



# **PUBLIC DISCLOSURE STATEMENT**

**WOOLLAHRA MUNICIPAL COUNCIL**

**ORGANISATION CERTIFICATION**


**FY2021 - 22**

Australian Government  
**Climate Active  
Public Disclosure Statement**



An Australian Government Initiative



<b>NAME OF CERTIFIED ENTITY</b>	Council of the Municipality of Woollahra
<b>REPORTING PERIOD</b>	Financial year 1 July 2021 – 30 June 2022 Arrears report
<b>DECLARATION</b>	<p><i>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.</i></p>  <p>Micaela Hopkins Team Leader Environment &amp; Sustainability 3/4/2023</p>



**Australian Government**  
**Department of Industry, Science,  
Energy and Resources**

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# 1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	4,699 tCO <sub>2</sub> -e
OFFSETS BOUGHT	100% VCUs
RENEWABLE ELECTRICITY	63.17%
TECHNICAL ASSESSMENT	14/11/2022 Morna McGuire Pangolin Associates Next technical assessment due: FY2025

## Contents

1. Certification summary.....	3
2. Carbon neutral information.....	4
3. Emissions boundary.....	7
4. Emissions reductions.....	10
5. Emissions summary.....	12
6. Carbon offsets.....	14
7. Renewable Energy Certificate (REC) Summary.....	16
Appendix A: Additional Information.....	17
Appendix B: Electricity summary.....	18
Appendix C: Inside emissions boundary.....	20
Appendix D: Outside emissions boundary.....	21

## 2. CARBON NEUTRAL INFORMATION

### Description of certification

This inventory has been prepared for the financial year from 1 July 2021 to 30 June 2022 and covers the Australian business operations of Woollahra Municipal Council (ABN: 32 218 483 245).

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. This includes all operations which are controlled by Woollahra Municipal Council.

The methods used for collating 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

Where possible, the calculation methodologies and emission factors used in this inventory are derived from the National Greenhouse Accounts (NGA) Factors in accordance with "Method 1" from the National Greenhouse and Energy Reporting (Measurement) Determination 2008.

The greenhouse gases considered within the inventory are those that are commonly reported under the Kyoto Protocol; carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), nitrous oxide (N<sub>2</sub>O) and synthetic gases - hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) sulphur hexafluoride (SF<sub>6</sub>) and nitrogen trifluoride (NF<sub>3</sub>). These have been expressed as carbon dioxide equivalents (CO<sub>2</sub>-e) using relative global warming potentials (GWPs).

*“Council declared a climate emergency in September 2019 and is committed to taking action to address climate change. While we are working hard to lower our emissions, achieving carbon neutral certification is a crucial step in taking responsibility for the emissions produced by Council’s operations.”*

## Organisation description

Woollahra Municipal Council (ABN 32 218 483 245) services the Local Government Area of Woollahra. The offices of Council are located at 536 New South Head Road, Double Bay, NSW, with operational depots at Bourke Road Alexandria, Fletcher Street Woollahra, and Quarry Street Paddington.

