Australian Government

Carbon Neutral Program

Public Disclosure Summary

100% renewables

OAK FLATS BOWLING & RECREATION CLUB

An Australian Government Initiative

NAME OF CERTIFIED ENTITY: Oak Flats Bowling & Recreation Club Ltd

REPORTING PERIOD: From 1/07/2018 to 30/06/2019

Declaration

To the best of my knowledge, the information provided in this Public Disclosure Summary is true and correct and meets the requirements of the National Carbon Offset Standard Carbon Neutral Program.

Signature G Bowling	Date 12. 12. 2019
Name of Signatory – George Cowling	
Position of Signatory - Chairman	

Carbon neutral certification category	Organisation
Date of most recent external verification/audit	
Auditor	Pangolin Associates PTY LTD
Auditor assurance statement link	http://www.ofbrc.com.au/index.php/page/ncos_carbon http://www.iyc.com.au/index.php/corporate/ncos-carbon

Australian Government
Department of the Environment and Energy

1. Carbon neutral information

1A. Introduction

Oak Flats Bowling and Recreation Club Ltd is a not for profit medium sized club located in the south of the Illawarra region. The Club owns the Oak Flats Bowling & Recreation Club facilities at 1 Kingston Street, Oak Flats, and the Illawarra Yacht Club facilities at 1 Northcliffe Drive, Warrawong. Both clubs are certified carbon neutral. The operational control approach is used for the boundary consolidation.

Oak Flats Bowling & Recreation Club at 1 Kingston Street in Oaks Flat has 66 staff and 9,228 members. The Club's facilities include 130 gaming machines, 200 seat brasserie, 70 seat café and pizza bar, bar facilities, 2 function rooms, and 3 bowling greens. Oak Flats Bowling and Recreation Club owns 3 houses, located at 9, 11, and 13 Devonshire Crescent, Oaks Flats. These houses are tenanted out, and Oak Flats Bowling and Recreation Club has no operational control over GHG emission sources related to the operation of these houses. The three owned houses are therefore excluded from the organisational boundary.

Oak Flats Bowling & Recreation Club purchased the Illawarra Yacht Club in May 2013. The Illawarra Yacht Club is located at 1 Northcliffe Drive, Warrawong and has 43 staff and 9,334 members. The Club's facilities include 96 gaming machines, 372 seat brasserie and café amenities, bar facilities, board room and two large function spaces downstairs. Prior to May 2013 Oak Flats Bowling & Recreation Club Ltd did not have operational control over the Illawarra Yacht Club.

This inventory has been prepared based on the NCOS and was developed in accordance with the general principles of:

- The Greenhouse Gas Protocol, A Corporate Accounting and Reporting Standard developed by the World Business Council for Sustainable Development (GHG Protocol);
- GHG Protocol: Corporate Value Chain (Scope 3) Accounting and Reporting Standard.

This inventory has measured greenhouse gases in carbon dioxide equivalence (CO_2-e) and includes all seven greenhouse gases covered by the Kyoto Protocol – carbon dioxide (CO_2), methane (CH_4), nitrous oxide (N_2O), perfluorocarbons (PFCs), hydrofluorocarbons (HFCs), sulphur hexafluoride (SF_6), nitrogen trifluoride (NF_3), as well as hydrochloroflurocarbons (HCFCs) covered by the Montreal Protocol (where applicable).

Based on the operational consolidation approach the entities included in the carbon neutral certification are Oak Flats Bowling & Recreation Club and Illawarra Yacht Club.

1B. Emission sources within certification boundary

Quantified sources

Quantified sources

The following emission sources have been included:

- Refrigerants
- ULP
- Ethanol
- Diesel
- Natural gas
- LPG
- Electricity
- Upstream ULP
- Upstream diesel
- Upstream LPG
- Upstream LPG
- Street lights at Illawarra Yacht Club
- Upstream electricity
- Air travel
- Waste to landfill
- Construction waste
- Green waste and Pulpmaster waste
- Paper
- Employees commuting
- Taxi travel
- Water and wastewater
- Food
- Beverages

Excluded sources

The following emission sources have not been quantified in line with the provisions in the NCOS. The impact of excluding these sources is not expected to materially affect the overall total emissions.

