PUBLIC DISCLOSURE STATEMENT

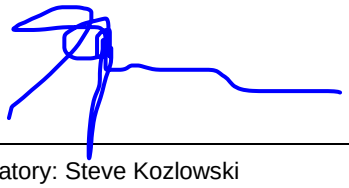
MAROONDAH CITY COUNCIL

ORGANISATION CERTIFICATION
FY2021-22 (PROJECTED)

Australian Government

Climate Active
Public Disclosure Statement

An Australian Government Initiative

NAME OF CERTIFIED ENTITY	Maroondah City Council
REPORTING PERIOD	1 July 2021 – 30 June 2022 [Projected] [includes 2020/21 True-up]
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.*  Name of signatory: Steve Kozlowski Position of signatory: Chief Executive Officer Date: 26 November 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	16,031 tCO_2-e
OFFSETS BOUGHT	100% VCUs
RENEWABLE ELECTRICITY	27%
TECHNICAL ASSESSMENT	23 September 2019 Maroondah City Council - Technical Assessment FY19 Ndevr Environmental Pty Ltd Next technical assessment due: 2022/23

Contents

2.CARBON NEUTRAL INFORMATION

Description of certification

This carbon neutral certification applies to the Maroondah City Council organisational corporate emissions. An operational control approach has been used when determining the emissions sources in the emissions boundary. This Public Disclosure Summary is a projection for the 2021/22 period including true up from the 2020/21 period.

"Our Climate Active Carbon Neutral Certification provides a basis for continuous improvement and to drive future actions across the organisation."

Organisation description

City of Maroondah

The City of Maroondah covers a land area of 61.4 square kilometres in Melbourne's outer east, 22 kilometres from the Central Business District (CBD). The area is a substantially developed peri-urban residential municipality, with an estimated population of 119,401 residents and 47,021 households with an average of 2.54 people per household (at 30 June 2021 – Maroondah City Council Annual Report 2020/21).

The City of Maroondah (Figure 1) includes the suburbs of Bayswater North, Croydon, Croydon Hills, Croydon North, Croydon South, Heathmont, Kilsyth South, Ringwood, Ringwood East, Ringwood North and Warranwood. The City also includes small sections of Kilsyth, Park Orchards, Vermont and Wonga Park.

Maroondah City Council

Maroondah City Council (Council) (ABN 98 606 522 719) provides services to the community within the City of Maroondah. The role of a Council is defined in the *Local Government Act 1989* which formalises a Council's legal status, purpose and objectives; delegates Council with specific functions and powers; and imposes Council with various duties.

The municipality is divided into nine wards: Barngeong, Bungalook, Jubilee, McAlpin, Tarralla, Wicklow, Wonga, Wombalano and Yarrunga. Each ward is represented by one Councillor, giving a total of nine Councillors. Councillors are responsible for the stewardship and governance of Council.

Within the framework of strategic leadership and representative government, a position of Chief Executive Officer (CEO) is established by the *Local Government Act 2020* to oversee the day-to-day management of Council operations in accordance with the strategic directions of the Council Plan. The CEO together with four Directors form the Corporate Management Team (CMT) that leads the organisation. CMT is supported by Service Area Managers and employees with specialist skills to develop, implement, manage and deliver the operational, service and administrative activities required to meet the needs and expectations of the

community. Figure 2 describes the CMT organisational structure. There are 14 service area managers and 1,168 employees (381 full-time, 313 part-time and 474 casual employees, equivalent to 524.68 full-time employees) that work to deliver outcomes for the local community (as at 30 June 2021).

