PUBLIC DISCLOSURE STATEMENT

JACKSON CLEMENTS BURROWS ARCHITECTS PTY LTD

ORGANISATION CERTIFICATION

FY2023–24

Australian Government

Climate Active
Public Disclosure Statement

Jackson Clements Burrows

An Australian Government Initiative

Climate Active

NAME OF CERTIFIED ENTITY	Jackson Clements Burrows Architects Pty Ltd
REPORTING PERIOD	1 July 2023 – 30 June 2024 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.* 
	Saba Komarzynski Senior Associate 06 June 2025

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

Version 9.

1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	201 tCO_2-e
CARBON OFFSETS USED	100% VCUs
RENEWABLE ELECTRICITY	51.34%
CARBON ACCOUNT	Prepared by: Pangolin Associates
TECHNICAL ASSESSMENT	Date: 11/12/2023 Organisation: Pangolin Associates Next technical assessment due: FY2027

Contents

2. CERTIFICATION INFORMATION

Description of organisation certification

This organisation certification is for the business operations of Jackson Clements Burrows Architects Pty Ltd, ABN: 92 072 854 883, and does not include and/or cover the services that Jackson Clements Burrows Architects provides to its clients.

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. The includes the following locations and facilities:

- 345 Swan Street, Richmond 3121 VIC
- 3/270 Montague Road, West End 4101 QLD*

*Please note: the utilities at this location could not be quantified due to JCB renting a singular desk in a co-working space for an employee, therefore emissions intensity data was applied instead. Due to this, the organisation's electricity emissions in Queensland are not accounted for in Appendix B.

The methods used for collecting 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

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

Organisation description

Jackson Clements Burrows Architects ('JCB', ABN: 92 072 854 883) is a Melbourne-based architectural practice of over 70 design professionals united by a shared commitment to the delivery of innovative design solutions. JCB has one team member based in Brisbane.

Our experience covers a wide range of project types and scales and each project, large or small, is treated as a critical contributor to our collaborative studio environment.

Sustainability is an intrinsic part of what we do at JCB. We believe that every project should address the importance of social, cultural and environmental sustainability.

We recognise that in partnership with our clients we have a critical responsibility to the future of our communities and the environment through the built work that we leave behind. We encourage our clients to embrace this responsibility and the opportunities that it provides.

Our holistic approach to sustainability ensures that our architecture is appropriate to its location, connected with its occupants and kind to our planet.

In early 2020, JCB became an Australian Founding Signatory of the Architects Declare movement, making a commitment to go Carbon Neutral along with over 200 architectural practices around the globe. To ensure our words are matched by actions, we're committed to understanding and enhancing our own climate emissions performance and leading by example within our industry.

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 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 and facilities

Cleaning and chemicals

Climate Active carbon neutral products and services

Electricity

Food

ICT services and equipment

Office equipment and supplies

Postage, courier and freight

Professional services

Refrigerants

Transport (air)

Transport (land and sea)

Waste

Water

Working from home

Non-quantified

N/A.

Outside emission boundary

Excluded

N/A.

4. EMISSIONS REDUCTIONS

Emissions reduction strategy

JCB's emissions reduction strategy will target four key areas: energy, travel, procurement and waste. A more detailed timeline of reduction targets will be developed over the next year, with a minimum 30% target reduction within the next 10 years, based on FY2019-20 baseline.

Energy

Approaches to reduce energy will focus on the hierarchy of energy efficiency, onsite renewable energy generation and offsite renewable energy generation. JCB will monitor and act on opportunities to reduce our energy use from office heating and cooling.

Our on-site rooftop PV system and battery storage provided approximately 30% of our electricity in this reporting period, with a similar amount exported to the grid. Our studio uses 100% Greenpower grid electricity, eliminating our Scope 2 emissions resulting in us already achieving a targeted 100% reduction of scope 2 electricity emissions.

Travel

Business flights, employee commute and staff travel contributed to 14% of total emissions in this reporting period. Emissions from travel increased in this reporting period (from ~15% in FY20) due to lifting Covid restrictions. Our direct fuel emissions have reduced with the purchase of a new electric studio vehicle, powered by renewable energy.

JCB continues to support working from home and videoconferencing to reduce travel emissions by 20% on FY20 by 2030. Our studio has dedicated cycle storage, lockers and shower facilities, and we continue to encourage staff to use car share, public transport, walk or cycle to reduce scope 3 emissions.

Procurement

The majority of JCB's emissions come from services provided by third parties where we have very limited control and visibility of emissions. While some of these emissions are difficult to reduce, we continue to review our suppliers to source Indigenous, local and carbon neutral where possible to reduce scope 3 emissions. Where possible we source carbon neutral paper from recycled or sustainable sources. JCB will also target food & catering to reduce consumption of emissions-intensive produce, instead sourcing seasonal and local foods.

JCB Architects is committed to an overall target to reduce emissions from third party services, including ICT Services (which contributed 24.3% of total emissions in FY20), by 30% by 2030.