- Car and bus HFC leakage is not included because the emissions are likely to be insignificant (estimation is < 0.5% of total inventory).
- R427a is being used to top up R22, but the small quantity (5kg) does not warrant a change in the current reporting method, which is applying the 'total recharge capacity' method.
- Courier services are not included because no data is available and because this emission source is likely to be insignificant in terms of the overall inventory. In addition, upstream deliveries are difficult to measure due to the unknown origin (distance) and the unknown weight of the deliveries.
- Business travel accommodation is not included because Club staff use hotels for business purposes under extremely rare circumstances. This emission source is likely to make up less than 0.5% of the scope 3 emissions.
- Three owned houses owned by the Club are not included, because the Club has no operational control over GHG emission sources related to the operation of these houses.

- Capital investment equipment is not included because the embedded carbon emissions are difficult to quantify and when amortised over the life of the asset are likely to be insignificant compared to scope 1 and 2 emissions.
- Contractors are not included because they do not fall under the operational control of the Club and because determining the associated emissions would be costly relative to their likely significance.
- Investments are not included because they are outside of the Club's operational boundary and there are limited opportunities to reduce the emissions from these sources. Determining the associated emissions would be very costly relative to their likely significance.

1C. Diagram of the certification boundary

Figure 1 depicts an aerial shot of 1 Kingston Street, while picture 2 depicts the geographical boundaries of the club and the three houses that are owned by the club.

Figure 3 depicts the geographical boundaries of the clubhouse in greater detail.

Figure 4 depicts the geographical boundaries of the owned houses in greater detail.

Figure 5 depicts an aerial shot of the Illawarra Yacht Club's geographical boundaries.

Figure 6 depicts the organisational and operational boundaries observed in undertaking the carbon inventory. Major emissions sources included and excluded from the inventory are shown, along with their scope.

Figure 1: Aerial shot of 1 Kingston Street

Figure 2: The geographical boundaries of the club and three houses it owns

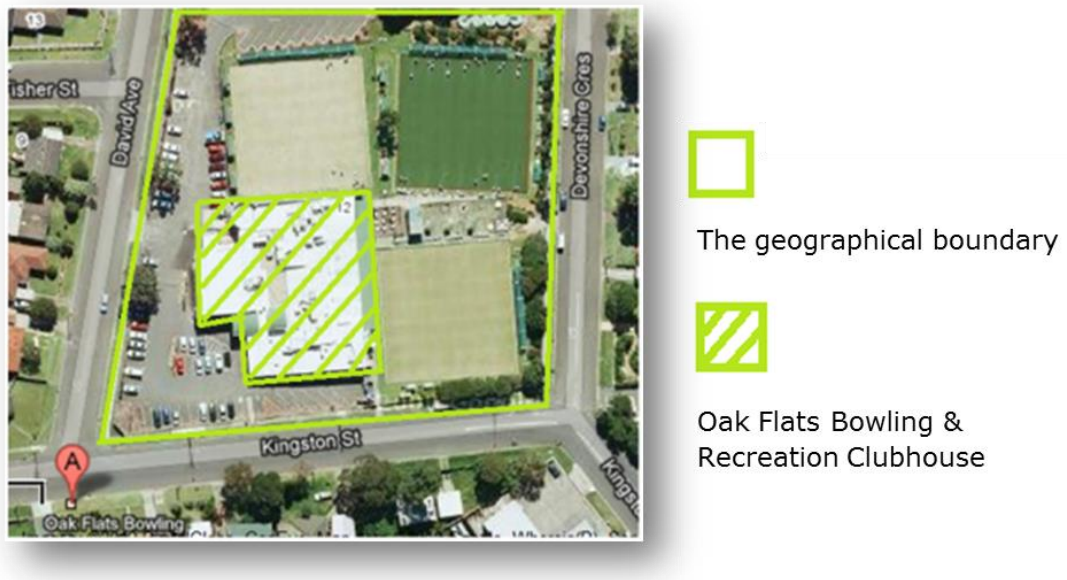

Figure 3: The Oak Flats Bowling and Recreation Clubhouse and the geographical boundary

