PUBLIC DISCLOSURE STATEMENT

The Trustee for the Critical Care Education Trust

CODA 22

11 – 14 SEPTEMBER 2022

PRE-EVENT REPORT

Australian Government

Climate Active
Public Disclosure Statement

An Australian Government Initiative

RESPONSIBLE ENTITY NAME	The Trustee for Critical Care Education Trust
NAME OF EVENT	CODA22
EVENT DATE(S)	11-14 September 2022
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: Madeleine Catlin Position of signatory: Operations Manager Date: 15 August 2022

Australian Government
Department of Industry, Science, Energy and Resources

Version: March 2022

1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	423 tCO_2-e
OFFSETS BOUGHT	100% GS VER
RENEWABLE ELECTRICITY	15%
TECHNICAL ASSESSMENT (LARGE EVENT ONLY)	N/A - Small event.

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2. CARBON NEUTRAL INFORMATION

Description of certification

Event name: CODA22
Event date(s): 11-14 September 2022
Event location(s): Melbourne VIC
Expected attendees: 600

The Climate Active event calculator was used to prepare this carbon inventory, which is based on the *Climate Active Carbon Neutral Standard for Events*.

"CODA recognizes the health impacts associated with carbon emissions and climate change. A major component of the CODA 2022 event is the theme of climate emergency. For this reason, it is important that CODA 2022 is a carbon neutral event."

Event description

CODA holds an annual conference with the purpose to improve clinical education in Australia. Bringing industry professionals together, the conference includes presentations, workshops and round table discussion on engaging clinical content, global health issues and solutions to improve medical practice. This event will be held in Melbourne from 11-14 September 2022 (four days), across three locations – the Melbourne Convention and Exhibition Centre (MCEC), The Edge ("Edge") in Fed Square and Showtime Events Centre (SEC). Approximately 600 attendees are expected at the conference from across Australia and internationally. The climate active certification will cover all four days and the three locations of the conference.

CODA recognizes the health impacts associated with carbon emissions/ climate change. CODA Earth is a key action plan for the organization aimed to reduce carbon emissions to better protect patients, healthcare systems and the planet. A major component of the event is the theme of climate emergency. Prior to the event, delegates will be able to review preliminary set of action plans designed for the healthcare community to take in order to tackle the climate emergency. These final action plans will be presented as part of CODA2022. For this reason, it is important that CODA 2022 is a carbon neutral event. This will be the first year that CODA has been certified carbon neutral.

CODA has prepared the following Climate Active Carbon Neutral Standard for Events in the data collection and preparation of this report.

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 event, 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 the event'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.

The emission sources in the boundary diagram below are as per the emissions categories in the emission summary table.

Inside emissions boundary

Quantified

Electricity

Gas

Attendee travel (air, land, other)

Catering: Food & drink

Office fittings, fixtures, and furniture

Attendee accommodation

Waste

Water usage

Non-quantified

None identified

Outside emission boundary

Excluded

Contractor vehicle use

Cleaning services

Office-based event preparation activities

Marketing materials

Special event lighting

Data collection

Data was collected for each emission source at all three venues that would be used for the event. The following assumptions were made where actual data was not available to use.

Emission source	Data collection method	Assumptions / conservative approach
Travel	Travel (km) to and from the event by all attendees was considered. Methods of travel included by air, car, bus, train, walking, biking, ferry, motorbike/scooter, taxi, and tram. Travel was estimated using the climate active calculator estimates and the number of people expected to attend the event. Attendee numbers were estimated based on previous events and the number of ticket sold at this point in time (400 tickets have been sold to date however CODA expects late sign ups based on past experience).	The following assumptions have been made: ▪ 600 people will attend the event ▪ All cars will be medium – unknown fuel ▪ All flights will be economy class ▪ All flights are return flights to the same origin
Accommodation	The total kWh for event accommodation by attendees, employees and speakers has been	The following assumptions have been made:

