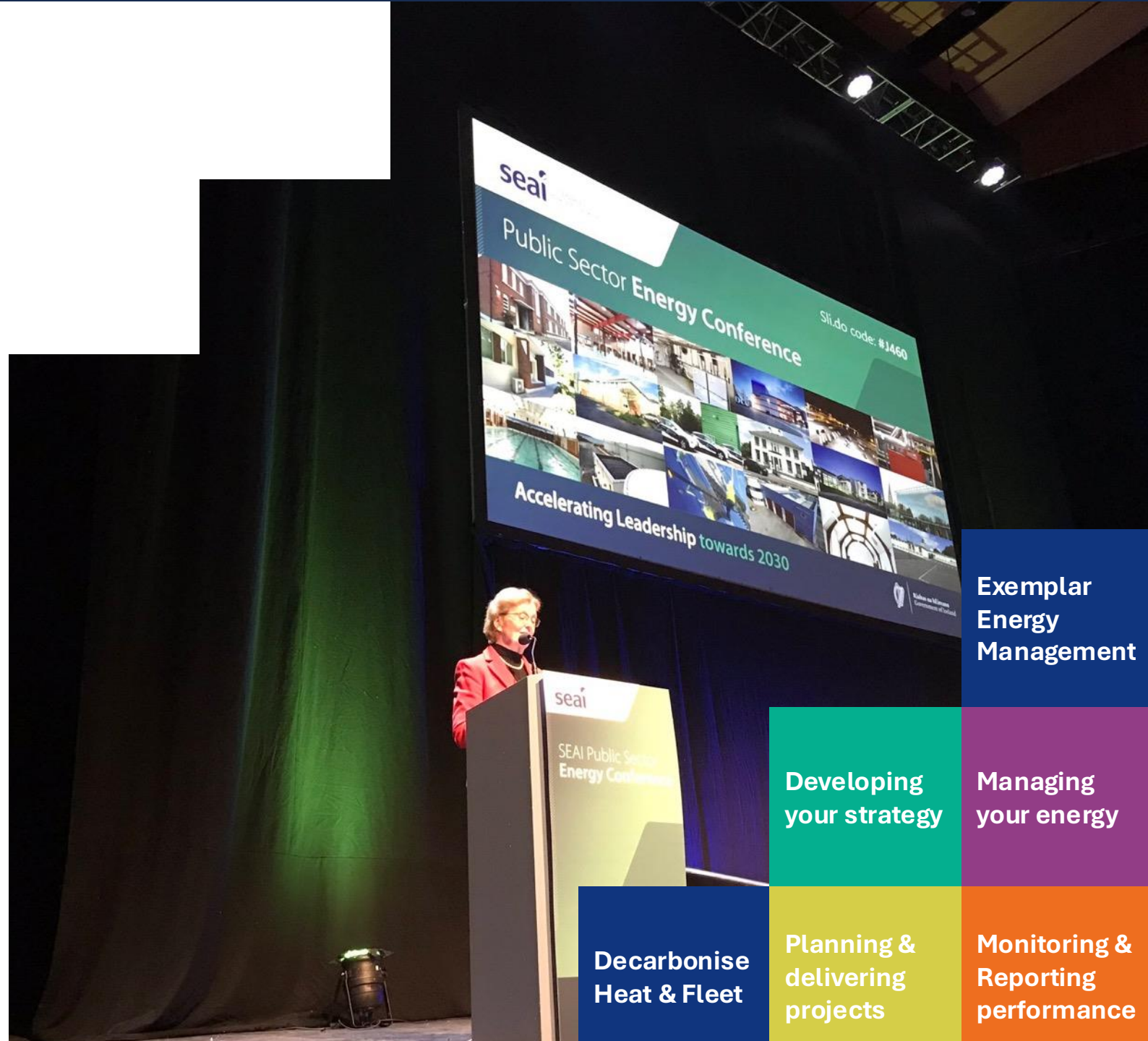
Section 4 Monitoring & Reporting

1) What you need to do
2) How SEAI can help
3) What success looks like



What you need to do

SEAI's Monitoring and Reporting (M&R) system helps public bodies meet their statutory energy reporting obligations while advancing their decarbonisation goals.

