



PUBLIC DISCLOSURE STATEMENT

ASSEMBLE COMMUNITIES PTY LTD

ORGANISATION CERTIFICATION

FY2021–22

Australian Government
Climate Active
Public Disclosure Statement

Assemble



An Australian Government Initiative



NAME OF CERTIFIED ENTITY	Assemble Communities Pty Ltd
REPORTING PERIOD	Financial year 1 July 2021 – 30 June 2022 Arrears report
DECLARATION	<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>
	Emma Telfer Director, Impact & Engagement 28/10/22



Australian Government

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

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Version March 2022.



1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	130 tCO ₂ -e
OFFSETS BOUGHT	100% ACCUs
RENEWABLE ELECTRICITY	0%
TECHNICAL ASSESSMENT	09/06/2022 (initial certification) Abbie Freestone Rewild Agency Next technical assessment due: October 31, 2024

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2. CARBON NEUTRAL INFORMATION

Description of certification

This Climate Active certification covers the corporate operations of Assemble Communities Pty Ltd. This includes emissions generated from all day-to-day organisational functions of the Assemble business. This certification does not include the embodied and operational emissions from Assemble's projects, given these emissions occur under separate entities and will be accounted for in separate project by project certifications under the Climate Active Standard for Buildings.

Organisation description

This certification covers Assemble Communities Pty Ltd (otherwise known as 'Assemble'), ABN 44 624 001 645. Assemble's operations primarily occur in Melbourne, Australia and the business currently has one office located in Richmond. Assemble is a property development and management business focused on building affordable, well-designed homes for Australians. The business has a holding company with several shareholders in addition to a separate institutional shareholder. There are no direct subsidiaries.

“Achieving and maintaining Climate Active certification is an important step in realising our Net Zero Action Plan and broader ESG strategy.”

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		Outside emission boundary
<p><u>Quantified</u></p> <p>Accommodation & facilities</p> <p>Electricity</p> <p>ICT services & equipment</p> <p>Office equipment & supplies</p> <p>Professional services (entertainment, employee wellbeing, staff training & professional development, recruitment, public relations, Assemble branded events, social media & advertising, other brand marketing services)</p> <p>Transport (air)</p> <p>Transport (land & sea – business travel / rideshare)</p> <p>Waste</p> <p>Working from home</p> <p>Staff commuting</p> <p>Water</p>	<p><u>Non-quantified</u></p> <p>Refrigerants</p> <p>Transport (land & sea – fuel usage from company operated vehicles)</p>	<p><u>Excluded</u></p> <p>Cleaning & chemicals</p> <p>Postage, courier & freight</p> <p>Professional services (accounting & legal)</p> <p>All Assemble buildings have been excluded from the organisational emissions boundary given they will be reported on separately through the Climate Active Carbon Neutral Standard for Buildings.</p>

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.

- A company-wide data tracking system for business travel (e.g. in employee-owned vehicles travelling to and from project sites and meetings), is to be considered for implementation if feasible (this will be assessed during Q1-Q2 2023). Given Assemble is not responsible for paying for this fuel or reimbursing staff for these trips it may be difficult to implement an efficient and fit for purpose data tracking system for fuel. If this is the case, questions around vehicle travel to from meetings and sites will be included within the annual staff emissions survey so we have modelled data to use moving forward.