	considered for the event. Using the estimation approach in the climate active event calculate and the number of people estimated to attend CODA22.	▪ 600 people will attend the event; as per the Climate Active calculator a total of 405 attendees will require accommodation. ▪ Attendees will stay in a hotel for three nights. ▪ As per the Climate Active event calculator, the average hotel will have emissions of 59 kWh/m^2.
Food	Emissions and waste from food and catering for the conference have been calculated using the Climate Active event calculator tool. Two different methods were used due to a lack of data available for collection. For Showtime, an estimation was found using food by expenditure. For MCEC and Edge, it was calculated using food by meal type. Estimation provided by event organisers and event locations selected menus and expected attendees numbers. Based on data availability, different estimation methods have been used for different venues serving food. **Venue: Showtime** Showtime has provided a breakdown of the average spend on food for each category based on the menu pre-selected by CODA. **Venue: MCEC** The type of meals, number of meals and estimated number of guests attending the workshops have been used to determine the low and high emissions. The venue has been instructed to only serve vegetarian and pescatarian options. Based on this data and Climate Active event calculator, the emissions and food wastage has been estimated. **Venue: Edge** The methodology for the Edge followed the same methodology as MCEC.	The following overall assumptions have been made: ▪ 600 people will attend the event; ▪ Showtime Centre will provide vegetarian and pescatarian options only. ▪ No changes to the menu will be made before the event ▪ Assumes one meal per person The following location-specific assumptions have been made: ▪ Only 100 people will attend the workshops at the Edge. ▪ For emissions from estimated food item, the emissions factors for low and high emission food categories provided in the Climate Active event calculator have been used for MCEC and the Edge. ▪ For food wastage, the conversion factors provided in the Climate Active event calculator have been used for MCEC and the Edge
Electricity	Emissions from electrical use for the conference were considered. Data was collected for each location based on the following methods. **Venue: Showtime** Energy and gas figures provided were estimates of the kWh per day based on an April electricity invoice. **Venue: MCEC** MCEC provided a breakdown of the square metreage of each MCEC conference room, plenary space and as well as the average energy use per square meter per day in 2019. This data was then used to calculate the electricity kWh in the event calculator using the m^2 of booked event space. The total kWh was then input into the actual calculator to capture the procurement of renewable energy from LGCs. **Venue: Edge** Energy figures were estimated based on the venue m^2 for The Edge and the	The following overall assumptions have been made: ▪ Use of rooms within the event locations will not expand beyond those booked by the event. The following location-specific assumptions have been made: ▪ Energy use based on 2019 energy data to ensure actual energy use for the specific rooms booked is captured for the MCEC ▪ Climate Active calculator estimation used for MCEC and Edge - assumes 275 watts/m2/hour

	number of minutes that the event will run for (as per climate active calculator).	
Waste	Estimation based on previous events for Showtime and The Edge and the average number of wheelie bins, number of collections per year, % full that the bins were on average was provided. **Venue: MCEC** Estimation based on a quote from a supplier for MCEC which provides the cost of waste disposal. **Venue: Showtime** **Venue: Edge**	The following location-specific assumptions have been made: ■ MCEC bins will be 100% full when collected ■ Showtime bins will be 75% full when collected ■ The Edge bins will be 80% full when collected
Water usage	Estimation based on number of expected attendees and was calculated as per the climate active events calculator.	The following overall assumptions have been made: ▪ Used the Climate Active event calculator – assumes 36L/person/day

4. EMISSIONS REDUCTIONS

Emissions reduction measures

CODA 2022 has undertaken emissions reductions activities where possible, before it plans to compensate for emissions through the purchase and cancellation of eligible offset units.

Where possible, emissions reduction from activities listed in the table below. Quantification of reduction measures will be calculated post-event. An emissions reduction strategy has not yet been prepared.

Table # Emissions Reduction measures implemented in the current certification period				
Emission source	Reduction measure and calculation method	Scope	Status	Reduction (kg C02-e)
Catering - Food	A higher proportion of low emission meals (vegetarian) will be served for the entire event. The target for these meals has been set at 90% vegetarian vegan meals, and 10% meat/ and/pescatarian meals.	3	Not yet implemented	Can be measured post-event.
Renewable energy	The MCEC purchases RECs at 15% of total energy use.	2	Implement through the event venue – MCEC.	5391.7 kg C02-e

5. EMISSIONS SUMMARY

Use of Climate Active carbon neutral products and services

NA.

Event emissions summary

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

Emission category	Sum of total emissions (tCO_2-e)
Bespoke – Accommodation	0.08
Electricity	12.75
Food	10.51
Stationary Energy (gaseous fuels)	1.72
Transport (Air)	349.23
Transport (Land and Sea)	10.07
Waste	24.38
Water	0.21
Office equipment & supplies	15.4
Total net emissions	**424.35**

Uplift factors

No uplift factors were used as all required emissions sources were quantified.