The M&R system enables public bodies to comply with legal reporting requirements under Statutory Instrument 426 of 2014 and tracks progress towards the 2030 and 2050 energy efficiency and emissions targets.

It also provides access to high-quality insights that support evaluation of energy efficiency and decarbonisation projects — including your progress on business travel.

Use your M&R reports to support strategic long-term and operational decision-making.

Key reporting dates & deadlines in a typical annual cycle:

- Meter validation deadline: **January** (MPRN & GPRN validation).
- Electricity & gas data submission: **Mid-April**.
- Full reporting deadline: **May** (includes energy consumption, activity metrics, travel, fleet, buildings, projects, etc.).
- DVA process begins: **June**.
- DVA corrections deadline: **August**.
- Final scorecards & public sector data publication: **end of year**.

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Read more about Help wiki for M&R

How SEAI can help

SEAI has recently updated the M&R methodologies and software for the period to 2030. Your public body will need to provide the following data:

Energy usage reporting

Metered electricity and gas and other energy sources (e.g. oil, diesel, biomass) at organisational level.

Activity data collection

Total floor area and number of full-time employees (FTEs). The M&R system allows for tailored metrics that reflect the operational characteristics of different public bodies.

Public sector buildings & fleets

Updated entries in the Building Register, confirming or adjusting floor areas and DEC status.

The system also requires tracking of vehicle inventories and new vehicle procurements.

Energy saving projects

Details of planned and ongoing energy-saving projects. This data helps the system forecast 2030 energy use and emissions based on your initiatives.

Business travel

Mileage, flights, and public transport use.

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How SEAI can help

Although M&R reporting is a legal requirement, the M&R system also offers the following benefits:

- Legal compliance made easy: Simplifies reporting under statutory mandates, helping public bodies meet energy efficiency and decarbonisation obligations.
- Comprehensive tracking: Monitors progress towards the 51% GHG reduction and 50% energy efficiency improvement targets by 2030.
- Strategic decision supports: Provides insights that inform Climate Action Roadmaps, Energy Management Plans, and project development.
- Integrated Gap-to-Target tool: Models pathways to 2030 targets, guiding investment in impactful projects.
- Comparative performance: Benchmarks your organisation's performance against other public bodies and helps engage leadership teams.
- Robust data management: Ensures reliable data is available for policymaking and stakeholder reporting.

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What success looks like

"The M&R system brings all our energy use data together in a singular location for ease of reference. The infographics in the M&R review performance section assist in translating our energy performance and progress in a user-friendly manner to various stakeholders within the organisation, including Senior Management, Climate Action Team, facility operators, fleet management, etc."

Allison Treanor, Cavan County Council

"I find the new M&R portal very user-friendly and easy to navigate, identifying sections that are completed/in progress by the colour coding. As it captures all our public sector efficiency reporting requirements in one system, it is an accessible and visual tool for demonstrating our annual performance against the national targets. The wiki is a great addition, along with the helpdesk support when further guidance is needed."

Toni Hollowell, Marine Institute

"The new M&R system is more intuitive and simplifies and highlights the progress we have and have not made as an organisation. It makes presenting progress as visual as possible."

Paschal O'Connor, RehabGroup

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Suggested / Updated Glossary

Carbon budget – A limit on total greenhouse gas emissions allowed over a fixed time period, set by policy or law.

Carbon emissions – The release of carbon dioxide (CO_2) and other greenhouse gases into the atmosphere due to activities such as burning fossil fuels.

Carbon neutral – A state in which the amount of greenhouse gases emitted is balanced by the amount removed from the atmosphere.

Climate Action Mandate – A government directive requiring public sector bodies (except local authorities, commercial semi-state bodies and the school sector) to implement specific climate actions to achieve decarbonisation goals.

Climate Action Plan – The Irish Government's annual strategy outlining steps to meet climate commitments and achieve national and EU climate targets.

Climate Action Roadmap – A structured plan developed by public bodies outlining actions to meet decarbonisation and energy efficiency targets.

