PUBLIC DISCLOSURE STATEMENT

ESSENCE PROJECT MANAGEMENT

ORGANISATION CERTIFICATION

FY2024-25

Australian Government

Climate Active
Public Disclosure Statement

An Australian Government Initiative

NAME OF CERTIFIED ENTITY	Essence Project Management Pty Ltd
REPORTING PERIOD	Financial year 1 July 2024 – 30 June 2025 (in-arrears)
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.*
	Name: David Radford Title: Director Date: 16/7/26

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

Version 10.

1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	156 tCO2-e
CARBON OFFSETS USED	50% ACCUs 50% VCUs
RENEWABLE ELECTRICITY	Total renewables 63%
CARBON ACCOUNT	Prepared by: Cundall
TECHNICAL ASSESSMENT	Date: 24/03/2025 Name: Madlen Jannaschk Organisation: Cundall Johnston & Partners Next technical assessment due: FY2026-27

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2.CERTIFICATION INFORMATION

Description of organisation certification

The Australian business operations of Essence Project Management, ABN 51 612 294 827, are certified as a Climate Active Carbon Neutral Organisation. Essence PM's services are not included in the certification boundary.

Organisation description

Formed in 2016, Essence Project Management (ABN 51 612 294 827) has 61 employees in their offices in Sydney, Melbourne, and Brisbane. Essence have led many iconic landmark developments in Sydney providing tailored bespoke services responding to their customer's needs. This includes a range of management and advisory services across the inception, approvals, design procurement, construction and handover phases. All investments are excluded from the certification boundary.

Essence has a sustainability strategy that includes reducing their carbon footprint and obtaining a certification as a Climate Active Carbon Neutral Organisation.

An operational control approach was taken to define Essence' boundary. Essence has no other trading names or subsidiaries.

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.

Emissions boundary

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 & supplies

Professional Services

Stationary Energy (gaseous fuels)

Transport (air)

Transport (land and sea)

Waste

Water

Working from home

Non-quantified

N/A

Outside emission boundary

Excluded

Investments

4. EMISSIONS REDUCTIONS

Emissions reduction strategy

Since its initial certification in 2020, Essence has been developing a comprehensive emissions reduction strategy to achieve the following targets:

- 20% reduction over 5 years
- 30% reduction over 10 years

Both targets are measured against Essence's 2020 emissions benchmark. Below are the proposed actions organised by emission scope to meet these goals.

Scope 1: Direct Emissions Reduction Actions

- **Waste Management**
  - Undertake a waste audit annually and monitor waste streams to identify areas for reduction and minimise landfill impact.
  - Remove personal waste bins by 2025, encouraging staff to reduce their individual waste impact.
- **Procurement Adjustments**
  - Choose appliances with a low carbon footprint for office needs ensuring that 100% of new office appliances meet energy efficiency standards by 2026.

Scope 2: Indirect Emissions from Purchased Energy Reduction Actions

- **Electricity Efficiency Measures**
  - Reduce electricity use in rented office space by:
    - Installing motion sensors by 2026 to ensure lighting is only active when spaces are occupied.
    - Transitioning to energy-efficient LED lighting by 2026.
    - Implementing low-energy computer equipment, with 100% transition by 2027.
    - Enforcing shutdown of computers overnight using power-saving applications (sleep mode) by 2025.
- **Green Procurement Choices**
  - Choose energy-efficient appliances when acquiring new office items with a target of 80% of purchases meeting this criterion by 2027.
  - Align procurement policy with Environmental, Social, and Governance (ESG) goals

Scope 3: Other Indirect Emissions Reduction Actions

- **Commuting and Business Travel**
  - Conduct an annual staff travel survey to monitor commuting-related emissions.
  - Support remote work options to reduce commuting emissions
  - Promote virtual meetings to reduce travel needs, aiming for a 20% reduction in business travel emissions by 2027.
  - Encourage sustainable commute options, such as public transport, cycling, or walking.

- **Sustainable Office Practices**
    - Aim to operate a paperless office by discouraging non-essential printing, aiming to reduce paper use by 50% by 2027.
    - Educate staff on correct recycling and sustainable waste disposal habits through annual training sessions.
    - Encourage the use of reusable coffee cups, dishes, and cutlery to minimise single-use items, with a goal of eliminating single-use items from office kitchens by 2027.

