PUBLIC DISCLOSURE STATEMENT

GUYMER BAILEY ARCHITECTS

ORGANISATION CERTIFICATION
CY2024

Australian Government

Climate Active
Public Disclosure Statement

Guymer Bailey

An Australian Government Initiative

Climate Active

NAME OF CERTIFIED ENTITY	Guymer Bailey Architects Pty Ltd
REPORTING PERIOD	1 January 2024 – 31 December 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.*  Phillip Jackson Director 30 April 2025

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

Public Disclosure Statement documents are prepared by the submitting organisation. The material in the Public Disclosure Statement document represents the views of the organisation and do not necessarily reflect the views of the Commonwealth. The Commonwealth does not guarantee the accuracy of the contents of the Public Disclosure Statement document and disclaims liability for any loss arising from the use of the document for any purpose.

Version 9.

Climate Active

1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	142 tCO_2-e
CARBON OFFSETS USED	100% VCUs
RENEWABLE ELECTRICITY	93%
CARBON ACCOUNT	Prepared by: Guymer Bailey Architects
TECHNICAL ASSESSMENT	18 December 2025 Pangolin Associates Pty Ltd Next technical assessment due: CY2027

Contents

2. CERTIFICATION INFORMATION

Description of organisation certification

This organisation certification is for the business operations of Guymer Bailey Architects (GB-A), ABN 12 010 920 153.

The scope of this certification includes the operations of our Brisbane and Melbourne offices. It currently does not include the impact of the buildings, interiors, and landscapes we design, however this measurement of the impact of what we create is currently being monitored and developed as part of our design process.

This Public Disclosure Statement includes information for CY2024 reporting period.

Organisation description

This organisation certification is for the business operations of Guymer Bailey Architects, ABN (ABN 12 010 920 153).

Guymer Bailey Architects (ABN 12 010 920 153) is an Australian based architecture firm that provides professionals services across Architecture, Landscape Architecture and Interior design. Guymer Bailey Architects (trading name), has gone through re-branding and is now known as GB-A, operate from two office locations, which include a freestanding building in Queensland (19 Terrace Street Toowong), and a tenancy within a larger office building in Victoria. (L5 / 969 Burke Road Camberwell)

The organisational boundary approach taken is the Operational Control approach as we have authority to introduce and implement operating policies to reduce our emissions.

With attitudes, beliefs and actions so often shaped by the built environment around us, we have a great responsibility as architects, landscape architects and designers to create spaces that foster respect for the environment and facilitate responsible ways of thinking and living.

While sustainability has been a core part of our company culture since our inception in 1989, and green initiatives are inherent in our everyday practices, research and design, we have made the commitment to be carbon neutral at both a company and industry level by 2030. This step provides us with a clear framework to monitor and reduce our impact on the environment and help others do the same.

It also helps us move closer to our vision “To build a brighter future through environmentally minded, socially responsible, and culturally sensitive design that creates hope, brings joy, and prioritises wellbeing”.