Decarbonisation – The process of reducing or eliminating carbon dioxide emissions by transitioning away from fossil fuels.

District heating – A centralised heating system that supplies heat to multiple buildings through an underground pipe network.

Energy efficiency – The practice of reducing energy consumption while maintaining the same level of service or output.

Energy Management System (EMS) – A framework that helps organisations track, monitor, and optimise their energy use.

Energy MAP – SEAI's energy management training and support program designed to help public sector organisations implement best practices.

Energy Performance Indicator (EnPI) – A metric used to measure an organisation's energy efficiency progress.

Energy Performance Officer – A designated role responsible for overseeing energy efficiency and decarbonisation efforts in a public body.

Exemplar Energy Management – A best-practice approach where public bodies lead by example in energy efficiency and sustainability.

Fossil fuels – Energy sources derived from ancient organic materials, such as coal, oil, and natural gas, which emit carbon dioxide when burned.

Gap-to-Target tool – SEAI's analytical tool used to assess an organisation's progress toward meeting climate and energy goals.

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Suggested/updated Glossary

Greenhouse gases (GHGs) – Gases, including carbon dioxide (CO_2), methane (CH_4), and nitrous oxide (N_2O), that trap heat in the atmosphere and contribute to global warming.

ISO 50001 – An international standard for energy management systems that helps organisations improve energy performance.

Monitoring & Reporting (M&R) System – An SEAI platform designed for tracking public sector energy use and emissions reductions.

Net Zero emissions – Achieving an overall balance between greenhouse gases emitted and removed from the atmosphere.

Nearly Zero Energy Building (NZEB) – A building that has a very high energy performance, requiring minimal energy (primarily sourced from renewables) for operation.

Partnership Support Manager (PSM) – SEAI technical expert assigned to help implement energy and decarbonisation strategies, once a public body has signed up to SEAI's Public Sector Partnership Programme.

Public Sector Climate Action Strategy (2023–2025) – A national plan outlining how Ireland's public sector will reduce emissions and improve energy efficiency in alignment with legal mandates.

Retrofit (Energy Retrofitting) – Upgrading existing buildings to improve energy efficiency through insulation, heat pump installation, and other sustainable measures.

Renewable energy – Energy generated from naturally replenishing sources, such as solar, wind, and biomass.

Sustainable Energy Authority of Ireland (SEAI) – The national agency responsible for promoting energy efficiency and renewable energy adoption in Ireland.

Target glidepath – A structured representation of required energy performance improvements over time to meet set goals.

Total Final Consumption (TFC) – The actual energy consumed by an organisation, as recorded on energy meters and bills.

Zero-Emission Vehicle (ZEV) – A vehicle that produces no tailpipe emissions, typically powered by electricity or hydrogen.

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Appendices

SEAI Energy Link

Energy Link is a platform for anyone involved in public sector energy management in Ireland who has an interest in energy and environmental issues. It allows users to:

- Share and exchange knowledge and experiences.
- Find out what works and what doesn't.
- Get answers and solve problems.
- Access up-to-date information on energy topics.

energylink.seai.ie/login

Public sector results

Get a better understanding of how public bodies in Ireland are performing on energy efficiency.

seai.ie – Public Sector Results

Public sector climate action strategy

The Public Sector Climate Action Strategy 2023–2025 supports public sector bodies in leading by example on climate action.

gov.ie – Public Sector Climate Action Strategy

Climate Action Plan

The Climate Action Plan 2024 (CAP24) is the third annual update to Ireland's Climate Action Plan.

gov.ie – Climate Action Plan 2024 PDF

Public Sector Climate Action Mandate

The Public Sector Climate Action Mandate applies to public bodies covered by the Climate Action Plan 2024 (CAP24) decarbonisation targets, excluding local authorities, commercial semi-state bodies, and schools.

gov.ie – Public Sector Climate Action Mandate

Public Sector Energy Efficiency Strategy

The 2017 Public Sector Energy Efficiency Strategy outlines Ireland's commitment to improving energy efficiency in the public sector.

gov.ie – Energy Efficiency Strategy PDF

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