PUBLIC DISCLOSURE STATEMENT

ENERGY ACTION (AUSTRALIA) PTY LTD

ORGANISATION CERTIFICATION
FY2021–22

Australian Government

Climate Active
Public Disclosure Statement

An Australian Government Initiative

NAME OF CERTIFIED ENTITY	Energy Action Pty Ltd
REPORTING PERIOD	1 July 2021 – 30 June 2022 Arrears report
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.*  Bruce Macfarlane Interim Chief Executive Officer 2nd June 2023

Australian Government
Department of Industry, Science, Energy and Resources

Version March 2022. To be used for FY20/21/CY2021 reporting onwards.

1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	115 tCO_2-e
OFFSETS BOUGHT	100% VCU's
RENEWABLE ELECTRICITY	Total renewables 100%, using the market-based method
TECHNICAL ASSESSMENT	N/A Next technical assessment due: FY2024

Contents

2.CARBON NEUTRAL INFORMATION

Description of certification

This report certifies the business operations of Energy Action (ABN 23 103 365 199 in Australia.

"The status quo is no longer acceptable. Our mission is to make energy easier, cleaner, and cost less".

Organisation description

Energy Action (Australia) identifies the money businesses could be saving and the emissions they could be preventing. We are the trusted, independent energy partner for over 4,500 clients across 10,000 sites. We started in Sydney and we're now a national team with locations across the country. We combine 20+ years of experience with our smart technology and data-led insights to provide clear and low-cost paths to Net Zero for clients looking to build sustainable businesses in a changing world.

Energy Action (ABN 23 103 365 199) describes its organisational boundary in accordance with the Operational Control test, including its Head office and all office tenancies across Australia from where Energy Action manages its operations. In FY21, we operated tenancies in Parramatta (NSW), Glen Waverly (Vic), Belconnen (ACT) and Fortitude Valley (QLD). Our operations are responsible for the production of scope 1, scope 2 and 3 emissions.

In Fy21, we have included in our emissions boundary a small business process outsourcing operation in the Philippines.