3.EMISSIONS BOUNDARY

Inside the emissions boundary

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

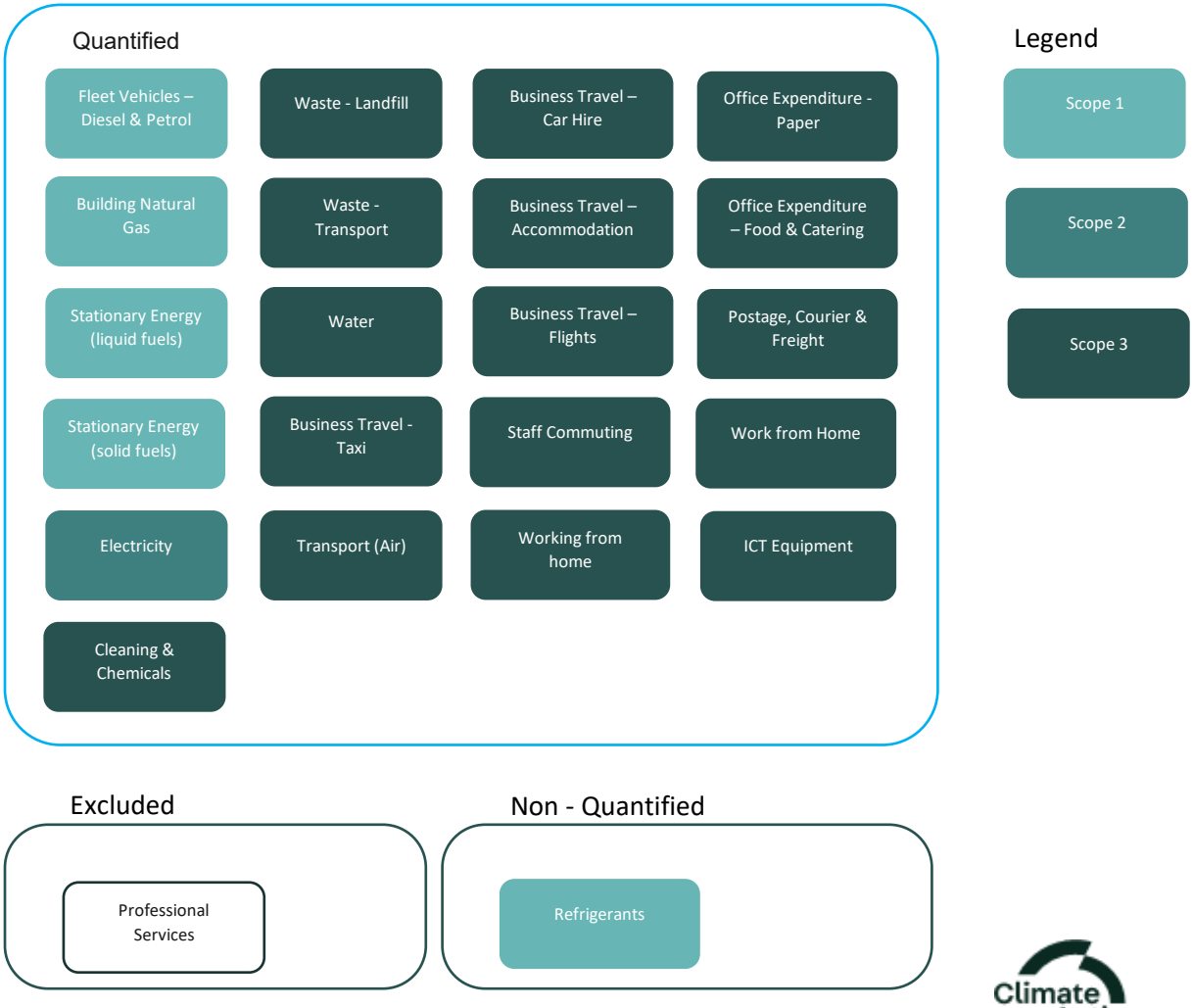
Quantified emissions have been assessed as relevant and are quantified in the carbon inventory. This may include emissions that are not identified as arising due to the operations of the certified entity, however are **optionally included**.

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 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.

The emission sources in the boundary diagram below are as per the emissions categories in the emission summary table. The emissions considered in the GB-A carbon account are provided below.



Inside emissions boundary

Quantified

Fleet vehicles

Building natural gas

Electricity

Wase – landfill

Waste – transport

Water

Business travel – taxi

Business travel – car hire

Business travel – accommodation

Staff commuting

Office expenditure – paper

Office Expenditure – food & catering

Postage, courier & freight

ICT Equipment

Stationary energy – (liquid fuels)

Stationary energy – (solid fuels)

Cleaning and chemicals

Transport – air

Working from home

Non-quantified

The potential emissions from refrigerants are estimated to be less than 1% of the total carbon account (immaterial). GB-A will endeavor to quantify future refrigerant emissions.

Optionally included

N/A

Outside emission boundary

Excluded

Professional Services

4.EMISSIONS REDUCTIONS

Emissions reduction strategy

GB-A are committed to developing a detailed emission reduction strategy following the emission reduction requirements of a Science Based Target. Reduction targets for 2030 can be found in table below, using 2019 as the baseline. This target and roadmap was outlined in our initial year in collaboration with external consultants WSP, to establish a roadmap and actions to achieve this target.