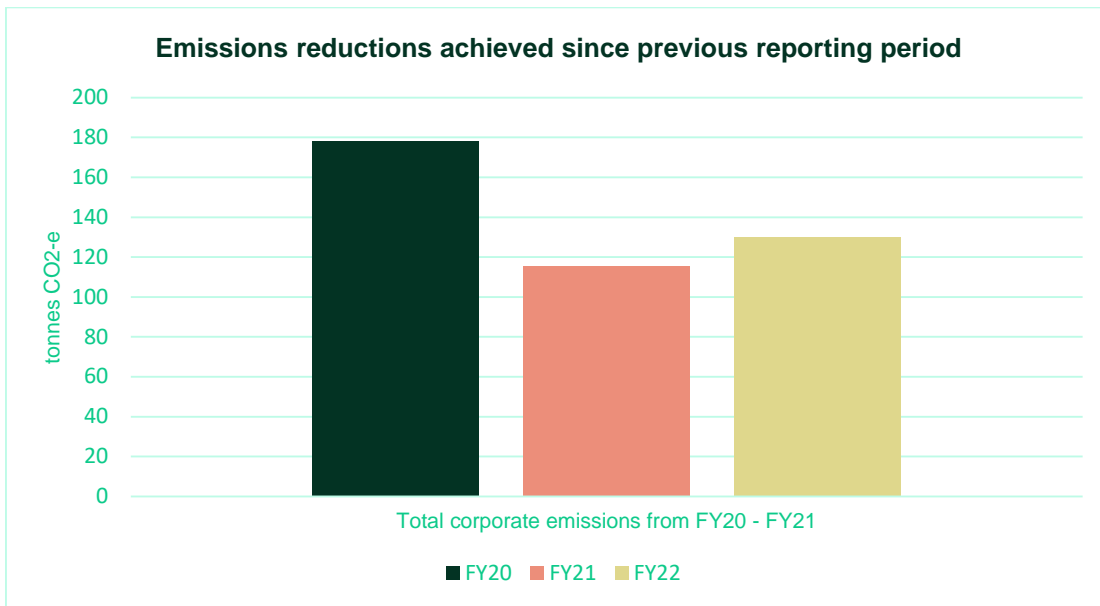
4. EMISSIONS REDUCTIONS

Emissions reduction strategy

Assemble has an emissions reduction target of achieving net zero emissions for its corporate operations by 2040, with an interim near-term target of reducing emission by 50% by FY30, compared with our FY20 internal base year (note the FY21 was our first year for Climate Active certification). Achieving net zero emissions by 2040 will involve the business reducing its organisational emissions by a minimum of 90-95% across scope 1, 2 & 3 emissions.

Our emissions rose in FY22 compared with FY21, primarily based on not having purchased Large Generation Renewable Energy Certificates (LGC's) (as we had in FY20 and FY21) to offset our electricity emissions, before purchasing our total offsets for Climate Active. We had planned to switch our electricity provider to a GreenPower provider so did not think we would need to purchase the LGC's, but unfortunately this did not occur within the timeframe we had planned – and it is therefore a priority for us to purchase GreenPower during FY23 to reduce our scope 2 emissions back down to our FY20 and FY21 levels.

Since establishing this target, we achieved a reduction of 35% in FY21, which jumped up by 11% in FY22 (resulting in a 28% reduction since our FY20 baseline). Indicatively, we must achieve an average annual emissions reduction of 2.75% over the next 8 years to reach our 2030 reduction target.



Our scope 3 emissions comprised 81% of our total emissions in FY22, hence it is essential that we place a large focus on engaging with our suppliers to reduce these scope 3 emissions over time, rather than concentrating on scope 1 and 2 emissions alone.

From a projects perspective, we have a goal in place to achieve net zero operational/in-use carbon in all Assemble buildings from EOY 2021 onwards. With our first building completed under the Assemble Futures model in July, 2022 – we are on-track to reach this target. In addition, we have a target to achieve 40% less embodied carbon in all new buildings by 2030. Several actions to achieve this target are already in place and we are working with our team and external advisers to identify additional opportunities to achieve this target.

The commitments and targets outlined by our company to date can be found in Assemble's [FY21 ESG Impact Report](#). Our emissions reduction targets have been developed in alignment with the Science Based Targets initiative (SBTi) [Corporate Net-Zero Standard](#) and the World Green Building Council (WGBC) [Net Zero Carbon Buildings Commitment](#).

Assemble's emissions reductions goals, strategies, timeframes, and measures are outlined in further detail in the following table.

