



# **PUBLIC DISCLOSURE STATEMENT**

WAX DESIGN PTY LTD (TRADING AS)


ORGANISATION CERTIFICATION

FY2023-24

Australian Government

# Climate Active Public Disclosure Statement



NAME OF CERTIFIED ENTITY	WAX Design Pty Ltd KEATES/BALMER TRUST trading as WAX Design Pty Ltd
REPORTING PERIOD	1 July 2023 – 30 June 2024 Arrears
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></p> <p>Georgia McPeake Studio &amp; Marketing Manager 23<sup>rd</sup> October 2024</p>



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

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Version 9.

# 1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	17 tCO <sub>2</sub> -e
CARBON OFFSETS USED	100% VCUs
RENEWABLE ELECTRICITY	N/A
CARBON ACCOUNT	Prepared by: dsquared
TECHNICAL ASSESSMENT	Next technical assessment due: n/a Small Organisation and ongoing certification

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## 2.CERTIFICATION INFORMATION

### Description of organisation certification

This organisation certification is for the business operations of WAX Design Pty Ltd (ABN 41 117 346 264) as Trustee for the KEATES/BALMER TRUST (ABN 74 250 383 949).

The emission inventory in this Public Disclosure Statement has been developed in accordance with the Climate Active Carbon Neutral Standard for Organisations. All emissions sources within WAX Design Pty Ltd's operational control relevant to the organisation have been captured in this certification.

This Public Disclosure Statement includes information for the FY2023-24 reporting period.

### Organisation description

Formed in 2006, by directors Warwick Keates and Amanda Balmer, WAX Design Pty Ltd (ABN 41 117 346 264) as Trustee for the KEATES/BALMER TRUST (ABN 74 250 383 949) is a multi-disciplinary studio working across a range of specialised fields, including landscape architecture, architecture and the built environment, urban planning, place-making, and playspace and outdoor education design. Collaboration is essential to our design process, an approach that begins in the studio with shared conversations and ends in the delivery of high-quality design solutions sensitive to the needs of our clients and communities. Our clients extend across local and state governments and the private sector.

Located in the CBD of Adelaide, South Australia, our team consists of eight multidisciplinary designers and support staff. The majority of our work is completed within our studio, with some regional and interstate travel required for key site visits, face-to-face meetings and public consultations. We maintain a practice that is of a size that gives clients immediate access to the two directors, who are closely involved in every project. At the same time, we have the capacity and team dynamics to deal with even the most complex processes and projects.

As landscape architects, we are deeply committed to the concept of thinking greener – more sustainable and more resilient. Our focus is to produce legacy landscapes enjoyed by future generations; to generate healthy places in which communities can live, work and play; and, to future-proof our shared ecological health by ensuring green infrastructure is at the heart of all our designs.

## 3.EMISSIONS BOUNDARY

This is a small organisation certification, which uses the standard Climate Active small organisation 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 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

### Quantified

Accommodation  
Carbon neutral products and services  
Cleaning and chemicals  
Electricity  
ICT services and equipment  
Professional services  
Office equipment and supplies  
Refrigerants  
Stationary energy and fuels  
Transport (air)  
Transport (land and sea)  
Waste  
Water

### Non-quantified

Postage, courier and freight  
Working from home  
Food & catering

### Optionally included

N/A

## Outside emission boundary

### Excluded

N/A

## 4.EMISSIONS REDUCTIONS

### Emissions reduction strategy

WAX Design's emissions reduction target is to reduce emissions by 20% by 2025 and 30% by 2030, compared to a FY 2020-21 base year. Our emissions reduction strategy is as follows:

#### Electricity

- Procure 100% Green Power from a Climate Active Carbon Neutral electricity retailer or a local Green Power retailer, to reduce electricity emissions.
- Continue to generate and utilise solar energy throughout the day and export excess to the grid.
- Minimise energy and water consumption through sustainable behaviours including turning off lights and equipment when not in use, turning off lights when daylight levels are sufficient and reducing heating and cooling by wearing appropriate clothing and utilising natural resources.
- Installing energy saving devices, switches and light fittings in our studio, where possible.

