



# **PUBLIC DISCLOSURE STATEMENT**

**UNIVERSITY OF CANBERRA**

**OUT OF THE ORDINARY: ON POETRY AND  
THE WORLD**


**5 - 7 DECEMBER 2022**

**PRE-EVENT REPORT**

Australian Government

# Climate Active Public Disclosure Statement



RESPONSIBLE ENTITY NAME	University of Canberra
NAME OF EVENT	Out of the Ordinary: On Poetry and the World
EVENT DATE(S)	5 - 7 December 2022
DECLARATION	<p><i>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.</i></p>  <p>Paul Magee Associate Professor of Poetry University of Canberra 14 October 2022</p>



**Australian Government**  
**Department of Climate Change, Energy,  
the Environment and Water**

Public Disclosure Statement documents are prepared by the submitting organisation. The material in the Public Disclosure Statement documents represents the views of the organisation and do not necessarily reflect the views of the Commonwealth. The Commonwealth does not guarantee the accuracy of the contents of the Public Disclosure Statement document and disclaims liability for any loss arising from the use of the document for any purpose.

Version: March 2022

# 1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	42 tCO <sub>2</sub> -e
OFFSETS BOUGHT	100% ACCUs
RENEWABLE ELECTRICITY	N/A

Contents

1. Certification summary .....	3
2. Carbon neutral information.....	4
3. Emissions boundary .....	5
4. Emissions reductions.....	7
5. Emissions summary.....	8
6. Carbon offsets.....	9
7. Renewable Energy Certificate (REC) Summary.....	10
Appendix A: Additional Information .....	11
Appendix B: Electricity summary .....	12
Appendix C: Inside emissions boundary .....	14
Appendix D: Outside emissions boundary.....	15

## 2. CARBON NEUTRAL INFORMATION

### Description of certification

**Event name:** Out of the Ordinary: On Poetry and the World

**Event date(s):** 5 - 7 December 2022

**Event location(s):** The Inspire Centre (Building 22) University of Canberra, Bruce, ACT; Monster Kitchen and Bar, Ovolo Nishi, 25 Edinburgh Ave Canberra, ACT 2601, Canberra; and King O'Malley's Irish Pub, 131 City Walk, Civic, Canberra.

**Expected attendees:** 85

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

### Event description

Out of the Ordinary: On Poetry and the World is a three-day conference on poetry and poetics to be held over 5th to 7th December 2022, at the University of Canberra. The conference investigates poetry's relationship to the extraordinary.

The event will attract approximately 30 audience members from the ACT region, another 50 from locations around Australia, as well as 5 overseas participants, making for an in-person total of approximately 85. An additional 15 (approximately) participants will attend online.

We are committed to minimizing our emissions through providing paperless conference materials, vegetarian-only catering and by recycling waste. All excess emissions will be offset.

The conference director and chief organizer is Associate Professor Paul Magee. He is responsible for the event on behalf of his employer, the University of Canberra, which takes ultimate responsibility for it.

We include within the event boundary the three days of conference activities including all venue use and catering, participant travel to and from the ACT, plus all participant travel from hotel to venue.

The event has never been previously certified.

*"Our carbon neutral certification under Climate Active demonstrates our commitment to take immediate climate action and is a positive step towards our target of net zero emissions for the Out of the Ordinary: On Poetry and the World conference".*

## 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 on page 8 of the report.

Inside emissions boundary		Outside emission boundary
<u>Quantified</u>	<u>Non-quantified</u>	<u>Excluded</u>
Electricity	Event Preparation	-
Attendee travel	Cleaning Services	
Food & drink	IT Services	
Accommodation	Telecommunication Services	
Waste	Marketing & Advertising	
Water		

## Data collection

Emission source	Data collection method	Assumptions / conservative approach
Travel	Actual data based on number of attendees and the type of transport to be used	Used enrolment data for departure cities and regions
Accommodation	Based on actual data for number of attendees, number of nights and accommodation type	Used enrolment data for number of nights and accommodation types
Food	Data provided by caterer covering number of attendees and the type of food to be consumed	Cost per head predetermined by the caterer
Electricity	Extrapolation based on past data for similar event	Applied conservative escalation in usage

## 4. EMISSIONS REDUCTIONS

### Emissions reduction measures

We are committed to minimizing our emissions through providing paperless conference materials, vegetarian-only catering and by recycling waste. All excess emissions will be offset.

We have chosen a caterer for our main event who practices full recycling, separating general waste, bottles, paper and organic waste which it in turn donates to local gardeners.

For our Tuesday and Wednesday night functions we have sourced venues committed to reducing waste and emissions.

Our Tuesday night Conference Dinner venue focusses on locally-sourced, seasonal food, and has a strong commitment to plant-based cuisine—the menu is nearly 50% vegetarian and was fully vegetarian from October 2020-2021 (“Year of the Veg”). The building housing this venue has a 6 Star Rating (“World Leading”) from the Green Building Council of Australia, and a 5 star NABERS rating for energy use.

Our Wednesday night Pub / Performance venue is committed to achieving very little waste in the kitchens. Waste is separated and recycled into paper and cardboard, glass, recycled bottles and a small amount of general waste. Local fresh ingredients are preferred. Ceiling fans are used throughout the venue with reverse cycle heating and cooling. Lighting is mainly LED. Most beverages arrive in steel kegs which are returned, cleaned, and reused.

## 5.EMISSIONS SUMMARY

### Use of Climate Active carbon neutral products and services

N/A.

