



PUBLIC DISCLOSURE STATEMENT

TODAY STRATEGIC DESIGN PTY LTD

ORGANISATION CERTIFICATION

FY2022–2023

Australian Government
Climate Active
Public Disclosure Statement

TODAY



NAME OF CERTIFIED ENTITY	TODAY STRATEGIC DESIGN PTY LTD
REPORTING PERIOD	Financial Year 1 July 2022 – 30 June 2023 Arrears report
DECLARATION	<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>Damon O’Sullivan</p> <p>Name of signatory: Damon O’Sullivan Position of signatory: CEO & Founder Date: 11 December 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	238.25 tCO ₂ -e
OFFSETS USED	100% VCU's
RENEWABLE ELECTRICITY	100%
CARBON ACCOUNT	Prepared by: Today Strategic Design Pty Ltd
TECHNICAL ASSESSMENT	09 December 2023 KREA Consulting Pty Ltd Next technical assessment due: FY 2026

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2. CARBON NEUTRAL INFORMATION

Description of certification

This carbon neutral certification is for the Australian business operations of Today Strategic Design Pty Ltd (ABN 69 154 560 657) for the period 1 July 2022 to 30 June 2023.

Organisation description

Today Strategic Design Pty Ltd (ABN 69 154 560 657) is a 100% Australian-owned, purpose-driven digital marketing agency, with a team of around 50 people across Australia. As a strategic design agency, we are committed to using 'Design for Good' to contribute to and catalyse positive social and environmental outcomes. Our everyday projects focus on creating value for people and the environment. We aim to make a meaningful contribution by reversing the damage done to ecosystems and the natural environment, and by building the resilience of communities and our broader society for a fairer world.

Our services include (but are not limited to):

- Research and insights
- Innovation
- Digital and brand
- Campaigns and advocacy
- Transformation
- Designing future impact.

Today Strategic Design Pty Ltd has no child companies or subsidiaries. The business used to locate at 374 George Street Fitzroy VIC 3065 up to October 2022. We were temporarily located in the Commons on Level 4, 54 Wellington Street Collingwood VIC 3066, from October 2022 to July 2023 while our new office was under fit-out construction. The business officially moved into the new office on Level 8, 54 Wellington Street Collingwood VIC 3066 in July 2023.

The emissions inventory in this Public Disclosure Statement has been developed in accordance with the Climate Active Carbon Neutral Standard for Organisations. We have used an operational control approach to determine its emissions boundary, factoring in the changes of business circumstances in FY2023, such as the business scale, hybrid working model and office relocation in FY2023 when the business moved from Fitzroy to Collingwood.

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 services
- Repairs & Maintenance
- Construction materials and services
- Climate Active Carbon Neutral Products
- Electricity (Market based)
- ICT Services and Equipment
- Office Equipment and Supplies
- Telecommunications
- Professional services
- Transport (air)
- Transport (Land and Sea) – Company fuel
- Staff commuting
- Waste
- Water

Non-quantified

- Bank fees
- Security
- Refrigerants

Optionally included

None

Outside emission boundary

Excluded

- Natural gas
- * Fit-out and interior finishing

4. EMISSIONS REDUCTIONS

Emissions reduction strategy

Today Strategic Design Pty Ltd commits to reduce emissions across its value chain (scope 1, 2 and 3) by at least 15% by 2025, and 30% by 2030, compared to a FY2020 base year. We aim to achieve this by implementing the following emission reduction plan, which will be reviewed, updated, and improved each year.

Scope 1 emissions will be reduced by:

- Transitioning to hybrid electric fleet vehicles in the next 2-5 years and fully electric fleet vehicles by 2030.

Scope 2 emissions are already nil since September 2019 after the switch to 100% renewable and carbon-neutral energy.

- Since September 2009 we have been on the Powershop 100% Carbon Neutral business plan, procuring 100% GreenPower.
- In FY2023, we installed energy saving devices, switches, and light fittings in our studio. Office lighting, music, and our LED screen are on timer control, which turns off automatically outside of business hours.

