

National Carbon Offset Standard Carbon Neutral Program Public Disclosure Summary



COMPANY NAME

Oak Flats Bowling & Recreation Club Ltd

REPORTING PERIOD

From 1/07/2016 to 30/06/2017

BASE YEAR:

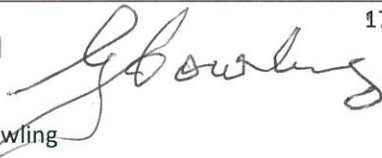
1/07/2011 to 30/06/2012

FIRST CARBON NEUTRAL PERIOD:

1/07/2011 to 30/06/2012

Declaration

To the best of my knowledge, the information provided in this Public Disclosure Summary is true and correct and meets the requirements of the National Carbon Offset Standard Carbon Neutral Program.

[Sign here]	17 October 2017
	
George Cowling	
Director	

Type of carbon neutral certification: Organisation
Verification
Date of most recent external verification/audit: 24 January 2017
Auditor: Pangolin Associates PTY LTD
Auditor assurance statement link: http://www.ofbrc.com.au/index.php/page/ncos_carbon http://www.iyc.com.au/index.php/corporate/ncos-carbon

1. Carbon neutral information

1A. Introduction

Oak Flats Bowling and Recreation Club Ltd is a not for profit medium sized club located in the south of the Illawarra region. The Club owns the Oak Flats Bowling & Recreation Club facilities at 1 Kingston Street, Oak Flats, and the Illawarra Yacht Club facilities at 1 Northcliffe Drive, Warrawong. Both clubs are certified carbon neutral. The operational control approach is used for the boundary consolidation.

Oak Flats Bowling & Recreation Club at 1 Kingston Street in Oaks Flat has 60 staff and 10,232 members. The Club's facilities include 130 gaming machines, 200 seat brasserie, 70 seat café and pizza bar, bar facilities, 2 function rooms, and 3 bowling greens. Oak Flats Bowling and Recreation Club owns 3 houses, located at 9, 11, and 13 Devonshire Crescent, Oaks Flats. These houses are tenanted out, and Oak Flats Bowling and Recreation Club has no operational control over GHG emission sources related to the operation of these houses. The three owned houses are therefore excluded from the organisational boundary.

Oak Flats Bowling & Recreation Club purchased the Illawarra Yacht Club in May 2013. The Illawarra Yacht Club is located at 1 Northcliffe Drive, Warrawong and has 40 staff and 7,379 members. The Club's facilities include 96 gaming machines, 424 seat brasserie and café amenities, bar facilities, board room and two large function spaces downstairs. Prior to May 2013 Oak Flats Bowling & Recreation Club Ltd did not have operational control over the Illawarra Yacht Club.

This inventory has been prepared based on the NCOS and was developed in accordance with the general principles of:

- The Greenhouse Gas Protocol, A Corporate Accounting and Reporting Standard developed by the World Business Council for Sustainable Development (GHG Protocol);
- GHG Protocol: Corporate Value Chain (Scope 3) Accounting and Reporting Standard.

This inventory has measured greenhouse gases in carbon dioxide equivalence (CO₂-e) and includes all seven greenhouse gases covered by the Kyoto Protocol – carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), perfluorocarbons (PFCs), hydrofluorocarbons (HFCs), sulphur hexafluoride (SF₆), nitrogen trifluoride (NF₃), as well as hydrochlorofluorocarbons (HCFCs) covered by the Montreal Protocol (where applicable).

Based on the operational consolidation approach the entities included in the carbon neutral certification are Oak Flats Bowling & Recreation Club and Illawarra Yacht Club.

1B. Emission sources within certification boundary

Quantified sources

The following emission sources have been included:

- Refrigerants
- ULP
- Ethanol
- Diesel
- Natural gas
- LPG
- Electricity
- Upstream ULP
- Upstream diesel
- Upstream LPG
- Upstream LPG
- Street lights at Illawarra Yacht Club
- Upstream electricity
- Air travel
- Waste to landfill
- Construction waste
- Green waste
- Paper
- Employees commuting
- Taxi travel
- Water

Non-quantified sources

The following emission sources have not been quantified in line with the provisions in the NCOS. The impact of excluding these sources is not expected to materially affect the overall total emissions.

