Australian Government

# Climate Active Public Disclosure Statement

An Australian Government Initiative

NAME OF CERTIFIED ENTITY: Bayside City Council

REPORTING PERIOD: 1 July 2019 – 30 June 2020

Declaration

To the best of my knowledge, the information provided in this Public Disclosure Statement is true and correct and meets the requirements of the Climate Active Carbon Neutral Standard.

| | |
|---|---|
| **Signature:** DocuSigned by: Adam McSwain F5F1E61FF03349D... | **Date:** 10-Dec-2020 \| 11:23 AM AEDT |
| **Name of Signatory:** Adam McSwain | |
| **Position of Signatory:** Director Environment, Recreation and Infrastructure | |

Australian Government
Department of Industry, Science, Energy and Resources

# 1. Carbon neutral information

## Description of certification

The emissions inventory in this Public Disclosure Statement, covering the 1 July 2019 to 30 June 2020 reporting period, has been developed in accordance with the Climate Active Carbon Neutral Standard for Organisations.

Under the Organisations certification, Bayside City Council (ABN 65 486 719 651) is certified carbon neutral for its business operations. Under its Organisation certification, Bayside City Council has used an operational control approach to determine its emissions boundary and included the activity from its leased buildings in conjunction with its assets.

Bayside City Council estimates actual emissions may be different to what is reported due to the exceptional circumstance of Covid-19 resulting in less staff working in the office and commuting, and more staff working from home. These differences are not accounted for in the carbon inventory, consistent with Climate Active policy. Bayside City Council recognises that future year emissions may be different to what is reported in the base year due to the exceptional circumstance.

## Organisation description

**Our community our city**

The area now known as Bayside was originally inhabited by the Boon Wurrung people of the Kulin nation. The coastal land from Brighton to Mordialloc is the traditional country of the Ngaruk William clan of the Boon Wurrung people.

Bayside City Council is located in the southern suburbs of Melbourne. Over 17 kilometres of coastline along Port Phillip Bay forms the western boundary of Bayside, while the Nepean Highway and the Melbourne to Frankston railway line form most of the eastern boundary. The northern boundary, along Glen Huntly Road, is just eight kilometres from Melbourne's central business district. Covering an area of 37 square kilometres, the municipality was created on 14 December 1994 and comprises the former cities of Brighton and Sandringham, and parts of the former cities of Mordialloc and Moorabbin.

The City of Bayside encompasses all or part of the suburbs of Beaumaris, Black Rock, Brighton, Brighton East, Cheltenham, Hampton, Hampton East, Highett and Sandringham, and is adjoined by the Cities of Port Phillip, Glen Eira and Kingston. Bayside is home to a population of 106,862, which has been steadily increasing for over a decade.

Renowned for its quality of life, Bayside is characterised by unique and appealing villages, sandy beaches, coastal environments, lush parklands, quality residential areas, a vibrant arts scene and a proud, colourful history which is reflected in our heritage buildings and sites. As a council, our purpose is to work with our community to make Bayside a better place.


*Figure 1: Bayside City Council suburbs and municipal boundary*

**Organisational structure**

Reporting through directors to the Chief Executive Officer, Bayside City Council's organisational structure comprises four service-oriented divisions:

- CEO Division
- Community and Customer Experience
- City Planning and Amenity
- Corporate Services
- Environment, Recreation & Infrastructure

These divisions undertake Council's major operational activities, including services to the community, as well as the business and governance functions necessary for an effective and publicly accountable body.

One additional department: People and Strategy are led by an Executive Manager and report directly to the Chief Executive Officer.