#### Waste

WAX Design has set a target of implementing improved waste management practices aiming for a >90% landfill diversion rate by 2025.

- Improved waste management practices including increased waste separation and reporting to reduce waste to landfill.
- Continue to dispose and recycle all office products and electronics in the approved facilities.
- Encourage staff to refuse additional or unnecessary food packaging from local cafes. The studio kitchen is well equipped with reusable cutlery and crockery for staff to use.

#### Transport

All staff are dedicated to reduce emissions associated with transport use, including meetings, project site visits, travel and staff commute.

- Transitioning to fully electric fleet vehicles by 2030, reducing fuel emissions by 29-41% when powered by 100% renewable energy supplies.
- Encourage virtual meetings and workshops, to reduce travel.
- Staff are encouraged to ride or walk to meetings, or where that is not possible to use Flexicar or other ride sharing services.
- Encourage active and sustainable transport options for staff commute. We provide bicycle and storage facilities to support this. Staff to be encouraged to consider lower emission vehicles for commutes including smaller, more efficient vehicles, hybrids, electric vehicles and e-bikes.

## **Operations**

WAX Design is committed to measuring and reporting our energy consumption and carbon footprint annually.

- We will continue to use environmentally friendly, recycled, biodegradable, carbon neutral certified and refillable products wherever possible, for office products and equipment.
- Encouraging staff to minimise their impacts at both the studio and at home.
- Promoting our commitments to our clients, project partners and associated programs to encourage sustainable change within the built environment industry.

## **Emissions reduction actions**

WAX Design is continually researching and implementing emission reduction initiatives to reduce our carbon footprint.

In FY 2023-24 we have actioned the following:

- Reduced regional travel, no overseas travel and no accommodation has resulted in a decrease in travel emissions. We have ensured that only essential travel for projects has been undertaken.
- Carbon offsets through airlines have been purchased, where possible.
- A continued focus has been placed on reducing waste to landfill with weekly reporting implemented to track the amount of waste being generated and sent to or diverted from landfill. This will help us measure our current target of >90% of waste diversion from landfill by 2025. This financial year we have reached >88% of waste diverted from landfill.
- We have renewed our commitment to the City Switch Program.



## 5.EMISSIONS SUMMARY

### Emissions over time

Emissions since base year			
		Total tCO <sub>2</sub> -e (without uplift)	Total tCO <sub>2</sub> -e (with uplift)
Base year/Year 1:	2020-21	16.9	17.8
Year 2:	2021-22	15.5	16.3
Year 3:	2022-23	33.7	35.3
Year 4:	2023-24	15.7	16.5

### Significant changes in emissions

Significant changes in emissions			
Emission source	Previous year emissions (t CO <sub>2</sub> -e)	Current year emissions (t CO <sub>2</sub> -e)	Reason for change
Bus	0.43	1.95	Staff preferencing bus over train and private vehicle commuting
Petrol / Gasoline post-2004	3.67	4.26	More fleet vehicle travel to meetings in regional SA
Long economy class flights (>3,700km)	13.79	0.00	No overseas travel this financial year (conference in Venice in FY22-23)

### Use of Climate Active carbon neutral products, services, buildings or precincts

Certified brand name	Product/Service/Building/Precinct used
Qantas	Qantas Offset Flights Service

