PUBLIC DISCLOSURE STATEMENT

HUB AUSTRALIA

ORGANISATION CERTIFICATION
CY2022

Australian Government

Climate Active
Public Disclosure Statement

An Australian Government Initiative

NAME OF CERTIFIED ENTITY	Hub Australia Pty Ltd (ABN: 45 145 858 304)
REPORTING PERIOD	1 January 2022 – 31 December 2022 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.*
	Whitney Teluk ESG Manager 16/10/2023

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

Version March 2023.

1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	5,793 tCO2-e
OFFSETS USED	100% VCUs
RENEWABLE ELECTRICITY	52.7%
CARBON ACCOUNT	Prepared by: Pangolin Associates
TECHNICAL ASSESSMENT	20/06/2023 Nicole Butler Pangolin Associates Next technical assessment due: 2026

Contents

2. CARBON NEUTRAL INFORMATION

Description of certification

This certification the Australian business operations of Hub Australia Pty Ltd (ABN: 45 145 858 304)

This includes the following locations and facilities:

- Hub Hyde Park, Level 3, 223 Liverpool Street, Darlinghurst 2010 NSW
- Hub Customs House, Level 3, 31 Alfred Street, Sydney 2000 NSW
- Hub Southern Cross, Level 2, 696 Bourke Street, Melbourne 3000 VIC
- Hub Parliament Station, Level 18, 1 Nicholson Street, East Melbourne 3002 VIC
- Hub Collins Street, Level 3, 62 Collins Street, Melbourne 3000 VIC
- Hub Anzac Square, Level 6, 200 Adelaide Street, Brisbane 4000 QLD
- Hub Adelaide, 89 Pirie Street, Adelaide 5000 SA
- Hub Wynyard, Level 11, 10 Carrington St, Sydney 2000 NSW
- Hub Flinders St, Level 7, 180 Flinders St, Melbourne 3000 VIC
- Hub St Kilda Road, Level 12, 412 St Kilda Road, Melbourne 3004 VIC
- Hub Civic Quarter, Level 1, 68 Northbourne Ave, Canberra 2600 ACT
- Hub Church St, Level 4, 459 Church Street, Richmond 3132 VIC

Hub Australia is also certified as a Climate Active carbon neutral service and the emissions for both these certifications overlap completely.

Organisation description

Founded in 2011, Hub is widely considered the market leading premium workspace-as-a-service platform in Australia and is renowned for its customer service. We deliver hospitality driven solutions that create workspace experiences that people love. We are the trusted local workspace partner for businesses and landlords that choose Hub because we help them attract and retain the best talent and tenants.

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 & Facilities

Cleaning & Chemicals

Construction Materials & Services

Electricity

Food

Horticulture & Agriculture

ICT Services & Equipment

Office Equipment & Supplies

Postage, Couriers & Freight

Products

Professional Services

Refrigerants

Stationary Energy (gaseous fuels)

Stationary Energy (liquid fuels)

Transport (Air)

Transport (Land & Sea)

Waste

Water

Working From Home

Non-quantified

NA

Outside emission boundary

Excluded

NA

4.EMISSIONS REDUCTIONS

Emissions reduction strategy

Hub Australia is committed to reducing our operational emissions per member by 15% by June 2025, and 30% by 2030. We will achieve this through the following measures:

Scope 2 – By December 2023, 100% of our tenancy electricity use will be sourced from GreenPower.

Scope 3 – 50% reduction in Scope 3 emissions intensity per member (compared with CY19 baseline) by 2030 through:

- Working with building owners to achieve 40% renewable base building electricity by July 2025, and 100% by 2030
- Working with building owners to more accurately measure and reduce emissions from building refrigerants
- Implement procurement policies to reduce embodied emissions of selected materials
- Continuing to encourage employees to adopt sustainable commuting practices
- Introduce organic waste collection at all locations by December 2024.

Our operational target does not currently include emissions associated with the fit-out of new spaces. Work is being undertaken to better understand the materials and services used, and performance targets will be set accordingly once this has been completed.