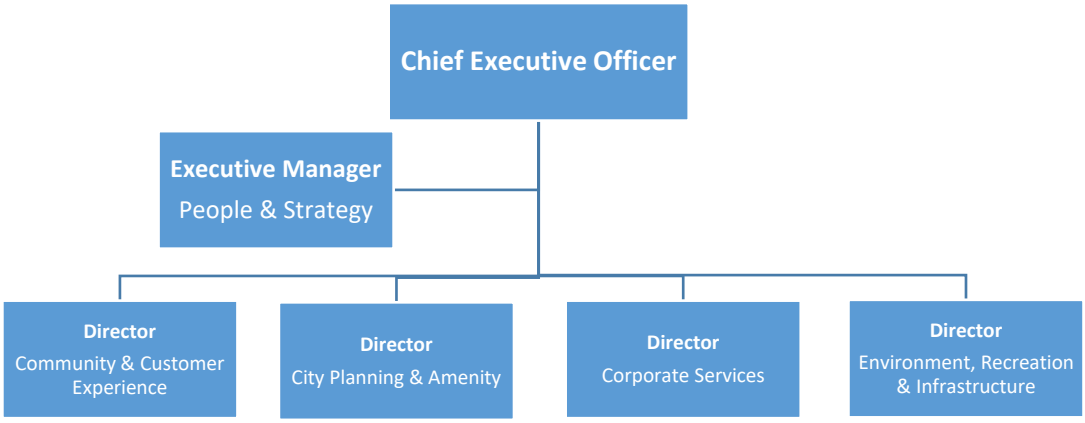



*Figure 2: Bayside City Council organisational structure*

**Operations summary**

Bayside maintains significant infrastructure, provides a range of services and enforces various laws for its communities.

The community infrastructure maintained by the City includes roads, drains, the Corporate Centre, a Town Hall and Gallery, libraries, recreation facilities, early years centres, senior citizens centres, community hubs, parks and gardens.

The majority of the City's operations are run out of the main administrative building (Corporate Centre) in Sandringham. Council and Committee meetings are generally held at the Council Chamber on Boxshall Street, Brighton. The remaining operations are run out of a number of smaller external sites and facilities located throughout the municipality. The City owns and operates or leases more than 250 buildings, parks, gardens and other facilities.

There are approximately 8,546 streetlights in operation across the municipality. These lights are owned and operated by the distribution network service provider, United Energy, but deemed within Council's financial control (paying for energy and maintenance) and consequently included within the emissions boundary.

Similarly, Council outsources a range of services such as waste collection and disposal; and open space and infrastructure maintenance services. Contractor emissions are outside of the City's operational control however are included within the emissions boundary on the basis that they are providing core local government services that would otherwise need to be provided by the City.

Bayside City Council's services are fundamental to making Bayside a better place. In the financial year 2019/2020, Bayside City Council services included:

*Table 1: Bayside City Council Services*

| | |
|---|---|
| Urban Strategy | Economic Development<br>Urban Strategic Planning<br>Urban Design |
| Amenity Protection | Local Laws & Parking<br>Planning Investigations<br>Appeals<br>Environmental Health<br>Animal Management<br>School Crossings |
| Commercial Services | Occupational Health & Safety<br>Procurement<br>Property Management<br>Risk & Claims Management |
| Open Space, Recreation & Wellbeing | Community Wellbeing<br>Open Space Management<br>Events, Recreation & Sports |
| Information Services | Corporate Records<br>Technology Support Services |
| Sustainability & Transport | Environmental Sustainability<br>Recycling & Waste Management<br>Traffic Management & Transport Planning |
| Community Services | Aged and Disability Services<br>Families and Children<br>Community Services Management<br>Social Policy<br>Youth Services |

| | |
|---|---|
| Finance | Accounting<br>Fleet Management<br>Rates and Revenue |
| Governance | Governance<br>Corporate Reporting |
| Enterprise Project Management Office | Enterprise Project Management Office |
| People & Strategy | Strategy & Improvement<br>People & Capability<br>Payroll |
| Development Services | Building Surveying<br>Asset Protection<br>Statutory Planning |
| Customer & Cultural Services | Arts & Cultural Services<br>Customer Experience<br>Library Services<br>Digital Transformation |
| City Assets & Projects | Asset management<br>Building & Infrastructure Maintenance<br>Capital Projects Delivery<br>Emergency Management<br>Major Capital Projects |
| Communications & Engagement | Communications<br>Communication Engagement & Research |

## Emissions reduction strategy

At the Ordinary Meeting of Council on 28 October 2008, Council committed to be carbon neutral for its operations by 2020.

Adoption of the Climate Change Strategy in 2012 further reinforced Council's commitment to become carbon neutral and the Environmental Sustainability Framework 2016-2025 and the Carbon Neutrality Action Plan 2018-2020 were adopted which support actions and initiatives identified within the Strategy.

Council's Carbon Neutrality Action Plan set the direction and specified actions so Council could achieve its commitment to be 'Carbon Neutral' by 2020.

Achieving the carbon neutrality goal requires considered planning and decision-making across Council's various services, such as sustainable infrastructure (design, construction, operations and maintenance), procurement and fleet policy. A quantified inventory of Council's greenhouse gas emissions must be assessed to ensure Council meets its commitment.