- Car and bus HFC leakage is not included because the emissions are likely to be insignificant (estimation is < 0.5% of total inventory).
- Food and Beverages is not included. The Club accounts for all emissions in preparation, service and waste of food and beverages, but will currently not take responsibility for the emissions produced in connection with the upstream emissions associated with their consumption. Visitors to the club would need to consume similar items even if they did not visit the organisation and as such these emissions are not deemed additional to what would normally occur.
- Courier services are not included because no data is available and because this emission source is likely to be insignificant in terms of the overall inventory. In addition, upstream deliveries are difficult to measure due to the unknown origin (distance) and the unknown weight of the deliveries.
- Business travel accommodation is not included because Club staff use hotels for business purposes under extremely rare circumstances. This emission source is likely to make up less than 0.5% of the scope 3 emissions.
- Three owned houses owned by the Club are not included, because the Club has no operational control over GHG emission sources related to the operation of these houses.

- Capital investment equipment is not included because the embedded carbon emissions are difficult to quantify and when amortised over the life of the asset are likely to be insignificant compared to scope 1 and 2 emissions.
- Contractors are not included because they do not fall under the operational control of the Club and because determining the associated emissions would be costly relative to their likely significance.
- Investments are not included because they are outside of the Club's operational boundary and there are limited opportunities to reduce the emissions from these sources. Determining the associated emissions would be very costly relative to their likely significance.

1C. Diagram of certification boundary

Figure 1 depicts an aerial shot of 1 Kingston Street, while picture 2 depicts the geographical boundaries of the club and the three houses that are owned by the club.

Figure 3 depicts the geographical boundaries of the clubhouse in greater detail.

Figure 4 depicts the geographical boundaries of the owned houses in greater detail.

Figure 5 depicts an aerial shot of the Illawarra Yacht Club's geographical boundaries.

Figure 6 depicts the organisational and operational boundaries observed in undertaking the carbon inventory. Major emissions sources included and excluded from the inventory are shown, along with their scope.



Figure 1: Aerial shot of 1 Kingston Street



Figure 2: The geographical boundaries of the club and three houses it owns



-  The geographical boundary
-  Oak Flats Bowling & Recreation Clubhouse

Figure 3: The Oak Flats Bowling and Recreation Clubhouse and the geographical boundary



Residential properties at 9, 11 and 13 Devonshire Crescent. These are outside the operational boundary and are therefore excluded.

Figure 4: The geographical boundary of the three owned houses that are excluded from the carbon inventory



Figure 5: The geographical boundary of the Illawarra Yacht Club facilities for three lots. The site comprises Lot 6 in DP 215273, Part Lot 110, 122 & 123 in DP 751299. The site is irregular in shape and has an area of 25,670 square metres.

