PUBLIC DISCLOSURE STATEMENT

CK ARCHITECTURE (AUSTRALIA) PTY LTD

ORGANISATION CERTIFICATION
CY2023

Australian Government

Climate Active
Public Disclosure Statement

ck architecture

An Australian Government Initiative

Climate Active

NAME OF CERTIFIED ENTITY	CK Architecture (Australia) Pty Ltd
REPORTING PERIOD	1 January 2023 – 31 December 2023 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.* 
	Cassandra Keller Principal 30/04/2025

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

Version August 2023.

1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	128 tCO_2-e
CARBON OFFSETS USED	100% CER
RENEWABLE ELECTRICITY	93.09%
CARBON ACCOUNT	Prepared by: ck architecture (Australia) Pty Ltd
TECHNICAL ASSESSMENT	18 December 2023 KREA Consulting Pty Ltd Next technical assessment due:CY2026 report

Contents

2. CERTIFICATION INFORMATION

Description of organisation certification

The Climate Active Carbon Neutral certification covers the Australian business operations of CK Architecture (Australia) Pty Ltd, ABN 67 154 909 332. CK Architecture's services are not included in this certification. The operational boundary of the carbon account has been defined based on the operational control approach.

This Public Disclosure Statement represents the reporting period 1 January 2023 to 31 December 2023 (CY2023). This is the second year of reporting.

The carbon account has been prepared in accordance with the Climate Active Carbon Neutral Standard for Organisations. This entails using recognised emission factors and methods for carbon accounting published in Australia, such as the National Greenhouse Accounts (NGA) Factors, and the work of the international corporate accounting and reporting standard The Greenhouse Gas Protocol.

The greenhouse gasses included in the carbon account are the seven gasses reported under the Kyoto Protocol: carbon dioxide (CO_2), methane (CH_4), nitrous oxide (N_2O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulphur hexafluoride (SF_6) and nitrogen trifluoride (NF_3). These gasses are expressed in carbon dioxide equivalents (CO_2-e), providing the ability to present greenhouse gas emissions as one unit.

Organisation description

CK Architecture (Australia) Pty Ltd, ABN 67 154 909 332, is a mid-sized architectural practice located in Deakin, ACT with 29.4 FTE. The organisational boundary approach taken for the certification is operational control. There are no subsidiaries, trading names or international operations.

CK Architecture (Australia) Pty Ltd specialises in high quality design and documentation, creating spaces that go beyond brief and function. With expertise in community, Government, educations, interiors, commercial, institutional and workplace sectors, we understand the importance of creating places around the needs of people who will use them most, as well as ensuring they are authentic, safe and functional.

We make a positive contribution to the community by creating innovative, sustainable, and site-responsive places and buildings. With every project, we acknowledge that the site is not empty, nor did it begin with colonisation – it is rich with Indigenous knowledge and stories, with past, present, and future intertwined. We also believe that design needs to consider the broader cultural landscape and ecosystem of which it is a part of.

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 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

Stationary energy and fuels

Electricity

Climate Active Carbon Neutral Products and Services

Accommodation

Cleaning and chemicals

Food

ICT services and equipment

Professional services

Office equipment and supplies

Postage, courier and freight

Transport (air)

Transport (land and sea)

Waste

Water

Working from home

Non-quantified

Refrigerants

Optionally included

N/A

Outside emission boundary

Excluded

N/A

4. EMISSIONS REDUCTIONS

Emissions reduction strategy

CK Architecture are committed to reducing our carbon footprint by 10% by 2028, from a 2022 base year.

We continue to develop our emissions reduction strategy

Scope 2

- Install LED lighting across the office and increase office lighting zones in the next 1 years, as well as installing power-saving devices on computers in the next 4 years to reduce office electrical consumption by 10%.
    a. An increase in office lighting zones will allow for more areas of the office to be powered down when not in use throughout the day.