The outcomes of achieving 'carbon neutrality' through the Plan are:

- ***Avoidance*** of greenhouse gas emissions as Council activities and processes are aligned to this goal;
- ***Reduction*** of greenhouse gas emissions through improved energy efficiency in Council buildings and other assets;
- ***Switching*** from fossil fuel-based energy generation to renewable energy, including the installation of renewable energy on Council buildings, as well as sourcing renewable energy and less greenhouse gas intensive fuels through procurement; and
- ***Offset*** of residual greenhouse gas emissions.

This approach maximises the reduction of greenhouse gas emissions, focussing on reducing emissions from sources that Council directly controls, and/or can be accurately measured.

Priority is placed on funding activities that will directly reduce energy use and the reliance on fossil fuels, at the lowest cost of greenhouse gas abatement. This approach allows the purchase of renewable energy for

ongoing electricity once maximum energy efficiency has been achieved. It also allows for social and economic benefits from investment in offsets to residual greenhouse gas emissions. Purchase of offsets is a 'last resort' action to achieve carbon neutrality in this approach.

In December 2019, Council declared a 'Climate Emergency', with significant community support. Council resolved to prepare a Climate Emergency Action Plan. This Action Plan (2020-2025) was adopted in September 2020 and replaced the Climate Change Strategy and the Carbon Neutrality Action Plan.

**Emissions reduction initiatives**

A number of emissions reductions initiatives have been included as actions within the Climate Emergency Action Plan including:

- Review and update the Procurement Policy and procedures to address climate change impacts from Council and contractor actions.
- Establish and communicate a science-based greenhouse gas emissions reduction target for the entire Bayside community, in line with the Paris Agreement.
- Update the Fleet Policy to transition the Council fleet to net zero carbon.
- Review and update the Sustainable Infrastructure Policy to align with Climate Emergency principles.
- Include requirements to address environmental impact into leases of Council property
- Purchase all electricity used by Council from renewable sources
- Continue to upgrade public lighting with energy efficient LED lamps
- Continue to implement a capital works program to increase energy efficiency, renewable energy, and batteries, in Council buildings and assets.

**Achievements since 2008**

Since 2008, works to upgrade streetlights and buildings to improve energy efficiency have occurred. The construction of new buildings have included a focus on minimising energy use, installing renewable energy, improving thermal comfort, and research to identify further opportunities to achieve carbon neutrality. These works signified a reduction of 128 tCO-e in the financial year 2019-20. Please find Table 2 below outlining each of the emissions reduction measures with their correspondent reduction.

*Table 2: Emission Management and Reduction Measures achievements in FY20*

| Emission Reduction Measures | Estimated Emissions reduced in FY20 (tonnes $CO_2$-e) |
|---|---|
| Installation of 60kW of solar power at 9 Council-owned buildings | 76.5 |
| LED lighting upgrades at 29 Council-owned buildings | 24.3 |
| Add a lighting sensor at 2 Council-owned buildings | 1.9 |
| Installation of push buttons and run out timers on HVAC and lighting at 3 Council buildings | 3.2 |
| Hot water unit upgrades at 3 Council buildings | 21.9 |
| Improved building insulation and sealing at 2 Council buildings | 0.6 |
| Total | 128.4 |

## 2. Emissions Boundary

Diagram of the certification boundary

**Included:**

**Quantified**

- Electricity
- Contractors (fuel, electricity, and gas)
- Street Lighting
- Professional Services
- Horticulture and Agriculture
- Asphalt
- Employee commuting
- Council Fleet vehicle
- ICT services and equipment
- Water
- Stationary Energy
- Waste
- Refrigerants
- Accommodation and facilities
- Air Transport
- Carbon neutral products & services

**Non-Quantified**

- Machinery and vehicles repairs
- Food
- Office equipment & supplies
- Clothing
- Cleaning and Chemicals
- Some Professional Services (listed below)
- Some ICT Services (listed below)

**Excluded:**

None

Non-quantified sources

The following emissions sources were non-quantified in line with the provisions of the Climate Active Carbon Neutral Standard for Organisations. They were non-quantified on the basis of immateriality (i.e. <1% for individual items and no more than 5% collectively):

- Machinery and vehicles repairs
- Food
- Office equipment & supplies
- Clothing products
- Cleaning and Chemicals
- Professional services: Education and training; Subscriptions & periodicals; Advertising & Promotion; and Security and personal safety
- ICT Services: Computer and electrical components, hardware and accessories; Bandwidth & Connectivity; Computer equipment; Telecommunications; and Telephone & internet

Excluded sources (outside of certification boundary)

No emissions were excluded from Bayside City Council's boundary.