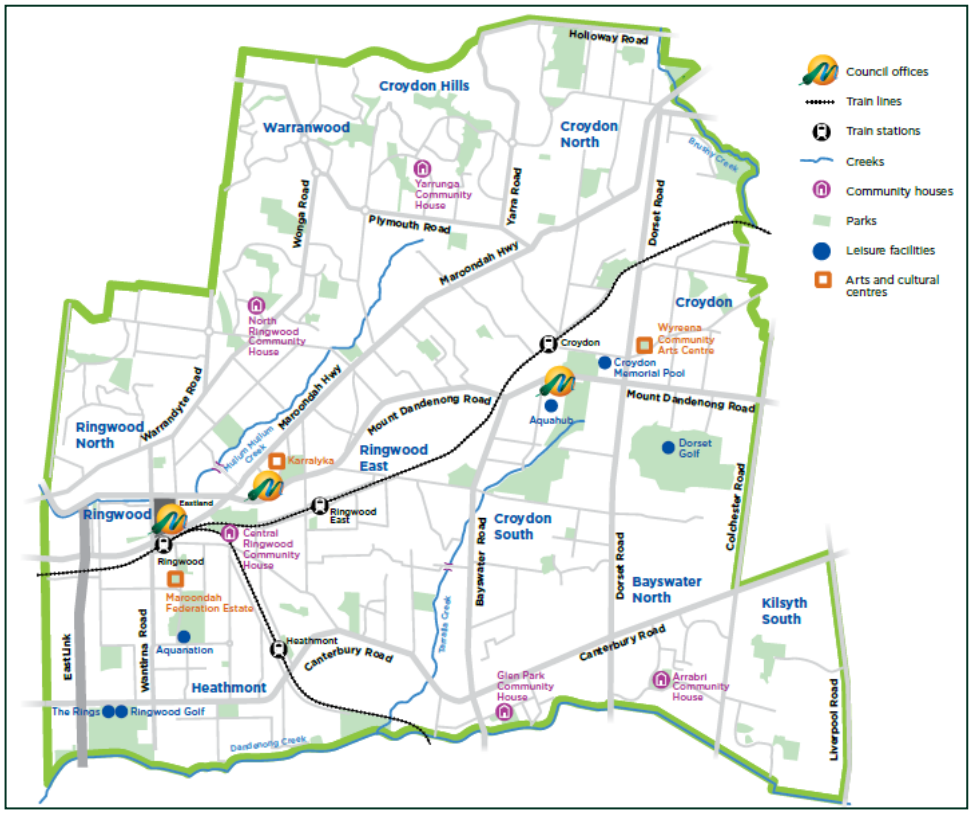
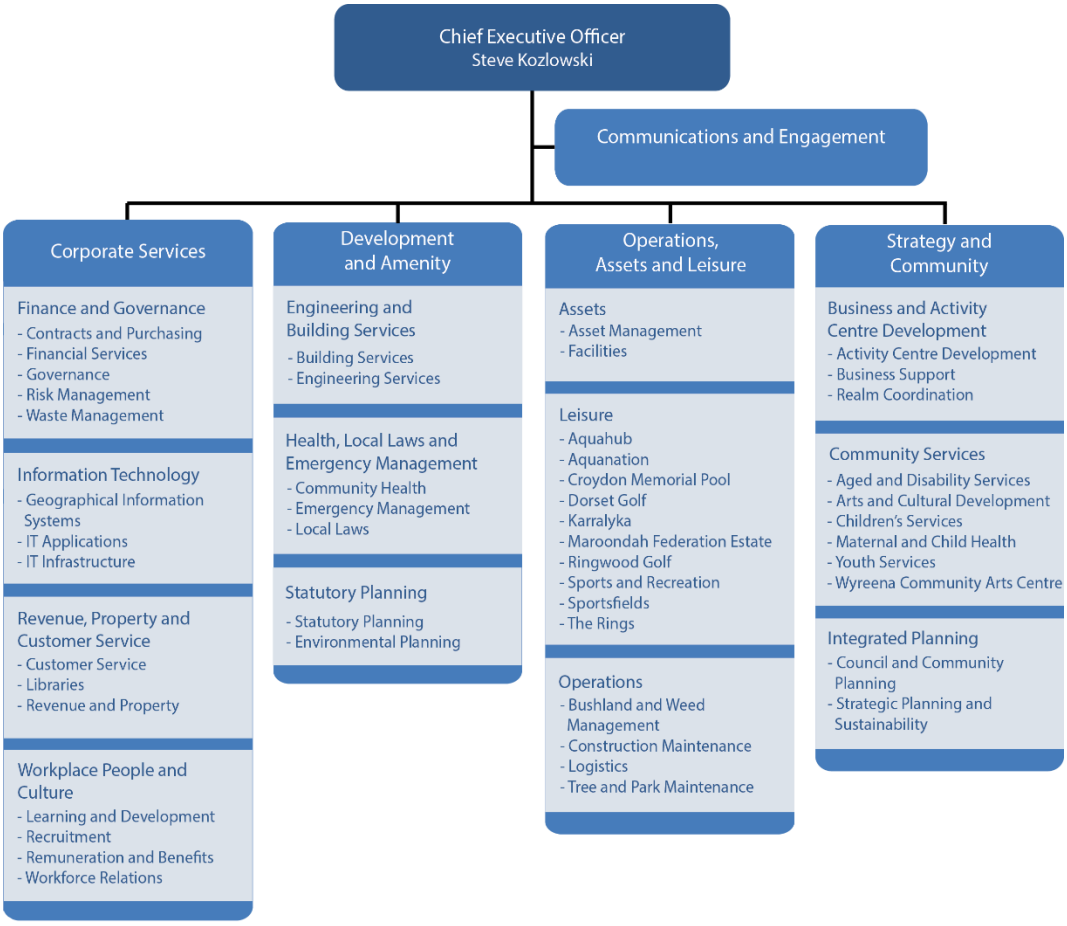