	2019 BASELINE ($t CO_2$-e)	2030 SCIENCE BASED TARGET ($t CO_2$-e)	% REDUCTION REQUIRED	ABSOLUTE REDUCTION REQUIRED ($t CO_2$-e)
Scope 1 + 2	83	45	46%	- 38
Scope 3	139	75	46%	- 64

This baseline strategy included the following measures and timeframes for their implementation:

- Transition to 100% Green Power by 2020 – (Completed)
- Reducing transport (air/land/sea) emission through promoting working from home and remote meetings by 2020 – (Completed – Processes embedded)
- Reducing staff commute and office emissions through introducing a 9-day fortnight by 2023 – (Completed – 9 Day fortnight embedded for CY2024 and onwards)
- Networking with likeminded suppliers/consultants that are also accredited in carbon neutrality commencing in 2024 with a 100% carbon neutral network by 2030 – (Ongoing)
- Engaging with our team to minimise their impacts both at work and at home - (Ongoing)
- Increasing our awareness and education, and sharing this knowledge with others - (Ongoing)
- Measuring the Carbon impact of our Design work – (Process Established – Ongoing)

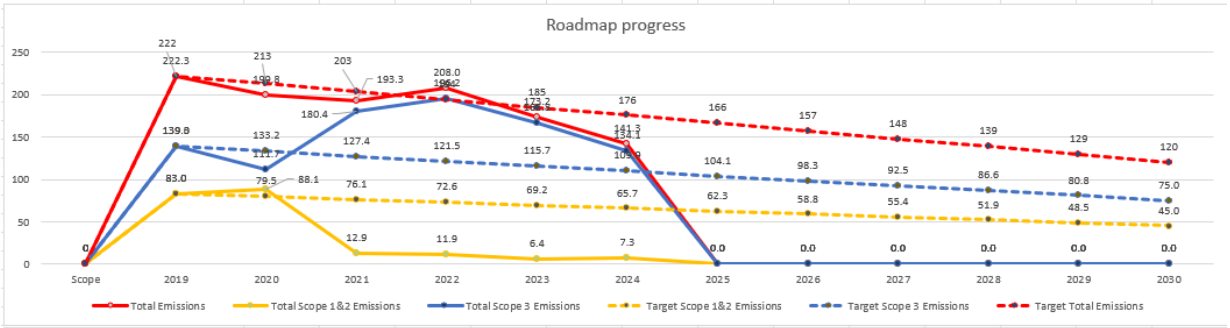
Emissions reduction actions

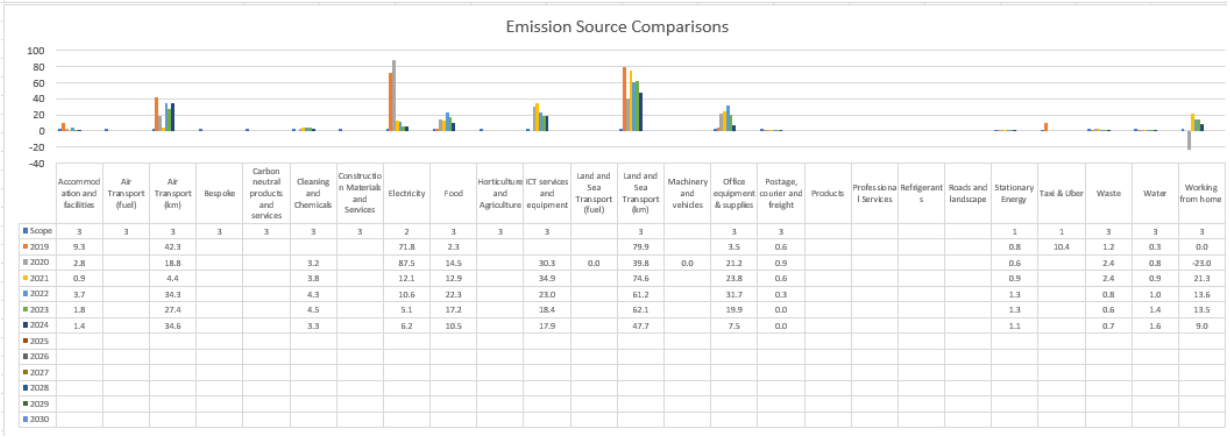
- Annual emission accounting to measure emissions and track strategy targets to the 2019 Roadmap developed with WSP.
- The Green Power transition has been concluded, which can be seen in the emission reduction. 2019 (base year): 71.78 t CO_2, 2024: 6.17t CO_2, resulting in a reduction of 91.5%. This emission reduction action has been completed.
- Through 2020 GBA developed the staff working-from-home policy, allowing flexible working arrangements. The implemented software platform (Teams/SharePoint) allows for remote video conferences reducing travel both land and air. Air Transport: 2019 (base year): 42.25 t CO2, 2024: 34.6t CO_2, reduction of 18.1%. Land Transport: 2019 (base year): 79.89 t CO2, 2024: 62.09 t CO_2, reduction of 23%. These figures are heavily influenced by staff numbers and also international travel that has been required for presenting at conferences. Land Transport: 2019 (base year): 79.89 t CO2, 2024: 47.72t CO_2, reduction of 40.26% The introduction of the 9-day fortnight and a reduction in overall team size has assisted in this reduction accelerating in CY2024.
- In an aim to improve staff work-life-balance GB-A introduced a 9-day fortnight in 2023, resulting in office closure (including working-from-home) every Friday fortnightly. A targeted reduction was aimed for staff commute, electricity, water, working-from-home. The standard FTE days of 240 (48 weeks, 5 days/week) would therefore be reduce to 216 (48 weeks, 4.5 days/week). Reductions were found in