# 3. Emissions summary

*Table 3: Bayside City Council Emissions Summary*

| Emissions Summary | |
|---|---|
| Emission source category | tonnes $CO_2$-e |
| Electricity – Council Assets and Leased Buildings | 4,519 |
| Contractors – Fuel, Electricity and Gas | 2,282 |
| Roads and landscape – Streetlights | 1,670 |
| Professional Services | 841 |
| Horticulture and Agriculture - Pesticides | 819 |
| Leased buildings – Natural Gas | 596 |
| Construction Materials and Services – Asphalt | 567 |
| Postage, courier and freight | 432 |
| Land and Sea Transport (km) – Employee commuting | 418 |
| Land and Sea Transport (fuel) – Fleet | 290 |
| ICT services and equipment | 264 |
| Water | 211 |
| Stationary Energy | 177 |
| Waste | 63 |
| Refrigerants | 32 |
| Accommodation and facilities | 0 |
| Air Transport (km) | 0 |
| Carbon neutral products and services | 0 |
| Total Net Emissions | 13,181 |

## Uplift factors

No uplift factors were used.

## Carbon Neutral products & services

The following carbon neutral products and services were used during the FY20:

- Ndevr Environmental: sustainability consultancy services
- Planet Ark: paper

## Electricity Summary

Electricity was calculated using a Location approach.

The Climate Active team are consulting on the use of a market vs location-based approach for electricity accounting with a view to finalising a policy decision for the carbon neutral certification by July 2020. Given a decision is still pending on the accounting way forward, a summary of emissions using both measures has been provided for full disclosure and to ensure year on year comparisons can be made.

*Table 4: Market-based approach Electricity summary*

| Electricity Inventory items | kWh | Emissions ($tCO_2$-e) |
|---|---|---|
| Electricity Renewables | 750,401 | 0.00 |
| Electricity Carbon Neutral Power | 0 | 0.00 |
| Electricity Remaining | 3,284,013 | 3,550 |
| Renewable electricity percentage | 19% | |
| **Net emissions (Market based approach)** | | **3,550** |

*Table 5: Location-based summary*

| State / Territory | Electricity Inventory items | kWh | Full Emission factor (Scope 2 +3) | Emissions ($tCO_2$-e) |
|---|---|---|---|---|
| Vic | Electricity Renewables | - | -1.12 | 0.00 |
| Vic | Electricity Carbon Neutral Power | - | -1.12 | 0.00 |
| Vic | Netted off (exported on-site generation) | - | -1.02 | 0.00 |
| Vic | Electricity Total | 4,034,414 | 1.12 | 4,519 |
| | | | **Total net electricity emissions (Location based)** | **4,519** |

## 4. Carbon offsets

Offsets for the reporting period have been purchased and retired in accordance with the *Climate Active Carbon Neutral Standard*. For this year of certification, Bayside City Council has retired units covering its total footprint offsetting **13,181 $tCO_2$-e** towards its carbon neutral claim as well as excess units which will be banked for future reporting cycles and additional offsetting purposes.

Offset purchasing strategy: in arrears.

While Bayside's main strategy is in arrears, a small number of offsets are forward purchased so that the Council maintains a buffer in case modifications in the carbon inventory during the Climate Active verification process are made.

Bayside City Council has identified a portfolio of Australian and international offsets units for its FY20. The projects selected are associated with a range of wind and solar renewable energy projects and a native forest regeneration project. It is worth mentioning that a portion of the offset units were retired from one of Bayside City Council's contractors for operations within the Council during the FY20, representing 6% of the total offset volume for this reporting period.