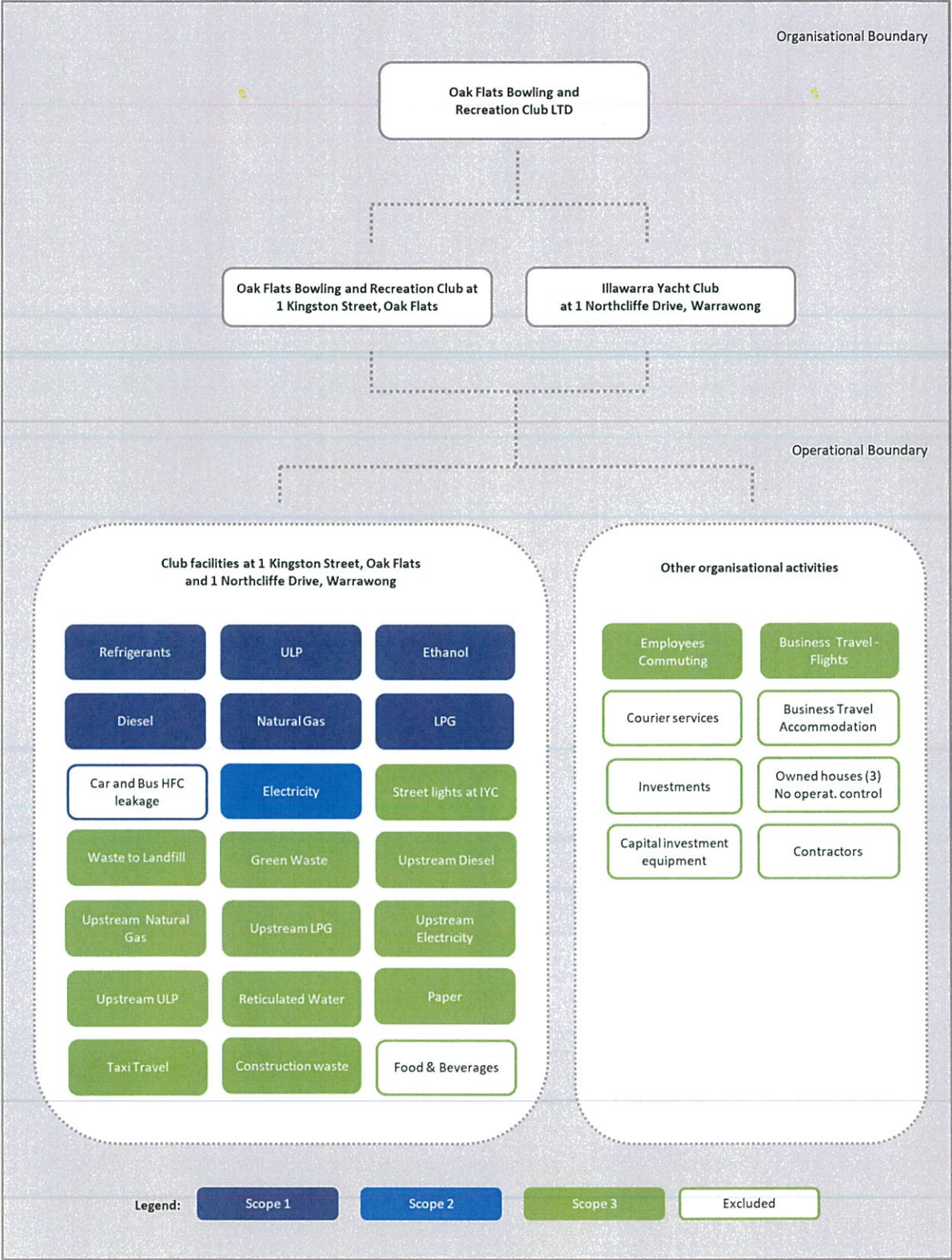


Figure 6: Organisational and operational boundaries of Oak Flats Bowling & Recreation Club and Illawarra Yacht Club

2. Emissions reduction measures

2A. Emissions over time

The following table shows the absolute emissions since the base year.

Table 1. Emissions since base year				
	Base Year	FY14/15	FY15/16	FY16/17
Scope 1	221.64 t CO ₂ -e	267.59 t CO ₂ -e	272.99 t CO ₂ -e	311.31 t CO ₂ -e
Scope 2	1,508.50 t CO ₂ -e	1,368.81 t CO ₂ -e	1,378.99 t CO ₂ -e	1,358.17 t CO ₂ -e
Scope 3	484.74 t CO ₂ -e	430.83 t CO ₂ -e	441.77 t CO ₂ -e	464.33 t CO ₂ -e
Total	2,221.53 t CO₂-e	2,067.23 t CO₂-e	2,093.74 t CO₂-e	2,133.81 t CO₂-e

The following graphics show how the emissions developed over time per emission source and per individual club.