Working-from-home, 2022 (base year pre-policy): 13.6 t CO_2, 2024: 8.96 t CO_2, reduction of 1%, and Electricity, 2022: 10.6 t CO_2, 2023: 5.1 t CO_2, reduction of 52%.

- By 2030 GB-A aims to work with suppliers/consultants that are carbon neutral accredited. Providers are currently not part of GB-A's emission scope. By choosing to work with carbon neutral suppliers/consultants this would neutralise this emission impact when including these emissions in future. In 2024 GB-A commenced mapping out the suppliers/consultant network and prioritise selection of carbon neutral partners.
- Carried out educational sessions around waste avoidance and procurement strategies to minimize waste and packaging.
- In 2024 GB-A set annual targets for Air Transport, Food, ICT services and equipment, Office equipment & supplies in line with Emission Roadmap, which were in most cases exceeded in reduction levels. This will again be established and communicated to the team in 2025.
- The focus of the reductions will also include establishing methods of consistently measuring the impact of our design work. While this is currently beyond our boundary of emissions, we intend to follow a similar reduction strategy (10% per year) on the impact of the built outcomes we produce. A process of carbon impact measurement was established late 2024 continuing into early 2025, with the intention of all significant buildings being measured against industry benchmarks consistently by end of 2025 financial year.

Progress against roadmap targets





	Accommodation and facilities	Air Transport (fuel)	Air Transport (km)	Bespoke	Carbon neutral products and services	Cleaning and Chemicals	Construction Materials and Services	Electricity	Food	Horticulture and Agriculture	ICT services and equipment	Land and Sea Transport (fuel)	Land and Sea Transport (km)	Machinery and vehicles	Office equipment & supplies	Postage, courier and freight	Products	Professional Services	Refrigerants	Roads and landscape	Stationary Energy	Taxi & Uber	Waste	Water	Working from home
Scope	3	3	3	3	3	3	3	2	3	3	3		3		3	3					1	1	3	3	3
2019	9.3		42.3					71.8	2.3				79.9		3.5	0.6					0.8	10.4	1.2	0.3	0.0
2020	2.8		18.8			3.2		87.5	14.5		30.3	0.0	39.8	0.0	21.2	0.9					0.6		2.4	0.8	-23.0
2021	0.9		4.4			3.8		12.1	12.9		34.9		74.6		23.8	0.6					0.9		2.4	0.9	21.3
2022	3.7		34.3			4.3		10.6	22.3		23.0		61.2		31.7	0.3					1.3		0.8	1.0	13.6
2023	1.8		27.4			4.5		5.1	17.2		18.4		62.1		19.9	0.0					1.3		0.6	1.4	13.5
2024	1.4		34.6			3.3		6.2	10.5		17.9		47.7		7.5	0.0					1.1		0.7	1.6	9.0
2025																									
2026																									
2027																									
2028																									
2029																									
2030																									

5.EMISSIONS SUMMARY

Emissions over time

The table below indicates the changes in emissions over time since the base year of 2019.