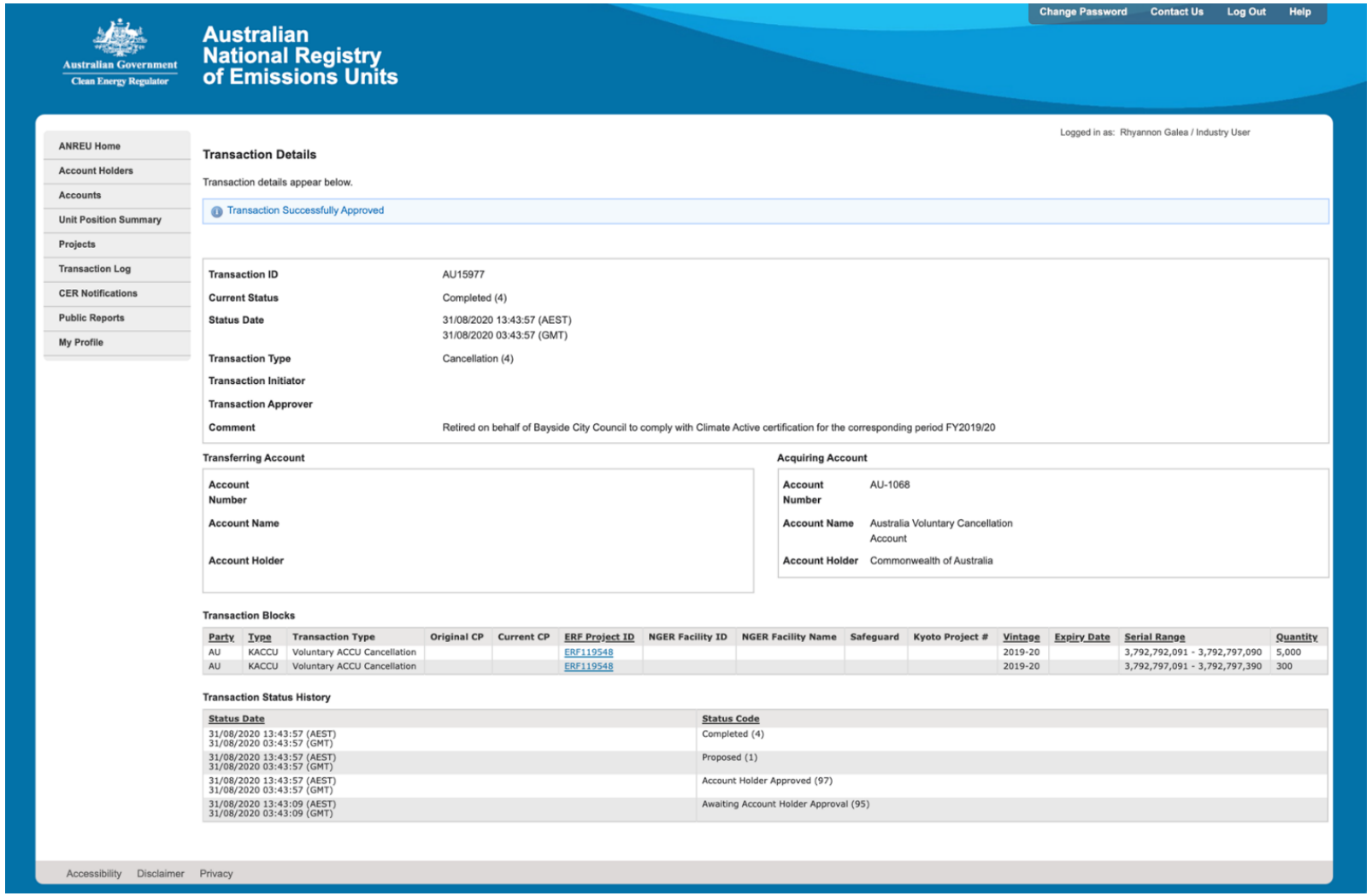
Council's strategy to purchase offsets was approved at its Ordinary meeting in November 2019. Council considered factors which impact the cost, social and environmental outcomes of offsetting, and have the potential to enhance or impact Council's reputation. These factors included: the price of offsets, the location and types of offset projects; and the co-benefits derived. Council chose to purchase carbon offsets that meet the Climate Active Carbon Neutral Standard to reduce reputational risk through the integrity principles of the standard.