- **Supplier and Vendor Engagement**
    - Work with existing suppliers to encourage carbon-neutral initiatives

By implementing these actions, Essence aims to reduce its environmental footprint and progress towards its 5- and 10-year emissions reduction targets.

Progress against FY2025 reduction target

Essence's 20% emissions reduction target was not achieved by FY2025, with the variance from the target reflecting the operational and market-based factors outlined below. Reported emissions increased from 104.1 tCO_2-e in the 2020 baseline year to 155.22 tCO_2-e in FY2024-25.

- **Key drivers:** The increase was driven by post-COVID recovery, increased flights for project delivery and business development, changes in office electricity arrangements, and organisational growth. This included the Brisbane office relocation, discontinuation of Climate Active-certified electricity purchases for the Sydney office, and an increase of 35 FTE since the baseline year.
- **Operational growth:** Expansion from one state in 2020 to three states currently has increased site visits, in-person stakeholder engagement, professional services, corporate services and operational support requirements.
- **Effectiveness of measures:** Targeted reduction initiatives have been effective in several categories, including air travel, ICT equipment, office supplies and waste from previous peaks. Per capita emissions have also decreased from 4.0 tCO_2-e/FTE in the baseline year to 2.3 tCO_2-e/FTE in the current reporting period.
- **Corrective actions:** Corrective actions and revised targets have been included in this Public Disclosure Statement to support continued emissions reduction going forward.

Emissions reduction actions

The following emissions reduction actions were undertaken in the previous reporting period:

- Continued procurement of Carbon Neutral Power in the Melbourne office
- Started the process of moving the electricity to Powershop in the Sydney office
- Continued implementation green travel plan for all employee travel
- Further increase staff communications regarding
    - Recycling
    - Electricity use (turning off lights when finished in meeting rooms – don't wait for sensor)
    - Ride share – when going to site
    - Less printing

5. EMISSIONS SUMMARY

Emissions over time

Emissions over time			
		Total tCO_2-e (without uplift)	**Total tCO_2-e** (with uplift)
Base year/ Year 1:	2019-2020	95.9	104.1
Year 2:	2020-2021	113.1	118.8
Year 3:	2021-2022	116.5	122.3
Year 4	2022-2023	195.73	N/A
Year 5	2023-2024	155.28	N/A
Year 6	2024-2025	155.22	N/A

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)	0.32	24.47	Change in Brisbane office location and discontinuation of Climate Active–certified electricity purchases for the Sydney office compared to last year.
Short economy class flights (>400km, ≤3,700km)	35.42	19.50	Less flights this year, only travelling when necessary/essential, meeting online where possible to avoid flight costs/emissions

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

Certified brand name	Product/Service/Building/Precinct used
Powershop	Electricity

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 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	5.96	5.96
Cleaning and chemicals	0.00	0.00	2.58	2.58
Climate Active carbon neutral products and services	0.00	0.00	0.00	0.00
Electricity	0.00	6.61	21.18	27.79
Food	0.00	0.00	1.44	1.44
ICT services and equipment	0.00	0.00	17.54	17.54
Office equipment and supplies	0.00	0.00	2.65	2.65
Professional services	0.00	0.00	34.18	34.18
Stationary energy (gaseous fuels)	0.00	0.00	3.47	3.47
Stationary energy (liquid fuels)	0.00	0.00	0.02	0.02
Stationary energy (solid fuels)	0.00	0.00	0.00	0.00
Transport (air)	0.00	0.00	19.81	19.81
Transport (land and sea)	0.00	0.00	28.64	28.64
Waste	0.00	0.00	5.70	5.70
Water	0.00	0.00	0.00	0.00
Working from home	0.00	0.00	5.46	5.46
Grand Total	**0.00**	**6.61**	**148.62**	**155.22**

Uplift factors

N/A

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
Australian carbon credit units (ACCUs)	78	50%
Verified Carbon Units (VCUs)	78	50%

Project description	Type of offset units	Registry	Date retired	Serial number	Vintage	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 (%)
Smith Carbon Project	ACCU	ANREU	16/12/25	8,998,904,602 – 8,998,904,679	2023-24	78	0	0	78	50%
Katingan Peatland Restoration and Conservation	VCU	VERRA	16/12/25	12730-427255960-427256037-VCS-VCU-263-VER-ID-14-1477-01012020-31122020-0	2020	78	0	0	78	50%
					Offset Totals:	**156**	**0**	**0**	**156**	**100.00%**

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

N/A

APPENDIX A: ADDITIONAL INFORMATION

Evidence about the transaction details attesting to the retirement of the offsets.