Emissions since base year			
		Total tCO_2-e (without uplift)	**Total tCO_2-e** (with uplift)
Base year:	2019	222.28	N/A
Year 1:	2020	199.86	N/A
Year 2:	2021	193.39	N/A
Year 3:	2022	206.88	N/A
Year 4:	2023	169.30	N/A
Year 5:	2024	141.36	N/A

Significant changes in emissions

The table below indicates emission source have changed by at least 10% compared to the previous year, AND the emissions from this source make up at least 10% of the total carbon inventory

Significant changes in emissions			
Emission source	**Previous year emissions** ($t CO_2$-e)	**Current year emissions** ($t CO_2$-e)	**Reason for change**
Petrol: Medium Car	9.70	16.89	Change in Staff resulted in variation in car types for commuting. While there was an increase in this mode of transport, there was an overall reduction in Land & Sea Transport from the previous year

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

While this reporting year, there have been no Climate Active Carbon Neutral Products used, the identification of potential suppliers has been carried out at the beginning of 2025 with the intention to move towards using these products.

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

Emissions summary

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

	Sum of Scope 1 emissions (tCO2-e)	Sum of Scope 2 emissions (tCO2-e)	Sum of Scope 3 emissions (tCO2-e)	Sum of Total emissions (t CO2-e)
Accommodation and facilities	0.00	0.00	1.39	1.39
Cleaning and chemicals	0.00	0.00	3.29	3.29
Electricity	0.00	5.49	0.68	6.17
Food	0.00	0.00	10.46	10.46
ICT services and equipment	0.00	0.00	17.88	17.88
Machinery and vehicles	0.00	0.00	0.00	0.00
Office equipment and supplies	0.00	0.00	7.53	7.53
Postage, courier and freight	0.00	0.00	0.04	0.04
Stationary energy (gaseous fuels)	1.00	0.00	0.08	1.08
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	34.60	34.60
Transport (land and sea)	0.00	0.00	47.72	47.72
Waste	0.00	0.00	0.67	0.67
Water	0.00	0.00	1.55	1.55
Working from home	0.00	0.00	8.96	8.96
Grand Total	**1.00**	**5.49**	**134.87**	**141.36**

Uplift factors

There were no uplift factors associated with this reporting period

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)	142	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
April Salumei Rainforest Community Conservation Project	VCU	Verra Registry	21/5/2025	15639-708459272-708459413-VCS-VCU-352-VER-PG-14-1122-01012018-31122018-0	2018	142	0	0	142	100%

Co-benefits

April Salumei Rainforest Project

The April Salumei project protects and sustainably manages nearly 200,000 hectares of globally significant pristine rainforest in the East Sepik Province of Papua New Guinea. The project area has previously been recognised as an exceptional biodiversity hotspot by the Climate Community and Biodiversity Standard (SCS, 2011). Before becoming a carbon project, the area was planned to be cleared for logging.

The project will prevent 22.8m tonnes of greenhouse gases being released into the atmosphere over its lifetime and has prevented 1.8 million tonnes of greenhouse gases being released into the atmosphere during the most recent monitoring period.

The project also protects vital habitat for many endangered species including the palm cockatoo, the bird of paradise and the southern crowned pigeon. The project channels climate finance to autonomous Indigenous groups, through the conservation of one of the most ecologically distinct forest communities in the world. It also promotes culturally inclusive, sustainable community development via an agreed Sustainable Development Plan.

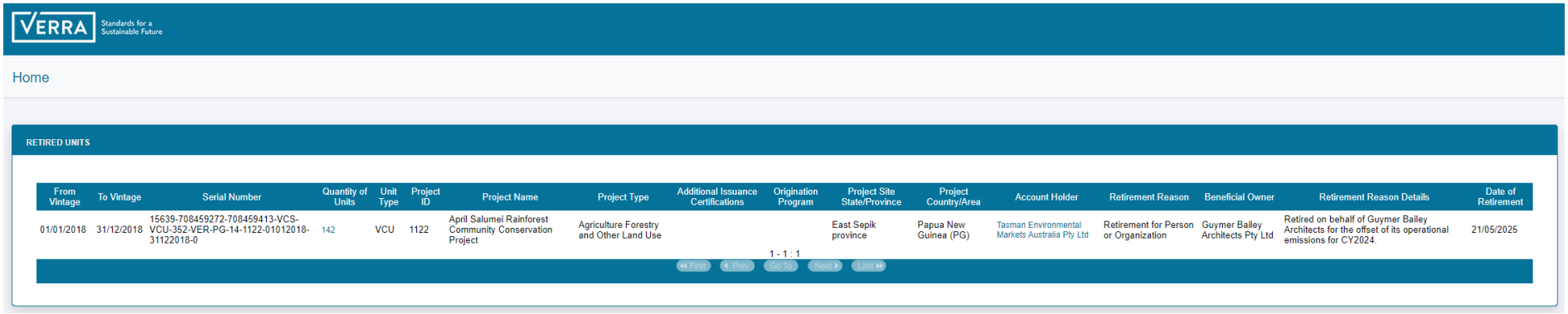
This project was selected by Guymer Bailey as a focus due to the alignment in our own internal goals in maintaining and increasing biodiversity, recognising its importance not only for our own well-being but also our planets.

