PUBLIC DISCLOSURE STATEMENT

DAREBIN CITY COUNCIL

ORGANISATION CERTIFICATION
FY2019-20

Australian Government

Climate Active
Public Disclosure Statement

An Australian Government Initiative

NAME OF CERTIFIED ENTITY: Darebin 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 11 June 2021

Name of Signatory: Rachel Ollivier

Position of Signatory: General Manager City Sustainability & Strategy

Australian Government
Department of Industry, Science, Energy and Resources

1. CARBON NEUTRAL INFORMATION

Description of certification

Darebin City Council (ABN 75 815 980 522) is certified carbon neutral for council operations. This certification covers all Darebin City Council services and facilities.

Organisation description

Darebin City Council, otherwise known as the City of Darebin or simply Darebin, is one of 79 Victorian councils operating as a public statutory body, incorporated under the Victorian Local Government Act 1989.

Darebin City Council is a local government authority in the inner northern region of Melbourne. Darebin was formed in 1994 with the merger of most of the former Cities of Northcote and Preston. The City covers 54 square kilometres and is bounded by the Merri Creek to the west and Darebin Creek to the west.

Darebin is home to a diverse and vibrant population of around 165,000 people. More than 35% of Darebin residents were born overseas and more than 40% can speak a language other than English.

Darebin City Council is known worldwide for being the first jurisdiction to declare a climate emergency in 2016. Since this declaration, Darebin has taken urgent action to reduce corporate and community emissions.

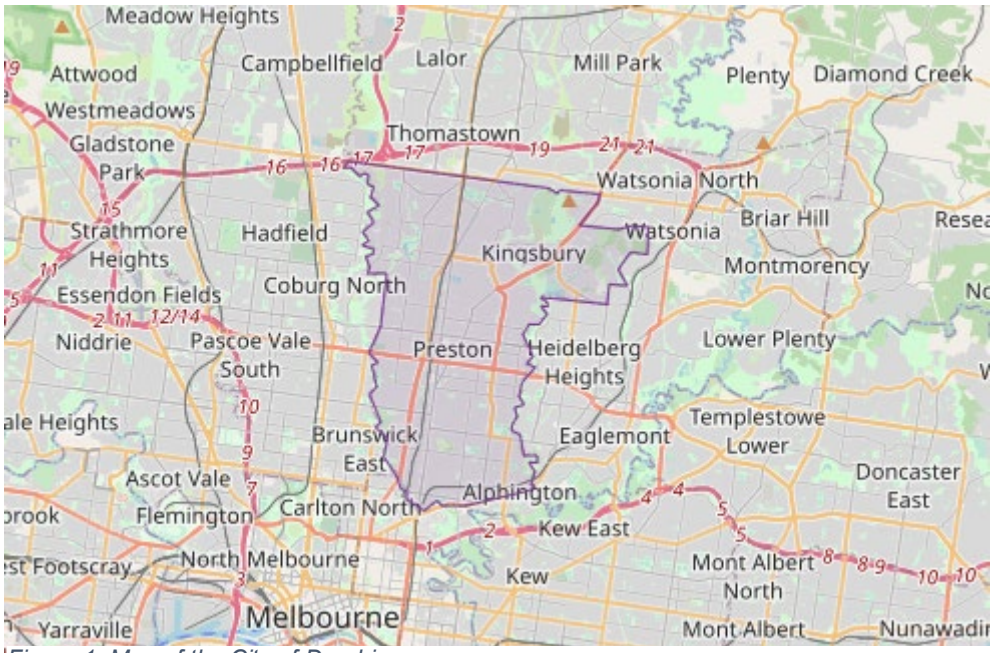

Figure 1: Map of the City of Darebin

Services and Facilities

Darebin City Council is responsible for maintaining an extensive range of facilities and delivering a diverse range of services. The community infrastructure maintained by Darebin includes roads, car parks, drains, town halls, libraries, recreation facilities, childcare centres, community hubs, parks and gardens.

Most of council's operations are run out of the Preston Municipal Offices and the Reservoir Operations Centre. Several other facilities located throughout the City are used for additional council operations. Council owns and/or operates more than 200 buildings and over 80 parks and gardens.