Emissions reduction strategy	Emissions source	Anticipated reduction capacity	Timeframe / deadline	KPI's & measures
FY21 – FY23 corporate measures				
<u>Goal: To achieve a 50% emissions reduction by 2030 and net zero corporate emissions by 2040</u>				
Establish expectations with professional services providers (e.g. IT, marketing and other business services) that to continue to do business with Assemble it is strongly preferred that they become Climate Active carbon neutral certified for the services they provide.	Scope 3	53%	Q2, 2023	Track the percentage of service providers who agree to becoming carbon neutral certified
Switch to purchasing 100% GreenPower for the Assemble HQ as soon as possible (by the end of 2022).	Scope 2	17%	Q4, 2022	Contrast emissions reductions & cost variations post switch
Provide education and incentives for staff to purchase 100% certified GreenPower at home and certified Climate Active carbon neutral gas (where relevant), to reduce emissions associated with staff working from home.	Scope 3	6%	Q2, 2023	Monitor staff uptake & emissions savings
Corporate measures from FY23 – FY30				
<u>Goal: To achieve a 50% emissions reduction by 2030 and net zero corporate emissions by 2040</u>				
Encourage suppliers to set their own science-based reduction targets (separate or in addition to them achieving Climate Active certification) and aim for reaching a target of 80% of suppliers setting their own science-based reduction targets.	Scope 3	53%	Q4, 2023	Survey suppliers to track this target
Implement a supplier code of conduct and/or procurement policy, which mandates that in order to do business with Assemble, all service providers must achieve Climate Active certification by the end of FY25 at the latest.	Scope 3	53%	FY25	Contrast reduction figures from before & after this action is implemented
Aim to switch to using electric vehicles powered by 100% renewable energy to be used for business travel purposes. This could include one (or several) shared EV's for staff to use when travelling to and from meetings and site visits.	Scope 1 & 3	< 5%	FY30	Monitor trips taken & corresponding emissions compared with BAU business travel.

Emissions reduction actions

In FY22 we took the following actions to assist with reducing our emissions and improving our emissions and data management processes:

- Purchased a license for Impact Sustainability's carbon accounting software to assist with data management, ongoing emissions analyses, and reporting.
- Started working with Rewild Agency to assist with our carbon accounting work, planning for embodied carbon reduction, and running 2 x educational sessions with our team to explain the

basics of achieving carbon neutrality and how staff can support our emissions reduction strategy, as well as how their commuting and working from home behaviours impact our total emissions footprint.

- Implemented a Net Zero Working Group to assist with achieving our short, medium, and longer term emissions reduction goals.
- All company catering has been significantly reduced to move from an abundance approach to embracing modest catering.
- We have increased our office composting system to reduce the volume of general waste sent to landfill.
- Reduction in printing of Assemble Papers by circa 95% to reduce inventory and potential waste generated through an excess of magazines. Assemble Papers is no longer printing regular issues other than on demand, small run, and special reports.

5. EMISSIONS SUMMARY

Emissions over time

Emissions since base year		Total tCO ₂ -e
Base year:	2019–20	177.89
Year 1:	2020–21	115.58
Year 2:	2021–22	129.76

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
Accommodation	2.87	0.00	Due to coming out of lockdowns and travelling more
Staff commuting	4.17	12.20	Drop in total FTE headcount by 57%
Electricity	23.18	0.00	No LGC's were pre-purchased to offset electricity usage before purchasing offsets for Climate Active.
ICT Services & Equipment – Computer & technical services	13.12	7.95	Different data source used (taken from full P&L summary in FY22 instead of an excerpt of different ICT services expenses).
ICT Services & Equipment – Storage	1.24	2.12	Drop in total FTE headcount by 57% (less licenses required)
ICT Services & Equipment – Telecommunications	1.97	0.14	Different data source used (taken from full P&L summary in FY22 instead of an excerpt of different ICT services expenses).

Office equipment & supplies - Paper	0.25	0.45	Drop in total FTE headcount by 57% (assumed less paper was required)
Postage, courier & freight – Mailing Services	0.22	0.00	Due to coming out of lockdowns
Postage, courier & freight – Storage Services	0.00	0.32	Storage services no longer required
Professional services - Entertainment	7.64	4.29	Due to coming out of lockdowns and being able to do more team building initiatives
Professional services – Marketing & distribution	41.79	46.88	Reduced spending on marketing (business decision)
Professional services – Business services	2.04	8.67	Reduced spending on business services (business decision)
Transport (Air) – Short economy class flights	6.87	0.00	Due to coming out of lockdowns and travelling more
Transport (Land & Sea) – Ride share national average	1.28	0.65	Due to coming out of lockdowns and travelling more
Waste – General Waste	3.25	2.74	Due to coming out of lockdowns and being in the office more
Water	0.14	0.00	Getting access to water bills, which were unavailable in FY21
Working from home	8.24	14.51	Due to coming out of lockdowns and working from home less (also smaller FTE headcount)

Use of Climate Active carbon neutral products and services

Some Climate Active certified carbon neutral electricity was deducted from the staff working from home impacts, but no other Climate Active carbon neutral products and services were used during the reporting period.