3.EMISSIONS BOUNDARY

Inside the emissions boundary

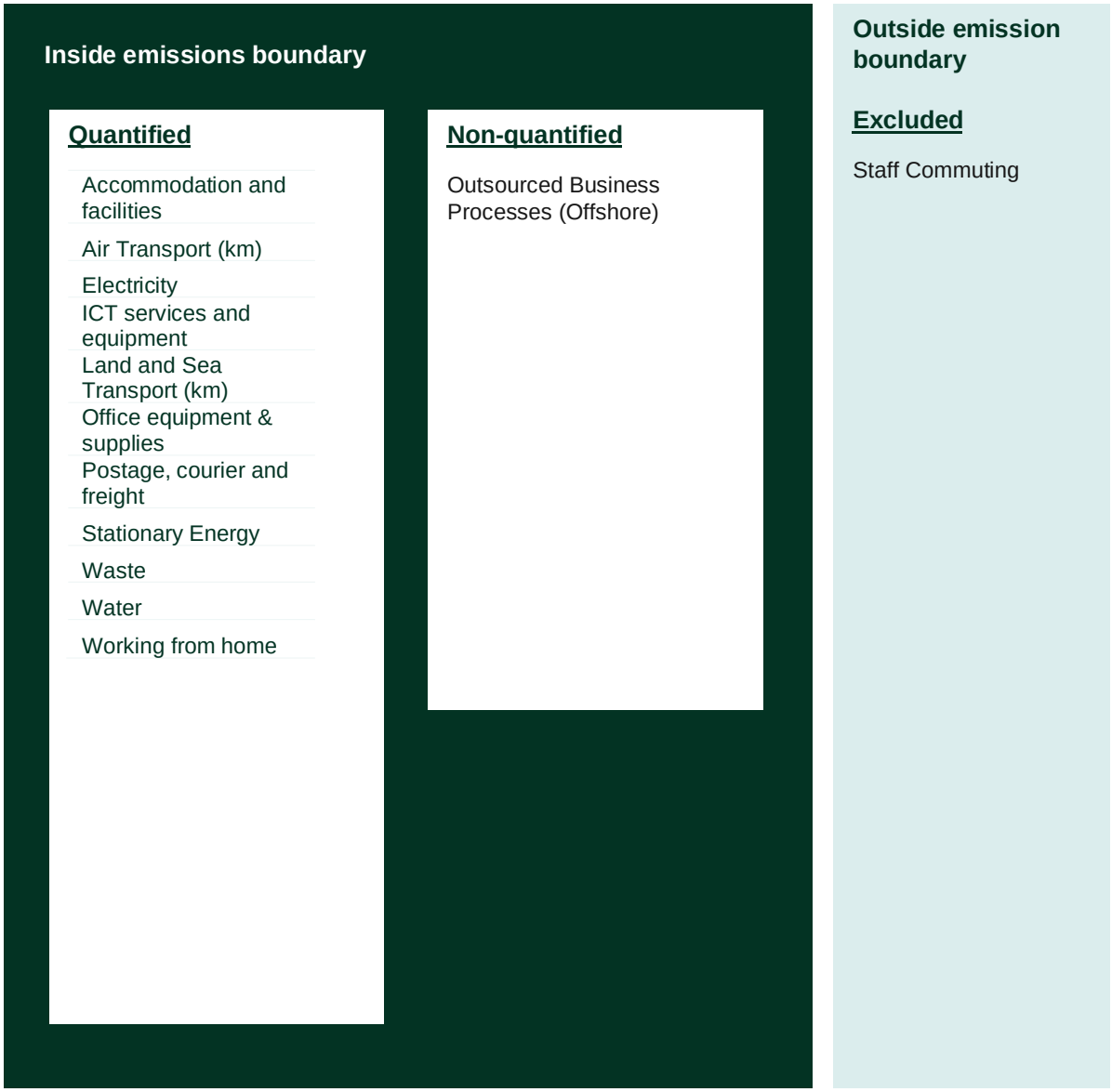
All emission sources listed in the emissions boundary are part of the carbon neutral claim.

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.



Data management plan for non-quantified sources

We undertook to include offshored and outsourced Business Processing within our definition of our emissions boundary from FY22 onwards. However, through the course of FY22 we changed the structure of our Offshore and Outsourced Business Processing, reducing our offshore staff numbers significantly and reverting to a work-from-home model for our offshore staff. Our Data Management Plan includes steps we will take to enable us to quantify these emissions.

We have improved the methods we use to quantify our ICT services and storage emissions source in FY22, and we will continue to do so ongoing.

Our data management plan outlines how more rigorous quantification can be achieved for material (greater than 1%) non-quantified emission sources, and also how we can improve our tracking of quantified emissions.

4.EMISSIONS REDUCTIONS

Emissions reduction strategy

In accordance with section 2.4 of the Climate Active Carbon Neutral Standard for Organisations/Precincts, Energy Action seeks to achieve emissions reductions wherever possible. Our strategy is forward looking, time bound, and built around a clearly stated emissions reduction goal. To deliver on this goal, Energy Action has developed and maintains its own emissions reduction strategy.

Our emissions reductions strategy is a 5 year rolling plan, initially conceived in Fy21, it has been updated in 2023 to reflect progress achieved in FY22, and updated to set goals out to FY28.

Our emissions reductions strategy consists of a target and 5 pathways:

Target: our emissions reduction target is to reduce our scope 2 emissions to 0 in FY21, and to reduce our Scope 1 emissions to 0 by FY22, and to progressively reduce the per capita scope 3 emissions intensity of our business operations by 30% against our FY21 baseline by 2025. We will offset any emissions we can not reduce by FY21, and continue to do so ongoing through to end of FY28, and beyond.

As detailed in our presentation of Emissions over time presented at section 5 below, we have reduced our emissions year on year since the baseline.