Figure 4: The geographical boundary of the three owned houses that are excluded from the carbon inventory

Figure 5: The geographical boundary of the Illawarra Yacht Club facilities for three lots. The site comprises Lot 6 in DP 215273, Part Lot 110, 122 & 123 in DP 751299. The site is irregular in shape and has an area of 25,670 square metres.

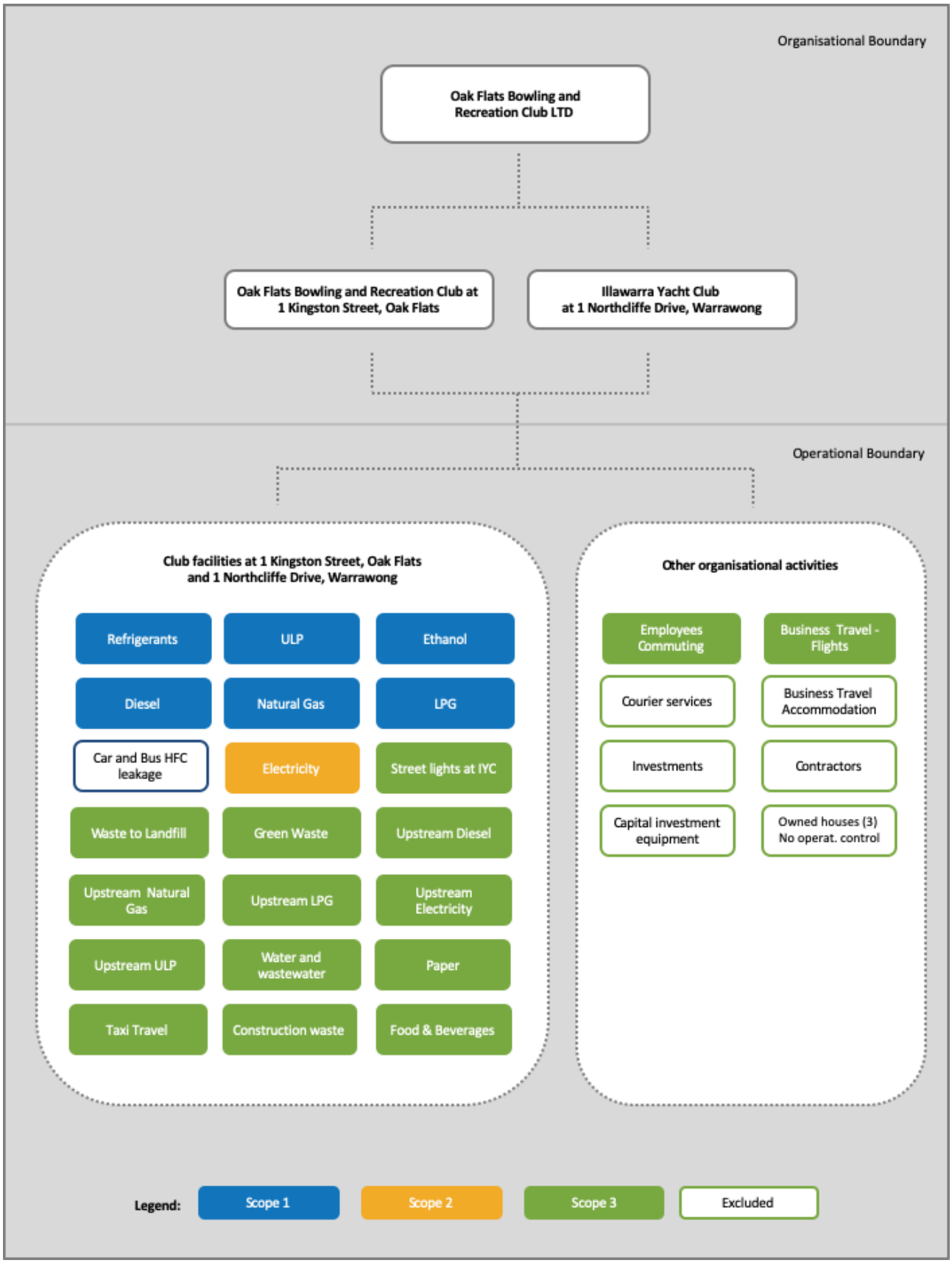

Figure 6: Organisational and operational boundaries of Oak Flats Bowling & Recreation Club and Illawarra Yacht Club

2. Emissions reduction measures

2A. Emissions over time

	Table 1. Emissions since base year			
	Base Year	FY16/17	FY17/18	FY18/19
Scope 1	221.64 t CO_2-e	311.31 t CO_2-e	300.33 t CO_2-e	259.69 t CO2-e
Scope 2	1,508.50 t CO_2-e	1358.17 t CO_2-e	1,341.27 t CO_2-e	1,191.01 t CO2-e
Scope 3	3,264.10 t CO2-e	4079.30 t CO2-e	3,736.33 t CO_2-e	3,815.59 t CO2-e
Total	4,994.24 t CO2-e	5748.78 t CO2-e	5,377.93 t CO2-e	5,266.30 t CO2-e

The following graphics show how the emissions developed over time per emission source and per individual club.