6. CARBON OFFSETS

Eligible offsets retirement summary

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**	**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**	**Percentage of total (%)**
InfraVest Taiwan Wind Farms Bundled Project 2012	VER	Impact registry	18/8/22	GS1-1-TW-GS1350-12-2019-20375-60201-60623 https://registry.goldstandard.org/credit-blocks/details/287931	2019	423	423	0	0	423	100%
									Total offsets retired this report and used in this report	423	
									Total offsets retired this report and banked for future reports	0	

Type of offset units	Quantity (used for this reporting period claim)	Percentage of total
Verified Emissions Reductions (VERs)	423	100%

Co-benefits

The proposed project is a bundle of three wind energy projects, “InfraVest Tongyuan Wind farm project ", "InfraVest chubei Wind farm project", “InfraVest Zhaowei Wind farm project". It shall not be debundled into separate projects in the future. Summary: The project involves the development of three wind farms in Taiwan: InfraVest Tongyuan Wind farm project: a 52.9 MW onshore wind farm located in Tongxiao Township (Miaoli County, which comprises 23 wind turbines (hereafter : Tongyuan wind farm). InfraVest Chubei

Wind farm project: a 11.5 MW onshore wind farm in Hsinchu County, Zhubei City which comprises 5 wind turbines (hereafter : Chubei wind farm). InfraVest Zhaowei Wind farm project: a 13.8 MW onshore wind farm in Tongxiao Township, Miaoli County, which comprises 6 wind turbines (hereafter : Zhaowei wind farm

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)*	3
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
Pacific Hydo Wind Farm Crowlands in western Victoria	LGC	Pacific Hydro Crowlands Pty LTD	March 2022	WD00VC32	203712-204600*	2021	3	Wind	VIC
					Total LGCs surrendered this report and used in this report		3		

*Please note: MCEC purchased 889MWh of LGC's which relate to the entire venue. Only 3 MWh (2,420kwh) relate to the CODA22 event.

APPENDIX A: ADDITIONAL INFORMATION

N/A

APPENDIX B: ELECTRICITY SUMMARY

As per the event standard guidelines for new event certifications, a dual approach has been considered. Both a location-based and market-based approach summary for Showtime, The Edge and the MCEC has been included in this section in the tables below.

Total energy usage as summarized in section 5 (emissions summary) used the market-based method. Energy usage (kg C02-e) for all three locations were summed in the final inventory for CODA22.

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.

Event location: Showtime

Market Based Approach Summary

Market Based Approach	Activity Data (kWh)	Emissions (kgCO2e)	Renewable Percentage of total
Behind the meter consumption of electricity generated	0	0	0%
Total non-grid electricity	**0**	**0**	**0%**
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)	193	0	19%
Residual Electricity	844	840	0%
Total grid electricity	**1,037**	**840**	**19%**
Total Electricity Consumed (grid + non grid)	**1,037**	**840**	**19%**
Electricity renewables	193	0	
Residual Electricity	844	840	
Exported on-site generated electricity	**0**	**0**	
Emissions (kgCO2e)		840	

Total renewables (grid and non-grid)	**18.59%**
Mandatory	**18.59%**
Voluntary	**0.00%**
Behind the meter	**0.00%**
Residual Electricity Emission Footprint (TCO2e)	**1**

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

Location Based Approach Summary

Location Based Approach	Activity Data (kWh)	Scope 2 Emissions (kgCO2e)	Scope 3 Emissions (kgCO2e)
VIC	1,037	943.7	104
Grid electricity (scope 2 and 3)	**1,037**	**943.7**	**104**
VIC	0	0.0	0
Non-grid electricity (Behind the meter)	**0**	**0.0**	**0**

Total Electricity Consumed	**1,037**	**943.7**	**104**

Emission Footprint (TCO2e)	**1**
Scope 2 Emissions (TCO2e)	0.944
Scope 3 Emissions (TCO2e)	0.104

Carbon Neutral electricity offset by Climate Active Product	Activity Data (kWh)	Emissions (kgCO2e)
N/A	**0**	**0**

Climate Active carbon neutral electricity is not renewable electricity. The emissions have been offset by another Climate Active member through their Product certification.