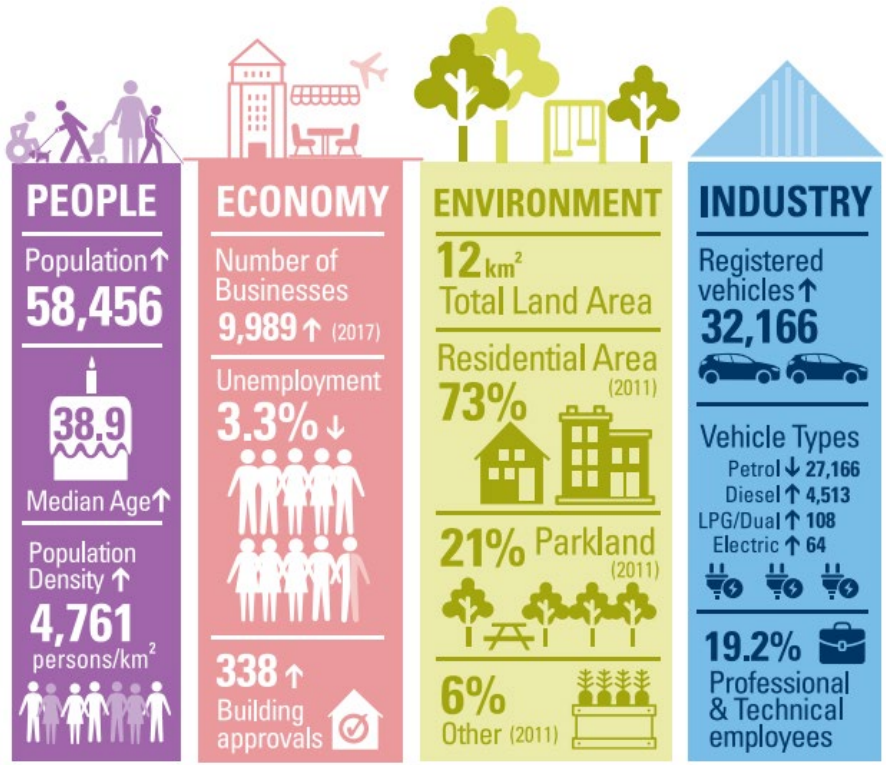
The Woollahra Municipality is located in Sydney's eastern suburbs, about 5 kilometres from the Sydney GPO. The Municipality is bounded by Port Jackson (Sydney Harbour) in the north, the Waverley Council area in the east, Randwick City in the south and the City of Sydney in the west. The original inhabitants of the Woollahra area were the Cadigal and Birrabirragal people and Woollahra is thought to be named from an Aboriginal word meaning "meeting ground".

The Woollahra Municipality includes the suburbs of Bellevue Hill, Darling Point, Double Bay, Edgecliff, Paddington (part), Point Piper, Rose Bay (part), Vaucluse (part), Watsons Bay and Woollahra. The Municipality encompasses a total land area of 12 square kilometres, including harbour foreshore and beaches. The area is predominantly residential, with some commercial land use, parklands and a military reserve. Natural features of the Municipality include 16 kilometres of harbour foreshore consisting of rocky headlands, coastal cliffs and beaches, approximately 30 hectares of bushland containing over 300 plant species including a number of threatened species. Other prominent features include Sydney Harbour National Park, the Macquarie Lighthouse, Gap Park and the Rose Bay Promenade.

The municipality is divided into a series of wards and each ward is represented by 3 elected Councillors. Councillors are elected every four years by approximately 25,000 ratepayers. The Mayor is elected every year in September by the Councillors.

Council staff, Managers and Directors work to meet the diverse needs of the local community. A vision for the future and Council's Delivery Program and Operation Plan outlines both short and long terms goals for service provision and meeting community needs and expectations in a sustainable manner. Council provides a broad range of services, facilities and maintenance of public assets.





## 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 or precinct'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**

- Tenancy Electricity
- Base Building Electricity
- Natural Gas
- Base Building Natural Gas
- Telecommunications
- Water & Sewage
- IT Equipment
- Software
- Paper
- Packaging
- Staff Clothing
- Office Furniture
- Employee Commute
- Working From Home
- Business Flights
- Transport Fuels – Company Owned
- Transport Fuels – Privately Owned
- Transport Fuels – Rental Vehicles
- Cleaning Services
- Food & Catering
- Postage & Couriers
- Printing & Stationery
- Professional Services
- Hotel Accommodation (Domestic & International)
- Taxis & Ridesharing
- Freight
- Refrigerants
- Waste (Landfill & Recycling)

**Non-quantified**

N/A

**Optionally included**

N/A

**Outside emission boundary**

**Excluded**

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.