Our 5 pathways are as follows:

1. Measure: we measure on a monthly basis the emissions associated with our energy consumption across our tenancies;
2. Reduce:
    a. We will electrify everything (to reduce scope 1 emissions to 0) by the end of FY22: *delivered*;
    b. Our procurement policies prioritise carbon neutral products and services ahead of non-carbon neutral products and services. We have a particular focus on ICT, stationary and waste reduction: *in progress*;
    c. Our travel and client meeting policy will leverage the reset opportunity that COVID-19 lockdowns have presented to do more online meetings, both internally and externally: *delivered*;
    d. Between FY22 and FY25, we will engage with our ICT service providers to understand and minimise our emissions associated with activities on their premise: not started;
    e. Between FY22 and FY25 we will engage with our offshore business operations agent to quantify and then reduce the impact of their operations: *not started*.
        i. In FY22, we have added an uplfit factor of 5T to estimate the expected impact of our offshore operations on our Climate Active statement. To mitigate this impact we have offset a corresponding 10T of office emissions via the purchase of carbon offsets.
3. Renewable:
    a. onsite renewables are not feasible in the office tower tenancies we occupy.

b. We are examining opportunities to participate in “community owned” solar installations and initiatives that benefit our operations; *not delivered;*

4. Procurement:
    a. in FY22 we purchased Greenpower for our Parramatta head office and Melbourne and Canberra tenancies. For the shortfall where we could not purchase Greenpower, we purchased LGC’s to directly reduce the scope 2 emissions associated with our operations to 0T CO2e; *delivered;*
    b. During Fy23, and through to FY28 and beyond, we will continue to purchase Greenpower, or equivalent renewable energy certificates;
    c. During FY23 and ongoing, we will seek to work with our supply chain, our customers and our partners to reduce their respective scope 2 emissions footprints through better management of their energy spend. We will seek to do this by leveraging our know how, our services and our brand to make it easier for energy users to track and reduce their energy emissions. *In FY23 we launched our Utilibox platform, to assist energy users in Australia to simplify and reduce their energy bills and emissions;*
5. Offset:
    a. for emissions we could not offset through the year, we purchased offsets to support our claim to be Carbon Neutral for our onshore business operations in FY22.
    b. Ongoing, we will measure our success in respect of this target by comparing our offset purchases each year to achieve net zero emissions;

Emissions reduction actions

Energy Action took action to reduce its emissions in respect of the following activities in FY22:

Emission Category	Emission source	Total Emissions (kg CO2e)	Previous year kg CO2e	% change from previous year activity data	contribution to inventory	Reason for change
Accommodation and facilities	Domestic hotel 4 Stars	56	111.00	-50%	2%	travel policy
Office equipment & supplies	Publications	0.00	1,067.34	-100%	0%	
Transport (Air)	Short economy class flights (>400km, ≤3,700km)	29455.8	84336.06	-65%	4%	travel policy
Transport (Land and Sea)	Petrol: Medium Car	11098	18,458.00	-40%	2%	travel policy
Transport (Land and Sea)	Ride Share - national average	197	1099.9676	-82%	0%	travel policy
Transport (Land and Sea)	Taxi - National Average	787	3163.3387	-75%	0%	travel policy
Waste	Recycling	0.7884	6.94	-89%	0%	energy efficiency measures
Working from home	calculator - Result A - VIC	6.972.0	11,581.35	-29%	6%	staff reductions

5. EMISSIONS SUMMARY

Emissions over time

For initial applications, please delete this section

This section compares emissions over time between the base year and current year, as well as comparing current year with the previous year. Reporting in-between years is mandatory.

If your base year was also the first year you received Climate Active certification then your base year and Year 1 are the same. If this scenario is relevant to you, you can combine the year to 'Base Year/Year 1'.

Emissions since base year		
		Total tCO_2-e
Base year:	2019–20	562
Year 1:	2020–21	119.479
Year 2:	2021–22	99

Significant changes in emissions

Through the course of FY22 our business suffered from the impact of COVID-19 lockdowns. In response we continued to reduce operational costs across the business, and in doing so reduced our emissions. Our purchases of Greenpower and LGC's, reduced absolute scope 2 emissions from 52% of our FY20 emissions to 0 in FY22.

