PUBLIC DISCLOSURE STATEMENT

BAYSIDE CITY COUNCIL

ORGANISATION CERTIFICATION
FY2020–21

Australian Government

Climate Active
Public Disclosure Statement

An Australian Government Initiative

NAME OF CERTIFIED ENTITY	Bayside City Council
REPORTING PERIOD	1 July 2020 – 30 June 2021
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.*  Adam McSwain Director Environment, Recreation and Infrastructure 01/12/2021

Australian Government
Department of Industry, Science, Energy and Resources

Version September 2021. To be used for FY20/21 reporting onwards.

1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	6268 tCO_2-e
OFFSETS BOUGHT	57% VERs, 43% VCUs,
RENEWABLE ELECTRICITY	Total renewables 94%
TECHNICAL ASSESSMENT	Date: 22 October 2021 Matias Sellanes Organisation nDevr Envrionmental Next technical assessment due: October 2022

Contents

2. CARBON NEUTRAL INFORMATION

Description of certification

The emissions inventory in this Public Disclosure Statement, covering the 1 July 2020 to 30 June 2021 reporting period, has been developed in accordance with the Climate Active Carbon Neutral Standard for Organisations.

Under the Organisations certification, Bayside City Council 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.

Organisation description

The area now known as Bayside was originally inhabited by the people of the Kulin nation.

Bayside City Council (ABN 65 486 719 651) 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. The preliminary estimated resident population of Bayside, as at June 2021, was 107,541 people, and 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 make a diverse, healthy and liveable place for all.

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 is led by an Executive Manager and reports directly to the Chief Executive Officer.

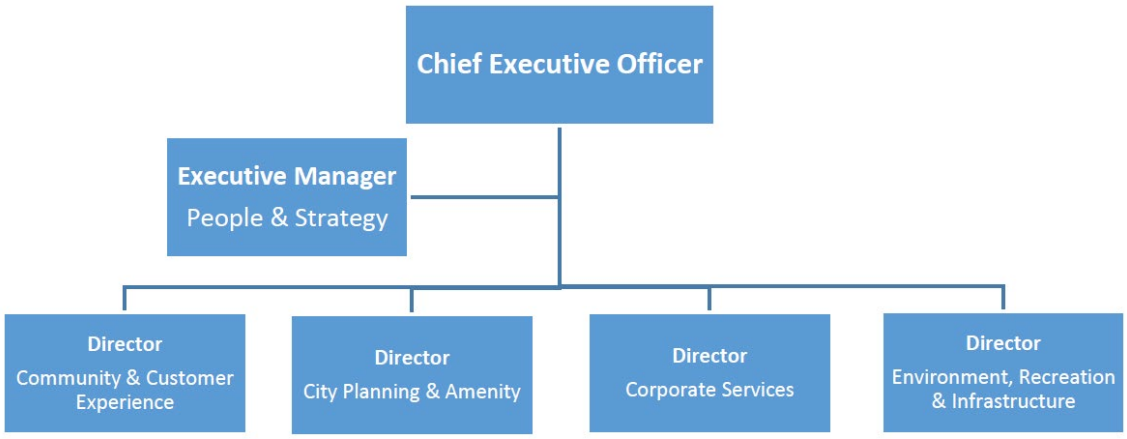

Figure 2: Bayside City Council organisational structure

In 2020/21, there were 632 staff in 434 Full Time Equivalent positions.

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 2020/2021, Bayside City Council services included:

Urban Strategy	Economic Development | Urban Strategic Planning | Urban Design
Amenity Protection	Local Laws and Parking | Planning Investigations | Appeals | Environmental Health | Animal Management | School Crossings
Commercial Services	Occupational Health and Safety | Procurement | Property Management | Risk and Claims Management
Open Space, Recreation and Wellbeing	Community Wellbeing | Open Space Management | Events, Recreation and Sports
Information Services	Corporate Records | Technology Support Services
Sustainability and Transport	Environmental Sustainability | Recycling and Waste Management | Traffic Management and Transport Planning
Community Services	Aged and Disability Services | Families and Children | Community Services Management | Social Policy | Youth Services
Finance Accounting	Fleet Management | Rates and Revenue
Governance	Governance | Corporate Reporting
Enterprise Project Management Office	Enterprise Project Management Office
People and Strategy	Strategy and Improvement | People and Capability | Payroll
Development Services	Building Surveying | Asset Protection | Statutory Planning
Customer and Cultural Services	Arts and Cultural Services | Customer Experience | Library Services
Digital Transformation	Digital Transformation
City Assets and Presentation	Asset management | Building and Infrastructure Maintenance | Emergency Management
Project Services	Capital Projects Delivery | Major Capital Projects
Communications and Engagement	Communications | Engagement

Table 1: Bayside City Council Services

3.EMISSIONS BOUNDARY

Inside the emissions boundary

All emission sources listed in the emissions boundary are part of the carbon neutral claim.