Figure 1: Boundary map of the City of Maroondah



Council operates administrative functions from the following main locations:

- Realm (including Council Chambers) - 179 Maroondah Highway, Ringwood
- Operations Centre - 24-28 Lincoln Road, Croydon
- Croydon Service Centre - Croydon Library, Civic Square, Croydon

Maroondah has 565 parks and reserves which includes 51 sports ovals, 44 bushland reserves, two golf courses, 133 public playgrounds, and three skate areas. In addition, Council runs five major aquatic and leisure centres, two libraries, three arts and cultural centres seven maternal and child health centres and three early childhood education and care services.

Over 120 different services are provided by Council including: aged and disability support services, business support, community planning and development, children and youth services, infrastructure maintenance and renewal, leisure and sporting facilities, maternal and child health, parks and reserves, planning and building, drainage, roads and footpaths, and waste and recycling.

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 organisation's 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. Further detail is available at Appendix D.

Inside emissions boundary

Quantified

Accommodation and facilities

Air Transport

Cleaning and Chemicals

Electricity (including street lighting)

Food

ICT services and equipment

Land and Sea Transport (transport fuels used by plant and fleet, business travel, and staff commute)

Office equipment & supplies

Postage, courier and freight

Professional Services

Stationary energy (natural gas, bulk fuel (diesel and petrol)), LPG)

Operational waste to landfill

Potable water

Working from home

Non-quantified

Refrigerants

Contractor fuels

Asphalt

Outside emission boundary

Excluded

N/A

Data management plan for non-quantified sources

The data management plan below outlines how more rigorous quantification can be achieved for material (greater than 1%) non-quantified emission sources.

While a data management plan may not be required for all quantified sources, Council intends to continuously improve data quality for all emissions sources over time. This may include refinement of data collection methods, and recalculation if new emissions sources are included.

For the following non-quantified sources where an uplift has been applied, the following data collection processes will be refined in the 2021/22 or 2022/23 reporting periods:

Refrigerants: further refinement of Council's Asset Management Register will allow the collection of refrigeration equipment information, including model information which currently lacking in the register for most of the equipment listed. The refrigerant type can then be assessed from manufacturer's websites, and emissions factors determined. It is expected that at least a preliminary assessment of this emissions

source can be undertaken to determine materiality.

Contractor Fuel Use: data for this emissions source is not yet available. In order to collect this data in the future, major contractors (such as the provision of waste collection services, horticulture services, and minor works contracts) is required will be requested to provide activity data related to annual fuel use for the provision of contract services. It may take a number of reporting periods to allow for accurate, complete emissions data from this source. These emissions will be reported as Scope 3 emissions in the future.

Asphalt: accurate data for this emissions source is not yet available. The data management plan will include assessing the materiality of the emissions source and collection of expenditure data in relation to asphalt used and consideration of the embodied emissions from these materials.