Waste

JCB currently recycles paper, plastics and batteries and printer cartridges, and encourage our team to return project samples to suppliers for re-use. We will seek further opportunities to reduce packaging, improve our waste collection streams and minimise landfill, thus scope 3 emissions. Our target is to reduce

emissions from waste through the above measures by 10% by 2030.

Emissions reduction actions

For FY2024 we are reporting a 22% reduction on our baseline FY2020, with an increase of 4.3% on our previous year FY2023. This increase is primarily due to Scope 2 grid electricity supply, transport fuels, employees and professional services.

Energy

Our on-site rooftop PV system and battery storage provided approximately 40% of our electricity in this reporting period. We saw an increase of 14% emissions from our base year, due to our Greenpower agreement lapsing. Emission reduction actions we took in FY2023 include:

- Monitor our energy efficiency and take opportunities to reduce our energy use including office heating and cooling.

Travel

Business flights, employee commute and staff travel contributed to 14% of total emissions in this reporting period. While flights have significantly reduced, we have seen a significant increase in commute and general transport. Emission reduction actions we took in FY2023 include:

- Supporting flexible and online working to reduce travel-related emissions.
- Encourage staff to commute by car share, public transport, walk or cycle. Our studio has a dedicated cycle storage, lockers and shower facilities.
- Site visits are carbon neutral with our electric vehicle powered by our solar PV.

Procurement and Suppliers

The majority of JCB's emissions come from services provided by third party procurement and suppliers. Where possible, we continue to review our suppliers to source Indigenous, local and carbon neutral to reduce scope 3 emissions. Emission reduction actions we took in FY2023 include:

- Sourcing carbon neutral paper from recycled or sustainable sources.
- Food & catering sourced locally and seasonal to reduce consumption of emissions-intensive produce.
- Support carbon neutral, local and Indigenous suppliers where possible.

Waste

JCB is addressing waste-based emissions, with the actions taken in FY2023 including:

- Recycling paper, plastic, batteries and printer cartridges

- Encouraging our team to return project samples to suppliers for re-use

Actions for FY2025

Below are the actions JCB intends to introduce and/or continue in FY2025 to stay on course with reducing the business' overall emissions by 30% by 2030:

- *Energy*
    - Renew our Greenpower energy supply to reduce grid emissions.
    - Monitor our energy efficiency and take opportunities to reduce our energy use including office heating and cooling.
- *Travel*
    - Supporting flexible and online working to reduce travel.
    - Encourage staff to commute by car share, public transport, walk or cycle. Our studio has a dedicated cycle storage, lockers and shower facilities.
    - Site visits are carbon neutral with our electric vehicle powered by our solar PV.
- *Procurement and Suppliers*
    - Sourcing carbon neutral paper from recycled or sustainable sources.
    - Food & catering sourced locally and seasonal to reduce consumption of emissions-intensive produce.
    - Support carbon neutral, local and Indigenous suppliers where possible.
- *Waste*
    - Review opportunities to reduce packaging.
    - Improve our waste collection streams and minimise landfill.

5.EMISSIONS SUMMARY

Emissions over time

Emissions since base year		
		Total tCO_2-e (without uplift)
Base year/Year 1:	2019-20	266.29
Year 2:	2020-21	156.29
Year 3:	2021-22	137.34
Year 4:	2022-23	188.80
Year 5:	2023-24	200.53

Significant changes in emissions

Significant changes in emissions			
Emission source	**Previous year emissions** (t CO_2-e)	**Current year emissions** (t CO_2-e)	**Reason for change**
Electricity (market-based method, scope 2)	0.00	53.82	Green Power was (mistakenly) not purchased for FY2024
Technical services	76.26	23.52	Outsourcing our IT and software support has seen significant reductions in this area

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

Certified brand name	Product/Service/Building/Precinct used
Pangolin Associates	Consulting services
Telstra	Telecommunication products/services

Emissions summary

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

Emission category	Scope 1 emissions (tCO_2-e)	Scope 2 emissions (tCO_2-e)	Scope 3 emissions (tCO_2-e)	Total emissions (t CO_2-e)
Accommodation and facilities	0.00	0.00	0.04	0.04
Cleaning and Chemicals	0.00	0.00	6.03	6.03
Climate Active carbon neutral products and services	0.00	0.00	0.00	0.00
Construction Materials and Services	0.00	0.00	0.00	0.00
Electricity	0.00	53.82	6.64	60.46
Food	0.00	0.00	8.93	8.93
Horticulture and Agriculture	0.00	0.00	0.00	0.00
ICT services and equipment	0.00	0.00	24.01	24.01
Machinery and vehicles	0.00	0.00	0.00	0.00
Office equipment & supplies	0.00	0.00	3.90	3.90
Postage, courier and freight	0.00	0.00	0.24	0.24
Products	0.00	0.00	0.00	0.00
Professional Services	0.00	0.00	42.63	42.63
Refrigerants	1.34	0.00	0.00	1.34
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 (liquid fuels)	0.00	0.00	0.00	0.00
Stationary Energy (solid fuels)	0.00	0.00	0.00	0.00
Transport (Air)	0.00	0.00	3.73	3.73
Transport (Land and Sea)	7.67	0.00	32.71	40.38
Waste	0.00	0.00	3.34	3.34
Water	0.00	0.00	0.77	0.77
Working from home	0.00	0.00	4.72	4.72
Total emissions (tCO_2-e)	**9.01**	**53.82**	**137.70**	**200.53**

Uplift factors

N/A.