The services provided by council include property, economic, human, environmental, recreational and cultural services. Council also enforces state and local laws relating to matters such as land use, planning, environment protection, public health, traffic and parking, and animal management.

Below is an overview of the services and operations delivered by Darebin City Council during 2019-20:

- Animal management
- Community and cultural services
- Health services
- Local laws
- Parks, gardens and open space
- Planning and building
- Recreation services
- Roads and parking
- Strategic planning
- Sustainability and environmental services
- Waste management

2. EMISSION BOUNDARY

Diagram of the certification boundary

Darebin City Council's greenhouse gas emissions inventory has been prepared according to the Climate Active Carbon Neutral Standard. The emissions boundary is consistent with the GHG Protocol Corporate Accounting and Reporting Standard:

- Organisational boundary: Council uses the operational control approach for measuring and reporting on the organisation's emissions. The organisation boundary includes emissions from all activities over which we have full operational control (see Figure 2).
- Operational boundary: the reported emissions inventory includes direct emissions sources (scope 1), indirect emissions from purchased energy (scope 2) and other measurable indirect sources (scope 3) that are material and relevant to council's operations (see Figure 2).

Based on an operational control approach, the following asset types have been included within the operational boundary:

- Administration and Operations Buildings
- Child Care and Maternal Health Facilities
- Community Facilities
- Libraries
- Leisure and Sports Facilities
- Parks and Open Space
- Roads

Other assets types for which council does not have full operational control of, but are material and relevant to council's operations, have been included in the reporting boundary. These are:

- Leased Facilities for which council is responsible for general maintenance (includes an aquatic centre, several sports facilities, childcare and kindergartens, and other small community facilities)
- Street Lighting (owned and operated by network distribution companies)

These emissions sources have been included within scope 3 among other sources deemed relevant to council's value chain.

The following greenhouse gases have been considered:

- Carbon dioxide CO2
- Methane CH4
- Nitrous oxide N2O
- Synthetic gases HFCs, SF6, CF4, C2F6

Quantified

Asphalt & concrete (roads, footpaths)

Business travel (Taxis)

Electricity (Market based)

ICT services

LPG (Stationary energy)

Natural gas (Stationary energy)

Paper, office equipment and supplies

Postage and courier

Printed media

Professional Services (Business Support & Legal)

Reticulated water

Staff commute (All types)

Transport fuels (Fleet)

Transport fuels (Contracted waste collection services)

Waste disposal (Corporate general waste)

Non-quantified

Business travel (Flights)

Business travel (Public transport and personal vehicle use)

Chemicals (general)

Construction materials

Oils & lubricants

Pesticides & horticultural products

Refrigerants

Transport fuels (Contractor non-waste collection services)

Waste disposal (Corporate garden & green waste)

Waste disposal (construction & demolition waste)

Excluded

Accommodation & outdoor events

Contractor off-site electricity

Contractor off-site stationary energy

Downstream transportation & distribution

ICT hardware and systems

Professional Services (other types)

Waste Disposal (Community)

Figure 2: Emission Boundary

Non-quantified sources

Emission Source Category	Justification for non-quantification & overall implications for inventory
Business Travel Flights AND Public Transport & personal vehicle use	*Immaterial* Emissions associated with taxi use for business travel has been quantified and included in the emissions inventory. There is a lack of reliable data to quantify emissions from flights, public transport and personal vehicle use for the purposes of business travel. Emissions from these sources are expected to be immaterial to councils' inventory and therefore remain unquantified. Emissions may be quantified in subsequent years if data becomes more cost-effective to obtain.
Chemicals (general)	*Quantification is not cost effective relative to the size of the emission, but uplift applied* This emissions source incorporates emissions from the production and use of chemicals for the purpose of cleaning and pool treatment. Council purchases some chemicals directly and others are supplied and used by contracted cleaning companies. It is currently not cost effective to collate and quantify emissions from a variety of sources, yet this may change in subsequent years.
Construction materials	*Immaterial* The emissions source is expected to be immaterial and accurate data collection is not practical due to the number of projects and different materials. Materials used in road maintenance are captured under 'Asphalt & concrete (roads, footpaths)'. However, Council intends to quantify and offset emissions in building materials for the Northcote Aquatic and Recreation Centre Redevelopment. This may become the norm for major projects like this, although it is unlikely to be practical or worthwhile for smaller projects and refurbishments.
Oils & Lubricants	*Immaterial* This emissions source incorporates emissions from the production and use of oils and lubricants for the purposes of motor vehicle servicing. Council undertakes servicing on its own vehicles, yet some servicing is contracted out. Emissions from these sources are expected to be immaterial to councils' inventory and therefore remain unquantified. Emissions may be quantified in