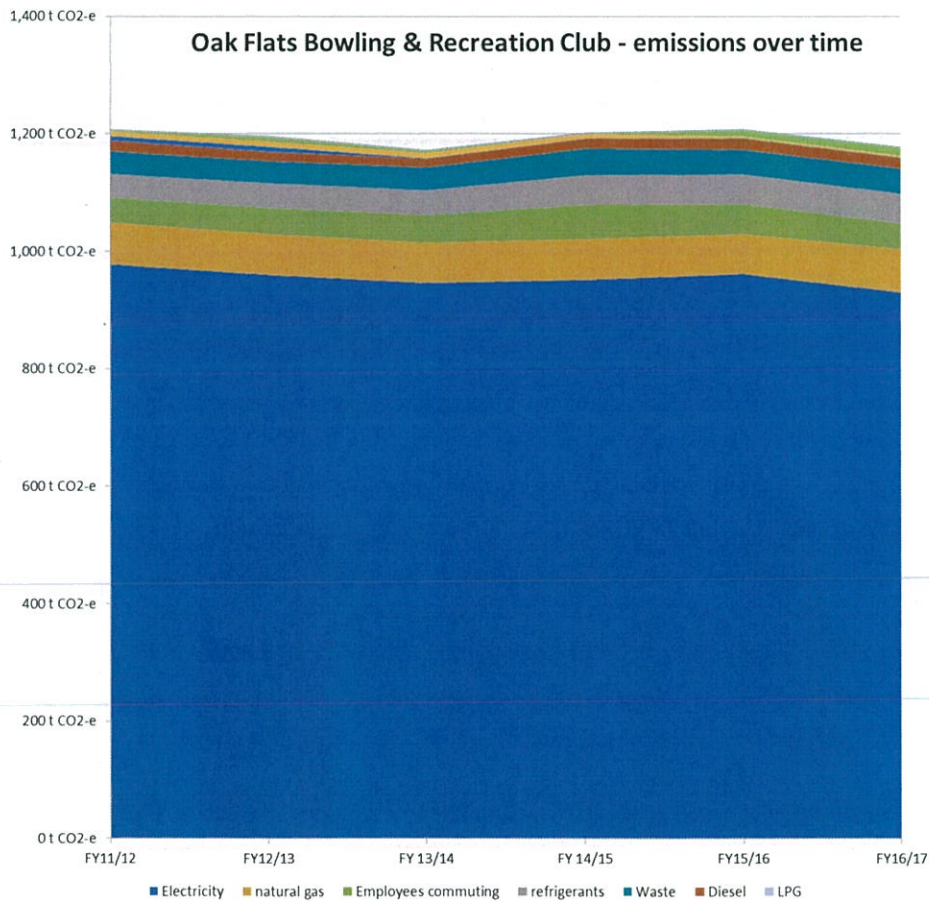


Figure 7: Emissions over time at Oak Flats Bowling & Recreation Club

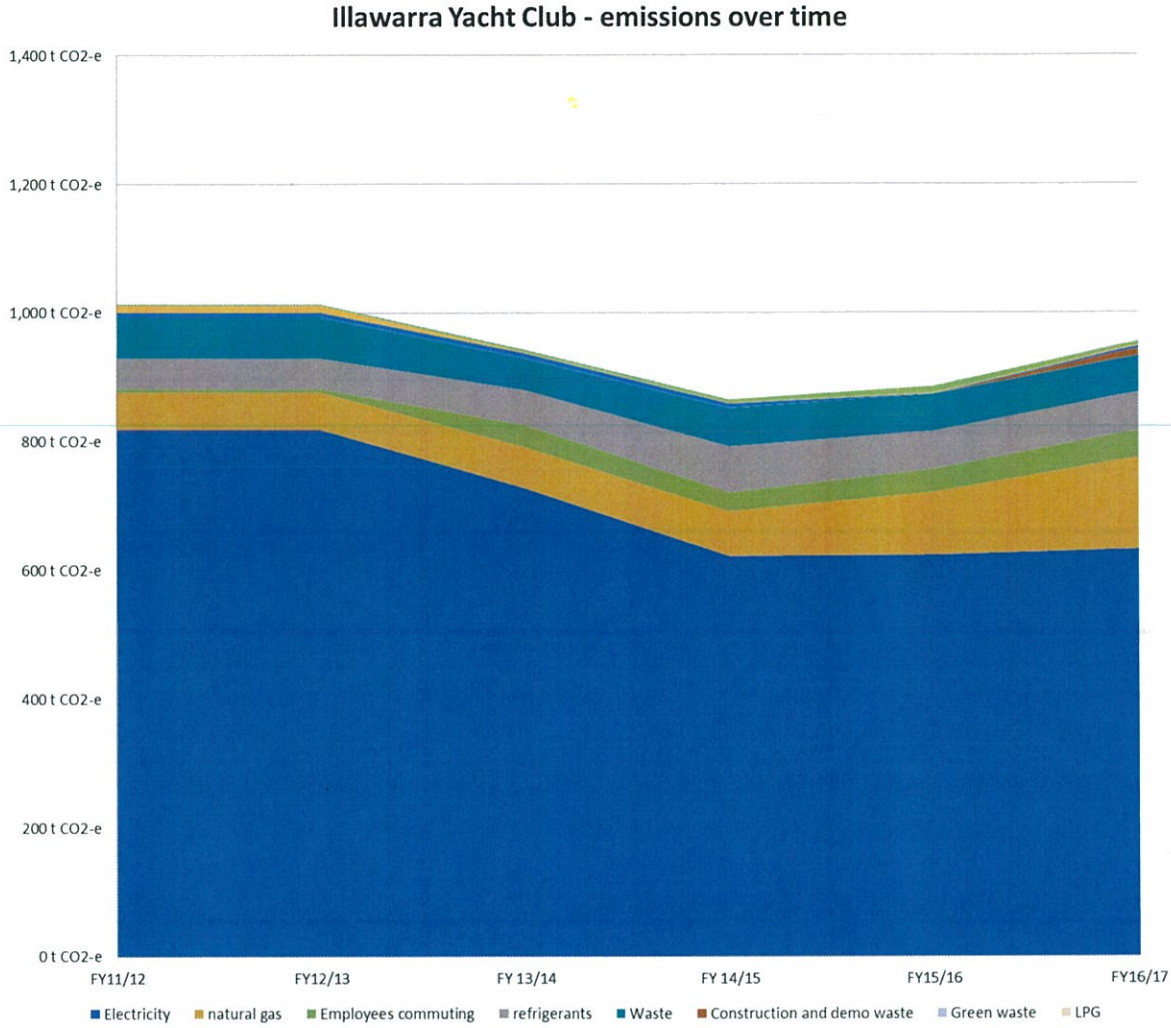


Figure 8: Emissions over time at Illawarra Yacht Club

2B. Emissions reduction strategy

There is a constant focus at the Club to look for ways of reducing the biggest emission source, being electricity. Emission reduction opportunities are identified via energy audits, engaging staff and keeping abreast of new market developments. The club is also focused on reducing emissions resulting from waste in landfill.

2C. Emissions reduction actions

In previous years, a lot of focus was placed on reducing the electricity consumption at Oak Flats Bowling & Recreation Club, including a big capital investment in changing the air conditioning system. Since the Illawarra Yacht Club was purchased, the focus for energy reduction shifted to this club, for instance, lighting has been upgraded to LED technology.

Waste is another area of focus for the club and has led to the introduction of a chook run at Oak Flats Bowling & Recreation Club. At this club, the food waste will also go into council's green waste bins in FY16/17, which will be collected weekly. At the Illawarra Yacht Club, a liquid waste disposal unit was installed which will result in fewer general waste collections.

