



# **PUBLIC DISCLOSURE STATEMENT**


**LEIGH DESIGN PTY LTD**

**ORGANISATION CERTIFICATION**

**FY2022-23**

Australian Government  
**Climate Active  
Public Disclosure Statement**



<b>NAME OF CERTIFIED ENTITY</b>	Leigh Design Pty Ltd (trading as Leigh Design)
<b>REPORTING PERIOD</b>	1 July 2022 – 30 June 2023 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>Carlos Leigh Director 16/11/2023</p>



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

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Version August 2023.



# 1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	9.86 tCO <sub>2</sub> -e
OFFSETS USED	100% VCUs
RENEWABLE ELECTRICITY	N/A
CARBON ACCOUNT	Prepared by: Team Sustainability Pty Ltd
TECHNICAL ASSESSMENT	N/A – small organisation

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## 2. CARBON NEUTRAL INFORMATION

### **Description of certification**

This carbon neutral certification is for the business operations of Leigh Design Pty Ltd ABN 37 139 522 437.

### **Organisation description**

Leigh Design Pty Ltd (ABN 37 139 522 437) provides waste management advice, strategies, and plans for commercial and residential developments.

The business did not operate from a leased or owned office premises during the 2022-23 financial year, but operated wholly on a work-from-home model.

## 3. EMISSIONS BOUNDARY

This is a small organisation certification, which uses the standard Climate Active small organisation 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

- Stationary energy and fuels
- Electricity
- Accommodation
- Carbon neutral products and services
- Cleaning and chemicals
- Food
- ICT services and equipment
- Professional services
- Land and sea transport
- Office equipment and supplies
- Postage, courier and freight
- Refrigerants
- Transport (air)
- Transport (land and sea)
- Waste
- Water

### Non-quantified

N/A

## Outside emission boundary

### Excluded

N/A

## 4. EMISSIONS REDUCTIONS

### Emissions reduction strategy

Leigh Design Pty Ltd terminated its office lease in March 2022. During FY2023, the business operated wholly on a work-from-home model with no further leasing of office space. This change of operating model, plus a reduction in business travel (especially air travel) and other expenditure resulted in a 50% reduction of our emissions total from 19.97 tCO<sub>2</sub>-e to 9.86 tCO<sub>2</sub>-e from FY2022 to FY2023.

Our business operates on a paperless basis, thus minimising printer and paper usage. Our reports, which are the main outputs of our work, are issued electronically.

In addition to the above, Leigh Design Pty Ltd shall continue to minimise business travel and car fuel usage in forthcoming years.

We have already exceeded our initial emissions reduction target, namely, to reduce our average yearly footprint by 20% by 2030, from our 2021-22 base year. However, the actions below are still relevant to continuing our emissions reduction pathway and achieving stated sub-targets:

- Reduce by 25% the average annual air travel over the next 7-year period, against Leigh Design's 2021-22 base year.
- Explore opportunities to purchase electric vehicle(s) for the business.
- Given our office is now fully remote, we have a goal of reducing our work from home emissions by 50% by 2030, by encouraging some of our staff to switch to using 100% GreenPower (or another form of renewable energy) at home.
- Prioritise purchasing products and services from certified carbon neutral products and services from FY23 onwards.

### Emissions reduction actions

Actions taken by Leigh Design Pty Ltd in FY2023 to reduce your emissions included:

- Terminating our office lease and reverting to a work-from-home model
- Significantly reducing business travel (including air travel)
- Reduction in expenditure in some goods and services categories (e.g. printing and stationery)

## 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/Year1:	2021–22	19.02	19.97
Year 2:	2022–23	9.39	9.86

### Significant changes in emissions

Emission source	Previous year emissions (t CO <sub>2</sub> -e)	Current year emissions (t CO <sub>2</sub> -e)	Reason for change
Diesel oil (vehicle use)	2.833	3.221	Increase to emission factor