6. CARBON OFFSETS

Eligible offsets retirement summary

Offsets retired for Climate Active certification

Type of offset unit	Quantity used for this reporting period	Percentage of total units used
Verified Carbon Units (VCUs)	201	100%

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
Bundled Wind Power Project by Mytrah Group	VCU	Verra	17/11/2024	14623-612913148-612913348-VCS-VCU-997-VER-IN-1-1728-01032022-31032022-0	2022	201	0	0	201	100%

Project name	Unit type e.g. biodiversity	Project location	Eligible offset project stapled to	Stapled quantity	Link to project or evidence
Greenfleet retired 12/11/2024	Biodiversity		201	Bundled Wind Power Project by Mytrah Group	See Appendix A

Co-benefits

The clean power produced by the project displaces an equivalent amount of power from the grid, which is fed mainly by fossil fuel-fired power plants. Therefore, it results in a reduction of GHG emissions. Mytrah Wind, the project owner, also runs a wide Corporate Social Responsibility (CSR) scheme that supports the wellbeing of local communities. This includes investment to improve access to education, clean water and a focus on reducing unemployment and the lack of opportunities for young people in the area. It also runs two community camps, together with UNICEF, to empower young women by educating them on their rights, creative abilities and skills in healthcare, while a safe water project provides clean water, sanitation education and improved latrine services.

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

N/A.

APPENDIX A: ADDITIONAL INFORMATION

Greenfleet

This is to certify

Jackson Clements Burrows Pty Ltd

offset 201.00 tonnes of CO_2-e with Greenfleet.

Your support will help us restore native forests and ecosystems, which provide crucial habitat for endangered wildlife, help counter the devastating impact of the bushfires, and reduce the impacts of climate change.

Greenfleet will plant enough biodiverse native trees on your behalf to offset these emissions.

Thank you for helping us grow our forests and grow climate hope.

Wayne Wescott | Greenfleet CEO

12/11/2024

Thank you

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 market-based approach.

Market-based approach summary

Market-based approach	Activity Data (kWh)	Emissions (kg CO_2-e)	Renewable percentage of total
Behind the meter consumption of electricity generated	54,812	0	40%
Total non-grid electricity	**54,812**	**0**	**40%**
LGC Purchased and retired (kWh) (including PPAs)	0	0	0%
GreenPower	0	0	0%
Climate Active precinct/building (voluntary renewables)	0	0	0%
Precinct/Building (LRET)	0	0	0%
Precinct/Building jurisdictional renewables (LGCS surrendered)	0	0	0%
Electricity products (voluntary renewables)	0	0	0%
Electricity products (LRET)	0	0	0%
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)	15,303	0	11%
Residual Electricity	66,445	60,465	0%
Total renewable electricity (grid + non grid)	**70,115**	**0**	**51%**
Total grid electricity	**81,748**	**60,465**	**11%**
Total electricity (grid + non grid)	**136,560**	**60,465**	**51%**
Percentage of residual electricity consumption under operational control	100%		
Residual electricity consumption under operational control	**66,445**	**60,465**	
Scope 2	59,143	53,820	
Scope 3 (includes T&D emissions from consumption under operational control)	7,302	6,644	
Residual electricity consumption not under operational control	**0**	**0**	
Scope 3	0	0	

Total renewables (grid and non-grid)	**51.34%**
Mandatory	**11.21%**
Voluntary	**0.00%**
Behind the meter	**40.14%**
Residual scope 2 emissions (t CO_2-e)	**53.82**
Residual scope 3 emissions (t CO_2-e)	**6.64**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**53.82**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**6.64**
Total emissions liability (t CO_2-e)	**60.46**

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 ($kgCO_2$-e)**	**Scope 3 Emissions ($kgCO_2$-e)**	**(kWh)**	**Scope 3 Emissions ($kgCO_2$-e)**
ACT	0	0	0	0	0	0
NSW	0	0	0	0	0	0
SA	0	0	0	0	0	0
VIC	81,748	81,748	64,581	5,722	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)	**81,748**	**81,748**	**64,581**	**5,722**	**0**	**0**
ACT	0	0	0	0		
NSW	0	0	0	0		
SA	0	0	0	0		
VIC	54,812	54,812	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)	**54,812**	**54,812**	**0**	**0**		
Total electricity (grid + non grid)	**136,560**					

Residual scope 2 emissions ($t CO_2$-e)	**64.58**
Residual scope 3 emissions ($t CO_2$-e)	**5.72**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) ($t CO_2$-e)	**64.58**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) ($t CO_2$-e)	**5.72**
Total emissions liability	**70.30**

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_2-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_2-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

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
N/A.	

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 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.						

An Australian Government Initiative

Climate Active