Certified brand name	Product or Service used
Powershop	Staff working from home emissions

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	0	2.87	2.87
Electricity	0	23.18	0	23.18
ICT services and equipment	0	0	16.34	16.34
Office equipment & supplies	0	0	3.56	3.56
Professional Services	0	0	53.34	53.34
Transport (Air)	0	0	6.87	6.87
Transport (Land and Sea)	0	0	1.56	1.28
Waste	0	0	3.25	3.25
Water	0	0	0.14	0.14
Working from home	0	0	8.24	8.24
Staff Commute	0	0	4.17	4.17
Grand Total	0	23.18	100.04	123.22

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
Uplift to account for missing fuel data which was non-quantified due to data being unavailable: <ul style="list-style-type: none"> Based on data from FY21 (i.e. the exact same figure has been used for FY22 in lieu of having access to actual data). 	6.54
Total of all uplift factors	6.54
Total footprint to offset <i>(total net emissions from summary table + total uplifts)</i>	129.76

6. CARBON OFFSETS

Offsets retirement approach

In arrears	
1. Total number of eligible offsets banked from last year's report	4
2. Total emissions footprint to offset for this report	129.76
3. Total eligible offsets required for this report	130
4. Total eligible offsets purchased and retired for this report	150
5. Total eligible offsets banked to use toward next year's report	24

Co-benefits

Fish River Station Fire Management:

The Fish River Fire Project has environmental, social, and cultural co-benefits. The project supports rangers and Traditional Owners to manage country; take action on climate change; and strengthen the Australian economy. Fire planning and management is carried out by a dedicated team of Fish River rangers and Traditional Owners.

By burning early in the Early Dry Season (EDS), the project is not only reducing carbon emissions, but it also reduces the risk of more dangerous wildfires, and the threat to sacred sites and biodiversity.

Fish River rangers are employed through the Real Jobs Program, which is an employment and training program administered by the ILSC. Rangers mostly live in the nearby remote community of Nauiyu, and all have ties to the property.

With few employment opportunities, working on Fish River provides rangers meaningful work and stable income to support their families and community. Rangers are trained and skilled in key property management workings, including fire management. In 2019, rangers updated their fire operation capabilities completing wildfire awareness and aerial incendiary training on the property.

Containment of this fire and the potential it had to cause damage to environmental and cultural values – cannot be understated. A biodiversity survey completed on the project spanning July 2019 to October 2020 revealed the continued presence of threatened species, including northern quoll and black-footed tree rat. Both species are threatened by hot fires. The rangers' work in containing fires, like the 2020 one, goes a long way in ensuring key threatened species are protected.

Paroo River North Environmental Project:

The Paroo River North Environmental Project is located on a property that was previously used for cattle farming, causing suppression of native vegetation and biodiversity declines. Since 2016, this native reforestation project has given the property a new chapter across 38 000 ha.

The new plantings will provide valuable animal habitat and are on track to capture more than one million tonnes of carbon dioxide emissions over 25 years. Along the Paroo River in the project area, 18km of riparian zones are being restored and protected. The river is one of the most pristine rivers in south-west Queensland and feeds into the Ramsar wetlands of the Currawinya lakes.

The Budjiti Indigenous community hold Native Title Agreements in the project area and participate in the project and share its revenue. Additional land has also been restored for access to cultural heritage sites and bush tucker. The property is being used to host cultural camps for Indigenous men from multiple Traditional Owner groups. This coming together promotes knowledge sharing across Indigenous groups and revitalises cultural practice essential for well-being.