	subsequent years if data becomes more cost-effective to obtain.
Pesticides & Horticultural Products	*Data unavailable but uplift applied* This emissions source incorporates the use of pesticides and other horticultural chemicals or products. Data for this emission source is held by a variety of stakeholders in various formats. It is currently not cost-effective to quantify relative to the size of the emission, however council is currently assessing whether centralising data records on pesticides is worthwhile for subsequent years. An uplift has been determined and included in the inventory.
Refrigerants	*Data unavailable but uplift applied* There is a lack of reliable data on existing refrigerants and re-charge rates. Collecting this data is a time intensive process and a data management plan is required to collect the required data over subsequent years. An uplift was determined from reviewing the emissions inventories of comparable councils and has been applied to this inventory.
Transport fuels (Contractor non-waste collection services)	*Data unavailable but uplift applied* Council has estimated and included transport fuels from contracted waste collection services in its inventory. Council engages many other types of contractors, who consume transport fuels in providing services to council. These emissions are likely to be material, however, are difficult to quantify considering the number of relevant contractors and trips taken. A data management plan will be implemented to collect data over subsequent years from the most relevant and material contractors to council. An uplift has been determined and included in the inventory.
Waste disposal (Garden & green waste)	*Quantification is not cost effective relative to the size of the emission, but uplift applied* Emissions of garden waste are likely to be partially accounted for in the quantified emissions for general waste. Collecting accurate data for waste is difficult due to the variety of waste sources and stakeholders involved in its collection. Waste composition and seasonal variability is also difficult to account for. It is therefore not cost effective to accurately quantify this emission source.
Waste disposal (Construction and demolition waste)	*Quantification is not cost effective relative to the size of the emission, but uplift applied* Emissions of construction and demolition waste is likely to be partially

	accounted for in the quantified emissions for general waste. Collecting accurate data for waste is difficult due to the variety of waste sources and stakeholders involved in its collection. Construction and demolition waste is often disposed of by contractors, adding further challenges in obtaining accurate data. It is therefore not cost effective to accurately quantify this emission source.

Data management plan

The below table contains the data management plan for the non-quantified emissions sources identified as being *'Data unavailable but uplift applied'*.

Emission Source Category	**Data Management Plan**
Pesticides & Horticultural Products	1. Determine approach to data collection, including relevant stakeholders, processes and data fields to be collected. 2. Implement process to centralise data capture. Prioritising collection of pesticides and other chemicals, then potentially expanding to other horticultural products. 3. Review and validate data, before determining inclusion in Climate Active inventory. The proposed data management plan is expected to take a minimum of 1 year and a maximum of 3 years.
Refrigerants	1. Determine approach to data collection, assess the feasibility of a developing a full asset list of refrigerant-based air-conditioning and large refrigeration systems, including refrigerant types and charge. 2. Implement process to capture data of refrigerant recharging e.g. ensure the refrigerant charge amount is itemized on maintenance invoices. 3. Review and validate data, before determining inclusion in Climate Active inventory. The proposed data management plan is expected to take a minimum of 1 year and a maximum of 3 years.
Transport fuels (Contractor non-waste collection services)	1. Assess what types of contractors that data should be collected from e.g. facility maintenance, cleaning, bushland etc. 2. Determine the boundary of the data collection e.g. set an expenditure threshold for determining whether the contractor should be included.

	3. Determine a process for the data collection e.g. odometer readings, surveys, monthly or quarterly reports etc. 4. Review and validate data, before determining inclusion in Climate Active inventory. The proposed data management plan is expected to take a minimum of 2 years. It will likely be a work in progress over the next 5 years.