Quantified emissions have been assessed as relevant and are quantified in the carbon inventory. This may include emissions that are not identified as arising due to the operations of the certified entity, however, are **optionally included**.

Non-quantified emissions have been assessed as relevant and are captured within the emissions boundary but are not measured (quantified) in the carbon inventory. All material emissions are accounted for through an uplift factor. Further detail is available at Appendix C.

Outside the emissions boundary

Excluded emissions are those that have been assessed as not relevant to an organisations or precinct's operations and are outside of its emissions boundary or are outside of the scope of the certification. These emissions are not part of the carbon neutral claim.

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

Inside emissions boundary

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 vehicle repairs
- Food
- Office equipment & supplies
- Products - Clothing
- Cleaning and Chemicals
- Construction Materials & Services
- ICT services and equipment
- Professional Services

Outside emissions boundary

Excluded

None

Data management plan for non-quantified sources

There are no non-quantified sources in the emission boundary that require a data management plan.

4.EMISSIONS REDUCTIONS

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. The *Environmental Sustainability Framework 2016-2025* was adopted which supported actions and initiatives identified within the Strategy.

Council's *Carbon Neutrality Action Plan 2018-2020* set the direction and specified actions so Council could achieve its commitment to be 'Carbon Neutral' by 2020.

Achieving the carbon neutrality goal required 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 was assessed to ensure Council could measurably meet its commitment.

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

- **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 maximised the reduction of greenhouse gas emissions, focussing on reducing emissions from sources that Council directly controls, and/or could be accurately measured.

Priority was placed on funding activities that directly reduced energy use and the reliance on fossil fuels, at the lowest cost of greenhouse gas abatement.

Council's **'Avoid, Reduce, Switch, Offset'** approach will be continued as an effective emissions reduction strategy.

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

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

Since 2008, works to upgrade streetlights and buildings to improve energy efficiency have occurred. The construction of new buildings has included a focus on minimising energy use, installing renewable energy, improving thermal comfort, and research to identify further opportunities to achieve carbon neutrality.

New vehicles to the fleet since 2017 have been hybrid or electric vehicles. Bayside now has 5 electric vehicles as part of its fleet, including the Mayoral vehicle.

Emissions reduction actions

Achievements in 2020-21

Bayside Council achieved the following in 2020-21:

- Commencement of a 10-year Power Purchase Agreement for supply of renewable electricity to Council's large sites and street lighting
- Purchase of 5 new electric fleet vehicles and installation of the first public Electric Vehicle charging station
- 85 kW of solar panels installed at 10 Council buildings.

- 16 council buildings had water efficiency projects completed.
- 10 council buildings had energy efficiency projects completed.

A number of emissions reductions initiatives were included as actions within the Climate Emergency Action Plan adopted by Council in September 2020, including:

• Update the Fleet Policy to transition the Council fleet to net zero carbon.
• 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.

Due to financial savings in electricity bills caused by less use of community buildings in the pandemic, Bayside was able to introduce GreenPower for its small sites from 1 March 2021. This option in the electricity contract was brought forward from the scheduled introduction from 1 July 2023. It means that 100% of Council purchased electricity is effectively from renewable sources.

Future Emissions reduction initiatives

The revised and updated Climate Emergency Action Plan includes the following future emissions reduction initiatives for the timeframe of the plan and beyond:

Transition Council operations to all-electric (i.e. gas/fossil fuel free)	by June 2030.
Continue to upgrade public lighting with energy efficient LED lamps,	by 2030
Investigate opportunities for a pilot 'zero carbon' development	by June 2025
Continue to implement a capital works program to increase energy efficiency, renewable energy, and batteries, in Council buildings and assets,	by June 2025.

Bayside Council will continue to replace Council fleet and maintenance vehicles with electric vehicles, with the purchase of at least 4 vehicles in 2021-22.

