



# **PUBLIC DISCLOSURE STATEMENT**

**PAX ACCOMMODATION, TRADING AS  
COMFORT INN ICTY CENTRE ARMIDALE**


**ORGANISATION CERTIFICATION  
CY2022**

Australian Government  
**Climate Active**  
**Public Disclosure Statement**



An Australian Government Initiative



<b>NAME OF CERTIFIED ENTITY</b>	The Trust for Pax Accommodation Unit Trust
<b>REPORTING PERIOD</b>	1 January 2022 – 31 December 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>Phillip Mitchell Director 16/06/2023</p>



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

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Version March 2023.



# 1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	248.4 tCO <sub>2</sub> -e
OFFSETS USED	100% VCU
RENEWABLE ELECTRICITY	41.9%
CARBON ACCOUNT	Prepared by: Pangolin Associates
TECHNICAL ASSESSMENT	Date: 09/06/2021 Name: Sarah Colquhoun Organisation: Pangolin Associates Next technical assessment due: CY2024

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## 2. CARBON NEUTRAL INFORMATION

### Description of certification

This inventory has been prepared for the calendar year from 1 January 2022 to 31 December 2022 and covers the Australian operations of Pax Accommodation, trading as Comfort Inn City Centre Armidale (formally City Centre Motor Inn Armidale), ABN 92 579 636 082, as an organisation.

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 the following location and facilities:

- 146 Dangar Street, Armidale NSW 2350

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.

### Organisation description

The family run Comfort Inn City Centre Armidale (formally City Centre Motor Inn Armidale) is a 40-room motel located in the New England High Country of NSW. Situated just 500m from Armidale's CBD and a short 5-10 minute drive to the University and Airport, the motel offers the perfect location for guests travelling for business or holiday.

The Comfort Inn City Centre Armidale is using cutting edge technology not only to streamline booking and administrative processes, but also to bring down emissions and our carbon footprint.

## 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**

- Accommodation and facilities
- Cleaning and Chemicals
- Climate Active carbon neutral products and services
- Construction Materials and Services
- Electricity
- Food
- ICT services and equipment
- Office equipment & supplies
- Products
- Professional Services
- Refrigerants
- Stationary Energy (liquid fuels)
- Transport (Air)
- Transport (Land and Sea)
- Waste
- Water
- Working from home

**Non-quantified**

**Optionally included**

**Outside emission boundary**

**Excluded**

N/A

## 4. EMISSIONS REDUCTIONS

### Emissions reduction strategy

“CICCA will continue to assess its greenhouse gas emissions in accordance with the GHG Protocol and Climate Active over the coming years.

Scope 1 emissions will be reduced by the introduction of electric vehicles over the next three years to replace the existing diesel vehicles where possible. This will reduce our emissions by ~33t (16.5% based on CY2022) once fully implemented.

Scope 2 emissions will be reduced by installing EV chargers on site in FY23. These will be available for public, customers, and business use. It is acknowledged that this may lead to an initial increase in electricity consumption, but we hope to offset this by using two-way charging for our controlled vehicles i.e., vehicle-to-home and vehicle-to-grid when these technologies become commercially available in Australia. The large solar PV system already installed currently exports a significant amount of electricity into the grid so efforts will be made to use this solar electricity to charge the electric vehicles, and generally be used on-site, before exporting to the grid.

Furthermore we aim to move to Greenpower in the next 3 to 5 years as controlled electricity contributes 37.6% of our emissions footprint in CY22.

Scope 3 emissions will be reduced by continuing to reduce all single use plastic in guest rooms as well as throughout the breakfast service. We will continue our transition away from buffet style continental breakfast.

### Emissions reduction actions

“Since 2018 we have implemented the following actions to help reduce our emissions:

- Replaced old hydronic heating system with 20 individual split system air cons.
- In early 2019 we added 30KW solar system and replaced the ageing gas boiler with state-of-the-art Q-ton heat pump eliminating the use of LPG gas on site. The Q-ton heat pump also acts as a battery storage as we can heat the water during the day off the solar and use that water during peak time and night times.
- Heat and cool banking rooms in conjunction with solar. Turning heat/air con during the day when power is free/cheap to make rooms comfortable and makes the air cons use less power as they don't need to work really hard during peak times.
- Introduced recycling to motel. Now we recycle 4 wheelie bins (240L) a week.
- Transition to LED lighting throughout property when refurbishing rooms (75% of lights/light fittings changed so far).
- Option for guests to purchase their own carbon offset which we donate straight to Local carbon offset provider, “Armidale tree group” and their charity “every Tree Counts”.