Scope 3 emissions, which take account of over 90% of total business carbon inventory, will be reduced by:

- Reviewing and implementing approval processes and sustainable travel policies that encourage the team to consider the environmental impact, so that only necessary business travel is undertaken.
- Encouraging meetings to be held via video/teleconference, making more sustainable choices to reduce corporate travel emissions.
- When business travel is unavoidable, we will choose the 'greenest' accommodation option and purchase carbon emission offsets along with any flight booking.
 - o We have already purchased carbon offsets for project related flights in Dec 2023.
 - o We will roll out and apply to company-wide business-related flights by the end of FY 2024.
 - o This action would reduce Transport (air) emission scope 3, which will make an impactful contribution through a 10% reduction to the whole emission.
- Promoting reduced carbon solutions and undertaking internal communications educating employees to support modified commuting behaviours, reducing waste to landfill, reducing printing, and reducing single use plastic. This includes:
 - o Reducing employee commute emissions by encouraging low emission modes of transport, i.e. public transportation and bike in lieu of taxi or vehicle.
 - o Encouraging carpooling when booking taxis.
 - o Educating staff on waste separation
 - o Encouraging staff to use containers for take-away food and coffee, by joining Return Workplace Micropool Membership in June 2023.

- Supply chain and procurement: to use environmentally friendly, recycled, biodegradable, carbon neutral certified and refillable products wherever possible, for office equipment, products, and supplies. Achievements are:
 - o Contracting Telstra mobile phone plans & mobile broadband plans inc. SIM kits.
 - o Consumptions of Leif, Net Zero Co products in the studio.
 - o Low energy intensity refrigeration units (air-conditioning and fridge) in our new office.
 - o Office furniture is made out of recycled materials in our new office.
- Entertainment: Engagement in more sustainable and Net Zero entertainment options

Emissions reduction actions

For 10 years our incredible community and network have powered our work every step of the way. They have helped us become a pioneer in the industry, to think bigger, and make a bigger impact for a brighter future. With steady business growth, we remain committed to reducing our carbon emissions and continue to seek out ways to operate in a more environmentally friendly manner for many years to come.

Office relocation

Our previous lease expired on 31 October 2022. When looking for our new home we were highly environmentally conscious. We signed a ten-year lease from 2023 to 2033 at Level 8, [54 Wellington Street Collingwood VIC 3066](#). This building boasts numerous environmentally friendly certifications and ratings, including a 6-star Green Star Design and As-Built v1.1, 5-star NABERS energy rating, 4-star NABERS water rating, and a platinum level WELL core and Shell certification.

The space was an empty shell and required fit out. To assist with the move, we temporarily operated from a co-working space, located in the same building but on a different level, from October 2022 to July 2023. Every element of the new fit-out considered its environmental impact, using recycled, locally sourced materials wherever possible. Examples include making curtains/dividers out of underlay sourced from recycled jeans, sourcing chairs made from recycled plastics, and having walls of baseboard using the entire sheet, ensuring no material waste.

Business Operations

- From 2023, we started paying to neutralise or negate our carbon emissions when booking flights.
 - o 10.88% of emissions came from business-related travels in FY2023, which were due to business growth and increased travelling demands.
 - o We are focussing on a strategic approach to ensure a reduction in emissions through FY2024, at the same time to allow for a sustainable growth in the business.
 - o We will roll out and apply company wide from the third quarter of FY2024.
- Stay with 100% carbon-neutral electricity plan.
 - o Electricity bills payable amount in FY2023 is 30% less than what we paid in FY2022.
- Our waste is divided into 5 bins and weighed by building management to keep our landfill and recycling on target and in check.
 - o In FY2023, cleaning emission has been reduced by 25% compared with FY2022.

- Cartridges 4 Planet Ark collects our printing cartridges. Collections, recycling, and materials recovery is all undertaken by Close the Loop under their brand promise of zero waste to landfill.
 - o In FY2023, our printing emissions have been reduced by 1% compared with FY2022.
- We recycle office materials through the TerraCycle program in favour of sending them to landfill.
- When ICT equipment reaches end of life for our studio but still has plenty of life in it, we donate it to not-for-profits who will benefit from their use, including laptops, monitors and supporting equipment. Some of the organisations we turn to first are 'Code Club' and 'St Mary's House of Welcome'. Internationally we have supported the education program, which is ran by REACH Siem Reap, alongside Cambodian families, in their fight against poverty.
- For all broken devices and equipment, we recycle through 'Tech Collect', the only not-for-profit industry backed e-waste recycling service approved under the Federal Government's National Television and Computer Recycling Scheme (NTRCS)
- We retired IP phones program and returned all devices to Telstra in FY2023. We only keep Telstra mobile phone plans & mobile broadband plans inc. SIM kits, the Climate Active certified carbon neutral product.

