



PUBLIC DISCLOSURE STATEMENT

CITY OF MELBOURNE
MELBOURNE KNOWLEDGE WEEK 2022
9 – 15 MAY

PRE-EVENT REPORT

Australian Government
Climate Active
Pre-event Public Disclosure Statement
Large event



NAME OF RESPONSIBLE ENTITY: CITY OF MELBOURNE

EVENT NAME: MELBOURNE KNOWLEDGE WEEK 2022

EVENT DATE(S): 9 – 15 MAY

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

Date 25/03/2022

A handwritten signature in blue ink, appearing to read 'Tiffany Crawford', on a light-colored background.

Name of Signatory: Tiffany Crawford

Position of Signatory: Co-Director, Climate Change and City Resilience



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

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Version number May 2021

1. Carbon neutral information

Activity data collected from previous occurrences of this event has informed the preparation of this carbon inventory.

Event introduction

Melbourne Knowledge Week (MKW) is an annual festival that brings Melburnians together to explore and discuss, to share ideas, to challenge assumptions, and to spark new ways of thinking. Across seven days, the broad program of events, workshops and performances celebrates Melbourne's rich heritage and potential for innovation.

MKW was first certified carbon neutral in 2019, was cancelled in 2020 due to COVID19, but continued in 2021. MKW will continue a hub style program with five primary hubs within closer proximity to the central business district to create a 'Little Lonsdale Corridor', aimed at encouraging greater street activation. Hubs for 2022 will include:

- Wesley Place – a public urban park in the CBD
- QV Melbourne – a precinct in the heart of the CBD, including the QV square, the Queen Victoria Women's Centre and No Vacancy gallery space
- The State Library of Victoria – Victoria's main public library in the heart of the CBD
- Melbourne Connect – a new space within the Melbourne Innovation District
- The Wheeler Centre – a literary and publishing centre in the southern wing of the State Library of Victoria

Additional venues will include

- The Melbourne Town Hall Commons – hosting a permanent display of a 'City DNA 3D model'
- The Capitol (RMIT) - a historic theatre on Swanston Street
- Foy's Arcade – an innovative exhibition space

Events are classified for emissions reporting purposes into three tiers:

- Tier one – Events run either directly by City of Melbourne (CoM) or run within a MKW hub
- Tier two – Events induced by MKW with funding but run by partner organisations
- Tier three – Events run by partners under the banner of MKW but without MKW influence

While Tier three events are outside operational control of MKW, they are still included in the scope of the emissions inventory via a 5% uplift factor. This 5% represents the proportional patronage of Tier 3 events to Tiers 1 and 2. In total, MKW is expected to attract around 36,000 attendees.