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

N/A



## Emissions summary

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

Emission category	Scope 1 emissions (t CO <sub>2</sub> -e)	Scope 2 emissions (t CO <sub>2</sub> -e)	Scope 3 emissions (t CO <sub>2</sub> -e)	Total emissions (t CO <sub>2</sub> -e)
Accommodation and facilities	-	-	-	-
Cleaning and chemicals	-	-	-	-
Climate Active carbon neutral products and services	-	-	-	-
Electricity	-	-	-	-
Food	-	-	0.68	0.68
ICT services and equipment	-	-	1.41	1.41
Office equipment and supplies	-	-	-	-
Postage, courier and freight	-	-	0.03	0.03
Professional services	-	-	0.82	0.82
Refrigerants	-	-	-	-
Stationary energy and fuels	-	-	-	-
Transport (air)	-	-	-	-
Transport (land and sea)	2.59	-	0.64	3.22
Waste	-	-	-	-
Water	-	-	-	-
Working from home	-	-	3.21	3.21
<b>Total</b>	<b>2.59</b>	<b>0.00</b>	<b>6.80</b>	<b>9.39</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
Mandatory 5% uplift for small organisations	0.469
<b>Total emissions footprint to offset</b> <i>(total emissions from summary table + total of all uplift factors)</i>	<b>9.86</b>

## 6. CARBON OFFSETS

### Offsets retirement approach

This certification has taken an in-arrears offsetting approach. The total emissions to offset are 10 t CO<sub>2</sub>-e. The total number of eligible offsets used in this report is ten (10). Of the total eligible offsets used, ten (10) were previously banked and zero (0) were newly purchased and retired. Fifteen (15) are remaining and have been banked for future use.

### Co-benefits

N/A

## Eligible offsets retirement summary

Offsets retired for Climate Active 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 (%)
Katingan Peatland Restoration and Conservation Project	VCU	Verra	22 Jan 2023	<a href="#">6359-303305773-303305797-VCU-016-APX-ID-14-1477-01012017-31122017-1</a>	2017	-	25	15	5	5	50%
Rimba Raya Biodiversity Reserve Project	VCU	Verra	22 Jan 2023	<a href="#">9840-145687552-145687571-VCS-VCU-263-VER-ID-14-674-01012016-31122016-1</a>	2016	-	20	5	10	5	50%
<b>Total eligible offsets retired and used for this report</b>										<b>10</b>	
<b>Total eligible offsets retired this report and banked for use in future reports</b>									<b>15</b>		

Type of offset units	Eligible quantity (used for this reporting period)	Percentage of total
Verified Carbon Units (VCUs)	10	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 location-based approach, however, since no leased or owned office premises were used in this reporting period there are no emissions to report.**

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	0	0	0%
<b>Total non-grid electricity</b>	<b>0</b>	<b>0</b>	<b>0%</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)	0	0	0%
Residual Electricity	0	0	0%
<b>Total renewable electricity (grid + non grid)</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Total grid electricity</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Total electricity (grid + non grid)</b>	<b>0</b>	<b>0</b>	<b>0%</b>
Percentage of residual electricity consumption under operational control	n/a		
<b>Residual electricity consumption under operational control</b>	<b>0</b>	<b>0</b>	
Scope 2	0	0	
Scope 3 (includes T&D emissions from consumption under operational control)	0	0	
<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>0.00%</b>
<b>Mandatory</b>	<b>0.00%</b>
<b>Voluntary</b>	<b>0.00%</b>
<b>Behind the meter</b>	<b>0.00%</b>
<b>Residual scope 2 emissions (t CO<sub>2</sub>-e)</b>	<b>0.00</b>
<b>Residual scope 3 emissions (t CO<sub>2</sub>-e)</b>	<b>0.00</b>
<b>Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>0.00</b>
<b>Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>0.00</b>
<b>Total emissions liability (t CO<sub>2</sub>-e)</b>	<b>0.00</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	n/a	(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	0	0	0	0	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>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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		
<b>Non-grid electricity (behind the meter)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Total electricity (grid + non grid)</b>	<b>0</b>					

Residual scope 2 emissions (t CO <sub>2</sub> -e)	0.00
Residual scope 3 emissions (t CO <sub>2</sub> -e)	0.00
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO <sub>2</sub> -e)	0.00
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO <sub>2</sub> -e)	0.00
<b>Total emissions liability</b>	<b>0.00</b>

# 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.

N/A – no emission sources were excluded from the emissions boundary in this reporting period.



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