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

N/A

APPENDIX A: ADDITIONAL INFORMATION



VERRA Standards for a Sustainable Future

Home

RETIRED UNITS

From Vintage	To Vintage	Serial Number	Quantity of Units	Unit Type	Project ID	Project Name	Project Type	Additional Issuance Certifications	Origination Program	Project Site State/Province	Project Country/Area	Account Holder	Retirement Reason	Beneficial Owner	Retirement Reason Details	Date of Retirement
01/01/2018	31/12/2018	15639-708459272-708459413-VCS-VCU-352-VER-PG-14-1122-01012018-31122018-0	142	VCU	1122	April Salumei Rainforest Community Conservation Project	Agriculture Forestry and Other Land Use			East Sepik province	Papua New Guinea (PG)	Tasman Environmental Markets Australia Pty Ltd	Retirement for Person or Organization	Guymer Bailey Architects Pty Ltd	Retired on behalf of Guymer Bailey Architects for the offset of its operational emissions for CY2024.	21/05/2025

1 - 1 : 1

First Prev Go To Next Last

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	0	0	0%
Total non-grid electricity	**0**	**0**	**0%**
LGC purchased and retired (kWh) (including PPAs)	0	0	0%
GreenPower	78,336	0	75%
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)	19,296	0	18%
Residual electricity	6,781	6,171	0%
Total renewable electricity (grid + non grid)	**97,632**	**0**	**94%**
Total grid electricity	**104,413**	**6,171**	**94%**
Total electricity (grid + non grid)	**104,413**	**6,171**	**94%**
Percentage of residual electricity consumption under operational control	100%		
Residual electricity consumption under operational control	**6,781**	**6,171**	
Scope 2	6,036	5,493	
Scope 3 (includes T&D emissions from consumption under operational control)	745	678	
Residual electricity consumption not under operational control	**0**	**0**	
Scope 3	0	0	

Total renewables (grid and non-grid)	**93.51%**
Mandatory	**18.48%**
Voluntary	**75.03%**
Behind the meter	**0.00%**
Residual scope 2 emissions (t CO_2-e)	**5.49**
Residual scope 3 emissions (t CO_2-e)	**0.68**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**5.49**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**0.68**
Total emissions liability (t CO_2-e)	**6.17**

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 CO_2-e)**	**Scope 3 Emissions (kg CO_2-e)**	**(kWh)**	**Scope 3 Emissions (kg CO_2-e)**
ACT	0	0	0	0	0	0
NSW	0	0	0	0	0	0
SA	0	0	0	0	0	0
VIC	72,368	72,368	57,171	5,066	0	0
QLD	32,045	32,045	23,393	4,807	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)	**104,413**	**104,413**	**80,564**	**9,873**	**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)	**104,413**					

Residual scope 2 emissions (t CO_2-e)	**80.56**
Residual scope 3 emissions (t CO_2-e)	**9.87**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**80.56**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**9.87**
Total emissions liability (t CO_2-e)	**90.44**

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
Refrigerants	Yes	No	No	No

Data management plan for non-quantified sources

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

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.

Excluded emissions sources summary

Emission sources tested for relevance	Size	Influence	Risk	Stakeholders	Outsourcing	Justification
Professional Services	N	Y	N	N	N	**Size:** The emissions source is likely to be between 0.02 and 0.05 t-CO_2-e, which is not large compared to the total emissions from electricity, stationary energy and fuel emissions (7 t-CO_2 -e). **Influence: Noted as yes** **Risk:** There are no relevant laws or regulations that apply to limit emissions specifically from this source, the source does not create supply chain risks, and it is unlikely to be of significant public interest. **Stakeholders:** Key stakeholders, including the public, are unlikely to consider this a relevant source of emissions for our business. **Outsourcing:** We have not previously undertaken this activity within our emissions boundary and comparable organisations do not typically undertake this activity within their boundary.

.

An Australian Government Initiative

Climate Active