Staff commute

In FY2023, we embraced the flexibility of a hybrid working model to proactively reduce operational emissions and commuter travel. Currently, 74% of our staff either walk, ride, or catch public transport to work.

We encourage our staff to take public transport or walk to meetings, rather than using cabs, rideshare apps or cars. We make additional efforts to accommodate the needs of those walking or using public transport: for example, shared office MYKI cards are available for meeting commuting needs.

Supply chain

The lingering effects of the pandemic are still impacting on global supply chains. As a result, we've shifted our focus to procuring local, sustainable goods and services. To aid in our efforts to reduce our operational footprint, we've focused on minimising our stock levels and procuring local, carbon neutral goods and services from businesses such as Who Gives A Crap, and Leif Products, who in particular offer a circular packaging option. This strategy has helped us to reach our 100% local purchasing target and embed freight reductions across our supply chain.

- We favour more environmentally friendly and efficient products wherever possible. We use Angleton's, who aims to supply clients with access to products in a manner that minimises adverse environmental impacts.
- Our internal office copier contract was negotiated with the 'Make A Difference' program to include a quarterly 20kg rice donation to the Asylum Seeker Resource Centre.
- We buy 100% recycled toilet paper and tissue paper from the social enterprise Who Gives a Crap, who donate 50% of profits to WaterAid to build toilets and improve sanitation in the developing world.
- Our flowers are purchased through The Beautiful Bunch, a floral delivery service that provides direct support to young women from refugee backgrounds, enabling them to access vital training and employment opportunities. All the women who work with the Beautiful Bunch participate in the training program, Many Hands. The program provides 8 weeks of practical, hands-on learning through a series of workshops run in partnership with industry experts.

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:	FY2019–20	144.40	145.84
Year 2:	FY2020–21	115.11	116.26
Year 3:	FY2021–22	123.39	124.62
Year 4:	FY2022–23	235.89	238.25

Significant changes in emissions

Due to the business scale in FY2023, carbon emission increased by 91% from Year 3 to Year 4 alongside a 30% revenue increase from FY2022 to FY2023.

The change of the business circumstances:

1. Business growth: More investment in business consulting, marketing, learning & development (i.e. Adaptive planning), design and build of a new website, upgraded IT equipment and system.
2. Increased travel and transportation:
 - a. We adapted post-pandemic with a hybrid working model. Our team members are coming to the office for three days per week on average.
 - b. There was more travelling because we ran more marketing campaigns and attended more panels and seminars. For example, the team flew to Sydney in September 2022 for Good Design Awards ceremony, to Gold Coast in September 2022 for the 23rd International Mental Health Conference, and to Sydney in October 2022 for The MHS Learning Network and Purpose Conference.
 - c. We also encouraged the team to visit clients onsite to build brand awareness and enhance networking given very limited in-person visits in FY2021 and FY2022. This resulted in more taxi expenses compared with previous financial years.
3. Office relocation from Fitzroy VIC 3065 to Collingwood VIC 3066 in FY2023.
 - a. We took the chance to replace all LG 4K monitors with LG 5K.
 - b. We purchased MWave videoconferencing equipment to better serve online video conferences, which is in line with our Emission Reduction Strategy.
 - c. We also purchased a new LED screen for a new studio gallery exhibition.
 - d. We exclude interior fit-out and furniture as out of boundary because:
 - i. This once-off project is to fit out our newly leased space, which was an empty shell. It is not part of our core business activities.
 - ii. The new lease is for 10-years (up to 2033) and all of capital works could be amortised over the leasing period. Most likely we would extend the lease or new tenants retain the fit-out; this could be amortised for up to 30 years as per the ATO guidelines.
 - iii. We took conscious actions to use recycled and renewable materials where possible to reduce the overall carbon footprint.

- iv. Furniture costs mainly paid for the labour to transfer the recycled and renewable materials to their current state.
- v. They are part of capital works, which should be out of organisation certification emission boundary.