*Table 6: Offsets Summary*

| | |
|---|---|
| ***1. Total offsets required for this report*** | 13,181 |
| ***2. Offsets retired in previous reports and used in this report*** | 0 |
| ***3. Net offsets required for this report*** | 13,181 |

| ***Project description*** | ***Eligible offset units type*** | ***Registry unit retired in*** | ***Date retired*** | ***Serial number (including hyperlink to registry transaction record)*** | ***Vintage*** | ***Quantity (tonnes $CO_2$-e)*** | ***Quantity used for previous report*** | ***Quantity to be banked for future years*** | ***Quantity to be used this report*** |
|---|---|---|---|---|---|---|---|---|---|
| Norley Native Forest Regeneration, Australia | ACCUs | CER | 31/08/2020 | 3,792,792,091- 3,792,797,390 (see image below) | 2019 - 2020 | 5,300 | 0 | 0 | 5,300 |
| Changbin & Taichung Wind, Taiwan | VCUs | Gold Standard | 02/09/2020 | GS1-1-TW-GS472-12-2017-6457-102490-105689 | 2017 | 3,200 | 0 | 0 | 3,200 |
| Mitcon Wind Power, India | VCUs | APX | 02/09/2020 | 6534-325270508-325275147-VCU-050-APX-IN-1-429-01012015-31122015-0 | 2015 | 4,640 | 0 | 1,718 | 2,922 |
| Solar Power for a Cleaner Energy Future, India | VCUs | APX | 02/09/2020 | 8612-33817637-33818636-VCS-VCU-997-VER-IN-1-1767-24052018-31122018-0 | 2018 | 1,000 | 0 | 0 | 1,000 |
| Grid Interactive Solar Photovoltaic Power Project in Gujarat | VCUs | APX | 24/07/2020 | 4163-176535165-176535662-VCU-037-APX-IN-1-1413-01012013-30102013-0 | 2013 | 498 | 0 | 0 | 498 |
| Grid Interactive Solar Photovoltaic Power Project in Gujarat | VCUs | APX | 24/07/2020 | 4163- 176535663-176535923-VCU-037-APX-IN-1-1413-01012013-30102013-0 | 2013 | 261 | 0 | 0 | 261 |
| | | | | | | | ***Total offsets retired this report and used in this report*** | | 13,181 |
| | | | | | | | ***Total offsets retired this report and banked for future reports*** | | 1,718 |

Project: Norley Native Forest Regeneration, Australia (Serial number 3,792,792,091- 3,792,797,390)



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**Transaction Details**

Transaction details appear below.

Transaction Successfully Approved

| | |
|---|---|
| **Transaction ID** | AU15977 |
| **Current Status** | Completed (4) |
| **Status Date** | 31/08/2020 13:43:57 (AEST)<br>31/08/2020 03:43:57 (GMT) |
| **Transaction Type** | Cancellation (4) |
| **Transaction Initiator** | |
| **Transaction Approver** | |
| **Comment** | Retired on behalf of Bayside City Council to comply with Climate Active certification for the corresponding period FY2019/20 |

**Transferring Account**

| | |
|---|---|
| **Account Number** | |
| **Account Name** | |
| **Account Holder** | |

**Acquiring Account**

| | |
|---|---|
| **Account Number** | AU-1068 |
| **Account Name** | Australia Voluntary Cancellation Account |
| **Account Holder** | Commonwealth of Australia |

**Transaction Blocks**

| Party | Type | Transaction Type | Original CP | Current CP | ERF Project ID | NGER Facility ID | NGER Facility Name | Safeguard | Kyoto Project # | Vintage | Expiry Date | Serial Range | Quantity |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| AU | KACCU | Voluntary ACCU Cancellation | | | ERF119548 | | | | | 2019-20 | | 3,792,792,091 - 3,792,797,090 | 5,000 |
| AU | KACCU | Voluntary ACCU Cancellation | | | ERF119548 | | | | | 2019-20 | | 3,792,797,091 - 3,792,797,390 | 300 |

**Transaction Status History**

| Status Date | Status Code |
|---|---|
| 31/08/2020 13:43:57 (AEST)<br>31/08/2020 03:43:57 (GMT) | Completed (4) |
| 31/08/2020 13:43:57 (AEST)<br>31/08/2020 03:43:57 (GMT) | Proposed (1) |
| 31/08/2020 13:43:57 (AEST)<br>31/08/2020 03:43:57 (GMT) | Account Holder Approved (97) |
| 31/08/2020 13:43:09 (AEST)<br>31/08/2020 03:43:09 (GMT) | Awaiting Account Holder Approval (95) |

Accessibility Disclaimer Privacy

## Co-benefits

Bayside City Council offset its carbon emissions by purchasing carbon credits associated with a range of wind and solar renewable energy projects and native forest regeneration projects.