In addition to the above council intends to consider other improvements in data management:

- Streamlining data capture from leased facilities. This will partially be done by transferring the energy accounts of leased facilities to council and implementing on-charging arrangements.
- Conducting waste audits to get a better picture of quantities of bins, waste composition and volumes.
- Assessing councils use of chemicals for cleaning and other non-horticultural purposes to determine whether data collection may be cost-effective in future years.
- Assessing the viability of collecting data on immaterial emission sources; business travel (flights); business travel (personal vehicles and public transport); construction materials; oils and lubricants.

Excluded sources (outside of certification boundary)

Emission Source Category	**Justification for exclusion & overall implications for inventory**
Accommodation & outdoor events	Accommodation & outdoor events have been excluded as it has been assessed as not relevant according to the relevance test. Emissions from these sources are immaterial. Council also has limited ability to influence these emissions, particularly in the case of accommodation. Emissions from outdoor events are likely to be partially accounted for in the inventory anyway, through the use of; transport fuel of staff and contractors; council-supplied diesel for generators; and council-supplied electricity.
Contractor off-site energy use: Electricity AND Stationary energy	Contractor off-site electricity and stationary energy use have been excluded as they have been assessed as not relevant according to the relevance test. Council has no direct influence on these emissions, and they would likely exist regardless of the company working with council. Collecting data from a multitude of contractors is also not cost effective and is likely to have a low degree of accuracy. Emissions from off-site energy use is partially accounted for in the inventory through ICT Services and Professional Services. For ICT Services there is a direct link between council business and off-site energy use, while Professional Services includes services which could typically be provided by in-house staff.

Downstream Transportation and Distribution	Darebin City Council does not sell products
ICT Hardware and Systems	ICT Hardware and Systems have been excluded as they have been assessed as not relevant according to the relevance test. Council has no direct influence on the embodied emissions of ICT Hardware and very little influence on emissions of ICT Systems. There is also significant interannual variation in hardware depending on procurement requirements, which could skew the emissions profile. This exclusion also includes software platforms other than those from council's main ICT supplier.
Professional Services (other types)	Professional Services (other than legal, human resources and call centre contracts) have been excluded as they have been assessed as not relevant according to the relevance test. This incorporates the professional services that are not typically undertaken by in-house staff in local government organisations like Darebin. The lack of locally relevant and up to date emissions factors for professional services would also add significant uncertainty as to the accuracy of the inventory, if included. In subsequent years, council will assess whether there are any major professional service providers that are potentially relevant to councils emissions boundary and how such emissions could potentially be more accurately calculated.
Waste Disposal (Community)	Emissions associated with waste generated by residents and business are not included as they are not under council's operational control. Transport emissions associated with the collection of waste are included in Transport Fuel (Fleet) for council-owned vehicles emissions and Transport Fuel (Contracted waste collection services) for waste services that are contracted out.

3. EMISSIONS SUMMARY

Emissions reduction strategy

Darebin has taken significant steps to reduce its emissions in recent years and is committed to making further progress. To support this, Council will develop and continually progress an emissions reduction strategy for its operations. Given the current economic circumstances there is uncertainty over the timeframe for implementation of specific measures. An emissions reduction strategy will provide a clearer direction for emission reduction priorities over the coming years.

Renewable Energy Power Purchasing Agreement

Council has recently signed a 9.5-year renewable energy power purchasing agreement (PPA) for the purchase of electricity and Large-Scale Generation Certificates (LGCs). Darebin was lead council of a buyers group consisting of 46 Victorian councils, aiming to procure renewable energy under a long-term contract.

After nearly three years, the project has now become a reality. The project will officially be the largest emissions reduction project ever undertaken by local government in Australia and the largest retailer-aligned renewable energy PPA in Australia.

Council will retire 1 LGC for every MWh of energy consumed under the contract, including the mandatory surrendering to meet the Renewable Energy Target obligations. This will ensure that councils' electricity use, for sites where council is the account holder, will be 100% carbon neutral electricity under the market-based accounting methodology.