Detailed office location changes in FY2023 include:

- The office lease of 374 George Street Fitzroy VIC 3065 ended on 31 October 2022.
- We signed the 10-year lease contract for Part Level 8, Main Building, 54 Wellington Street Collingwood VIC 3066 and engaged McCormack Property Services as our builder to conduct fit-out in FY2023.
- Meanwhile, we were operating in one of the co-working spaces: The Commons on Level 4, 54 Wellington Street Collingwood VIC 3066 from October 2022 to July 2023.
- We officially moved into our new office on Level 8, 54 Wellington Street Collingwood VIC 3066 in July 2023.

Further detail is available at Appendix D.

In contrast, there has been some reduction due to cost control when comparing factors such as cleaning and printing.

Also, more and more team members began to commute to work on a bike or walk/tram to work because of their environmental concerns and to increase physical exercise.

Emission source name	Previous year emissions (t CO ₂ -e)	Current year emissions (t CO ₂ -e)	Detailed reason for change
Computer and technical services	13.45	29.57	Business growth: IT equipment upgrade
Business services	15.77	33.42	Business growth
Advertising services	11.77	27.21	Business growth: More marketing campaigns

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

Certified brand name	Product/Service/Building/Precinct used
Powershop 100% Carbon Neutral	Climate Active Purchased Electricity

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 (t CO ₂ -e)	Sum of Scope 2 (t CO ₂ -e)	Sum of Scope 3 (t CO ₂ -e)	Sum of Total Emissions (t CO ₂ -e)
Accommodation and facilities	0.00	0.00	2.77	2.77
Cleaning and chemicals	0.00	0.00	1.32	1.32
Climate Active carbon neutral products and services	0.00	0.00	0.00	0.00
Construction materials and services	0.00	0.00	1.21	1.21
Electricity	0.00	0.00	0.00	0.00
Food	0.00	0.00	0.00	0.00
ICT services and equipment	0.00	0.00	44.90	44.90
Postage, courier and freight	0.00	0.00	0.00	0.00
Products	0.00	0.00	0.00	0.00
Professional services	0.00	0.00	106.46	106.46
Refrigerants	0.00	0.00	0.00	0.00
Stationary energy (gaseous fuels)	0.00	0.00	0.00	0.00
Stationary energy (liquid fuels)	0.00	0.00	0.00	0.00
Stationary energy (solid fuels)	0.00	0.00	0.00	0.00
Transport (air)	0.00	0.00	22.89	22.89
Transport (land and sea)	10.36	0.00	18.10	28.46
Waste	0.00	0.00	1.74	1.74
Water	0.00	0.00	0.56	0.56
Working from home	0.00	0.00	0.00	0.00
Office equipment and supplies	0.00	0.00	25.57	25.57
Total	10.36	0.00	225.53	235.89

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 ₂ -e
1% to account for refrigerants Emissions from refrigerants non-quantified due to quantification is not cost effective relative to the size of the emission, hence an uplift factor has been applied	2.36
Total of all uplift factors	2.36
Total emissions footprint to offset <i>(total emissions from summary table + total of all uplift factors)</i>	238.25

6. CARBON OFFSETS

Offsets retirement approach

This certification has taken an in-arrears offsetting approach. The total emission to offset is 239 tCO₂-e (round up of 238.25 tCO₂-e). The total number of eligible offsets used in this report is 239. Of the total eligible offsets used, zero were previously banked and 522 were newly purchased and retired. 283 offsets are remaining and have been banked for future use.

Co-benefits

We have purchased Climate Active approved carbon offset credits through TEM, supporting the April Salumei Rainforest Conservation project.

The April Salumei Project—located in one of the most ecologically distinct areas on the planet—protects virgin rainforest against documented planned deforestation. The project is located in the East Sepik province of Papua New Guinea, our Pacific neighbour, where ~7% of the world's biodiversity is found in less than 1% of the world's total land area.

The project protects 603,712 h.a. of virgin tropical rainforest, and many endangered species including the palm cockatoo, the bird of paradise, and the southern crowned pigeon. The area is thriving with both traditional culture and extraordinary levels of biodiversity.