## 4. EMISSIONS REDUCTIONS

### Emissions reduction strategy

In September 2019, Council declared a Climate Emergency and is committed to taking action to reduce emissions and mitigate the effects of climate change. On 2010, Council set a target to reduce operational greenhouse gas emissions by 30% by 2025 based on 2003/04 levels (5,903 tCO<sub>2</sub>-e). Council has also adopted a target to decrease the carbon emissions offset by Council each year, based on the 2018/-19 result of 7412 tonnes of CO<sub>2</sub>-e. In addition, Council has adopted the aspirational target of net zero community emissions by 2030. These targets are included in Council's Community Strategic Plan 2032 - [https://www.woollahra.nsw.gov.au/\\_data/assets/pdf\\_file/0019/261514/Community-Strategic-Plan-2032.pdf](https://www.woollahra.nsw.gov.au/_data/assets/pdf_file/0019/261514/Community-Strategic-Plan-2032.pdf)

Council has been steadily decreasing emissions through the implementation of a number of energy efficiency and renewable energy initiatives including:

- Solar hot water systems installed at eight Council sites.
- Solar photovoltaic systems installed at nine Council sites.
- Lighting upgrades for all Council large sites.
- Lighting upgrades and sensor installation in all public amenities' blocks.
- Purchasing renewable energy as part of Council's electricity contracts.
- Replacing all residential streetlights with new, energy efficient fixtures.

Commencing July 1st 2019, a minimum of 30% of the electricity supplied to Council's five large sites is supplied by the Moree Solar Farm as part of a power purchase agreement. Further, commencing July 1<sup>st</sup> 2022, 100% of the electricity supplied to all of Council's sites will be supplied from three NSW solar farms via a power purchase agreement.

Council has committed to increasing the number of electric and hybrid vehicles in Council's passenger fleet to 100% by 2025 and to have a 100% electric fleet by 2030. In the coming years, Council will continue to explore emission reduction opportunities such as energy efficiency projects, installation of renewable energy systems, transitioning the fleet to electric vehicles and replacing gas infrastructure with high efficiency electric alternatives.

## Emissions reduction strategy actions by scope

Scope	Action	Timeframe
Scope 1	Replace gas water heating with efficient electric water heaters.	December 2023
Scope 1	Replace Council passenger vehicles with hybrid or electric vehicles.	December 2025
Scope 1	Replace other Council vehicles with hybrid or electric versions as they become available.	December 2030
Scope 2	Purchase 100% renewable electricity for all Council sites.	July 2022 onwards
Scope 2	Install rooftop solar on Vaucluse Bowling Club	July 2024
Scope 2	Undertake a lighting upgrade to energy efficient LED sensor lighting at Trumper Park.	December 2023
Scope 3	Develop an incentive program to encourage staff to use public transport for their commute.	December 2023
Scope 3	Implement a staff uniform recycling program	June 2023
Scope 3	Increase the use of Reconohalt instead of asphalt.	Ongoing

## Emissions reduction actions

Emissions reduction actions which were implemented in the 2021/22 financial year include:

- LED lighting upgrade at Council's Grafton Street carpark.
- Installation of a 10.44 kW solar PV system at Council Chambers
- Installation of 52.5 kW solar PV system at Kiaora Place.
- Replacement of petrol and diesel powered landscaping equipment with electric.
- Voluntary surrender of 1,982 LGCs.

## 5. EMISSIONS SUMMARY

### Emissions over time

Emissions since base year		Total tCO <sub>2</sub> -e
Base year:	2018–19	7,412.1
Year 1:	2019–20	6,439.3
Year 2:	2020–21	5,616.2
Year 3:	2021-22	4,698.5

### Significant changes in emissions

Emission source name	Current year (tCO <sub>2</sub> -e)	Previous year (tCO <sub>2</sub> -e)	Detailed reason for change
Electricity	1,674.9	2,710.2	Increased renewable energy

### Use of Climate Active carbon neutral products and services

This assessment and Climate Active submission was prepared with the assistance of [Pangolin Associates](#) and these services are carbon neutral.