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Australian Government
Clean Energy Regulator

16 December 2025 VC202526-00943

To whom it may concern,

Voluntary cancellation of units in ANREU

This verification certificate is confirmation of the voluntary cancellation transaction of units in the Unit and Certificate Registry (UCR) by ANREU account holder, CLIMA SOLUTIONS PTY LTD (account number AU-3571).

The details of the cancellation are as follows:

Date of transaction	16 December 2025
Transaction ID	81846000
Type of units	KACCU
Total Number of units	78
Serial number range	8,998,904,602 - 8,998,904,679
ACCU Project	Smith Carbon Project – ERF158470
Project Location	QLD
Method Type	Agriculture
Method	Estimation of Soil Carbon Sequestration using Measurement and Models 2021
Vintage	2023-24
Transaction comment	Voluntary retirement on behalf of Essence Project Management to support claim under the Climate Active Carbon Neutral Standard for FY (2024-2025) and beyond

Details of all voluntary cancellations made in the Unit and Certificate Registry are published on the Clean Energy Regulator's website, Voluntary cancellations register | Clean Energy Regulator (cer.gov.au).

If you require additional information about the above transaction, please email CER-RegistryContact@cer.gov.au

Yours sincerely,

Unit and Certificate Registry Section
NGER and Safeguard Branch
Scheme Operations Division

CLEAN ENERGY REGULATOR

OFFICIAL

Certificate of Verified Carbon Unit (VCU) Retirement

Verra, in its capacity as administrator of the Verra Registry, does hereby certify that on 16 Dec 202
5, 78 Verified Carbon Units (VCUs) were retired on behalf of:

Essence Project Management

Project Name
Katingan Peatland Restoration and Conservation Project

VCU Serial Number
12730-427255960-427256037-VCS-VCU-263-VER-ID-14-1477-01012020-31122020-0

Additional Certifications

Powered by APX

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.

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 renewable electricity generated	0	0	0%
Total non-grid renewable electricity	**0**	**0**	**0%**
LGC purchased and retired (kWh) (including PPAs)	51,750	0	47%
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)	18,228	0	16%
Residual electricity	41,191	37,896	0%
Total renewable electricity (grid + non grid)	**69,979**	**0**	**63%**
Total grid electricity	**111,169**	**37,896**	**63%**
Total electricity (grid + non grid)	**111,169**	**37,896**	**63%**
Percentage of residual electricity consumption under operational control	27%		
Residual electricity consumption under operational control	**11,122**	**10,232**	
Scope 2	9,792	9,008	
Scope 3 (includes T&D emissions from consumption under operational control)	1,330	1,223	
Residual electricity consumption not under operational control	**30,069**	**27,664**	
Scope 3	30,069	27,664	

Total renewables (grid and non-grid)	**62.95%**
Mandatory	**16.40%**
Voluntary	**46.55%**
Behind the meter	**0.00%**
Residual scope 2 emissions (t CO_2-e)	**9.01**
Residual scope 3 emissions (t CO_2-e)	**28.89**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**6.61**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**21.18**
Total emissions liability (t CO_2-e)	**27.79**

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	27%	(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	73,704	19,900	13,134	796	53,804	37,663
SA	0	0	0	0	0	0
VIC	25,033	6,759	5,204	608	18,274	15,716
QLD	12,432	3,357	2,383	336	9,076	7,351
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)	**111,169**	**30,016**	**20,722**	**1,740**	**81,154**	**60,730**
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)	**111,169**					

Residual scope 2 emissions (t CO_2-e)	**20.72**
Residual scope 3 emissions (t CO_2-e)	**62.47**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**18.44**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**55.31**
Total emissions liability (t CO_2-e)	**73.74**

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 product used	Electricity claimed from Climate Active electricity products (kWh)	Emissions (kg CO_2-e)
Powershop	**10,987**	**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
N/A	

Data management plan for non-quantified sources

N/A

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 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
Investments	N	Y	N	N	N	**Size:** The business doesn't make major investments and the emissions are therefore considered to be small **Influence:** We do have influence over our investments. **Risk:** Because emissions are small, the risk is also relatively small. **Stakeholders:** Because Essence's core business is not investments, we don't expect stakeholders to expect the inclusion of this emission source in our boundary. **Outsourcing:** Not applicable.

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