4.EMISSIONS REDUCTIONS

Emissions reduction strategy

Council's emissions reduction strategy is driven from a number of key strategic documents including the *Maroondah 2040 Community Vision* to be Clean, Green and Sustainable Community, and the *Maroondah Sustainability Strategy 2016 to 2020*, which includes key directions strive to become a carbon neutral Council by implementing energy efficient initiatives and embracing clean energy solutions, mitigate and adapt to the effects and impacts of climate change, and to work in partnership to reduce greenhouse gas emissions. The Sustainability Strategy is currently under review and is expected to be completed mid-2022.

Council's *Carbon Neutral Strategy and Action Plan 2014/15 to 2020/21* seeks to achieve planned, systematic and supported approach to carbon management by fostering collaboration and ownership of its principles and actions across Council departments, mapping a path to carbon neutrality. The Strategy aims to embed low carbon considerations into decision-making processes and provides a process for a carbon reduction program built on continual review and improvement, following the carbon reduction hierarchy of avoid, reduce, replace and offset.

The Strategy also sets the following relevant target:

- 20% emissions reduction below 2010/11 levels by 2020/21 (excluding Aquanation)
- Council to be carbon neutral by 2020

The Carbon Neutral Strategy is currently under review and is expected to be completed mid-late 2022. During the preparation of the next strategy, the targets and actions will be evaluated with a view to revise them to further Council's emissions reduction ambitions.

Council's short-term emissions reduction target of a 20% emissions reduction below 2010/11 levels by 2020/21 (excluding Aquanation) has been achieved, and Council is on track to achieve the longer-term 2025/26 target.

The emissions reduction measures implemented during the current reporting period (2020/21) are described under section "Emissions reduction actions". The table below describes planned emission reduction measures to be implemented in future reporting years.

Year	Emission source	Reduction measure	Status
2020 - 2022	Street lighting (Scope 3)	Decorative street light change-over to LED lighting and development of a business case for cost-shared Category P and V streetlights.	In progress

2021/22	Electricity (Scope 2 and 3)	Rooftop solar PV systems (to a total of 304kW) are proposed to be installed on the following facilities – Silcock, Springfield Multipurpose, and Jubilee Park Pavilions, Croydon Civic buildings, Tarralla Kinder, 3rd Croydon Scouts, and Karralyka	In progress
2021/22	Staff commute (Scope 3)	Staff behaviour change program "Alternative ways to work" encouraging staff to catch public transport, ride to work, and to car-pool.	Planned

Emissions reduction actions

The table below describes planned emission reduction measures undertaken in the reporting period.

Year	Emission source	Reduction measure	Status
2021/22	Electricity (Scope 2 and 3)	Local Government Power Purchasing Agreement - project to procure 100% renewable energy (through LGC purchase) for Large Market Electricity Sites (contracts commenced July 2021).	Commenced
2020/21	Electricity and stationary energy (Scope 1, 2 & 3)	Energy efficiency upgrades to the heating, ventilation, and air conditioning (HVAC) system, removal of gas boilers, and roof upgrade with improved insulative properties at Karralyka.	In progress
2020/21	Electricity, stationary energy and water (Scope 1, 2 & 3)	Construction of a 5-star GreenStar main Council administration building. Credits towards certification includes solar PV, rainwater tank, building design to reduce energy consumption.	Complete
2020 - 2022	Street lighting (Scope 3)	Decorative street light change-over to LED lighting and development of a business case for cost-shared Category P and V streetlights.	In progress

2020/21	Electricity (Scope 2 and 3)	Rooftop solar PV systems (total systems size of 161kW) were installed on the following facilities Proclamation Park, Heathmont Pre-school, Maroondah Pre-school, North Ringwood Scout Hall, HE Parker Sporting Pavilion, Realm Extension.	Complete

5.EMISSIONS SUMMARY

Emissions over time

Emissions since base year		
		Total tCO_2-e
Base year:	2018-19	18,866
Year 1:	2019-20	16,368
Year 2:	2020-21	16,031

Significant changes in emissions

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
Stationary Energy – Natural Gas Vic (metro) (GJ)	2,801.70	3,107.86	COVID restrictions lead to reduced facility use / closures and decreased consumption.
Total net electricity emissions (Location based)	9,293.895	7,477.652	Current year includes "third-party controlled streetlighting" which was listed separately in the previous year's inventory (ID 1140).

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 location approach.