We also saw decreases in year on year scope 3 emissions due to a further 65% reduction in interstate travel (After a 77% reduction in FY21), and further reduced absolute emissions as we reduced headcount through the course of the year.

The institutionalisation of Work From Home arrangements in FY22 for many of our staff across our business, including our outsourced Philipino Business Processing team, saw office utilities such as waste and recycling and stationary continue at low levels, while our work from home allowance was stable per capita.

We have purchased carbon offsets to neutralize the impact of these scope 3 emissions.

Please see over the page a summary of the significant changes in our emissions from FY21 to FY22.

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
Total net electricity emissions (Market based)	159MWhs of electricity consumed, 0T of CO2-e	212MWhs of electricity consumed, 0T of CO2-e	Reductions in usage due to consolidation of offices, external hosting of IT. Reductions in emissions due to renewables purchases
ICT Storage	$154,442 and 21.1T of CO2-e	$128,057 and 18.9T of CO2-e	Externally hosted ICT storage spend increased during FY22.
General waste (municipal waste)	7.305	6.67	WFH practices reduced load on office infrastructure
WFH Calculator Result A -NSW	15.281 T of CO2e-	11.882 T of CO2e-	Company embraced WFH for many staff for many days per week on a permanent basis
WFH Calculator Result A -VIC	8.207 T of CO2e-	11.581 T of CO2e-	Longer periods of WFH during FY21 relative to FY20

Use of Climate Active carbon neutral products and services

No Climate Active products were used during FY22.

Organisation emissions summary

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

Emissions Category	Sum of Scope 1 (TCO2e)	Sum of Scope 2 (TCO2e)	Sum of Scope 3 (TCO2e)	Sum of Total Emissions (TCO2e)
Accommodation and facilities	0.00	0.00	6.73	6.73
Cleaning and Chemicals	0.00	0.00	1.82	1.82
Electricity	0.00	0.00	0.00	0
ICT services and equipment	0.00	0.00	42.62	42.62
Office equipment & supplies	0.00	0.00	5.81	5.81
Transport (Air)	0.00	0.00	4.94	4.94
Transport (Land and Sea)	0.00	0.00	2.83	2.83
Waste	0.00	0.00	7.31	7.31
Working from home	0.00	0.00	27.12	27.12
Grand Total	0.00	0.00	99.17	99.17

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 non-quantified sources where data collection is not cost effective	5.000
uplift to account for non-quantified sources where data is unavailable	10.000
Total of all uplift factors	15.000
Total footprint to offset *(total net emissions from summary table + total uplifts)*	**114.17**

6. CARBON OFFSETS

Offsets retirement approach

In arrears		
1.	Total emissions footprint to offset for this report	114.17
2.	Total eligible offsets purchased and retired for this report	115
3.	Total eligible offsets banked to use toward next year's report	0

Co-benefits

VCU Certificates produced by a Central Kalimantan Forest Preservation Project have been purchased in arrears and retired by Energy Action to achieve Carbon Neutrality in FY22 according to the Climate Active Standard for Organisations. The certificates were created in 2021 to recognise the emissions reductions associated with preventing deforestation and land degradation in Central Kalimantan, Indonesia. The ecologically significant tropical peatlands within the project area store approximately 20 times more carbon below ground than in above-ground vegetation, highlighting their important role as a carbon sink.

Along with biodiversity outcomes, the project delivers the following positive contributions, which are closely aligned to Energy Action's mission and values:

1. Good health and well being (Sustainable Development Goal 3)
2. Decent work and economic growth (Sustainable Development Goal 8)
3. Gender Equality (Sustainable Development Goal 5)
4. Climate Action (Sustainable Development Goal 13)

Eligible offsets retirement 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**	**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 (%)**
Katingan Peatland Restoration and Conservation Project	VCUs	VERRA	14th June 2023	10364-207001685-207001799-VCS-VCU-263-VER-ID-14-1477-01012019-31122019-1	2019		115	0	0	115	100%
									Total offsets retired this report and used in this report	115	
									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 Carbon Units (VCUs)	115	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)*	35
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
Solar	LGC	REC Registry	2nd June 2023	SRPVWA75	1-33	2022	33	Solar	WA, Australia
Solar	LGC	REC Registry	2nd June 2023	SRPVNS89	428-429	2022	2	Solar	NSW, Australia
					Total LGCs surrendered this report and used in this report		35		