## Emissions summary

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

Emission category	Scope 1 emissions (tCO <sub>2</sub> -e)	Scope 2 emissions (tCO <sub>2</sub> -e)	Scope 3 emissions (tCO <sub>2</sub> -e)	Total emissions (t CO <sub>2</sub> -e)
Transport (land and sea)	3.40	0.00	4.26	7.66
ICT services and equipment	0.00	0.00	2.19	2.19
Electricity	0.00	1.37	0.44	1.81
Professional services	0.00	0.00	1.73	1.73
Office equipment and supplies	0.00	0.00	0.71	0.71
Waste	0.00	0.00	0.53	0.53
Cleaning and chemicals	0.00	0.00	0.36	0.36
Refrigerants	0.35	0.00	0.00	0.35
Transport (air)	0.00	0.00	0.31	0.31
Water	0.00	0.00	0.03	0.03
Machinery and vehicles	0.00	0.00	0.00	0.00
Stationary energy (liquid fuels)	0.00	0.00	0.00	0.00
Roads and landscape	0.00	0.00	0.00	0.00
Stationary energy (gaseous fuels)	0.00	0.00	0.00	0.00
Stationary energy (solid fuels)	0.00	0.00	0.00	0.00
Horticulture and agriculture	0.00	0.00	0.00	0.00
Climate Active carbon neutral products and services	0.00	0.00	0.00	0.00
Food	0.00	0.00	0.00	0.00
Accommodation and facilities	0.00	0.00	0.00	0.00
Construction materials and services	0.00	0.00	0.00	0.00
Working from home	0.00	0.00	0.00	0.00
Postage, courier and freight	0.00	0.00	0.00	0.00
Products	0.00	0.00	0.00	0.00
<b>Grand Total</b>	<b>3.75</b>	<b>1.37</b>	<b>10.56</b>	<b>15.68</b>

## Uplift factors

An uplift factor is an upwards adjustment to the total carbon inventory to account for relevant emissions that cannot 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
Mandatory 5% uplift for small organisations	0.78
Total of all uplift factors (tCO <sub>2</sub> -e)	0.78
<b>Total emissions footprint to offset (tCO<sub>2</sub>-e)</b> <i>(total emissions from summary table + total of all uplift factors)</i>	<b>16.46</b>

## 6.CARBON OFFSETS

### Eligible offsets retirement summary

Type of offset unit	Quantity used for this reporting period	Percentage of total units used
Verified Carbon Units (VCUs)	17	100.00%

Project name	Type of offset unit	Registry	Date retired	Serial number	Vintage	Total quantity retired	Quantity used in previous reporting periods	Quantity banked for future reporting periods	Quantity used for this reporting period	Percentage of total used this reporting period
Renewable Solar Power Project by Shapoorji Pallonji stapled with Greenfleet Australia Forestry	VCU	Verra Registry	30/11/2023	13274-487142705-487142753-VCS-VCU-1491-VER-IN-1-1976-26062019-31122019-0	2019	49	0	32	17	34.7%

## 7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

### **Renewable Energy Certificate (REC) summary**

N/A.

## APPENDIX A: ADDITIONAL INFORMATION

N/A

## APPENDIX B: ELECTRICITY SUMMARY

There are two international best-practice methods for calculating electricity emissions – the location-based method and the market-based method. Reporting electricity emissions under both methods is called dual reporting.

Dual reporting of electricity emissions is useful, as it provides different perspectives of the emissions associated with a business's electricity usage.

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.

For this certification, electricity emissions have been set by using the **location-based approach**.

Market-based approach summary			
Market Based Approach	Activity Data (kWh)	Emissions (kg CO <sub>2</sub> -e)	Renewable Percentage of total
Behind the meter consumption of electricity generated	1,107	0	17%
<b>Total non-grid electricity</b>	<b>1,107</b>	<b>0</b>	<b>17%</b>
LGC purchased and retired (kWh) (including PPAs)	0	0	0%
GreenPower	0	0	0%
Climate Active certified - Precinct/Building (voluntary renewables)	0	0	0%
Climate Active certified - Precinct/Building (LRET)	0	0	0%
Climate Active certified - Precinct/Building jurisdictional renewables (LGCs surrendered)	0	0	0%
Climate Active certified - Electricity products (voluntary renewables)	0	0	0%
Climate Active certified - Electricity products (LRET)	0	0	0%
Climate Active certified - Electricity products jurisdictional renewables (LGCs surrendered)	0	0	0%
Jurisdictional renewables (LGCs surrendered)	0	0	0%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	0	0	0%
Large Scale Renewable Energy Target (applied to grid electricity only)	1,027	0	16%
Residual electricity	4,459	4,058	0%
<b>Total renewable electricity (grid + non grid)</b>	<b>2,134</b>	<b>0</b>	<b>32%</b>
<b>Total grid electricity</b>	<b>5,486</b>	<b>4,058</b>	<b>16%</b>
<b>Total electricity (grid + non grid)</b>	<b>6,593</b>	<b>4,058</b>	<b>32%</b>
Percentage of residual electricity consumption under operational control	100%		
<b>Residual electricity consumption under operational control</b>	<b>4,459</b>	<b>4,058</b>	
Scope 2	3,969	3,612	
Scope 3 (includes T&D emissions from consumption under operational control)	490	446	
<b>Residual electricity consumption not under operational control</b>	<b>0</b>	<b>0</b>	
Scope 3	0	0	