The previous report was a projection report using representative data to estimate the emissions for the reporting year. This table shows the differences between the projected emissions and the actual emissions recorded.

Emission category	Projected emissions (tCO_2-e)	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	1.739	0	0	0.5283	0.5283
Air transport (km)	7.808	0	0	0.9564	0.9564

Cleaning and chemicals	395.294	0	0	582.1786	582.1786
Electricity	7,477.652	0	9,293.8950	0	9,293.8950
Food	288.493	0	0	204.0970	204.0970
ICT services and equipment	103.496	0	0	227.9330	227.9330
Land and sea transport (fuel)	1,086.268	916.4916	0	47.4481	963.9397
Land and sea transport (km)	325.482	0	0	387.3705	387.3705
Office equipment & supplies	120.543	0	0	177.5894	177.5894
Postage, courier and freight	338.616	0	0	43.3568	43.3568
Professional services	236.941	0	0	168.2748	168.2748
Refrigerants	0	0	0	0	0
Roads and landscape	1,851.34	0	0	0	0
Stationary energy	3,202.785	2,719.4030	0	208.1243	2,927.5273
Waste	35.462	0	0	52.7500	52.7500
Water	116.257	0	0	295.7847	295.7847
Working from home	0	0	0	-58.8550	-58.8550
Total net emissions	15,588.176 tCO_2-e	3,635.8946	9,293.8950	2,337.5366c	15,267.326 tCO_2-e
Difference between projected and actual					320.94 = tCO_2-e

Uplift factors

An uplift factor is an upwards adjustment to the total carbon inventory to account for relevant emissions, which can't be reasonably quantified or estimated. This conservative accounting approach helps ensure the integrity of the carbon neutral claim.

Reason for uplift factor	**tCO_2-e**
Fugitive emissions – refrigerants (Uplift to account for non-quantified sources where data is unavailable)	76.337
Contractor fuels (Uplift to account for non-quantified sources where data is unavailable)	534.356
Asphalt (Uplift to account for non-quantified sources where data is unavailable)	152.673
Total footprint to offset (uplift factors + net emissions)	16,030.692

6.CARBON OFFSETS

Offsets strategy

Offset purchasing strategy: Forward purchasing		
1.	Total offsets previously forward purchased and banked for this report	16,031
2.	Total emissions liability to offset for this report	16,031
3.	Net offset balance for this reporting period	0
4.	Total offsets to be forward purchased to offset the next reporting period	16,047
5.	Total offsets required for this report	16,047

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 use (21/22 Projection)**	**Quantity used for this reporting period claim (20/21 true-up)**	**Percentage of total (%)**
Bundled Wind Power Project in Madhya Pradesh, Gujarat and Kerala by D.J. Malpani	VCU	Verra	19 June 2020	8076-453239735-453243113-VCU-034-APX-IN-1-1679-01012017-23122017-0 https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=114776	2017	3,379	137	0	3,242	20%
CECIC HKC Gansu Changma Wind Power project	VCU	Verra	1 July 2020	7822-430596681-430600180-VCU-034-APX-CN-1-717-01012019-28092019-0 https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=115696	2019	3,500	0	0	3,500	22%
Bundled Wind Power Project in Tamilnadu, India, co-ordinated by Tamilnadu Spinning Mills Asssociation (TASMA-V2)	VCU	Verra	6 Jan 2021	9064-64981020-64997519-VCS-VCU-508-VER-IN-1-1353-01012017-31122017-0 https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=122698	2017	16,500	0	7,211	9,289	58%
Wind based	VCU	Verra	25	4984-206576065-206576279-VCU-029-	2016	215	0	215	0	0%