- Eliminating paper through digital guest contact including digital compendium.
- Changing chemicals to environmentally friendly chemicals from local provider 'Rapid Clean'.
- Capped temperature of heaters/aircons to recommended 22 degrees Celsius"

A summary of CICCA's year on year emissions is below.

<b>Emission scope</b>	<b>CY2018 - Baseline year (tCO<sub>2</sub>-e)</b>	<b>CY2019 (tCO<sub>2</sub>-e)</b>	<b>CY2020 (tCO<sub>2</sub>-e)</b>	<b>CY2021 (tCO<sub>2</sub>-e)</b>	<b>CY2022 (tCO<sub>2</sub>-e)</b>
Scope 1	16.6	29.4	45.8	28.1	39.7
Scope 2	58.8	63.1	77.6	71.2	82.5
Scope 3	154.2	154.2	136.6	78.9	126.2
<b>TOTAL</b>	<b>229.6</b>	<b>177.1</b>	<b>248.1</b>	<b>166.7</b>	<b>248.4</b>



## 5. EMISSIONS SUMMARY

### Emissions over time

Emissions since base year		Total tCO <sub>2</sub> -e (without uplift)	Total tCO <sub>2</sub> -e (with uplift)
Base year/ Year 1:	2018		275.6
Year 2:	2019		177.1
Year 3:	2020		248.1
Year 4:	2021		166.7
Year 5:	2022		248.4

### Significant changes in emissions

Emission source name	Previous year emissions (t CO <sub>2</sub> -e)	Current year emissions (t CO <sub>2</sub> -e)	Detailed reason for change
Electricity (market-based method, scope 2)	59.691	82.470	Hotel was negatively affected by COVID restrictions, and experienced organic growth this year to be back in-line to pre-pandemic levels. Additionally, the new Electricity calculation methods no longer take into consideration the benefits of exporting solar.

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

This assessment and Climate Active submission was prepared with the assistance of Pangolin Associates and these services are also carbon neutral.

## 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 (t CO <sub>2</sub> -e)
Accommodation and facilities	0.00	0.00	1.10	1.10
Cleaning and Chemicals	0.00	0.00	16.13	16.13
Climate Active carbon neutral products and services	0.00	0.00	0.00	0.00
Construction Materials and Services	0.00	0.00	11.28	11.28
Electricity	0.00	82.47	10.92	93.39
Food	0.00	0.00	32.40	32.40
ICT services and equipment	0.00	0.00	1.84	1.84
Office equipment & supplies	0.00	0.00	0.08	0.08
Products	0.00	0.00	14.18	14.18
Professional Services	0.00	0.00	0.88	0.88
Refrigerants	3.89	0.00	0.00	3.89
Stationary Energy (liquid fuels)	2.98	0.00	0.99	3.98
Transport (Air)	0.00	0.00	1.68	1.68
Transport (Land and Sea)	32.81	0.00	17.49	50.30
Waste	0.00	0.00	12.86	12.86
Water	0.00	0.00	4.38	4.38
Working from home	0.00	0.00	0.00	0.00
<b>Total emissions</b>	<b>39.68</b>	<b>82.47</b>	<b>126.22</b>	<b>248.37</b>

## 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 <sub>2</sub> -e
N/A	N/A
Total of all uplift factors	N/A
<b>Total emissions footprint to offset</b> <i>(total emissions from summary table + total of all uplift factors)</i>	<b>248.37</b>



## 6. CARBON OFFSETS

### Offsets retirement approach

This certification has taken an in-arrears offsetting approach. The total emission to offset is 248.37 t CO<sub>2</sub>-e. The total number of eligible offsets used in this report is 249. Of the total eligible offsets used, 0 were previously banked and 249 were newly purchased and retired. 0 are remaining and have been banked for future use.

These offsets also cover Comfort Inn City Centre Armidale's [Service certification](#).