<b>Total renewables (grid and non-grid)</b>	<b>32.37%</b>
<b>Mandatory</b>	<b>15.58%</b>
<b>Voluntary</b>	<b>0.00%</b>
<b>Behind the meter</b>	<b>16.79%</b>
<b>Residual scope 2 emissions (t CO<sub>2</sub>-e)</b>	<b>3.61</b>
<b>Residual scope 3 emissions (t CO<sub>2</sub>-e)</b>	<b>0.45</b>
<b>Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>3.61</b>
<b>Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>0.45</b>
<b>Total emissions liability (t CO<sub>2</sub>-e)</b>	<b>4.06</b>

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 (kgCO <sub>2</sub> -e)	Scope 3 Emissions (kgCO <sub>2</sub> -e)	(kWh)	Scope 3 Emissions (kgCO <sub>2</sub> -e)
SA	5,486	5,486	1,372	439	0	0
<b>Grid electricity (scope 2 and 3)</b>	<b>5,486</b>	<b>5,486</b>	<b>1,372</b>	<b>439</b>	<b>0</b>	<b>0</b>
SA	1,107	1,107	0	0		
<b>Non-grid electricity (behind the meter)</b>	<b>1,107</b>	<b>1,107</b>	<b>0</b>	<b>0</b>		
<b>Total electricity (grid + non grid)</b>	<b>6,593</b>					

<b>Residual scope 2 emissions (t CO<sub>2</sub>-e)</b>	<b>1.37</b>
<b>Residual scope 3 emissions (t CO<sub>2</sub>-e)</b>	<b>0.44</b>
<b>Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>1.37</b>
<b>Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>0.44</b>
<b>Total emissions liability</b>	<b>1.81</b>

### Operations in Climate Active buildings and precincts

Operations in Climate Active buildings and precincts	Electricity consumed in Climate Active certified building/precinct (kWh)	Emissions (kg CO <sub>2</sub> -e)
n/a	0	0
Climate Active carbon neutral electricity is not renewable electricity. These electricity emissions have been offset by another Climate Active member through their building or precinct certification. This electricity consumption is also included in the market based and location-based summary tables. Any electricity that has been sourced as renewable electricity by the building/precinct under the market-based method is outlined as such in the market-based summary table.		

### Climate Active carbon neutral electricity products

Climate Active carbon neutral electricity product used	Electricity claimed from Climate Active electricity products (kWh)	Emissions (kg CO <sub>2</sub> -e)
n/a	0	0
Climate Active carbon neutral electricity is not renewable electricity. These electricity emissions have been offset by another Climate Active member through their electricity product certification. This electricity consumption is also included in the market based and location-based summary tables. Any electricity that has been sourced as renewable electricity by the electricity product under the market-based method is outlined as such in the market-based summary table.		

## APPENDIX C: INSIDE EMISSIONS BOUNDARY

### Non-quantified emission sources

The following emissions sources 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	Justification reason
Food & Catering	Immaterial: <1%
Postage, courier and freight	Immaterial: <1%
Working from home	Immaterial: <1%

### Data management plan for non-quantified sources

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

## APPENDIX D: OUTSIDE EMISSIONS BOUNDARY

### Excluded emission sources

The below emission sources have been assessed as not relevant to this 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.

### Excluded emissions sources summary

Emission sources tested for relevance	Size	Influence	Risk	Stakeholders	Outsourcing	Justification
n/a	n/a	n/a	n/a	n/a	n/a	n/a



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