power generation by Panama Wind Energy Private Limited in Maharashtra, India			Nov 2021	MER-IN-1-1671-02042016-31122016-0 https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=23290						
Methane Recovery Project Praktijkcentrum Sterksel, North Brabant, The Netherlands	VCU	Verra	25 Nov 2021	11594-344344289-344350702-VCS-VCU-290-VER-NL-1-338-01012013-31122013-0 https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=149961	2013	6,414	0	6,414	0	0%
Vishnuprayag Hydro-electric Project (VHEP) by Jaiprakash Power Ventures Ltd.(JPVL)	VCU	Verra	25 Nov 2021	10789-248616513-248618349-VCS-VCU-259-VER-IN-1-173-01012014-31122014-0 https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=141062	2014	1,837	0	1,837	0	0%
Bundled Solar Power Project by D.J. Malpani and Giriraj Enterprises	VCU	Verra	25 Nov 2021	5079-211271784-211271943-VCU-029-MER-IN-1-1670-01012017-25022017-0 https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=27858	2017	160	0	160	0	0%
Wind based power generation by Panama Wind Energy Private Limited in Maharashtra, India	VCU	Verra	25 Nov 2021	4984-206576280-206576489-VCU-029-MER-IN-1-1671-02042016-31122016-0 https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=152858	2016	210	0	210	0	0%

Total offsets retired this report and used in this report	16,031
Total offsets retired this report and banked for future reports	16,047

Type of offset units	Quantity (used for this reporting period claim)	Percentage of total
Verified Carbon Units (VCUs)	16,031	100%

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
N/A									
					Total LGCs surrendered this report and used in this report				0

APPENDIX A: ADDITIONAL INFORMATION

N/A

APPENDIX B: ELECTRICITY SUMMARY

Electricity emissions are calculated using a location approach

Location-based method

The location-based method provides a picture of a business's electricity emissions in the context of its location, and the emissions intensity of the electricity grid it relies on. It reflects the average emissions intensity of the electricity grid in the location (State) in which energy consumption occurs. The location-based method does not allow for any claims of renewable electricity from grid-imported electricity usage.

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	944,028	0	10%
Total non-grid electricity	**944,028**	**0**	**10%**
LGC purchased and retired (kWh) (including PPAs & Precinct LGCs)	0	0	0%
GreenPower	0	0	0%
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)	1,613,642	0	17%
Residual electricity	6,912,867	7,418,063	0%
Total grid electricity	**8,526,509**	**7,418,063**	**17%**
Total electricity consumed (grid + non grid)	**9,470,537**	**7,418,063**	**27%**
Electricity renewables	2,557,670	0	
Residual electricity	6,912,867	7,418,063	
Exported on-site generated electricity	**275,247**	**-214,693**	
Emission footprint ($kgCO_2$-e)		7,203,370	

Total renewables (grid and non-grid)	**27.01%**
Mandatory	**17.04%**
Voluntary	**0.00%**
Behind the meter	**9.97%**
Residual electricity emission footprint (tCO_2-e)	**7,203**

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)
ACT	0	0
NSW	0	0
SA	0	0
Vic	8,526,509	9,293,895
Qld	0	0
NT	0	0
WA	0	0
Tas	0	0
Grid electricity (scope 2 and 3)	**8,526,509**	**9,293,895**
ACT	0	0
NSW	0	0
SA	0	0
Vic	944,028	0
Qld	0	0
NT	0	0
WA	0	0
Tas	0	0
Non-grid electricity (behind the meter)	**944,028**	**0**
Total electricity consumed	**9,470,537**	**9,293,895**
Emission footprint (tCO_2-e)	**9,294**	

Climate Active carbon neutral electricity summary

Carbon neutral electricity offset by Climate Active product	Activity data (kWh)	Emissions ($kgCO_2$-e)
N/A	**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, are captured within the emissions boundary, but are not measured (quantified) in the carbon inventory. These emissions are accounted for through an uplift factor. 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
Fugitive emissions - refrigerants	No	No	Yes (uplift applied & data plan in place)	No
Contractor Fuels	No	No	Yes (uplift applied & data plan in place)	No
Asphalt	No	No	Yes (uplift applied & data plan in place)	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.

As per relevance test, there are no excluded emission sources.

Emission sources tested for relevance	(1) Size	(2) Influence	(3) Risk	(4) Stakeholders	(5) Outsourcing	Included in boundary?
Purchased goods and services	Yes	Yes	Yes	No	No	Yes
Fuel and energy related activities	Yes	Yes	Yes	No	No	Yes
Waste generated in operations	No	Yes	No	No	No	Yes

Business travel	No	Yes	No	Yes	No	Yes
Employee commuting	Yes	Yes	No	Yes	No	Yes
Downstream leased assets*	No	Yes	No	No	No	Yes

* only included for those sites where the data is available.

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