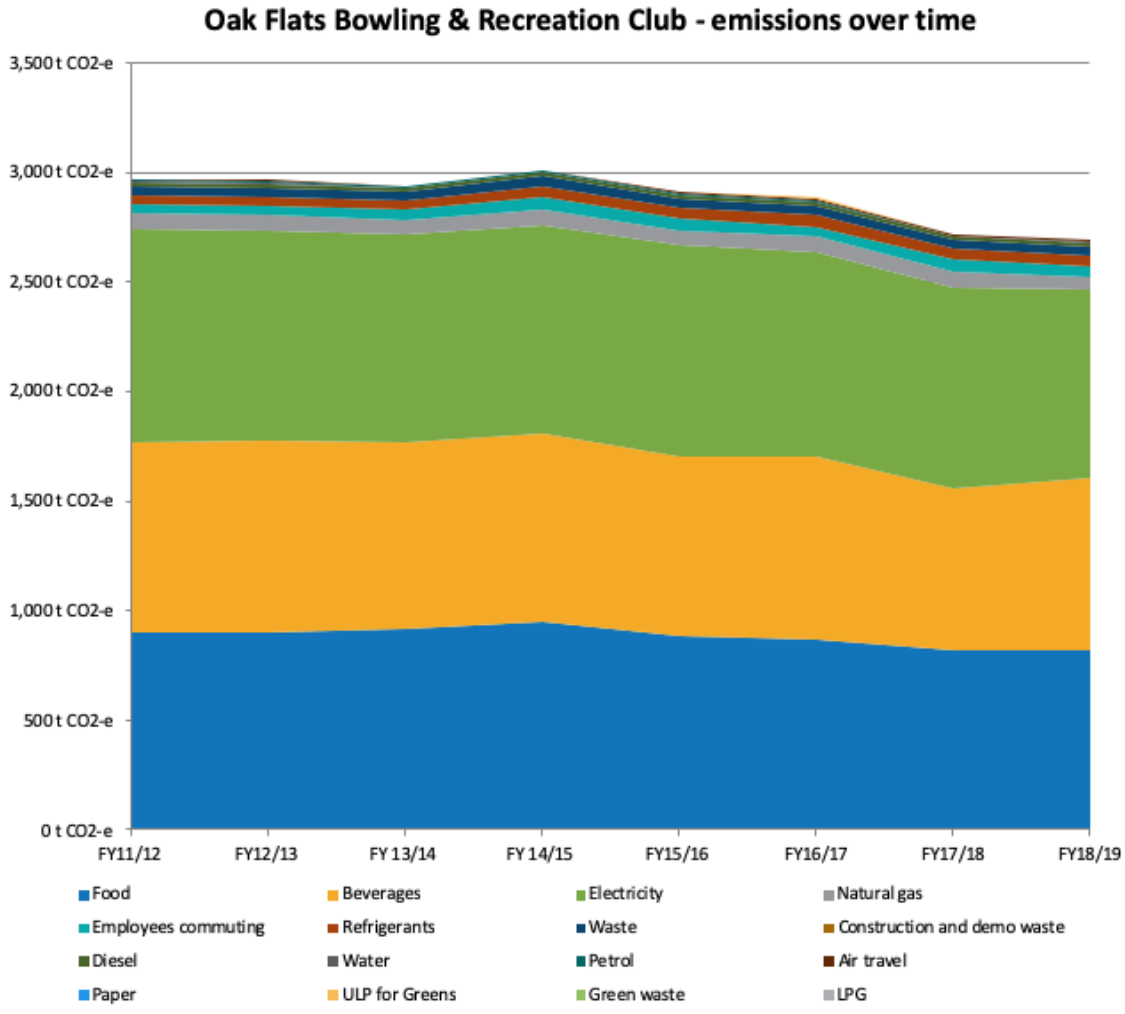

Figure 7: Emissions over time at Oak Flats Bowling & Recreational Club

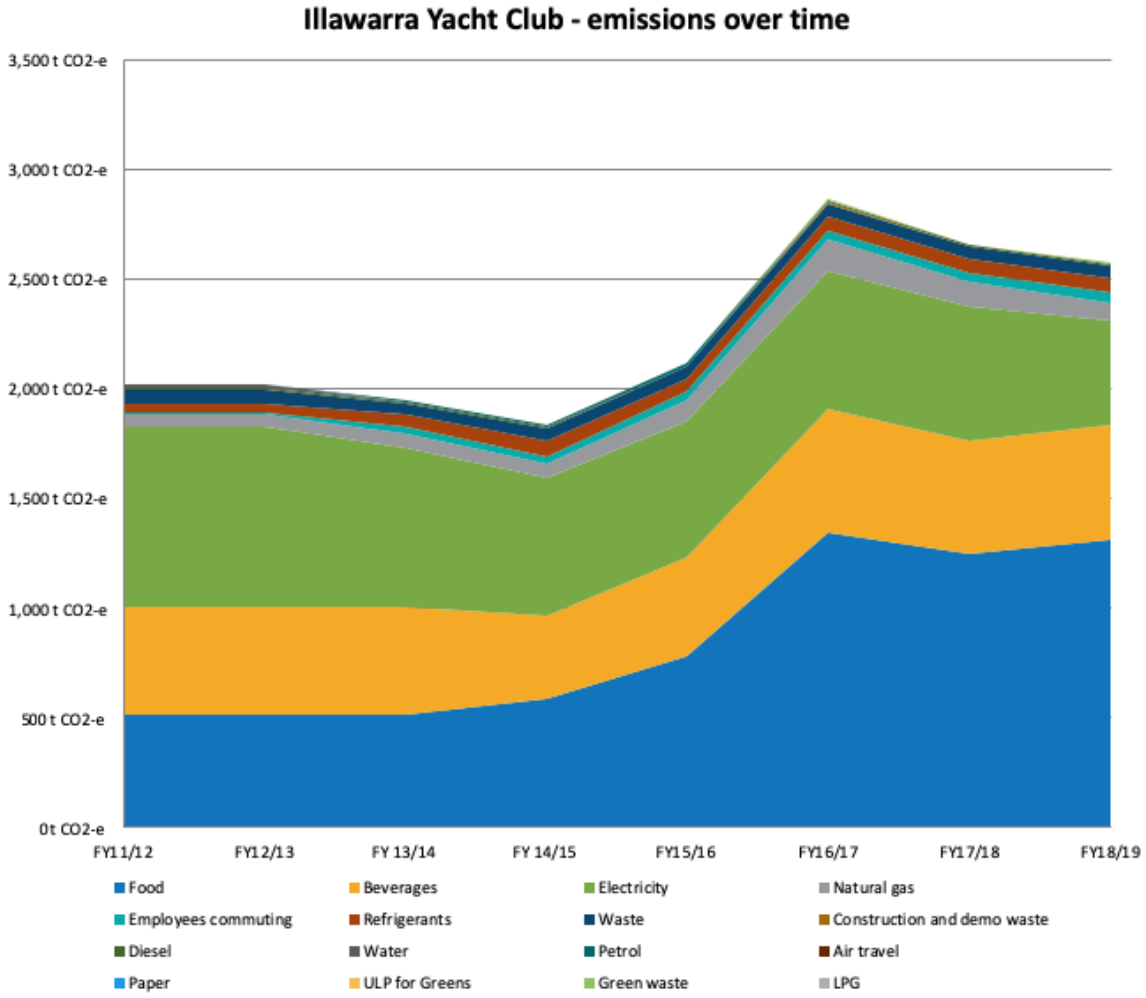

Figure 8: Emissions over time at Illawarra Yacht Club

It should be noted that the increase in emissions for food is a result of the increase in catering at the Illawarra Yacht Club since its acquisition in 2012/13.

2B. Emissions reduction strategy

There is a constant focus at the Club to look for ways of reducing the biggest emission source, being electricity. Emission reduction opportunities are identified via energy audits, engaging staff and keeping abreast of new market developments. The club is also focused on reducing emissions resulting from waste in landfill.

