



PUBLIC DISCLOSURE STATEMENT

WOTTON + KEARNEY PTY LTD

ORGANISATION CERTIFICATION

FY2021–22


Australian Government

Climate Active Public Disclosure Statement



An Australian Government Initiative



NAME OF CERTIFIED ENTITY	Wotton + Kearney Pty Ltd
REPORTING PERIOD	financial year 1 July 2021 – 30 June 2022 Arrears report
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>Ben Kehane Facilities Manager Date: 24/10/23</p>



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

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

1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	2,437 tCO ₂ -e
OFFSETS BOUGHT	2,437 VCU's
RENEWABLE ELECTRICITY	22%
TECHNICAL ASSESSMENT	29/5/23 Emma Baird Pangolin Associates Next technical assessment due: FY2025
THIRD PARTY VALIDATION	Type 2 May 2023 Wali Aziz Walker Wayland

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2. CARBON NEUTRAL INFORMATION

Description of certification

This inventory has been prepared for the financial year from 1 July 2021 to 30 June 2022 and covers the Australian business operations of Company Wotton + Kearney Pty Ltd, ABN: 94 632 932 131.

The operational boundary has been defined based on an operational control test, in accordance with the principles of the National Greenhouse and Energy Reporting Act 2007. This includes the following locations and facilities:

- Sydney- Level 26, 85 Castlereagh Street 2000 NSW
- Melbourne- Level 15, 600 Bourke Street 3000 Vic
- Brisbane- Level 23, 111 Eagle Street 4000 QLD
- Perth- Level 49, 108 St Georges Terrace 6000 WA

The methods used for collating data, performing calculations and presenting the carbon account are in accordance with the following standards:

- Climate Active Standards
- The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (Revised Edition)
- National Greenhouse and Energy Reporting (Measurement) Determination 2008

Where possible, the calculation methodologies and emission factors used in this inventory are derived from the National Greenhouse Accounts (NGA) Factors in accordance with "Method 1" from the National Greenhouse and Energy Reporting (Measurement) Determination 2008.

The greenhouse gases considered within the inventory are those that are commonly reported under the Kyoto Protocol; carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O) and synthetic gases - hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) sulphur hexafluoride (SF₆) and nitrogen trifluoride (NF₃). These have been expressed as carbon dioxide equivalents (CO₂-e) using relative global warming potentials (GWPs).

Organisation description

Wotton + Kearney Pty Ltd (ABN 94 632 932 131) is one of Australasia's largest insurance and dispute resolution firms.

Wotton + Kearney have four offices in Australia (listed above), and have an alliance with Legalign Global which give their clients access to specialist law firms across the globe.

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
<u>Quantified</u>	<u>Non-quantified</u>	<u>Excluded</u>
Accommodation and facilities	NA	NA
Cleaning and Chemicals		
Construction Materials and Services		
Electricity		
Food		
ICT services and equipment		
Office equipment & supplies		
Postage, courier and freight		
Professional Services		
Refrigerants		
Stationary Energy (gaseous fuels)		
Transport (Air)		
Transport (Land and Sea)		
Waste		
Water		
Working from home		

Data management plan for non-quantified sources

There are no non-quantified sources in the emission boundary that require a data management plan.

4.EMISSIONS REDUCTIONS

Emissions reduction strategy

Commitment and targets

At Wotton Kearney, we recognise that we have a responsibility to minimise adverse environmental impacts and promote sustainable business practices. We are also very committed to obtaining and retaining our Climate active certification.

Wotton Kearney commits to reduce total emissions of its business operations by 20% by 2027 compared to the FY2022 baseline.

To ensure we remain accountable for this, we identified key environmental, social and governance (ESG) risks we face as an organisation within our industry, and developed programs designed to monitor and respond to these risks.

We continue to assess and measure what we do to determine how we can reduce our environmental impact and below are our key initiatives for 2023:

- **Conducting an annual GHG Assessment of our scopes 1, 2 & 3;**
- **Reassessing annually our targets** and analyse how we track with our actions and emissions reduction;
- **Conducting with our partners due diligence on carbon credits and offset strategy**

Emissions reduction actions planned:

As we continue to strengthen and build on our sustainability programs, our following emission reduction strategy includes:

