



PUBLIC DISCLOSURE STATEMENT

MELBOURNE TRAVEL PROJECT

SMALL ORGANISATION CERTIFICATION
FY 2019-20

Australian Government
Climate Active
Public Disclosure Statement



NAME OF CERTIFIED ENTITY: Melbourne Travel Project

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

A handwritten signature in black ink, appearing to read "Matthew Coyle".

Date

16.3.21

Name of Signatory

Matthew Coyle

Position of Signatory

Director



Australian Government

**Department of Industry, Science,
Energy and Resources**

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1. CARBON NEUTRAL INFORMATION

Description of certification

This inventory has been prepared for the financial year from 1 July 2019 to 30 June 2020 and covers all of the Australian operations of Melbourne Travel Project, ABN 63 635 946 093, as an organisation.

The operational boundary has been defined based on an operational control test, in accordance with the principles of the National Greenhouse and Energy Reporting Act 2007. This includes the following location:

- 1 Blake Street, Mornington VIC 3931

The methods used for collating data, performing calculations and presenting the carbon account are in accordance with the following standards:

- Climate Active Standards
- The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (Revised Edition)
- National Greenhouse and Energy Reporting (Measurement) Determination 2008

Where possible, the calculation methodologies and emission factors used in this inventory are derived from the National Greenhouse Accounts (NGA) Factors in accordance with "Method 1" from the National Greenhouse and Energy Reporting (Measurement) Determination 2008.

The greenhouse gases considered within the inventory are those that are commonly reported under the Kyoto Protocol; carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O) and synthetic gases - hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) sulphur hexafluoride (SF₆) and nitrogen trifluoride (NF₃). These have been expressed as carbon dioxide equivalents (CO₂-e) using relative global warming potentials (GWPs).

Organisation description

Established in November 2019, Melbourne Travel Project is a leisure and corporate travel agency, a brain child by husband-and-wife team, Matthew and Kadi Coyle. Melbourne Travel Project set out to become "not just another travel agency" and through the adaption of Virtual Reality technology, offer a try before you buy experience with the use of their branded VR take home headsets.

Born out of a passion for travel, the team have a combined 57 years' experience in the travel industry. Melbourne Travel Project offers everything from a weekend escape through to an annual, industry first, Travel Concierge club and everything in between.

"Tourism accounts for roughly 8% of the world's carbon emissions and with travel becoming more and more affordable this is set to rise. It is our responsibility to change the trajectory to devastation NOW"

2. EMISSION BOUNDARY

Diagram of the certification boundary

This is a small organisation certification, which uses the standard Climate Active small organisation emissions boundary.



Non-quantified sources

Emissions associated with water, sewage, merchandising, staff clothing, working from home, advertising and refrigerants were considered small however an uplift was applied.

Data management plan

Not required.

Excluded sources (outside of certification boundary)

Not applicable.

“One of our Values is to Start Small, Think Big - Even the smallest action can make a dramatic difference somewhere in the world and as a Travel company we have the responsibility to protect the planet for future generations to explore it's natural beauty when we have gone.”

3. EMISSIONS SUMMARY

Emissions reduction strategy

Our aim is to become a paperless travel agency by replacing printed brochures with an online E Brochure platform, eliminating all print marketing and delivering final travel documentation through an interactive Travel itinerary app.

We are focused on spreading awareness of the impact tourism has on the environment and offer the ability for all customers to offset their travel by purchasing carbon credits from certified programs on every booking.

We are focused on developing and managing carbon management programs for businesses to manage their carbon neutral corporate travel.

We are focused on promoting sustainable travel providers to our customers to reduce the impact their travel has on the world.

Our ultimate goal is to become self-sustainable without the need to purchase carbon credits by operating the paperless business of alternate energy sources. We will implement a plan in the next two years.

Emissions summary (inventory)

Table 2

Emission source category	tonnes CO ₂ -e
Accommodation and facilities	0.240
Air Transport (km)	14.137
Cleaning and Chemicals	0.026
Electricity	2.947
ICT services and equipment	5.197
Land and Sea Transport (km)	1.400
Office equipment & supplies	16.065
Postage, courier and freight	1.341
Waste	0.314
<i>Total Net Emissions</i>	41.665

Uplift factors

Table 3

Reason for uplift factor	tonnes CO ₂ -e
Compulsory 5% for small organisation	2.083
Additional business services	0.548
<i>Total footprint to offset (uplift factors + net emissions)</i>	44.297

Carbon neutral products

Melbourne Travel Project did not use any carbon neutral products during FY2020.