## Eligible offsets retirement summary

Offsets retired 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 retired (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 (%)
Dachunhe Sanji 6MW Hydropower Project in Yunnan Province	VCU	Verra	15 June 2023	<a href="#">4941-205544830-205544953-VCU-028-MER-CN-1-166-01012014-31122014-0</a>	2014	0	124	0	0	124	50%
Dachunhe Sanji 6MW Hydropower Project in Yunnan Province	VCU	Verra	15 June 2023	<a href="#">4944-205584466-205584490-VCU-028-MER-CN-1-166-01012015-31122015-0</a>	2015	0	25	0	0	25	10%
Dachunhe Sanji 6MW Hydropower Project in Yunnan Province	VCU	Verra	15 June 2023	<a href="#">4943-205561178-205561277-VCU-028-MER-CN-1-166-01012016-30062016-0</a>	2016	0	100	0	0	100	40%
<b>Total eligible offsets retired and used for this report</b>										249	
<b>Total eligible offsets retired this report and banked for use in future reports</b>									0		
Type of offset units		Eligible quantity (used for this reporting period)					Percentage of total				
Verified Carbon Units (VCUs)		249					100%				

## 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 approach**.



Market-based approach summary			
Market-based approach	Activity Data (kWh)	Emissions (kg CO <sub>2</sub> -e)	Renewable percentage of total
Behind the meter consumption of electricity generated	48,130	0	29%
<b>Total non-grid electricity</b>	<b>48,130</b>	<b>0</b>	<b>29%</b>
LGC Purchased and retired (kWh) (including PPAs)	0	0	0%
GreenPower	0	0	0%
Climate Active precinct/building (voluntary renewables)	0	0	0%
Precinct/Building (LRET)	0	0	0%
Precinct/Building jurisdictional renewables (LGCS surrendered)	0	0	0%
Electricity products (voluntary renewables)	0	0	0%
Electricity products (LRET)	0	0	0%
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)	22,403	0	13%
Residual Electricity	97,786	93,385	0%
<b>Total renewable electricity (grid + non grid)</b>	<b>70,533</b>	<b>0</b>	<b>42%</b>
<b>Total grid electricity</b>	<b>120,189</b>	<b>93,385</b>	<b>13%</b>
<b>Total electricity (grid + non grid)</b>	<b>168,319</b>	<b>93,385</b>	<b>42%</b>
Percentage of residual electricity consumption under operational control	100%		
<b>Residual electricity consumption under operational control</b>	<b>97,786</b>	<b>93,385</b>	
Scope 2	86,356	82,470	
Scope 3 (includes T&D emissions from consumption under operational control)	11,430	10,915	
<b>Residual electricity consumption not under operational control</b>	<b>0</b>	<b>0</b>	
Scope 3	0	0	

<b>Total renewables (grid and non-grid)</b>	<b>41.90%</b>
<b>Mandatory</b>	<b>13.31%</b>
<b>Voluntary</b>	<b>0.00%</b>
<b>Behind the meter</b>	<b>28.59%</b>
<b>Residual scope 2 emissions (t CO<sub>2</sub>-e)</b>	<b>82.47</b>
<b>Residual scope 3 emissions (t CO<sub>2</sub>-e)</b>	<b>10.92</b>
<b>Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>82.47</b>
<b>Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>10.92</b>
<b>Total emissions liability (t CO<sub>2</sub>-e)</b>	<b>93.39</b>

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 <sub>2</sub> -e)	Scope 3 Emissions (kgCO <sub>2</sub> -e)	(kWh)	Scope 3 Emissions (kgCO <sub>2</sub> -e)
ACT	0	0	0	0	0	0
NSW	120,189	120,189	87,738	7,211	0	0
SA	0	0	0	0	0	0
VIC	0	0	0	0	0	0
QLD	0	0	0	0	0	0
NT	0	0	0	0	0	0
WA	0	0	0	0	0	0
TAS	0	0	0	0	0	0
<b>Grid electricity (scope 2 and 3)</b>	<b>120,189</b>	<b>120,189</b>	<b>87,738</b>	<b>7,211</b>	<b>0</b>	<b>0</b>
ACT	0	0	0	0		
NSW	48,130	48,130	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		
<b>Non-grid electricity (behind the meter)</b>	<b>48,130</b>	<b>48,130</b>	<b>0</b>	<b>0</b>		
<b>Total electricity (grid + non grid)</b>	<b>168,319</b>					

Residual scope 2 emissions (t CO <sub>2</sub> -e)	87.74
Residual scope 3 emissions (t CO <sub>2</sub> -e)	7.21
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO <sub>2</sub> -e)	87.74
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO <sub>2</sub> -e)	7.21
<b>Total emissions liability</b>	<b>94.95</b>

### 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 <sub>2</sub> -e)
N/A	0	0
<i>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.</i>		

### Climate Active carbon neutral electricity products

Climate Active carbon neutral product used	Electricity claimed from Climate Active electricity products (kWh)	Emissions (kg CO <sub>2</sub> -e)
N/A	0	0
<p><i>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.</i></p>		

# 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

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

# 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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