Location: The Edge

Market Based Approach Summary

Market Based Approach	Activity Data (kWh)	Emissions (kgCO2e)	Renewable Percentage of total
Behind the meter consumption of electricity generated	0	0	0%
Total non-grid electricity	**0**	**0**	**0%**
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)	286	0	19%
Residual Electricity	1,254	1,247	0%
Total grid electricity	**1,540**	**1,247**	**19%**
Total Electricity Consumed (grid + non grid)	**1,540**	**1,247**	**19%**
Electricity renewables	286	0	
Residual Electricity	1,254	1,247	
Exported on-site generated electricity	**0**	**0**	
Emissions (kgCO2e)		1,247	

Total renewables (grid and non-grid)	**18.59%**
Mandatory	**18.59%**
Voluntary	**0.00%**
Behind the meter	**0.00%**
Residual Electricity Emission Footprint (TCO2e)	**1**

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

Location Based Approach Summary

Location Based Approach	Activity Data (kWh)	Scope 2 Emissions (kgCO2e)	Scope 3 Emissions (kgCO2e)
VIC	1,540	1,401.4	154
Grid electricity (scope 2 and 3)	**1,540**	**1,401.4**	**154**
VIC	0	0.0	0
Non-grid electricity (Behind the meter)	**0**	**0.0**	**0**
Total Electricity Consumed	**1,540**	**1,401.4**	**154**

Emission Footprint (TCO2e)	**2**
Scope 2 Emissions (TCO2e)	1.401
Scope 3 Emissions (TCO2e)	0.154

Carbon Neutral electricity offset by Climate Active Product	Activity Data (kWh)	Emissions (kgCO2e)
N/A	**0**	**0**
Climate Active carbon neutral electricity is not renewable electricity. The emissions have been offset by another Climate Active member through their Product certification.		

Location: MCEC

Market Based Approach Summary

Market Based Approach	Activity Data (kWh)	Emissions (kgCO2e)	Renewable Percentage of total
Behind the meter consumption of electricity generated	0	0	0%
Total non-grid electricity	**0**	**0**	**0%**
LGC Purchased and retired (kWh) (including PPAs & Precinct LGCs)	2,420	0	15%
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)	2,999	0	19%
Residual Electricity	10,714	10,660	0%
Total grid electricity	**16,133**	**10,660**	**34%**
Total Electricity Consumed (grid + non grid)	**16,133**	**10,660**	**34%**
Electricity renewables	5,419	0	
Residual Electricity	10,714	10,660	
Exported on-site generated electricity	**0**	**0**	
Emissions (kgCO2e)		10,660	

Total renewables (grid and non-grid)	**33.59%**
Mandatory	**18.59%**
Voluntary	**15.00%**
Behind the meter	**0.00%**
Residual Electricity Emission Footprint (TCO2e)	**11**
Figures may not sum due to rounding. Renewable percentage can be above 100%	

Location Based Approach Summary

Location Based Approach	Activity Data (kWh)	Scope 2 Emissions (kgCO2e)	Scope 3 Emissions (kgCO2e)
VIC	16,133	14,681.1	1,613
Grid electricity (scope 2 and 3)	**16,133**	**14,681.1**	**1,613**
VIC	0	0.0	0
Non-grid electricity (Behind the meter)	**0**	**0.0**	**0**

Total Electricity Consumed	**16,133**	**14,681.1**	**1,613**

Emission Footprint (TCO2e)	**16**
Scope 2 Emissions (TCO2e)	14.681
Scope 3 Emissions (TCO2e)	1.613

Carbon Neutral electricity offset by Climate Active Product	**Activity Data (kWh)**	**Emissions (kgCO2e)**
Enter product name/s here	**0**	**0**

Climate Active carbon neutral electricity is not renewable electricity. The emissions have been offset by another Climate Active member through their Product certification.

APPENDIX C: INSIDE EMISSIONS BOUNDARY

Non-quantified emission sources

All emissions deemed relevant for events have been quantified.

APPENDIX D: OUTSIDE EMISSIONS BOUNDARY

Excluded emission sources

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 event'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 event'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 event's boundary, or from outsourced activities typically undertaken within the boundary for comparable events.

Emission sources tested for relevance	(1) Size	(2) Influence	(3) Risk	(4) Stakeholders	(5) Outsourcing	Included in boundary?
Event preparation	No	No	No	No	No	No
Marketing Materials	No	No	No	No	No	No
Special Event lighting	No	No	No	No	No	No
Contactor Vehicle Use	No	No	No	No	No	No
Cleaning Services	No	No	No	No	No	No

Justification

As per the relevance test event preparations, diesel for generators, marketing & advertising and event lighting were excluded sources from the CODA22 boundary.

There is no print marketing collateral planned for the event. There will be some (minimal) temporary signage and mostly digital signage, which will be captured in the electrical use.

It is not anticipated that any diesel generators will be used at the event. Each venue provides electrical outlets for exhibits and suppliers and will be captured in the electrical use.

The venues are all dedicated event spaces. Special event lighting is built into the venue electrical system and incorporated into the electrical energy use for each venue. It is for this reason that special event lighting has not been included inside the emissions boundary.

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