In addition, Bayside City Council will implement an updated Sustainable Buildings and Infrastructure Policy, to be adopted in 2021-22. This will enable a consistent and high standard of ESD in all new Council buildings and major upgrades. It will also reduce emissions through supporting procurement of sustainable materials for infrastructure projects.

5.EMISSIONS SUMMARY

Emissions over time

Emissions since base year		
		Total tCO_2-e
Year 1:	2019–20	13,181
Year 2:	2020–21	6,267.1
Year 3:	2021–22	

Significant changes in emissions

Bayside City Council had 2 areas of significant improvement of emissions reductions, from electricity and vehicle transport.

Bayside commenced a 10 -year Power Purchase Agreement to supply electricity for our larger sites and street lighting from renewable energy sources on 1 July 2020. For smaller sites, Council was able to commence the purchase of 100% Greenpower from 1 March 2021.

A Fleet Policy of adding hybrid and electric vehicles to Council's fleet, along with the reduction in kilometres travelled by staff due to Covid restrictions, reduced the emissions all modes of vehicle transport.

A Council election was held in this financial year and caused a significant increase in emissions from our Business Services compared to last year, as elections are only held every 4 years. This will be something Bayside City Council will have to plan for every 4 years moving forward.

Emission source name	Current year (tCO_2-e and/ or activity data)	Previous year (tCO_2-e and/ or activity data)	Detailed reason for change
Business services	721.6	642.5	Council election was held this year and is only held every 4 years.
Leased Buildings: Natural Gas	494.2	595.9	Covid-19 Pandemic Lockdowns caused a reduction of sport and community events for the reporting period
Water supply and wastewater treatment – Melbourne	489.3	211.0	Covid-19 Pandemic Lockdowns caused a reduction of sport and community events for the reporting period
Land & Sea Transport (Medium Car)	334.6	406.0	Covid-19 Pandemic Lockdowns caused a reduction of staff travel to the office due to the Victorian Government restrictions

Total net electricity emissions	193.9	4,518.5	Decrease resulted from change to purchase 100% of electricity for Council run facilities from renewable energy sources. Solar Generation also accounted for this year.

Use of Climate Active carbon neutral products and services

N/A

Organisation emissions summary

The electricity summary is available in the Appendix B. Electricity emissions were calculated using a market-based approach.

Emission category	Sum of Scope 1 (tCO_2-e)	Sum of Scope 2 (tCO_2-e)	Sum of Scope 3 (tCO_2-e)	Sum of total emissions (tCO_2-e)
Accommodation and facilities	0.000	0.000	0.778	0.778
Air transport (fuel)	0.000	0.000	0.000	0.000
Air transport (km)	0.000	0.000	0.791	0.791
Bespoke	0.000	0.000	0.000	0.000
Carbon neutral products and services	0.000	0.000	0.000	0.000
Cleaning and chemicals	0.000	0.000	0.000	0.000
Construction materials and services	0.000	0.000	238.151	238.151
Contractors	0.000	0.000	2179.050	2179.050
Electricity	0.000	193.989	0.000	193.989
Food	0.000	0.000	0.000	0.000
Horticulture and agriculture	0.000	0.000	252.742	252.742
ICT services and equipment	0.000	0.000	280.385	280.385
Land and sea transport (fuel)	184.996	0.000	9.738	194.734
Land and sea transport (km)	0.000	0.000	345.256	345.256
Leased Buildings	0.000	0.000	494.239	494.239
Machinery and vehicles	0.000	0.000	0.000	0.000
Office equipment & supplies	0.000	0.000	0.000	0.000
Postage, courier and freight	0.000	0.000	94.727	94.727
Products	0.000	0.000	0.000	0.000
Professional services	0.000	0.000	1005.939	1005.939
Refrigerants	0.000	0.000	31.782	31.782
Roads and landscape	0.000	0.000	0.000	0.000
Stationary energy	187.142	0.000	14.527	201.669
Waste	0.000	0.000	64.685	64.685
Water	0.000	0.000	489.351	489.351
Working from home	0.000	0.000	198.831	198.831
Total	**372.138**	**193.989**	**5700.974**	**6267.101**

Uplift factors

N/A.