Scope 3

- Support an increase in staff cycling to work by increasing capacity of onsite bicycle storage from 3 bike spaces to 6 bikes spaces in the next 4 years.
- Creating a working from home policy that encourages staff to work from home one day per week, reducing personal transport emissions by 20%. We currently have 1 staff member working from home once a week and are looking to expand that.
- Purchase additional tablets for staff use to reduce paper consumption from printing by 10% in the next 4 years.
- Seeking partnerships with businesses that demonstrate accreditations with Climate Active or similar carbon-zero certifiers. This is an ongoing effort.
- Encourage staff to consider switching to EVs to reduce carbon emissions. We are investigating different incentives such as salary packaging and novated leases.
- Purchasing environmentally sustainable furniture and interior materials when replacing office furniture, and encouraging their use when completing specifications with project clients
    a. Assessing the sustainability of products against the following criteria:
        - Environmental Product Declaration (EPD) Registered
        - Good Environmental Choice Australia (GECA) Certification, Australasian Furnishing Research & Development Institute (AFRDI) Green Tick, Green Tag Certification, Cradle to Cradle Certification, Eco 5 Rated Environmental Product Label
        - Minimum 10-year warranty (commercial)
        - Designed for recycling and re-use, replacement parts available, made of high recycled content
        - Covered by a product stewardship program or take back scheme by the supplier/manufacturer.

Emissions reduction actions

Since our last reporting cycle,

- We have reduced the number of office cars from three to two. Further, they have been transitioned from internal combustion engine cars to electric vehicles and plug in hybrids. This has greatly reduced our Scope 1 emissions. We have seen an 80% decrease in our Scope 1 emissions due to reduced fuel usage.
- We have worked to reduce mail subscriptions to one copy per issue and have encouraged the sharing of physical copies within the office to reduce the need for duplicates. This has reduced paper waste and postage costs.
- We have encouraged all staff to use environmentally friendly services such as Uber Green and carbon offset QANTAS and Virgin flights.
- We have conducted meetings virtually where possible, minimising the need for site visits, which reduces travel costs and emissions.

5.EMISSIONS SUMMARY

Emissions over time

Emissions since base year			
		Total tCO_2-e (without uplift)	**Total tCO_2-e** (with uplift)
Base year/Year 1:	2022	131.95	133.77
Year 2:	2023	126.65	127.92

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**
Medium Car: unknown fuel	46.99	36.42	There are various reasons for this change. Firstly, our full-time equivalent (FTE) staff count has decreased from 32 to 29.4. Additionally, we have encouraged staff, particularly senior team members, to work from home one day per week, reducing commuting emissions. We have also transitioned to calculating our travel distances by using the Climate Active Calculator to standardise our calculations going forward and streamline data collection. This has led to a slight reduction in our reported emissions for the current year. As this results in a less than 10% change in our total emissions, this does not necessitate a base year recalculation.

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

Certified brand name	Product/Service/Building/Precinct used
N/A	N/A

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 (t CO2-e)	Sum of Scope 2 (t CO2-e)	Sum of Scope 3 (t CO2-e)	Sum of Total Emissions (t CO2-e)
Accommodation and facilities	0.00	0.00	0.63	0.63
Cleaning and chemicals	0.00	0.00	2.82	2.82
Electricity	0.00	2.67	0.33	3.00
Food	0.00	0.00	3.29	3.29
ICT services and equipment	0.00	0.00	13.74	13.74
Postage, courier and freight	0.00	0.00	0.07	0.07
Professional services	0.00	0.00	29.05	29.05
Transport (air)	0.00	0.00	5.84	5.84
Transport (land and sea)	1.49	0.00	37.55	39.04
Waste	0.00	0.00	18.28	18.28
Water	0.00	0.00	0.31	0.31
Working from home	0.00	0.00	0.66	0.66
Office equipment and supplies	0.00	0.00	9.92	9.92
Total	**1.49**	**2.67**	**122.49**	**126.65**

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_2-e
1% Uplift to account for non-quantified sources where data is unavailable (Refrigerants for AC unit)	1.267
Total of all uplift factors (tCO_2-e)	1.267
Total emissions footprint to offset (tCO_2-e) *(total emissions from summary table + total of all uplift factors)*	**127.92**

6. CARBON OFFSETS

Eligible offsets retirement summary

Offsets retired for Climate Active certification

Type of offset units	Eligible quantity (used for this reporting period)	Percentage of total
Certified Emissions Reductions (CERs)	128	100%

Project description	Type of offset units	Registry	Date retired	Serial number (and hyperlink to registry transaction record)	Vintage	Stapled quantity	Eligible quantity retired (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 (%)
3.2 MW wind power project of Agro Solvent Products Pvt. Ltd. at Jodha village of Jaisalmer district in Rajasthan state	CER	CDM	22/04/2025	IN-5-212599142-2-2-0-4709 - IN-5-212599401-2-2-0-4709	CP2	0	260	0	132	128	100%
									Total eligible offsets retired and used for this report	**128**	
									Total eligible offsets retired this report and banked for use in future reports	132	