2C. Emissions reduction actions

In previous years, a lot of focus was placed on reducing the electricity consumption at Oak Flats Bowling & Recreation Club, including a big capital investment in changing the air conditioning system. Since the Illawarra Yacht Club was purchased, the focus for energy reduction shifted to this club, for instance, lighting has been upgraded to LED technology.

The Illawarra Yacht Club has also installed a 63 kW solar photovoltaic system on the 12th of December 2017 (Stage 1 of a 100 kW array). Stage 2 (37 kW) was commissioned on the 30th of October 2018. The system comprises tier 1 technology including Trina panels, SMA inverters and the Solar Analytics monitoring platform.

The Club generated 55,977 kWh of electricity during the 2017-18 reporting period, by way of the Stage 1 solar PV system, approximately 13% higher than expected when pro-rated for the year. Stage 2 of the solar PV system in October 2018. The total system (Stage 1 and Stage 2) for FY2018-19 generated 99,105.7 kWh of clean electricity.

Figure 9: Completed Stage 2 installation of solar panels at Illawarra Yacht Club

Waste is another area of focus for the club and has led to the introduction of a chook run at Oak Flats Bowling & Recreation Club. At this club, the food waste also goes into council's green bins, which is collected weekly. At the Illawarra Yacht Club, a liquid waste disposal unit was installed which resulted in fewer general waste collections.