The contract is due to commence on 1/07/2021, whereby council will roll-in its large sites and unmetered street lighting accounts. Small sites will roll-in to the contract on 1/01/2022. Once all accounts are rolled in, the project is expected to reduce councils' emissions by up to 55% per annum.

Solar Photovoltaic

Council has gradually built its solar PV capacity on council-owned buildings over several years. The most recent completed installs took place in 2019, while more installs are planned to occur in June 2021. The table below provides examples of recent solar installs and provides council's total solar capacity.

Site	**Year of Install**	**System Size / Description**
Northcote Family Services	2019	15 kWp with 13.5 kWh battery storage
Keon Park Childrens Hub	2019	25 kWp with 13.5 kWh battery storage
Northcote Library	2019	92 kWp with 40.5 kWh battery storage
Darebin Arts & Entertainment Centre	2019	60.3 kWp, in addition to 30 kWp existing system, with 40.5 kWh battery storage
Preston Library	2020	41 kWp, in addition to 29 kWp existing system
Total Council Capacity to date including pre-2019 systems		***629.02 kWp on 32 sites***
Darebin Community Sports Stadium	Planned for 2021	75.5 kWp
Other new systems	Planned for 2021	10-15kWp

Council is continuing to scope high priority sites for solar PV installation and is planning to gradually increase capacity over the following years.

Energy Efficiency

Council's Environmentally Sustainable Design Policy sets the ESD standard minimum requirements for new buildings, upgrades, minor refurbishments and facilities management service contracts. The minimum requirements cover the aspects of building fabric, heating ventilation and air conditioning (HVAC), energy, lighting, equipment and appliances, hot water, water efficiency and stormwater. Depending on the size and type of the project, a Sustainable Management Plan, a Sustainable Design Assessment and a Green Star certification (5 or 6 star) may be required.

In addition to the above council has undertaken several energy efficiency projects in recent years, mainly in the areas of streetlighting, building lighting, HVAC and hot water. Recent examples of projects are shown

below:

Site	Year of Install	Estimated Annual Emissions Reduction tCO2-e
Darebin International Sports Centre	2020	139
Senior Citizens Centres	2021	9
Northcote Library	2021	16
Preston Library	2021	10
Reservoir Community & Learning Centre	2021	16
Preston Municipal Offices	2021	20
Total Emissions Reduction of Projects since 2020		***210***

Fuel Switching

Council recognises the need to electrify its fleet and buildings in order to reduce its absolute emissions from the burning of fuels.

In 2019, Council installed its first public electric vehicle charger at Preston Municipal Offices. Council now has six electric vehicle chargers for use by its fleet and/or staff vehicles. Council has three fully electric vehicles in its fleet, including one light commercial vehicle, as well as many hybrid or plug-in hybrid electric vehicles. Council recently endorsed its Light Vehicle Policy, to increase council's ambition in transitioning its fleet to low or no carbon options. Council is also exploring a longer-term fleet transition in partnership with the Northern Alliance for Greenhouse action.

Councils Environmentally Sustainable Design policy of 2018 set the requirement that natural gas appliances should not be used for new council buildings, or in redevelopments. This is exemplified by the Northcote Aquatic and Recreation Centre (NARC) Redevelopment Project will be one of the first all-electric aquatic centres with indoor and outdoor pools. The project is targeting world class sustainability outcomes and a 6-star Green Star certification. Council also intends to explore retrofitting of other buildings to reduce gas consumption.

Sustainable Procurement

A strong sustainable procurement policy encourages suppliers to council to reduce their own emissions, thereby reducing council's indirect emissions. A recent example of this is council's contract for household recycling collection services, where the contractor offsets the emissions from transport fuel associated with completed the collection runs for council. Further opportunities remain to tighten council's approach to sustainable procurement and raise the ambition, in order to generate further emission reductions.