Located within a Forest Management Area (FMA) designated for timber production by the Papua New Guinean Forest Authority, the project area was facing a material threat of deforestation. However, the carbon finance attracted through verified carbon unit (VCU) revenues provides Indigenous landowners with a form of income based on the carbon and ecosystem services provided by the forest.

164 distinct clan groups and 9,000 Indigenous people live in the project area, covered by the Sustainable Development Plan (SDP). The SDP is driven by a team of local and international specialists, who work with local communities and stakeholders to identify a long-term suite of local investments that attend to local needs and aspirations, encompassing health, education, training, economic development (including sustainable agriculture) and local employment, all while preserving the rich cultural traditions and customs of the Indigenous landholders.

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 (%)
April Salumei REDD Project	VCU	Verra	30 November 2023	15806-719967881-719968402-VCS-VCU-352-VER-PG-14-1122-01012013-31122013-0	2013		522	0	283	239	100 %
Total eligible offsets retired and used for this report										239	
Total eligible offsets retired this report and banked for use in future reports									283		

Type of offset units	Eligible quantity (used for this reporting period)	Percentage of total
Verified Carbon Units (VCUs)	239	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 CO2-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	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)	22,291	0	81%
Electricity products (LRET)	5,161	0	19%
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%
Total renewable electricity (grid + non grid)	27,452	0	100%
Total grid electricity	27,452	0	100%
Total electricity (grid + non grid)	27,452	0	100%
Percentage of residual electricity consumption under operational control	100%		
Residual electricity consumption under operational control	0	0	
Scope 2	0	0	
Scope 3 (includes T&D emissions from consumption under operational control)	0	0	
Residual electricity consumption not under operational control	0	0	
Scope 3	0	0	

Total renewables (grid and non-grid)	100.00%
Mandatory	18.80%
Voluntary	81.20%
Behind the meter	0.00%
Residual scope 2 emissions (t CO2-e)	0.00
Residual scope 3 emissions (t CO2-e)	0.00
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)	0.00
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)	0.00
Total emissions liability (t CO2-e)	0.00

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 ₂ -e)	Scope 3 Emissions (kgCO ₂ -e)	(kWh)	Scope 3 Emissions (kgCO ₂ -e)
ACT	0	0	0	0	0	0
NSW	0	0	0	0	0	0
SA	0	0	0	0	0	0
VIC	54,904	54,904	46,668	3,843	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
Grid electricity (scope 2 and 3)	54,904	54,904	46,668	3,843	0	0
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)	54,904					

Residual scope 2 emissions (t CO ₂ -e)	46.67
Residual scope 3 emissions (t CO ₂ -e)	3.84
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO ₂ -e)	23.33
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO ₂ -e)	1.92
Total emissions liability	25.26

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)
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 ₂ -e)
Powershop electricity	27,452	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
Bank fees	Immaterial
Security	Immaterial
Refrigerants	Cost effective but uplift applied

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
Natural Gas	N	N	N	N	N	<p>Size: Not significant. Natural gas is not used at the site.</p> <p>Influence: We do not have the potential to influence the emissions from this source, including by shifting to a different lower-emissions supplier for our business.</p> <p>Risk: There are no relevant laws or regulations that apply to limit emissions specifically from this source, the source does not create supply chain risks, and it is unlikely to be of significant public interest.</p> <p>Stakeholders: Key stakeholders, including the public, are unlikely to consider this a relevant source of emissions for our business.</p> <p>Outsourcing: We have not previously undertaken this activity within our emissions boundary and comparable organisations do not typically undertake this activity thin their boundary.</p>
Fit-out and interior finishing	Y	N	N	N	N	<p>Size: The emissions source is likely to be between 207 and 250 t-CO₂-e, which is close to the total emissions from normal business activities (235.89 t-CO₂ -e before uplifts).</p> <p>Influence: We do not have the potential to influence the emissions from this source, including by shifting to a different lower-emissions supplier for our business.</p> <p>Risk: There are no relevant laws or regulations that apply to limit emissions specifically from this source, the source does not create supply chain risks, and it is unlikely to be of significant public interest.</p> <p>Stakeholders: Key stakeholders, including the public, are unlikely to consider this a relevant source of emissions for our business.</p> <p>Outsourcing: We have not previously undertaken this activity within our emissions boundary and comparable organisations do not typically undertake this activity thin their boundary.</p>



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