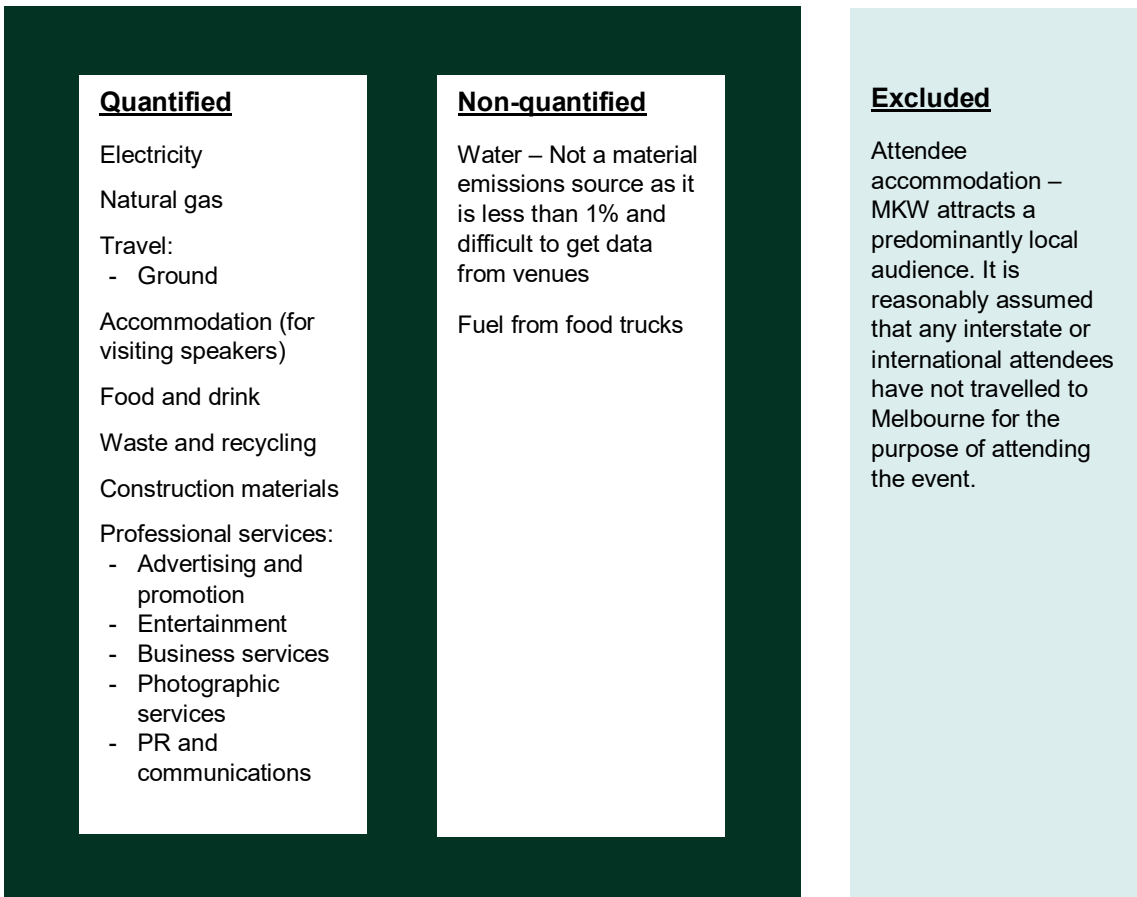
2. Emissions reduction measures

Reduce virgin materials in hub fit out: The City of Melbourne will again engage Moth Designs for the fit out and theming for MKW 2022. Moth has been working with the City of Melbourne on a number of large events over many years and employs a zero-waste ethos and prioritises reuse and recyclability to all the items it produces. One of the over-arching principles of this contract is to minimise the use of new construction material in creating event theming items (e.g. booths, activations, sets, bars and signage).

Sustainable transport communication: It is now well understood that attendee transport is the second largest source of emission for CoM major events. Attendees to MKW 2022 will be encouraged to walk, cycle or take a tram to reduce their transport emissions.

3. Emissions boundary

Emission boundary Diagram



4. Emissions summary

Table 1 Emissions summary

Emission source category	tonnes CO ₂ -e
Electricity	16.4
Ground transport	18.3
Accommodation	0.3
Food and drink	20.9
Waste	2.9
Construction materials	30.4
Professional services	150
Postal Services	0.4
	Total tCO₂-e 240
Uplift factor (5%)	4
	Total tCO₂-e + uplift factor 244

The 5% uplift factor covers all tier three events which are advertised under the banner of MKW but which are not managed or induced by CoM. Professional service and transport have been excluded from this as they already apply to tier three events and including them in the uplift would constitute double counting.

5. Data collection

Table 2 Data collection

Emission source	Data collection method	Assumptions
Attendee Travel	<p>MKW conducts a survey of up to 500 attendees and gathers -</p> <p>1) mode of transport and</p> <p>2) origin of destination (postcode)</p> <p>Total distance travelled by each mode is calculated and then extrapolated across all attendee numbers and an attribution factor is applied based on whether an attendee attended a paid event, a free event or just an event activation.</p>	<ul style="list-style-type: none"> - The extrapolation is representative of true travel distance - The attribution factor accurately represents the proportion of travel that can be attributed to the event versus other activities the attendee may have travelled for on that day.
Accommodation	<p>Attendee accommodation is not quantified.</p> <p>Accommodation for visiting speakers is coordinated by CoM and all booking information is available.</p>	<p>MKW is predominantly attended by Victorians.</p>
Food	<p>Data collection sheets are given to those events known to have catering. Catering will be managed by a limited number of suppliers at hub venues and restaurants. This data can be collected directly from these caterers.</p>	<p>Tier three events utilize catering proportionally to hub events thus the subsequent emissions are picked up through the uplift factor.</p>
Electricity	<p>Electricity accounts from each hub venue will be collected and a daily average calculated and applied to the number of days the venue is used for MKW.</p>	<p>The average daily electricity usage is representative of actual daily electricity usage times the percentage of venue floor space used over the period of MKW.</p>
Waste	<p>Hub venues will present all waste and recycling on a data collection sheet provided ahead of the event.</p>	<p>The average daily waste usage is representative of actual waste collected over the MKW period times the percentage of venue floor space used.</p>
Construction Materials and Services	<p>Providers of construction services will present all relevant construction material costs on a data collection sheet provided ahead of construction.</p>	
Professional Services	<p>All invoices for the various professional services will be provided by event management staff.</p>	