Emissions reduction actions

During CY2022, we have continued to take the following actions to reduce our emissions:

- Continued to explore the purchase of GreenPower for our tenancies
- Increase engagement with building owners to more accurately measure our allocation of base building services
- Limited requirements for business travel such as flights and fuel for motor vehicles
- Reduced expenditure and requirements for food & catering within the office

5.EMISSIONS SUMMARY

Emissions over time

		Emissions since base year	
		Total tCO_2-e (without uplift)	Total tCO_2-e (with uplift)
Base Year/Year 1:	2019	NA	10,425
Year 2:	2020	NA	3,009
Year 3:	2021	NA	10,787
Year 4:	2022	NA	5,793

Significant changes in emissions

Emission source name	Previous year emissions (t CO_2-e)	Current year emissions (t CO_2-e)	Detailed reason for change
Electricity	3,048.2	1,689.7	Improvement in data collation in CY22 to obtain actual kWh usage from building owners for base building services, instead of applying NABERS estimates, along with an increased update of renewables by building owners.
Non-residential building construction and interior finishing	5,921.4	1,754.7	Major fit-outs for location expansions were undertaken in CY21 that were not replicated in CY22

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

Certified brand name	Product/Service/Building/Precinct used
Pangolin Associates	Service

Emissions summary

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

Emission category	Sum of total emissions (t CO_2-e)
Accommodation and facilities	14.93
Cleaning and Chemicals	184.09
Climate Active carbon neutral products and services	0.00
Construction Materials and Services	1,834.46
Electricity	1,689.7
Food	356.8
Horticulture and Agriculture	29.58
ICT services and equipment	149.67
Machinery and vehicles	0.00
Office equipment & supplies	279.66
Postage, courier and freight	4.16
Products	225.71
Professional Services	208.37
Refrigerants	16.47
Roads and landscape	0.00
Stationary Energy (gaseous fuels)	214.85
Stationary Energy (liquid fuels)	141.57
Stationary Energy (solid fuels)	0.00
Transport (Air)	280.58
Transport (Land and Sea)	52.96
Waste	49.02
Water	52.57
Working from home	7.83
Total emissions	**5,792.9**

Uplift factors

NA

6. CARBON OFFSETS

Offsets retirement approach

This certification has taken an in-arrears offsetting approach. The total emission to offset is 5,793 t CO_2-e. The total number of eligible offsets used in this report is 6,000. Of the total eligible offsets used, 0 were previously banked and 5,793 were newly purchased and retired. 207 are remaining and have been banked for future use.

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_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 (%)**
Ghani Solar Renewable Power Project by Greenko Group	VCU	Verra	23/06/2023	10385-209666782-209666849-VCS-VCU-997-VER-IN-1-1792-01012020-31122020-0	2020	0	68	0	0	68	1.1%
	VCU	Verra	23/06/2023	10366-208086911-208087002-VCS-VCU-997-VER-IN-1-1792-01012020-31122020-0	2020	0	92	0	0	92	1.5%
	VCU	Verra	23/06/2023	10384-209196383-209199976-VCS-VCU-997-VER-IN-1-1792-01012020-31122020-0	2020	0	3,594	0	0	3,594	59.4%
	VCU	Verra	23/06/2023	10385-209658327-209658651-VCS-VCU-997-VER-IN-1-1792-01012020-31122020-0	2020	0	325	0	0	325	5.4%
	VCU	Verra	23/06/2023	10385-209659204-209659296-VCS-VCU-997-VER-IN-1-1792-01012020-31122020-0	2020	0	93	0	0	93	1.6%
	VCU	Verra	23/06/2023	10366-207901855-207902250-VCS-VCU-997-VER-IN-1-1792-01012020-31122020-0	2020	0	396	0	0	396	6.6%