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 (%)
Paroo River North Environmental Project, South West Queensland	ACCU	ANREU	19 Jul 2022	8,340,568,354 - 8,340,568,653 ERF104646	2021-22	0	120.00 An additional 180 tCO ₂ -e in offsets were purchased at the same time to be used for Assemble's FY20 emissions (not certified with Climate Active)	116 Refer comment left	0	4	3%
Fish River Station Fire Management 2020, Northern Territory	ACCU	ANREU	25 Oct 2022	8,330,787,503 - 8,330,787,652 EOP100517	2021-22	0	150	0	24	126	97%
Total offsets retired this report and used in this report										130	

Total offsets retired this report and banked for future reports

24

Type of offset units	Quantity (used for this reporting period claim)	Percentage of total
Australian Carbon Credit Units (ACCUUs)	130	100%

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

N/A

APPENDIX A: ADDITIONAL INFORMATION

N/A

APPENDIX B: ELECTRICITY SUMMARY

Electricity emissions are calculated using a market-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 ₂ e)	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)	5,319	0	19%
Residual Electricity	23,292	23,175	0%
Total grid electricity	28,611	23,175	19%
Total Electricity Consumed (grid + non grid)	28,611	23,175	19%
Electricity renewables	5,319	0	
Residual Electricity	23,292	23,175	
Exported on-site generated electricity	0	0	
Emissions (kgCO ₂ e)		23,175	

Total renewables (grid and non-grid)	18.59%
Mandatory	18.59%
Voluntary	0.00%
Behind the meter	0.00%
Residual Electricity Emission Footprint (TCO₂e)	23

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)
ACT	0	0	0
NSW	0	0	0
SA	0	0	0
Vic	0	0	0
Qld	0	0	0
NT	0	0	0
WA	0	0	0
Tas	0	0	0
Grid electricity (scope 2 and 3)	0	0	0
ACT	0	0	0
NSW	0	0	0
SA	0	0	0
Vic	0	0	0
Qld	0	0	0
NT	0	0	0
WA	0	0	0
Tas	0	0	0
Non-grid electricity (Behind the meter)	0	0	0
Total Electricity Consumed	0	0	0

Emission Footprint (TCO2e)	0
Scope 2 Emissions (TCO2e)	0
Scope 3 Emissions (TCO2e)	0

Carbon Neutral electricity offset by Climate Active Product	Activity Data (kWh)	Emissions (kgCO2e)
NA	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. 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
Refrigerants	Yes	No	No	No
Fuel usage from company operated vehicles	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.

Emission sources tested for relevance	(1) Size	(2) Influence	(3) Risk	(4) Stakeholders	(5) Outsourcing	Included in boundary?
Purchased goods and services	Yes – varies	Yes – varies	Yes – varies	Yes	No	Yes – the following services are included: ICT, office equipment & stationary, entertainment, employee wellbeing, education, recruitment, business services marketing & distribution & advertising. Cleaning, postage & courier, accounting & legal have been excluded.
Capital goods	NA	NA	NA	NA	NA	No/NA – this source has been excluded from the inventory as there are no capital goods owned by Assemble that are relevant to be included in the inventory.
Fuel and energy related activities	No	Yes	No	Yes	No	Yes – determined as being relevant to our operations.
Upstream transportation and distribution	Yes	Yes	Yes	Yes	No	Yes – determined as being relevant to our operations – but this activity did not occur in FY22.

Waste generated in operations	No	Yes	Yes	Yes	No	Yes – determined as being relevant to our operations.
Business travel	Yes	Yes	Yes	Yes	No	Yes – determined as being relevant to our operations.
Employee commuting	Yes	No	No	Yes	No	Yes – determined as being relevant to our operations.
Upstream leased assets	No	Yes	No	Yes	No	Yes – determined as being relevant to our operations.
Downstream transportation and distribution	No	Yes	No	Yes	No	Yes – determined as being relevant to our operations – but this activity did not occur in FY22.
Processing of sold products	NA	NA	NA	NA	NA	No/NA – we have no emissions that fit this scope 3 category.
Use of sold products	NA	NA	NA	NA	NA	No/NA – we have no emissions that fit this scope 3 category.
End-of-life treatment of sold products	Yes	No	Yes	Yes	No	Yes – even though we do not sell our magazine Assemble Papers, given it is a free publication, we have assessed the waste disposal of our magazines at the end of their life as being relevant to our operations and emissions profile. However, we did not print the magazine in FY22 so have assumed there was no waste generated in FY22.
Downstream leased assets	NA	NA	NA	NA	NA	No/NA – we have no emissions that fit this scope 3 category.
Franchises	NA	NA	NA	NA	NA	No/NA – we have no emissions that fit this scope 3 category.
Investments	NA	NA	NA	NA	NA	No/NA – we have no emissions that fit this scope 3 category.



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