3. Emissions summary

Table 2. Emissions Summary		
Scope	Emission source	t CO_2-e
1	E10 and unleaded petrol for company vehicles and rescue boats	6.54
1	Diesel for courtesy buses and company vehicle	20.84
1	E10 and ULP for Greens equipment (stationary fuel)	0.84
1	LPG	0.03
1	Natural gas	118.64
1	Leakage of refrigerants	112.82
2	Purchased electricity	1,191.01
3	E10 and unleaded petrol extraction and transport	0.35
3	Diesel extraction and transport	1.06
3	E10 and unleaded petrol extraction and transport – stationary	0.04
3	LPG extraction and transport	0.00
3	Natural gas extraction and transport	29.47
3	Electricity consumption for streetlights at Illawarra Yacht Club	8.65
3	Extraction, transport, transmission & distrib. losses for electricity	132.33
3	Air travel	6.55
3	Waste going to landfill	97.74
3	Green waste – composted	0.73
3	Construction and demolition waste	0.00
3	Purchased paper	0.66
3	Employees commuting	89.99
3	Taxi travel	0.01
3	Purchased water	5.72
3	Food and Catering	2,129.78
3	Beverages	1,312.51
Total Gross Emissions		5,266.30
GreenPower or retired LGCs		0
Total Net Emissions		5,266.30

4. Carbon offsets

4A. Offsets summary

Table 3. Offsets Summary

Projects supported by offset purchase	Eligible offset units	Registry	Cancellation date	Serial numbers (including hyperlink to registry transaction record)	Vintage	Quantity
15 MW grid-connected wind power project by MMTC in Karnataka, India	5,110	APX	25/8/2019	6591-326731682-326736791-VCU-034-APX-IN-1-133-01012015-31122015-0 https://vcsregistry2.apx.com/myModule/rpt/myrpt.asp?r=206&h=25039	2015	5,110
Redd Forests Grouped Project: Protection of Tasmanian Native Forest, Australia	140	APX	25/8/2019	3291-148280481-148280620-VCU-016-MER-AU-14-641-16042012-15042013-0 https://vcsregistry2.apx.com/myModule/rpt/myrpt.asp?r=206&h=26997	2012-2013	140
JARI/AMAPÁ REDD+ PROJECT, Afforestation and reforestation, Brazil	250	APX	25/8/2019	5361-227844821-227845070-VCU-001-MER-BR-14-1115-15022013-14022014-0 https://vcsregistry2.apx.com/myModule/rpt/myrpt.asp?r=206&h=26094	2013-2014	250
Total offsets cancelled						5,500
Total offsets banked for use future years: (if any) [include serial numbers]						N/A

4B. Offsets purchasing and retirement strategy

All up, the Club bought 5,500 carbon offsets. Total net emissions were 5,266.30. The club purchases offsets at the end of the reporting period. The necessary number of offsets is cancelled right after the purchase. This year the Club retired an additional 233 carbon offsets to allow for a margin of error in our calculations, to account for greater uncertainty in scope 3 emissions factors and to account for emission sources that we do not currently have emission factors for.

4C. Offset projects (Co-benefits)

15 MW grid-connected wind power project by MMTC in Karnataka

https://www.emaccount.com/app/public/dataroom/098A5756

https://vcsregistry2.apx.com/myModule/rpt/myrpt.asp?r=206&h=25039

The wind based power generation project is a small scale project activity with an installed capacity of 15 MW (0.6 MW X 25) at Gajendragad site, Gadag district, Karnataka, India. The technology envisaged for this project is 0.6 MW Wind Energy Generators (WEG) developed by Vestas RRB India Ltd. The project promoter is MMTC limited. MMTC is a major trading company in Asia. Not only does it trade in minerals, metals, fertilizers, and precious metals but also is a major operator in Agro, Coal and hydrocarbon sectors. The electricity generation from the wind parks will contribute annual GHG reductions estimated at 21927.71 t CO_2e (tonnes of carbon dioxide equivalent).The project activity will evacuate approximately 30375 MWh of renewable power annually to the power deficit Southern Region Grid.

Redd Forests Grouped Project: Protection of Tasmanian Native Forest

https://www.emaccount.com/app/public/dataroom/09911312
https://vcsregistry2.apx.com/myModule/rpt/myrpt.asp?r=206&h=26997

The purpose and objective of the Grouped Project is to protect native forest that will be logged in the absence of carbon finance. Protecting forests from timber harvesting reduces emissions caused by harvesting and maintains the forest carbon stock.