6.CARBON OFFSETS

Offsets strategy

Offset purchasing strategy: Arrears purchasing		
1.	Total offsets previously forward purchased and banked for this report	1718
2.	Total emissions liability to offset for this report	6268
3.	Net offset balance for this reporting period	4550
4.	Total offsets to be forward purchased to offset the next reporting period	4748
5.	Total offsets required for this report	9298

Co-benefits

The projects Bayside City Council has selected to purchase for Carbon Offsets are a combination of local and international projects. The two Australian based projects support protection of state forests from further land clearing and rehabilitation of the area's by controlling introduced weeds and pests. These projects are both connected to two Onshore wind farm projects based in Taiwan which will provide 507 MWh/year of green energy into the national grid. The other 3 projects are similar in providing renewable energy to the national grid through a range of wind & solar farms projects. Two support our developing international neighbors in New Caledonia & Vietnam.

The project types stated here relate to 60 per cent of the total amount of offsets purchased and retired for this reporting period.

Offsets summary

Proof of cancellation of offset units

Offsets cancelled for Climate Active Carbon Neutral Certification										
Project description	**Type of offset units**	**Registry**	**Date retired**	**Serial number (and hyperlink to registry transaction record)**	**Vintage**	**Eligible quantity (tCO_2-e)**	**Quantity used for previous reporting periods**	**Quantity banked for future reporting periods**	**Quantity used for this reporting period claim**	**Percentage of total (%)**
My Son Hoan Loc Viet Solar Energy Project,	VCUs	Verra	26 Oct 2021	11541-338100774-338102716-VCS-VCU-264-VER-VN-1-1958-19062019-31122019-0	2019	1,943	0	1,748	195	3%
Prony Wind Farm, New Caledonia	VER	Gold Standard	26 Oct 2021	GS1-1-NC-GS566-12-2017-19150-5142-8141	2017	3,000	0	3000	0	0%
Mount Sandy Forest Conservation, South Australia – Australia is stapled to InfraVest Changbin and Taichung Wind Farms Project, Taiwan	ABU VER	SANVCR Gold Standard	27 Oct 2021 26 Oct 2021	2019/4003-VOL002-45795 to 2019/4003-VOL002-47159 GS1-1-TW-GS472-12-2017-6457-183069-186625	2017	1365	0	0	1365	22%
Myamyn Lowland Forest Conservation, Victoria – Australia is stapled to InfraVest Changbin and Taichung Wind Farms Project, Taiwan	ABU VER	VNVCR Gold Standard	27 Oct 2021 26 Oct 2021	BBA-2467-VOL008 16388 to BBA-2467-VOL008 1-18579 GS1-1-TW-GS472-12-2017-6457-183069-186625	2017	2192	0	0	2192	35%

Mitcon Wind Power, India	VCU	Verra	02 Sep 2020	6534-325270508-325275147-VCU-050-APX-IN-1-429-01012015-31122015-0	2015	4640	2922	0	1718	28%
Hyundai Steel Waste Energy Cogeneration Project	VCU	Verra	23 Sep 2021	8967-56929181-56929650-VCS-VCU-260-VER-KR-1-786-01012014-31122014-0 8967-56929651-56929887-VCS-VCU-260-VER-KR-1-786-01012014-31122014-0	2014	707	0	0	707	11%
Grid Interactive Solar Photovoltaic Power Project in Gujarat	VCU	Verra	23 Sep 2021	4163-176535924-176536014-VCU-037-APX-IN-1-1413-01012013-30102013-0	2013	91	0	0	91	1%
Total offsets retired this report and used in this report									6268	
Total offsets retired this report and banked for future reports								4748		

Type of offset units	Quantity (used for this reporting period claim)	Percentage of total
Verified Emissions Reductions (VERs)	3557	57%
Verified Carbon Units (VCUs)	2710	43%

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

The following RECs have been surrendered to reduce electricity emissions under the market-based reporting method.

1. Large-scale Generation certificates (LGCs)*	0
2. Other RECs	0

* LGCs in this table only include those surrendered voluntarily (including through PPA arrangements), and does not include those surrendered in relation to the LRET, GreenPower, and jurisdictional renewables.

Project supported by LGC purchase	Eligible units	Registry	Surrender date	Accreditation code (LGCs)	Certificate serial number	Generation year	Quantity (MWh)	Fuel source	Location
						Total LGCs surrendered this report and used in this report			

APPENDIX A: ADDITIONAL INFORMATION

Not Applicable

APPENDIX B: ELECTRICITY SUMMARY

Electricity emissions are calculated using a market-based approach .

Market-based method

The market-based method provides a picture of a business's electricity emissions in the context of its renewable energy investments. It reflects the emissions intensity of different electricity products, markets and investments. It uses a residual mix factor (RMF) to allow for unique claims on the zero emissions attribute of renewables without double-counting.