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 **market-based method.**

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)	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)	35,382	0	74%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	9,049	0	19%
Large Scale Renewable Energy Target (applied to grid electricity only)	0	0	0%
Residual electricity	3,298	3,001	0%
Total renewable electricity (grid + non grid)	**44,431**	**0**	**93%**
Total grid electricity	**47,729**	**3,001**	**93%**
Total electricity (grid + non grid)	**47,729**	**3,001**	**93%**
Percentage of residual electricity consumption under operational control	100%		
Residual electricity consumption under operational control	**3,298**	**3,001**	
Scope 2	2,936	2,671	
Scope 3 (includes T&D emissions from consumption under operational control)	362	330	
Residual electricity consumption not under operational control	**0**	**0**	
Scope 3	0	0	

Total renewables (grid and non-grid)	**93.09%**
Mandatory	**18.96%**
Voluntary	**74.13%**
Behind the meter	**0.00%**
Residual scope 2 emissions (t CO2-e)	**2.67**
Residual scope 3 emissions (t CO2-e)	**0.33**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)	**2.67**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)	**0.33**
Total emissions liability (t CO2-e)	**3.00**

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 ($kgCO_2$-e)**	**Scope 3 Emissions ($kgCO_2$-e)**	**(kWh)**	**Scope 3 Emissions ($kgCO_2$-e)**
ACT	47,729	47,729	32,456	2,386	0	0
Grid electricity (scope 2 and 3)	**47,729**	**47,729**	**32,456**	**2,386**	**0**	**0**
ACT	0	0	0	0		
Non-grid electricity (behind the meter)	**0**	**0**	**0**	**0**		
Total electricity (grid + non grid)	**47,729**					

Residual scope 2 emissions (t CO2-e)	**32.46**
Residual scope 3 emissions (t CO2-e)	**2.39**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)	**32.46**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)	**2.39**
Total emissions liability (t CO2-e)	**34.84**

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

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.

Relevance test: Refrigerants

Size: The estimated refrigerant emissions for our office are relatively small compared to other emissions sources, such as purchased electricity and stationary energy. Based on a typical leakage rate of 5% applied to an assumed refrigerant charge, refrigerant emissions are estimated at approximately **0.2 to 0.6 tonnes CO_2-e per year**, whereas electricity use accounts for the majority of emissions. Although these refrigerant emissions are small in absolute terms, they remain part of the overall emissions profile and are therefore considered relevant.

Influence: As tenants, we have **limited direct control** over the air-conditioning system, as it is owned and maintained by the building operator. However, we can engage with the property manager to request data and discuss maintenance practices that might reduce leakage rates. While our influence is indirect, **we do have the capacity to raise concerns, request data, and potentially influence improved maintenance practices** that could reduce emissions over time.

Risk: Refrigerant emissions pose a **low regulatory risk** in the current jurisdiction, as there are no direct greenhouse gas regulatory obligations specifically targeting tenants' refrigerant use. However, there is some risk of **reputational impact** if emissions are perceived as being under-reported or not managed responsibly, particularly as stakeholder expectations for full carbon accounting continue to rise. This risk is small but not negligible.

Stakeholders: Key stakeholders — including staff, management, and reporting frameworks (such as Climate Active) — expect a comprehensive accounting of emissions sources. **Transparency and thoroughness in emissions reporting are important to meet stakeholder expectations**, even if refrigerant emissions are relatively minor in scale.

Outsourcing: The refrigerant emissions come from air-conditioning systems that are **owned and operated by the building owner**. As a tenant, we **outsource** the provision of HVAC services that would otherwise be part of our own building management responsibilities in a different ownership model. **Comparable organisations in standalone buildings would typically have direct responsibility for refrigerant maintenance and associated emissions**, so including these outsourced emissions aligns with the Climate Active guidance on outsourced activities.

Relevant non-quantified emission sources	Justification reason
Refrigerants	Data unavailable but uplift applied (1%)

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.

At present, we do not have direct access to data on the refrigerant type, quantity, or maintenance records for the air-conditioning system in our office, as it is maintained by the building's operators. We have formally requested this information from the property manager to enable us to more accurately estimate our refrigerant-related emissions. Once received, this data will be integrated into our emissions inventory to ensure comprehensive reporting of all relevant sources.

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						

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