JARI/AMAPÁ REDD+ PROJECT

https://www.emaccount.com/app/public/dataroom/0997F190

https://vcsregistry2.apx.com/myModule/rpt/myrpt.asp?r=206&h=26094

REDD+ Project located in the Brazilian Amazon state of Amapá that aims to reduce a total of 3,450,278 t CO_2e throughout a 30 year period. Combines Sustainable Forest Management, forest cover and biodiversity monitoring, scientific research and local socioeconomic development. Planned, financed and implemented by the proponents Jari Group and Biofilica.

5. Use of trade mark

Table 4. Trade mark register	
Where used	Logo type
In-house: Banners; internal TV advertising screens, email signatures	Certified organisation
External: Quarterly Members Newsletters, Club Website, Annual Report, email signatures and other correspondence to members.	Certified organisation
PR: ClubsNSW assisted PR releases to TV, newspapers and radio	Certified organisation

6. Have you done more?

Oak Flats Bowling & Recreation Club through its CEO has played an active role in the Club Industry highlighting the need for improved Governance and assisting in the creation of a Corporate Social Responsibility framework for the Club Industry. The CEO, Matt OHara, was a panellist at the ClubsNSW Annual Conference in Oct 2016 to discuss and highlight the initiatives of the Club in the area of CSR. In particular, Matt emphasised the need for CSR to be an integral component of the Club's overall Governance model, the need for diversity within the Board structure and the recognition of our collective role in establishing initiatives to reduce negative impacts on climate change.

As a result of the CEO championing the CSR agenda, ClubsNSW – the peak industry body for the Club Industry has completed an independent review of CSR in the Club industry and produced a CSR Guide for member Clubs across NSW to adopt and commit to CSR initiatives. Further independent reviews are scheduled in the broader area of Club Governance in 2016-17 with a particular focus on diversity and independence.

Matt is pleased to be pushing the agenda at the peak industry level for continued improvements from the broader Club industry in the areas of CSR and Governance.

Throughout the 2017-18 period the Board, as part of their commitment to the Club's CSR values approved and installed the first section of the Club's Solar Strategy. This resulted in a 62 kW solar panel system being installed at the Yacht club premises. This was the first allocation of capital expenditure of this nature. During the 2018-19 period, the Club completed the second stage of the Solar System Strategy with the additional 37kW installed and operational in October 2018. This has resulted in the full 99kW installed and functional. At the end of the reporting period, the solar system had produced 99,105 kWh of energy which is the equivalent of 13.6 homes powered for a year.

The Board's commitment to CSR during the year also extended to influence with the Club industries' peak body – ClubsNSW. In 2017 the CEO was instrumental in having one of our Directors, Jessie Pill appointed to the ClubsNSW Diversity Committee, so the CSR values and interests of the Board were represented at the peak industry association level. Jessie serves on this committee as an example of an appointment on a Board that breaks the stereotype of the average Club director. That is, Jessie is a degree qualified y-generation female – three diverse characteristics that are not common in the Club industry Boards.

In addition, in 2018 the CEO Matt OHara was appointed by ClubsNSW as a "Champion of Change" to assist and drive initiatives in the Club industry to future ClubsNSW CSR agenda. Matt is jointly responsible for implementing the following key initiatives:

1. **Partnerships**: Forming partnerships both within and external to the industry, with those who can assist in meeting our diversity outcome
2. **Engagement**: we recognise that one off yearly events will not be effective alone, but rather we need to consistently reinforce our diversity message, by engaging Champions of Change at all our events such as conference, seminars and regional meetings
3. **Education**: as part of the ClubsNSW *Governance Directions 2017-2021* strategy and training, as well as targeted programs that centre around enhanced boardroom experience through added diversity
4. **Communications**: use of media avenues to drive positive messages, including a Diversity themed website and social media page.

Two of the key priority areas of the committee and champion of change is achieving a target of 30% female board members by 2021; and to allow greater representation on the Club Board by opening Club Constitutions to allow a greater representation from members on the Board (currently limited to sub-membership groups).