3. Emissions summary

Table 2. Emissions Summary		
Scope	Emission source	t CO ₂ -e
1	E10 and unleaded petrol for company vehicles and rescue boats	7.79
1	Diesel for courtesy buses and company vehicle	21.25
1	E10 and ULP for Greens equipment (stationary fuel)	0.9
1	LPG	0
1	Natural gas	172.55
1	Leakage of refrigerants	108.81
2	Purchased electricity	1,358.17
3	E10 and unleaded petrol extraction and transport	0.42
3	Diesel extraction and transport	1.09
3	E10 and unleaded petrol extraction and transport – stationary	0.05
3	LPG extraction and transport	0
3	Natural gas extraction and transport	42.86
3	Electricity consumption for streetlights at Illawarra Yacht Club	9.13
3	Extraction, transport, transmission & distrib. losses for electricity	195.43
3	Air travel	13.85
3	Waste going to landfill	99.64
3	Green waste – composted	0.832
3	Construction and demolition waste	11.2
3	Purchased paper	0.91
3	Employees commuting	86.69
3	Taxi travel	0.04
3	Purchased water	2.2
Total Gross Emissions		2,133.81
GreenPower or retired LGCs		0
Total Net Emissions		2,133.81

4. Carbon offsets

4A. Offsets summary

Table 3. Offsets Summary			
Offset type and registry	Year retired	Quantity	Serial numbers
VCUs, APX VCS Registry	Nov 2017	1975	5412-236521699-236523673-VCU-029-MER-IN-1-1580-22062015-31122015-0
VCUs, APX VCS Registry	Nov 2017	225	2646-115115606-115115830-VCU-016-MER-AU-14-641-01072011-15042012-0
Total offsets retired			2,200
Net emissions			2,133.81 + 46.43 (S3 allowance) = 2,180.24
Total offsets held in surplus for future years:			19

4B. Offsets purchasing and retirement strategy

All up, the Club bought 2,200 carbon offsets. The club purchases offsets at the end of the reporting period. The necessary number of offsets is cancelled right after the purchase. This year the Club retired an additional 46 carbon offsets to allow for a margin of error in our calculations, to account for greater uncertainty in scope 3 emissions factors and to account for emission sources that we do not currently have emission factors for.

4C. Offset projects (Co-benefits)

Redd Forests Grouped Project: Protection of Tasmanian Native Forest

http://www.vcsprojectdatabase.org/#/project_details/641

<https://vcsregistry2.apx.com/myModule/rpt/myrpt.asp?r=206&h=13291>

The purpose and objective of the Grouped Project is to protect native forest that will be logged in the absence of carbon finance. Protecting forests from timber harvesting reduces emissions caused by harvesting and maintains the forest carbon stock.

Solar Grouped project by ACME Group

http://www.vcsprojectdatabase.org/#/project_details/1580

The grouped project activity will support the development of new grid-connected renewable energy power plants in India and will cover solar energy technologies. It seeks to enable investment in large scale and small scale grid connected plants that export their generated output to the regional / national electricity grid in India. The total GHG emission reduction generated in the current monitoring period of 22/06/2015 to 31/01/2017 is 475,380 t CO₂e

5. Use of trade mark

Table 4. Trade mark register	
Where used	Logo type
In-house: Banners; internal TV advertising screens, email signatures	Certified organisation
External: Quarterly Members Newsletters, Club Website, Annual Report, email signatures and other correspondence to members.	Certified organisation
PR: ClubsNSW assisted PR releases to TV, newspapers and radio	Certified organisation

6. Have you done more?

Oak Flats Bowling & Recreation Club through its CEO has played an active role in the Club Industry highlighting the need for improved Governance and assisting in the creation of a Corporate Social Responsibility framework for the Club Industry. The CEO, Matt OHara was a panellist at the ClubsNSW Annual Conference in Oct 2016 to discuss and highlight the initiatives of the Club in the area of CSR. In particular, Matt emphasised the need for CSR to be an integral component of the Club's overall Governance model, the need for diversity within the Board structure and the recognition of our collective role in establishing initiatives to reduce negative impacts on climate change.

As a result of the CEO championing the CSR agenda, ClubsNSW – the peak industry body for the Club Industry has completed an independent review of CSR in the Club industry and produced a CSR Guide for member Clubs across NSW to adopt and committee to CSR initiatives. Further independent reviews are scheduled in the broader area of Club Governance in 2016-17 with a particular focus on diversity and independence.

Matt is pleased to be pushing the agenda at the peak industry level for continued improvements from the broader Club industry in the areas of CSR and Governance.