



2nd Meeting DE TE Responsible Business Forum

Department of Enterprise, Trade and Employment, 23 Kildare Street, Room 110
28th November 2023 @12pm

Attendees

Chaired by Minister of State for Trade Promotion, Digital and Company Regulation, Dara Calleary, TD

American Chamber of Commerce	Colm O'Callaghan
Business in the Community Ireland	Bernadette Phelan
Chambers Ireland	Shane Hughes
Construction Industry Federation	PJ Ryan
Enterprise Ireland	Joanne Sheahan
Ibec	Niamh O'Keeffe
IDA Ireland	Cillian Harford
Incoming Tour Operators Association	Rob Rankin
Irish Exporters Association	Karl Picard
Primark	Emma Ormond
RGDATA	Tara Buckley
Small Firms Association	David Broderick
The Family Business Network Ireland	John McGrane

DE TE Officials:

Ronnie Downes (Assistant Secretary, Trade Division), Eoghan Richardson (Trade Compliance and Responsible Business Unit), Orla O'Brien (Company Law Audit and Accounting Policy and Legislation Unit), Brendan Kelly (Company Law Audit and Accounting Policy and Legislation Unit), Aisling Byrne (Company Registration and Regulation Policy Unit), Niamh Guihan (Inward Investment Unit), Nick Barwise (Climate Action and Energy Policy Unit), Paul Mc Mahon (Responsible Business Coordination Unit), Helen Pyke (Responsible Business Coordination Unit), John Morris (Responsible Business Coordination Unit), and Abigail Martin (Responsible Business Coordination Unit)

Items

1. Members were welcomed to the second meeting of the Forum. The minutes, which had been circulated to members previously, were agreed and a recap of the main issues raised in the inaugural meeting was provided.

2. The main issues raised at the inaugural meeting of the Forum were communications, and queries and comments regarding the Corporate Sustainability Reporting Directive (CSRD). As such, these topics were agenda items for this 2nd meeting.
3. The Chair updated members on the communication efforts by the Department, with key officials working with the Communications Unit to put in place consistent and clear messaging for businesses. Members were asked to recommit to reaching out to their client base to inform them of the existing and upcoming initiatives and to ensure that responsible business is at the heart of their work programmes for 2024.
4. DETE and its officials are cognisant of the need to support businesses to adapt their business practices to not only comply with the various regulations, but to improve their reputation with their customer base and throughout their supply chain and add to their competitiveness which is an important message that we should not lose sight of.
5. The Chair introduced a presentation on the EU Corporate Sustainability Reporting Directive (CSRD) and informed members that DETE's officials are available to engage with them and their client base and to help communicate the requirements of the directive in 2024.
6. A presentation on the CSRD was provided, including timelines, scope, and advice to stakeholders. Information and advice for stakeholders is available on the DETE website at [Preparing your business for the Corporate Sustainability Reporting Directive \(CSRD\) - DETE \(enterprise.gov.ie\)](https://enterprise.gov.ie/preparing-your-business-for-the-corporate-sustainability-reporting-directive-csrd)
7. Members were encouraged to share the advice with their members and to ensure they sign up to the mailing list by emailing csrd@enterprise.gov.ie to stay up to date with developments on the transposition of the directive.
8. An update was provided to attendees on the development of a Responsible Business Communications Plan and a new National Enterprise Hub.
9. The Department is planning to host several webinars in 2024 and officials are available to attend members' events where possible.
10. The importance of making language used in communications relevant to businesses was discussed and the need for members' input in this area, along with DETE and members working together to ensure the right messages are reaching the right audience.
11. The Chair asked that members inform the Secretariat of their plans for 2024 in the responsible business space and where the Department may be able to assist in their efforts.
12. No items were raised under A.O.B.