Market-based approach summary

Market-based approach	Activity data (kWh)	Emissions (kgCO2-e)	Renewable % of total
Behind the meter consumption of electricity generated	271,290	0	5%
Total non-grid electricity	**271,290**	**0**	**5%**
LGC purchased and retired (kWh) (including PPAs & Precinct LGCs)	0	0	0%
GreenPower	3,644,213	0	71%
Jurisdictional renewables (LGCs retired)	0	0	0%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	0	0	0%
Large Scale Renewable Energy Target (applied to grid electricity only)	916,564	0	18%
Residual electricity	282,363	302,998	0%
Total grid electricity	**4,843,140**	**302,998**	**89%**
Total electricity consumed (grid + non grid)	**5,114,430**	**302,998**	**94%**
Electricity renewables	4,832,067	0	
Residual electricity	282,363	302,998	
Exported on-site generated electricity	**139,755**	**-109,009**	
Emission footprint ($kgCO_2$-e)		193,989	

Total renewables (grid and non-grid)	**94.48%**
Mandatory	**17.92%**
Voluntary	**71.25%**
Behind the meter	**5.30%**
Residual electricity emission footprint (tCO_2-e)	**194**

Figures may not sum due to rounding. Renewable percentage can be above 100%

Location-based approach summary

Location-based approach	Activity data (kWh)	Emissions ($kgCO_2$-e)
Vic	4,843,140	5,279,022
Grid electricity (scope 2 and 3)	**4,843,140**	**5,279,022**
Vic	271,290	0
Non-grid electricity (behind the meter)	**271,290**	**0**
Total electricity consumed	**5,114,430**	**5,279,022**
Emission footprint (tCO_2-e)	**5,279**	

Climate Active carbon neutral electricity summary

Carbon neutral electricity offset by Climate Active product	Activity data (kWh)	Emissions ($kgCO_2$-e)
Nil	**0**	**0**

Climate Active carbon neutral electricity is not considered renewable electricity. The emissions have been offset by another Climate Active carbon neutral product certification.

APPENDIX C: INSIDE EMISSIONS BOUNDARY

Non-quantified emission sources

The following sources emissions have been assessed as relevant and are captured within the emissions boundary but are not measured (quantified) in the carbon inventory. They have been non-quantified due to one of the following reasons:

1. **Immaterial** <1% for individual items and no more than 5% collectively
2. **Cost effective** Quantification is not cost effective relative to the size of the emission but uplift applied.
3. **Data unavailable** Data is unavailable but uplift applied. A data management plan must be put in place to provide data within 5 years.
4. **Maintenance** Initial emissions non-quantified but repairs and replacements quantified.

Relevant-non-quantified emission sources	(1) Immaterial	(2) Cost effective (but uplift applied)	(3) Data unavailable (but uplift applied & data plan in place)	(4) Maintenance
Machinery and vehicles repairs	Yes	No	No	No
Food: Food & Catering, Dairy	Yes	No	No	No
Office equipment & supplies: Office equipment hire and leasing, Office Furniture	Yes	No	No	No
Products; Clothing	Yes	No	No	No
Cleaning and Chemicals	Yes	No	No	No
Professional services: Education and training; Subscriptions & periodicals;	Yes	No	No	No
ICT Services: Computer and electrical components, hardware and accessories; Computer equipment; Telecommunications;	Yes	No	No	No
Construction Materials and Services: Network Switch Refresh	Yes	No	No	No

APPENDIX D: OUTSIDE EMISSIONS BOUNDARY

Excluded emission sources

The below emission sources have been assessed as not relevant to an organisation's or precinct's operations and are outside of its emissions boundary. These emissions are not part of the carbon neutral claim. Emission sources considered for relevance must be included within the certification boundary if they meet two of the five relevance criteria. Those which only meet one condition of the relevance test can be excluded from the certification boundary.

Emissions tested for relevance are detailed below against each of the following criteria:

1. **Size** The emissions from a particular source are likely to be large relative to the organisation's electricity, stationary energy and fuel emissions

2. **Influence** The responsible entity has the potential to influence the reduction of emissions from a particular source.

3. **Risk** The emissions from a particular source contribute to the organisation's greenhouse gas risk exposure.

4. **Stakeholders** Key stakeholders deem the emissions from a particular source are relevant.

5. **Outsourcing** 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.

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

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