- **Scope 1** emissions only represent 0.78% of our total emissions.
- **Scope 2** emissions will be reduced by 50%: (9.67% of emissions are coming from scope 2)
 - Purchasing GreenPower to use 100% renewable energy for tenancy yearly consumption, with the goal of being on 100% renewable energy.
 - Encourage the new tenancy building owner to install all-electric heating (if not already completed on arrival).
 - Install high-efficiency products (where available).
- **Update Procurement Policy** – Effectively implementing the procurement controls to ensure all products and services are sourced from Climate Active Certified suppliers in the first instance (wherever possible): IT, Accounting, Telecommunications, cloud services, professional services, events, products, food and catering.
- **Office consolidation and flexible working policies** – Wotton Kearney to provide remote and hybrid flexible working arrangements, which decreases commute time and supports the reduction of office spaces. This can help to reduce electricity consumption as well as individual carbon emissions due to shorter commute times for staff.
- **Sustainable practices in our offices:**
 - A dedicated space for staff to dispose of e-waste.
 - Promoting carpooling among staff.
 - Ensuring non-essential office lighting, printers, computers are switched off overnight, weekends and on holidays.
 - Digital records management to reduce printing.
 - Recycling programs including E waste
- **Travel** – we will implement an organisation wide travel agency to manage our footprint when virtual meetings are not possible to replace travel. From travel, car hire and accommodation required to operate both our business and that of our clients. Develop a policy to offset our flights systematically and only fly on Economy class for short flights / Business Class only for long flights.

5.EMISSIONS SUMMARY

Use of Climate Active carbon neutral products and services

This assessment and Climate Active submission was prepared with the assistance of Pangolin Associates and these services are carbon neutral.

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 total emissions (tCO ₂ -e)
Accommodation and facilities	34.04
Cleaning and Chemicals	13.47
Climate Active carbon neutral products and services	0.00
Construction Materials and Services	50.79
Electricity	235.72
Food	28.43
ICT services and equipment	717.92
Office equipment & supplies	122.04
Postage, courier and freight	87.99
Products, Materials & Equipment	9.47
Professional Services	383.51
Refrigerants	19.11
Stationary Energy (gaseous fuels)	15.56
Stationary Energy (liquid fuels)	1.20
Transport (Air)	438.12
Transport (Land and Sea)	198.28
Waste	8.82
Water	1.59
Working from home	70.49
Total	2,436.53

Uplift factors

NA

6. CARBON OFFSETS

Offsets retirement approach

In arrears		
1.	Total emissions footprint to offset for this report	2,437 t/CO ₂ e
2.	Total eligible offsets purchased and retired for this report	2,437
3.	Total eligible offsets banked to use toward next year's report	0

Co-benefits

- Rimba Raya is located in Central Kalimantan, Indonesian Borneo, and is one of the largest REDD+ peat swamp forest projects in the world, avoiding nearly 130 million tonnes of carbon emissions
- Rimba Raya generates carbon credits from High Conservation Value (HCV) peat swamp forest within the carbon accounting area.
- Rimba Raya is an InfiniteEARTH Project.
- Rimba Raya protects one of the most highly endangered ecosystems in the world.
- Rimba Raya develops livelihood programmes in surrounding villages (addressing all 17 of the UN Sustainable Development Goals) to provide education, employment and hope for the future.
- Rimba Raya provides a buffer zone between the palm oil industry and the Tanjung Puting National Park, home to one of the last remaining wild populations of orangutans on earth.

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 (%)
Rimba Raya Biodiversity Reserve Project	VCU	Verra	May 27 2023	7627-414287224-414287459-VCU-016-MER-ID-14-674-01072014-31122014-1	2014		236	0	0	236	10%
Rimba Raya Biodiversity Reserve Project	VCU	Verra	Mar 27 2023	6112-279851465-279853665-VCU-016-MER-ID-14-674-01012014-30062014-1	2014		2,201	0	0	2,201	90%
Total offsets retired this report and used in this report										2,437	
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 (ACCUs)	2437	100%

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

NA

APPENDIX A: ADDITIONAL INFORMATION

NA

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	9,006	0	3%
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)	56,155	0	19%
Residual Electricity	236,911	235,718	0%
Total grid electricity	302,072	235,718	22%
Total Electricity Consumed (grid + non grid)	302,072	235,718	22%
Electricity renewables	65,161	0	
Residual Electricity	236,911	235,718	
Exported on-site generated electricity	0	0	
Emissions (kgCO ₂ e)		235,718	
Total renewables (grid and non-grid)	21.57%		
Mandatory	18.59%		
Voluntary	2.98%		
Behind the meter	0.00%		
Residual Electricity Emission Footprint (TCO₂e)	236		
<i>Figures may not sum due to rounding. Renewable percentage can be above 100%</i>			

Location Based Approach Summary

Location Based Approach	Activity Data (kWh)	Scope 2 Emissions (kgCO2e)	Scope 3 Emissions (kgCO2e)
ACT	0	0	0
NSW	139,650	108,927	9,775
SA	0	0	0
Vic	54,789	49,858	5,479
Qld	42,200	33,760	5,064
NT	0	0	0
WA	65,434	43,841	654
Tas	0	0	0
Grid electricity (scope 2 and 3)	302,072	236,385	20,973
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	302,072	236,385	20,973
Emission Footprint (TCO2e)	257		
<i>Scope 2 Emissions (TCO2e)</i>	236		
<i>Scope 3 Emissions (TCO2e)</i>	21		

Climate Active Carbon Neutral Electricity summary

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. 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.

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
List relevant-non-quantified emission sources here	NA			

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?
N/A						



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