*Table 7: Benefits of supported projects aligned with the SDGs*

| Project | Benefits | | | | | | |
|---|---|---|---|---|---|---|---|
| |  |  |  |  |  |  |  |
| **Solar Power for a Cleaner Energy Future, India**<br><br>This project covers five solar photovoltaic locations in the Indian States of Telangana, Gujarat and Rajasthan, together with a total installed capacity of 205 MW. The project supplies emissions-free energy to India's electricity grid, replacing carbon-intensive energy sources.<br><br>Contribution to the total offset volume for this reporting period: 8%. | Better health in communities due to improved air quality, as solar-generated electricity does not produce harmful pollutants. | Educational initiatives funded by the project, such as grants given to local schools. | 377,118 MWh of renewable energy generated on average each year. | Job opportunities prioritised for skilled local people, with unskilled positions also offered. | N/A. | 364,000 $tCO_2$-e mitigated on average each year, by displacing fossil fuel-generated power with solar energy. | N/A. |
| **Mitcon Wind Power, India**<br><br>This project is a grouped initiative of 72 wind farms with capacity from 0.225 to 1.5 MW (total installed capacity of around 75 MW). The electricity generated by these wind farms is supplied to the national grid, avoiding carbon emissions by providing an alternative to the burning of fossil fuels.<br><br>Contribution to the total offset volume for this reporting period: 22% | 3,666 families provided with medical services such as pregnancy care, immunization and check-ups. | 855 students supported with scholarships through the Suzlon smile project. | N/A. | N/A. | 100+ women provided with improved entrepreneur abilities through project supported training. | 130,000 $tCO_2$-e reduced annually by providing an energy alternative to the burning of fossil fuels. | N/A. |

| Project | Benefits | | | | | | |
|---|---|---|---|---|---|---|---|
| | 3 GOOD HEALTH AND WELL-BEING | 4 QUALITY EDUCATION | 7 AFFORDABLE AND CLEAN ENERGY | 8 DECENT WORK AND ECONOMIC GROWTH | 10 REDUCED INEQUALITIES | 13 CLIMATE ACTION | 15 LIFE ON LAND |
| **Changbin & Taichung Wind, Taiwan**<br><br>The wind farms consist of 62 wind turbines that generate clean power, which is supplied to the local electricity grid.<br><br>Contribution to the total offset volume for this reporting period: 24% | N/A. | N/A. | 483,864 MWh renewable electricity generated annually and supplied to the local grid. | 28 local jobs created, boosting local economies. | N/A. | 328,000+ $tCO_2$-e reduced on average annually by providing a clean alternative to fossil fuel generation. | 2,400 $m^2$ of trees planted by the project, promoting biodiversity in the area. |
| **Norley Native Forest Regeneration, Australia**<br><br>This is a Human-Induced Regeneration (HIR, method introduced in 2013 to restore land where native forest growth has been suppressed for ten years or more, usually by grazing or feral animals) project. The activities of this project include excluding livestock and managing feral animals and non-native plants. By allowing native vegetation to grow and recover, HIR projects sequester carbon and generate Australian Carbon Credit Units – creating alternative revenue streams that allow graziers to supplement lost agricultural productivity. Once at forest cover, livestock may be reintroduced into the project area in a managed way that does not impact on accumulated carbon.<br><br>Contribution to the total offset volume for this reporting period: 40% | N/A. | N/A. | N/A. | Alternative income streams generated for landholders and Traditional Owners through the sale of carbon credits. | N/A. | 70,000 $tCO_2$-e reduced on average annually, by sequestering carbon in regenerated vegetation. | 270,000 hectares of native vegetation is being regenerated, increasing biodiversity and improving habitat for native wildlife.<br><br>Increased biodiversity by promoting indigenous species and controlling pests, while increased forest cover provides shade and shelter for native wildlife. |

## 5. Use of trade mark

*Table 8: Bayside City Council's use of Climate Active trademark*

| Description where trademark used | Logo type |
|---|---|
| Website | Certified organisation |
| Newsletters (print, digital and other online communication) | Certified organisation |
| Fleet Electric Vehicle | Certified organisation |
| LinkedIn | Certified organisation |

## 6. Additional information

Bayside City Council would like to thank all parties involved in the data collation, verification, purchase of offsets, and certification, to assist us to achieve carbon neutrality for the 2019/20 year.