Electricity summary

Electricity was calculated using a Location-based 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. 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.

Market-based approach electricity summary

Table 4

Electricity inventory items	kWh	Emissions (tonnes CO ₂ e)
Electricity Renewables	489	0.00
Electricity Carbon Neutral Power	0	0.00
Electricity Remaining	2,142	2.315
Renewable electricity percentage	19%	
<i>Net emissions (Market based approach)</i>		2.315

Location-based summary

Table 5

State/ Territory	Electricity Inventory items	kWh	Full Emission factor (Scope 2 +3)	Emissions (tonnes CO 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	2,631	1.12	2.947
	<i>Total net electricity emissions (Location based)</i>		0.00	2.947

4. CARBON OFFSETS

Offset purchasing strategy: in arrears

Offsets summary

Table 7

1. Total offsets required for this report				45					
2. Offsets retired in previous reports and used in this report				0					
3. Net offsets required for this report				45					
Project description	Eligible offset units type	Registry unit retired in	Date retired	Serial number (including hyperlink to registry transaction record)	Vintage	Quantity (tonnes CO2-e)	Quantity used for previous report	Quantity to be banked for future years	Quantity to be used this report
Bundled Wind Power Project in Rajasthan, India by Orange Renewable Power Private Limited.	VCUs	Verra	5 Feb 2021	7365-386893712-386893756-VCU-034-APX-IN-1-1465-01012019-30042019-0	2019	45	0	0	45
Total offsets retired this report and used in this report							45		
Total offsets retired this report and banked for future reports								0	

Co-benefits

Orange Renewable Power Private Limited, the company implementing the project, strives to eradicate hunger, poverty and malnutrition through health and sanitation initiatives and contribute to the UN Sustainable Development Goals (SDGs). In addition to generating renewable energy, Orange Renewable Power is having a wider positive impact on the community. The project is improving health and sanitation by providing health care centres, an ambulance service, measures such as ante and post-natal care, making safe drinking water available through bore wells, pumps and clean water storage tanks, and implementing sanitary toilet and hand washing facilities in the community. It is also improving environmental outcomes by teaching water conservation to farmers, promoting rainwater harvesting, dam maintenance, and irrigation techniques, and planting trees along roads and in public spaces. There are also economic and humanitarian benefits by providing employment for local people, implementing development programs in trades and technology, adopting strict child labour policies for the project and its supply chain, and developing awareness programs for anti-violence, gender and social equality. There are also improvements in education by providing school infrastructure, furniture, books and uniforms, implementing literacy programs for men and women and providing scholarships.

5. USE OF TRADE MARK

Table 8

Description where trademark used	Logo type
Website (https://www.melbournetravelproject.com.au/)	Certified organisation
Newsletters and Social Media	Certified organisation
Email Signature	Certified organisation

6. ADDITIONAL INFORMATION

N/A

APPENDIX 1

Excluded emissions

To be deemed relevant an emission must meet two of the five relevance criteria. Excluded emissions are detailed below against each of the five criteria.

Table 9

Relevance test					
Excluded emission sources	<i>The emissions from a particular source are likely to be large relative to the organisation's electricity, stationary energy and fuel emissions</i>	<i>The emissions from a particular source contribute to the organisation's greenhouse gas risk exposure.</i>	<i>Key stakeholders deem the emissions from a particular source are relevant.</i>	<i>The responsible entity has the potential to influence the reduction of emissions from a particular source.</i>	<i>The emissions are from outsourced activities previously undertaken within the organisation's boundary, or from outsourced activities typically undertaken within the boundary for comparable organisations.</i>

N/A

APPENDIX 2

Non-quantified emissions for organisations

Table 10

Non-quantification test				
Relevant-non-quantified emission sources	<i>Immaterial <1% for individual items and no more than 5% collectively</i>	<i>Quantification is not cost effective relative to the size of the emission but uplift applied.</i>	<i>Data unavailable but uplift applied. A data management plan must be put in place to provide data within 5 years.</i>	<i>Initial emissions non-quantified but repairs and replacements quantified</i>
Water & Sewage	No	Yes	No	No
Merchandising	No	Yes	No	No
Staff Clothing	No	Yes	No	No
Working From Home	No	Yes	No	No
Advertising	No	Yes	No	No
Refrigerants	No	Yes	No	No