Emissions summary (inventory)

Table 2

Emission source category	tonnes CO_2-e
Construction materials and services	189.2

Electricity*	8,299.0
ICT services and equipment	375.0
Land and sea transport (fuel)	3,032.9
Office equipment & supplies	103.5
Postage, courier and freight	16.4
Professional Services	121.2
Stationary Energy	2,606.9
Taxi and Uber	2.0
Waste	260.4
Water	275.3
Total Net Emissions	15,281.8

**Electricity emissions calculated using the market-based methodology*

Table 3

Reason for uplift factor	**tonnes CO_2-e**
Pesticides - data unavailable	28
General Chemicals - data unavailable	28
Garden and Green Waste - data unavailable	76
Construction and Demolition Waste - data unavailable	22
Refrigerants - data unavailable	76
Contractor Fuel Use (non-waste collection services) – data unavailable	229
Total footprint to offset (uplift factors + net emissions)	15,740

Carbon neutral products

Not applicable

Electricity summary

Electricity was calculated using a Market-based approach.

Market-based approach electricity summary

Table 4

Electricity inventory items	**kWh**	**Emissions (tonnes CO2e)**

Electricity Renewables	2,273,869	0.00
Electricity Carbon Neutral Power	0	0.00
Electricity Remaining	7,676,427	8,298.985
Renewable electricity percentage	23%	
Net emissions (Market based approach)		8,298.985

Location-based summary

Table 5

State/ Territory	Electricity Inventory items	kWh	Full Emission factor (Scope 2 +3)	Emissions (tonnes CO2e)
Vic	Electricity Renewables	492,053	-1.12	-551.100
Vic	Electricity Carbon Neutral Power		-1.12	0.00
Vic	Netted off (exported on-site	121,413	-1.02	-123.841
Vic	Electricity Total	10,071,709	1.12	11,280.314
	Total net electricity emissions (Location based)			*10,605.373*

4. CARBON OFFSETS

Offset purchasing strategy: *in arrears*

Council has purchased carbon offsets in arrears to offset the emissions of its baseline years.

Offsets summary

Table 7

1. Total offsets required for this report	15,740
2. Offsets retired in previous reports and used in this report	0
3. Net offsets required for this report	15,740

Project description	Type of offset units	Registry	Date retired	Serial number	Vintage	Quantity (tonnes CO2-e)	Quantity used in previous report	Quantity banked for future years	Quantity used in this report
Wind bundle project in Maharashtra by Sispara	VCU	Verra	24/05/2021	8457-21873702-21888901-VCS-VCU-997-VER-IN-1-1660-01012019-31102019-0 https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=126666	1/01/19-31/10/19	15,200	0	460	14,740
Katingan Peatland Restoration and Conservation Project	VCU	Verra	24/05/2021	6358-302952860-302953059-VCU-016-APX-ID-14-1477-01112015-31122016-1 https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=126665	1/11/15-31/12/16	200	0	0	200
Katingan Peatland Restoration and Conservation Project	VCU	Verra	24/05/2021	6358-302952060-302952659-VCU-016-APX-ID-14-1477-01112015-31122016-1 https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=126008	01/11/15-31/12/16	600	0		600

Katingan Peatland Restoration and Conservation Project	VCU	Verra	24/05/2021	6359-304832243-304832442-VCU-016-APX-ID-14-1477-01012017-31122017-1 https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=130582	1/01/17–31/12/17	200	0	0	200
					Total offsets retired this report and used in this report			15,740	
					Total offsets retired this report and banked for future reports			460	

Co-benefits

Energy industries – Wind bundle project in Maharashtra by Sispara

This project type relates to 93.6% of the total amount of offsets purchased and retired for this reporting period.

This wind power project displaces fossil fuel energy generation with renewable energy in India's Northeast grid and there are also several co-benefits. Distributed across 9 villages, the project has added jobs to an otherwise agricultural area which has also seen wider socio-economic benefits associated with electrification of the local area. This project contributes primarily to 2 of the Sustainable Development Goals.