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 (kg CO2-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)	35,000	0	23%
GreenPower	86,579	0	57%
Electricity products jurisdictional renewables (LGCs surrendered)	0	0	0%
Jurisdictional renewables (LGCs surrendered)	2,153	0	1%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	546	0	0%
Large Scale Renewable Energy Target (applied to grid electricity only)	28,100	0	18%
Residual Electricity	-7	-7	0%
Total renewable electricity (grid + non grid)	**152,378**	**0**	**100%**
Total grid electricity	**152,371**	**0**	**100%**
Total electricity (grid + non grid)	**152,371**	**0**	**100%**
Percentage of residual electricity consumption under operational control	100%		
Residual electricity consumption under operational control	**-7**	**-7**	
Scope 2	-6	-6	
Scope 3 (includes T&D emissions from consumption under operational control)	-1	-1	
Residual electricity consumption not under operational control	**0**	**0**	
Scope 3	0	0	

Total renewables (grid and non-grid)	**100.00%**
Mandatory	**18.80%**
Voluntary	**81.20%**
Behind the meter	**0.00%**
Residual scope 2 emissions (t CO2-e)	**-0.01**
Residual scope 3 emissions (t CO2-e)	**0.00**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)	**0.00**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)	**0.00**
Total emissions liability (t CO2-e)	**0.00**
Figures may not sum due to rounding. Renewable percentage can be above 100%	

Location Based Approach Summary

Location Based Approach	**Activity Data (kWh) total**	**Under operational control**			**Not under operational control**	
Percentage of grid electricity consumption under operational control	**100%**	**(kWh)**	**Scope 2 Emissions (kg CO2-e)**	**Scope 3 Emissions (kg CO2-e)**	**(kWh)**	**Scope 3 Emissions (kg CO2-e)**
ACT	2,905	2,905	2,121	174	0	0
NSW	59,574	59,574	43,489	3,574	0	0
SA	0	0	0	0	0	0
VIC	89,892	89,892	76,408	6,292	0	0
QLD	0	0	0	0	0	0
NT	0	0	0	0	0	0
WA	0	0	0	0	0	0
TAS	0	0	0	0	0	0
Grid electricity (scope 2 and 3)	**152,371**	**152,371**	**122,018**	**10,041**	**0**	**0**
ACT	0	0	0	0		
NSW	0	0	0	0		
SA	0	0	0	0		
VIC	0	0	0	0		
QLD	0	0	0	0		
NT	0	0	0	0		
WA	0	0	0	0		
TAS	0	0	0	0		
Non-grid electricity (behind the meter)	**0**	**0**	**0**	**0**		
Total electricity (grid + non grid)	**152,371**					

Residual scope 2 emissions (t CO2-e)	**122.02**
Residual scope 3 emissions (t CO2-e)	**10.04**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)	**122.02**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)	**10.04**
Total emissions liability (t CO2-e)	**132.06**

APPENDIX C: INSIDE EMISSIONS BOUNDARY

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.

2 uplifts have been applied to our emissions to account for non-quantified sources.

For our onshore operations, we have applied an uplift of 5% to our onshore emissions to account for un-quantified and un-defined emission sources.

We have not been able to quantify the emissions associated with offshore business processing operations in FY22. We have acknowledged this year that they are within our emissions boundary. We have made an estimate of 10T of emissions associated with this activity. FY22 was another year of change for this activity: we observe that this office was close for 2/3 of the year, due to earthquakes, tropical storms and COVID-19 restrictions. During times of office closure, emissions related to our business activities was minimal. The estimate of 10T CO2-e equates to 10.5% of our pre-uplifted onshore emissions.

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
Off shore (outsourced) Operations	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 our organisation'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?
Employee commuting	Yes	No	No	No	No	No

An Australian Government Initiative

Climate Active