## Organisation 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 (tCO <sub>2</sub> -e)	Sum of scope 2 (tCO <sub>2</sub> -e)	Sum of scope 3 (tCO <sub>2</sub> -e)	Sum of total emissions (tCO <sub>2</sub> -e)
Accommodation and facilities	0.00	0.0	0.7	0.7
Cleaning and Chemicals	0.00	0.0	65.4	65.4
Construction Materials and Services	0.00	0.0	196.5	196.5
Electricity	0.00	1,674.9	0.0	1,674.9
Food	0.00	0.0	7.6	7.6
ICT services and equipment	0.00	0.0	17.1	17.1
Office equipment & supplies	0.00	0.0	37.6	37.6
Postage, courier and freight	0.00	0.0	26.8	26.8
Products	0.00	0.0	9.5	9.5
Professional Services	0.00	0.0	295.7	295.7
Refrigerants	145.34	0.0	0.0	145.3
Stationary Energy (gaseous fuels)	286.16	0.0	72.7	358.9
Transport (Air)	0.00	0.0	0.3	0.3
Transport (Land and Sea)	1,132.07	0.0	289.6	1,421.6
Waste	0.00	0.0	209.7	209.7
Water	0.00	0.0	159.0	159.0
Working from home	0.00	0.0	71.9	71.9
<b>Total</b>	<b>1,563.6</b>	<b>1,674.9</b>	<b>1,460.1</b>	<b>4,698.5</b>

## Uplift factors

An uplift factor is an upwards adjustment to the total carbon inventory to account for relevant emissions, which can't be reasonably quantified or estimated. This conservative accounting approach helps ensure the integrity of the carbon neutral claim.

Reason for uplift factor	tCO <sub>2</sub> -e
N/A	N/A
Total of all uplift factors	N/A
<b>Total footprint to offset</b> <i>(total net emissions from summary table + total uplifts)</i>	N/A

## 6. CARBON OFFSETS

### Offsets retirement approach

In arrears	
1. Total number of eligible offsets banked from last year's report	0
2. Total emissions footprint to offset for this report (tCO <sub>2</sub> -e)	4,699
3. Total eligible offsets required for this report	4,699
4. Total eligible offsets purchased and retired for this report	4,699
5. Total eligible offsets banked to use toward next year's report	0

### Co-benefits

#### Three Gorges Jiuquan Solar Power Project

Three Gorges New Energy Jiuquan Co., Ltd Guazhou 100MW Solar Power Project is a newly built grid-connected solar photovoltaic power plant with installed capacity of 100.391 MWp, which is located in Solar Power Industry Zone, Guazhou County, Jingyuan City, Gansu Province of China.

The project promotes local sustainable development through the following aspects:

- The project activity will displace the power generation of fossil fuel power plants, reducing CO<sub>2</sub>, SO<sub>x</sub> and NO<sub>x</sub> emissions significantly, thus mitigating the air pollution and its adverse impacts on human health.
- Improvement of the fossil fuel dominated fuel mix of the electricity generation in the power grid by providing clean and renewable energy source, and help to energy supply security.
- Promote application and diffusion of the innovative/creative solar PV technology in China through the demonstrative practice of the project activity.

## Eligible offsets retirement summary

Offsets cancelled for Climate Active Carbon Neutral Certification											
Project description	Type of offset units	Registry	Date retired	Serial number (and hyperlink to registry transaction record)	Vintage	Stapled quantity	Eligible quantity (tCO <sub>2</sub> -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 (%)
Three Gorges New Energy Jiuquan Co., Ltd Guazhou 100MW Solar Power Project	VCUs	Verra	14 Dec 2022	<a href="#">11147-284734844-284739542-VCS-VCU-291-VER-CN-1-1444-01012014-31122014-0</a>	2014	0	4,699	0	0	4,699	100%
<b>Total offsets retired this report and used in this report</b>										4,699	
<b>Total offsets retired this report and banked for future reports</b>										0	

Type of offset units	Quantity (used for this reporting period claim)	Percentage of total
Verified Carbon Units (VCUs)	4,699	100%

## 7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

### Renewable Energy Certificate (REC) summary

The following RECs have been surrendered to reduce electricity emissions under the market-based reporting method.

<b>1. Large-scale Generation certificates (LGCs)*</b>	1,928
<b>2. Other RECs</b>	0

\* LGCs in this table only include those surrendered voluntarily (including through PPA arrangements), and does not include those surrendered in relation to the LRET, GreenPower, and jurisdictional renewables.