6. Eligible offset units

Offsets summary

Table 3: Offsets summary

Project description	Type of offset units	Registry	Date retired	Serial number (and hyperlink to registry transaction record)	Vintage	Stapled Quantity	Eligible quantity (tCO ₂ -e)	Eligible quantity used for previous reporting periods	Eligible quantity banked for future reporting periods	Eligible quantity used for this reporting period t/CO ₂	Percentage of total (%)
*Savanna Burning Investment Ready Project - Cape York Pilot Aurukun	ACCUs	ANREU	03/06/2020	3,799,427,512 - 3,799,428,511	2020	-	1000	773	177	50	20%
Grouped Hydropower Plants in Chongqing, Yunnan, Sichuan and Guizhou Provinces, P.R. China	VCUs	VERRA	28/03/2022	6943-360495366-VCU-028-APX-CN-1-438-28032016-25092016-1	2016	-	194	0	0	194	80%
Total offsets retired this report and used in this report										244	
Total offsets retired this report and banked for future reports										177	
Type of offset units			Quantity (used for this reporting period claim)				Percentage of total				
Australian Carbon Credit Units (ACCUs)			50				20%				
Verified Carbon Units (VCUs)			194				80%				


*The City of Melbourne's offset provider has pre-retired all 1000 ACCUs from this project. A total of 147 units were attributed to Melbourne Knowledge Week 2021. A further 364 are attributed to Moomba 2022, 262 units to Firelight 2022 and 50 units are attributed to Melbourne Knowledge Week 2022. This leaves 177 units which will be attributed to future carbon neutral events

7. Use of certification trade mark

Table 4: Trade mark register

Description where trademark used	Logo type
Melbourne Knowledge Week website	Certified event





Australian National Registry of Emissions Units

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Logged in as: Rhyannon Galea / Industry User

ANREU Home

Account Holders

Accounts

Unit Position Summary

Projects

Transaction Log

CER Notifications

Public Reports

My Profile

Transaction Details

Transaction details appear below.

Transaction Successfully Approved

Transaction ID	AU15162
Current Status	Completed (4)
Status Date	03/06/2020 18:37:47 (AEST) 03/06/2020 08:37:47 (GMT)
Transaction Type	Cancellation (4)
Transaction Initiator	Galea, Rhyannon Margaret Rosalie
Transaction Approver	Galea, Rhyannon Margaret Rosalie
Comment	Carbon credits retired on behalf of City of Melbourne to comply with its Climate Active certification for emissions during FY2019/20

Transferring Account

Account Number: AU-2977

Account Name: South Pole Australia Financial Services Pty Ltd

Account Holder: South Pole Australia Financial Services Pty Ltd

Acquiring Account

Account Number: AU-1068

Account Name: Australia Voluntary Cancellation Account

Account Holder: Commonwealth of Australia

Party	Units	Transaction Type	Original CP	Current CP	ESE Project ID	NGER Facility ID	NGER Facility Name	Safeguard	Kyoto Project #	Vintage	Expiry Date	Serial Range	Quantity
AU	KACCU	Voluntary ACCU Cancellation			EZF101805					2019-20		3,792,963,615 - 3,792,964,614	1,000
AU	KACCU	Voluntary ACCU Cancellation			EQP100972					2019-20		3,799,427,512 - 3,799,428,511	1,000

Transaction Status History

Status Date	Status Code
03/06/2020 18:37:47 (AEST)	Completed (4)
03/06/2020 08:37:47 (GMT)	
03/06/2020 18:37:47 (AEST)	Proposed (1)
03/06/2020 08:37:47 (GMT)	
03/06/2020 18:37:47 (AEST)	Account Holder Approved (97)
03/06/2020 08:37:47 (GMT)	
03/06/2020 18:37:26 (AEST)	Awaiting Account Holder Approval (95)
03/06/2020 08:37:26 (GMT)	

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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>

Attendee accommodation	No	No	Yes	No	No
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APPENDIX 2

Non-quantified emissions for the event

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	<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	Yes	Yes	No	No
Fuel from food trucks	Yes	Yes	No	No