Yarra Yarra Biodiversity Corridor (stapled voluntary offset)

Council purchased 1,600 Biodiverse Reforestation Carbon Offsets (BRCOs) from the Yarra Yarra Biodiversity Corridor project, that are stapled to the above wind power project offsets. These make up 10.2% of the total amount of offsets purchased and retired for this reporting period (incorporated in the 93.6% for wind power project offsets)

The Yarra Yarra Biodiversity project contributes to seven Sustainable Development Goals including:

- SDG 3: Good Health and Well-Being
  Contribution to the positive mental health and well-being of indigenous communities.
- SDG 4: Quality Education
  Provision of job-specific training sessions and inductions for local employees.
- SDG 6: Clean Water and Sanitation
  Lowering salinity in both ground and surface waters over the project's life.
- SDG 8: Decent Work and Economic Growth
  Creation of 400+ jobs, over 50 indigenous roles and more than 80 businesses have been engaged.
- SDG 13: Climate Action
  At least 967,695 tonnes of CO2-e will be sequestered during the project's lifetime.
- SDG 15: Life on Land
  The biodiverse plantings of native trees and shrubs contain over 30 species of conservation significance.
- SDG 17: Partnerships for the Goals
  Partnerships with 11 local and national organisations have been formed from the project.

Agriculture Forestry and Other Land Use - Katingan Peatland Restoration and Conservation Project

This project type relates to 6.4% of the total amount of offsets purchased and retired for this reporting period.

This project has the additional certification of CCB-Gold Standard (Climate, Community & Biodiversity). It protects vital peatland habitats for five critically endangered, eight endangered and 31 Vulnerable species. The protected area is home to around 5 - 10% of the global population of the Bornean Orangutan. This project contributes to 9 of the Sustainable Development Goals including:

- SDG 1: No Poverty
  Communities are offered the option to commercialise natural resources through active forest restoration and protection.
- SDG 3: Good Health and Well-Being
  Forests provide vital ecosystem services and protecting them intact maximises their ability to store and filter the water and air.
- SDG5: Gender Equality
  The project ensures equal rights and opportunities for women.
- SDG 6: Clean Water and Sanitation
  Clean water is essential to the health of forests and people.

- SDG 8: Decent Work and Economic Growth
  By supporting the development of sustainable livelihoods, the pressure on forests is reduced, while inspiring local stewardship of natural resources.
- SDG 13: Climate Action
  Peat forests provide natural carbon capture and storage.
- SDG 15: Life on Land
  Tropical forests are hotspots of biodiversity.
- SDG 16: Peace, Justice and Strong Institutions
  All activities are underpinned by capacity building and a culture of adaptive learning.
- SDG 17: Partnerships for the Goals
  The success of the project is built on solid, long-term partnerships with communities, and the public, private and civil sectors.

5. USE OF TRADE MARK

Table 8

Description where trademark used	Logo type
Not applicable – baseline year	*Not applicable – baseline year*

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	*The emissions from a particular source are likely to be large relative to the organisation's electricity, stationary energy and fuel emissions*	*The emissions from a particular source contribute to the organisation's greenhouse gas risk exposure.*	*Key stakeholders deem the emissions from a particular source are relevant.*	*The responsible entity has the potential to influence the reduction of emissions from a particular source.*	*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.*
Accommodation & outdoor events	No	No	No	Yes	No
Contractor off-site electricity	No	No	No	No	No
Contractor off-site stationary energy	No	No	No	No	No
Downstream transportation and distribution	No	No	No	No	No
ICT hardware and systems	No	No	No	No	No
Professional Services (other types)	No	No	No	No	No
Waste Disposal (Community)	Yes	No	No	No	No

APPENDIX 2

Non-quantified emissions for organisations

Please advise which of the reasons applies to each of your non-quantified emissions. You may add rows if required.

Table 10

Non-quantification test				
Relevant-non-quantified emission sources	*Immaterial <1% for individual items and no more than 5% collectively*	*Quantification is not cost effective relative to the size of the emission but uplift applied.*	*Data unavailable but uplift applied. A data management plan must be put in place to provide data within 5 years.*	*Initial emissions non-quantified but repairs and replacements quantified*
Business travel (Flights)	Yes	No	No	No
Business travel (Personal vehicles & public transport)	Yes	No	No	No
Chemicals (general)	No	Yes	No	No
Construction materials	Yes	No	No	No
Oils and lubricants	Yes	No	No	No
Pesticides & horticultural products	No	No	Yes	No
Refrigerants	No	No	Yes	No
Transport fuels (Contractor non-waste collection services)	No	No	Yes	No
Waste disposal (Corporate garden & green waste)	No	Yes	No	No
Waste disposal (Corporate construction & demolition waste)	No	Yes	No	No