### Event emissions summary

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

Emission category	Sum of total emissions (tCO <sub>2</sub> -e)
Accommodation and facilities	4.18
Electricity	6.36
Food	1.98
Transport (Air)	23.38
Transport (Land and Sea)	3.42
Waste	0.002
Water	0.005
<b>Total net emissions</b>	<b>39.32</b>

### Uplift factors

An uplift factor of 5% was applied to the entire inventory.

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 <sub>2</sub> -e
Uplift to account for non-quantified sources where data collection is not cost effective	1.97
Total of all uplift factors	1.97
<b>Total footprint to offset</b> <i>(total net emissions from summary table + total uplifts)</i>	<b>41.29</b>



## 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 <sub>2</sub> -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 (%)
Energy Efficient Lighting Project	ACCU	ANREU	14 Oct 2022	8,350,010,002 – 8,350,010,043	2022-23		42	0	0	42	100%
Total offsets retired this report and used in this report										42	
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
Australian Carbon Credit Units (ACCU)	42	100%

### Co-benefits

This project is a lighting upgrade project that is modifying, replacing and supplementing the lighting system of a range of serviced areas. The project was registered on 29 March 2016 and is located nationwide.

## 7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

### Renewable Energy Certificate (REC) summary

N/A.

# APPENDIX A: ADDITIONAL INFORMATION

## Offset retirement certificate

OFFICIAL



**Australian Government**  
Clean Energy Regulator



14 October 2022

VC202223-00055

To whom it may concern,

### Voluntary cancellation of units in ANREU

This letter is confirmation of the voluntary cancellation of units in the Australian National Registry of Emissions Units (ANREU) by ANREU account holder, Power Product Holdings Pty Ltd (account number AU-3221).

The details of the cancellation are as follows:

Date of transaction	14 October 2022
Transaction ID	AU24301
Type of units	KACCU
Total Number of units	42
Serial number range (ERF Project ID)	8,350,010,002 – 8,350,010,043 (ERF103278)
Vintage	2022-23
Associated ERF Project Name(s)	Energy Efficient Lighting Project
Transaction comment	Voluntary surrender for University of Canberra

Details of all voluntary cancellations in the ANREU are published on the Clean Energy Regulator's website, <http://www.cleanenergyregulator.gov.au/OSR/ANREU/Data-and-information>.

If you require additional information about the above transaction, please email [CER-RegistryContact@cer.gov.au](mailto:CER-RegistryContact@cer.gov.au)

Yours sincerely,

David O'Toole  
ANREU and International  
NGER and Safeguard Branch  
Scheme Operations Division  
Clean Energy Regulator  
[registry-contact@cer.gov.au](mailto:registry-contact@cer.gov.au) [www.cleanenergyregulator.gov.au](http://www.cleanenergyregulator.gov.au)

## APPENDIX B: ELECTRICITY SUMMARY

Electricity emissions are calculated using a **location-based 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 (kgCO <sub>2</sub> -e)	Renewable Percentage of total
Behind the meter consumption of electricity generated	0	0	0%
<b>Total non-grid electricity</b>	<b>0</b>	<b>0</b>	<b>0%</b>
LGC Purchased and retired (kWh) (including PPAs & Precinct LGCs)	0	0	0%
GreenPower	0	0	0%
Jurisdictional renewables (LGCs retired)	6,092	0	81%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	1,391	0	19%
Large Scale Renewable Energy Target (applied to grid electricity only)	0	0	0%
Residual Electricity	0	0	0%
<b>Total grid electricity</b>	<b>7,483</b>	<b>0</b>	<b>100%</b>
<b>Total Electricity Consumed (grid + non grid)</b>	<b>7,483</b>	<b>0</b>	<b>100%</b>
Electricity renewables	7,483	0	
Residual Electricity	0	0	
<b>Exported on-site generated electricity</b>	<b>0</b>	<b>0</b>	
Emissions (kgCO <sub>2</sub> -e)		0	

<b>Total renewables (grid and non-grid)</b>	<b>100.00%</b>
<b>Mandatory</b>	<b>100.00%</b>
<b>Voluntary</b>	<b>0.00%</b>
<b>Behind the meter</b>	<b>0.00%</b>
<b>Residual Electricity Emission Footprint (tCO<sub>2</sub>-e)</b>	<b>0</b>

*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 (kgCO <sub>2</sub> -e)	Scope 3 Emissions (kgCO <sub>2</sub> -e)
ACT	7,483	5,837	524
<b>Grid electricity (scope 2 and 3)</b>	<b>7,483</b>	<b>5,837</b>	<b>524</b>
<b>Total Electricity Consumed</b>	<b>7,483</b>	<b>5,837</b>	<b>524</b>

<b>Emission Footprint (tCO<sub>2</sub>-e)</b>	<b>6</b>
<i>Scope 2 Emissions (tCO<sub>2</sub>-e)</i>	6
<i>Scope 3 Emissions (tCO<sub>2</sub>-e)</i>	1

Carbon Neutral electricity offset by Climate Active Product	Activity Data (kWh)	Emissions (kgCO <sub>2</sub> e)
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.*

## 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.

Relevant-non-quantified emission sources	(1) Immaterial	(2) Cost effective (but uplift applied)
Event Preparation		Yes (uplift applied)
Cleaning Services		Yes (uplift applied)
IT Services		Yes (uplift applied)
Telecommunication Services		Yes (uplift applied)
Marketing and Advertising		Yes (uplift applied)

## 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.

No emission sources have been excluded from the emissions boundary.



An Australian Government Initiative