	VCU	Verra	23/06/2023	10385-209666506-209666669-VCS-VCU-997-VER-IN-1-1792-01012020-31122020-0	2020	0	164	0	0	164	2.7%
	VCU	Verra	23/06/2023	10385-209659297-209659587-VCS-VCU-997-VER-IN-1-1792-01012020-31122020-0	2020	0	291	0	0	291	4.9%
	VCU	Verra	23/06/2023	10385-209658875-209659203-VCS-VCU-997-VER-IN-1-1792 01012020-31122020-0	2020	0	329	0	0	329	5.5%
	VCU	Verra	23/06/2023	10385-209658652-209658849-VCS-VCU-997-VER-IN-1-1792-01012020-31122020-0	2020	0	198	0	0	198	3.3%
CECEP Gansu Yumen Changma Daba North Wind Farm Project.	VCU	Verra	23/06/2023	7726-423911740-423911912-VCU-034-APX-CN-1-1940-01012019-30062019-0	2019	0	173	0	0	173	3%
Installation of high efficiency wood burning cookstoves in Malawi	VCU	Verra	23/06/2023	13766-526074714-526074990-VCS-VCU-1289-VER-MW-3-2342-16042021-15102021-0	2021	0	277	0	207	70	1%
									Total eligible offsets retired and used for this report	5,793	
									Total eligible offsets retired this report and banked for use in future reports	207	

Type of offset units	Eligible quantity (used for this reporting period)	Percentage of total
Verified Carbon Units (VCUs)	5,793	100%

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

NA

APPENDIX A: ADDITIONAL INFORMATION

NA

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	1,198,541	0	32%
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)	73,905	0	2%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	18,583	0	0%
Large Scale Renewable Energy Target (applied to grid electricity only)	678,300	0	18%
Residual Electricity	1,769,315	0	0%
Total renewable electricity (grid + non grid)	**1,969,329**	**0**	**53%**
Total grid electricity	**3,738,644**	**0**	**53%**
Total electricity (grid + non grid)	**3,738,644**	**0**	**53%**
Percentage of residual electricity consumption under operational control	36%		
Residual electricity consumption under operational control	**631,115**	**602,715**	
Scope 2	557,348	532,267	
Scope 3 (includes T&D emissions from consumption under operational control)	73,767	70,447	
Residual electricity consumption not under operational control	**1,138,200**	**1,086,981**	
Scope 3	1,138,200	1,086,981	

Total renewables (grid and non-grid)	**52.67%**
Mandatory	**18.64%**
Voluntary	**34.03%**
Behind the meter	**0.00%**
Residual scope 2 emissions (t CO_2-e)	**532.27**
Residual scope 3 emissions (t CO_2-e)	**1,157.43**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**532.27**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**1,157.43**
Total emissions liability (t CO_2-e)	**1,689.70**

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	**36%**	**(kWh)**	**Scope 2 Emissions ($kgCO_2$-e)**	**Scope 3 Emissions ($kgCO_2$-e)**	**(kWh)**	**Scope 3 Emissions ($kgCO_2$-e)**
ACT	99,696	35,562	25,960	2,134	64,134	50,666
NSW	1,000,619	356,921	260,552	21,415	643,698	508,522
SA	158,436	56,514	14,129	4,521	101,922	33,634
VIC	1,768292	630,750	536,137	44,152	1,137,542	1,046,539
QLD	711,601	253,828	185,294	38,074	457,773	402,840
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)	**3,738,644**	**1,333,574**	**1,022,072**	**110,297**	**2,405,070**	**2,042,201**
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)	**3,738,644**					

Residual scope 2 emissions (t CO_2-e)	**1,022.07**
Residual scope 3 emissions (t CO^2-e)	**2,152.50**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**1,022.07**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**2,152.50**
Total emissions liability	**3,174.57**

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)
NA	**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)**
NA	**0**	**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.

There are no sources in this inventory that have been non-quantified.

Relevant non-quantified emission sources	Justification reason
NA	

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.

There are no sources that have been excluded from this inventory

An Australian Government Initiative

Climate Active