Project supported by LGC purchase	Eligible units	Registry	Surrender date	Accreditation code (LGCs)	Certificate serial number	Generation year	Quantity (MWh)	Fuel source	Location
Moree Solar Farm	LGCs	REC Registry	26 <sup>th</sup> August 2022	SRPVNS46	1-1715	2022	1715	Solar	NSW, Australia
Moree Solar Farm	LGCs	REC Registry	26 <sup>th</sup> August 2022	SRPVNS46	16653-16865	2021	213	Solar	NSW, Australia
<b>Total LGCs surrendered this report and used in this report</b>							1,928		



## APPENDIX A: ADDITIONAL INFORMATION

N/A

## APPENDIX B: ELECTRICITY SUMMARY

Electricity emissions are calculated using a **market-based approach**.

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.

Market-based approach summary			
Market-based approach	Activity Data (kWh)	Emissions (kgCO <sub>2</sub> -e)	Renewable percentage of total
Behind the meter consumption of electricity generated	153,970	0	3%
<b>Total non-grid electricity</b>	<b>153,970</b>	<b>0</b>	<b>3%</b>
LGC Purchased and retired (kWh) (including PPAs & Precinct LGCs)	1,928,000	0	42%
GreenPower	0	0	0%
Jurisdictional renewables (LGCs retired)	0	0	0%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	0	0	0%
Large Scale Renewable Energy Target (applied to grid electricity only)	827,547	0	18%
Residual Electricity	1,696,023	1,687,481	0%
<b>Total grid electricity</b>	<b>4,451,570</b>	<b>1,687,481</b>	<b>60%</b>
<b>Total electricity consumed (grid + non grid)</b>	<b>4,605,539</b>	<b>1,687,481</b>	<b>63%</b>
Electricity renewables	2,909,516	0	
Residual Electricity	1,696,023	1,687,481	
<b>Exported on-site generated electricity</b>	<b>17,252</b>	<b>-12,594</b>	
Emissions (kgCO <sub>2</sub> -e)		1,674,888	
<b>Total renewables (grid and non-grid)</b>	<b>63.17%</b>		
<b>Mandatory</b>	<b>17.97%</b>		
<b>Voluntary</b>	<b>41.86%</b>		
<b>Behind the meter</b>	<b>3.34%</b>		
<b>Residual electricity emissions footprint (tCO<sub>2</sub>-e)</b>	<b>1,675</b>		
<i>Figures may not sum due to rounding. Renewable percentage can be above 100%</i>			

### Location-based approach summary

Location-based approach	Activity Data (kWh)	Scope 2 emissions (kgCO <sub>2</sub> -e)	Scope 3 emissions (kgCO <sub>2</sub> -e)
NSW	4,451,570	3,472,224	311,610
<b>Grid electricity (scope 2 and 3)</b>	<b>4,451,570</b>	<b>3,472,224</b>	<b>311,610</b>
NSW	153,970	0	0
<b>Non-grid electricity (Behind the meter)</b>	<b>153,970</b>	<b>0</b>	<b>0</b>
<b>Total Electricity Consumed</b>	<b>4,605,539</b>	<b>3,472,224</b>	<b>311,610</b>

<b>Emissions footprint (tCO<sub>2</sub>-e)</b>	<b>3,784</b>
Scope 2 emissions (tCO <sub>2</sub> -e)	3472
Scope 3 emissions (tCO <sub>2</sub> -e)	312

### Climate Active carbon neutral electricity summary

Carbon neutral electricity offset by Climate Active product	Activity Data (kWh)	Emissions (kgCO <sub>2</sub> -e)
N/A	0	0

*Climate Active carbon neutral electricity is not renewable electricity. The emissions have been offset by another Climate Active member through their product certification.*

# 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.

No emission sources in Woollahra Municipal Council's organisation boundary were non-quantified in FY2021 - 22.

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
N/A	N/A	N/A	N/A	N/A

# 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.

No emission sources in Woollahra Municipal Council's organisation boundary were excluded in FY2021 - 22.

Emission sources tested for relevance	(1) Size	(2) Influence	(3) Risk	(4) Stakeholders	(5) Outsourcing	Included in boundary?
N/A	N/A	N/A	N/A	N/A	N/A	N/A



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