



PUBLIC DISCLOSURE STATEMENT

**DYMOND COWAN PTY LTD (TRADING AS
THE KNIGHT)**

**ORGANISATION CERTIFICATION
FY2022–23**

Australian Government
Climate Active
Public Disclosure Statement



NAME OF CERTIFIED ENTITY	Dymond Cowan Pty Ltd, trading as The Knight
REPORTING PERIOD	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>Name of signatory: Gregor Evans Position of signatory: Managing Director Date: 29/1/24</p>



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

Public Disclosure Statement documents are prepared by the submitting organisation. The material in the Public Disclosure Statement document represents the views of the organisation and do not necessarily reflect the views of the Commonwealth. The Commonwealth does not guarantee the accuracy of the contents of the Public Disclosure Statement document and disclaims liability for any loss arising from the use of the document for any purpose.

Version August 2023.

1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	288 tCO ₂ -e
OFFSETS USED	100% VCUs
RENEWABLE ELECTRICITY	N/A
CARBON ACCOUNT	Prepared by: Pangolin Associates
TECHNICAL ASSESSMENT	Next technical assessment due: FY 2024

Contents

1. Certification summary.....	3
2. Carbon neutral information.....	4
3. Emissions boundary.....	5
4. Emissions reductions.....	7
5. Emissions summary.....	9
6. Carbon offsets.....	11
7. Renewable Energy Certificate (REC) Summary.....	13
Appendix A: Additional Information.....	14
Appendix B: Electricity summary.....	15
Appendix C: Inside emissions boundary.....	18
Appendix D: Outside emissions boundary.....	19

2. CARBON NEUTRAL INFORMATION

Description of certification

This inventory has been prepared for the calendar year from 1 July 2022 to 30 June 2023 and covers the Australian business operations of Dymond Cowan Pty Ltd, trading as The Knight, ABN: 20 007 112 816.

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 facilities:

- 1308-1309/401 Docklands Drive, Docklands 3008 VIC
- Level 1, 204 Balaclava Rd, Caulfield North 3161 VIC

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

Organisation description

The Knight has a solid twenty-nine-year reputation as Victoria's leading Owners Corporation Management Company.

Our experience managing Owners Corporations associated with high-rise residential properties dates from 1995 when The Knight was appointed the Manager for 'The Domain' Apartments located at 1 Albert Road, Melbourne, which we still manage to this day.

Dymond Cowan Pty. Ltd., ABN: 20 007 112 816, trading as The Knight Alliance 'The Knight' is a private Company, 100% owned by Melbournians Robert & Joyce Evans.

Robert Evans is Executive Director of The Knight. Their son, Gregor Evans, is The Knight's Managing Director.

The Knight's governance framework includes an Advisory Board that oversees the management of the Company.

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		Outside emission boundary
<u>Quantified</u>	<u>Non-quantified</u>	<u>Excluded</u>
Accommodation and facilities	N/A	N/A
Cleaning and chemicals		
Climate Active carbon neutral products and services		
Construction materials and services		
Electricity		
Food		
ICT services and equipment		
Machinery and vehicles		
Office equipment and supplies		
Products		
Professional services		
Refrigerants		
Transport (air)		
Transport (land and sea)		
Waste		
Water		
	<u>Optionally included</u>	
	N/A	

4. EMISSIONS REDUCTIONS

FY2023–24 Emissions Reduction Strategy

The Knight commits to reducing emissions by 20% by 2032 based on the FY2020-21 base year. Over the next 5 years we intend to continue and/or implement the below to further reduce our emissions:

Area of emissions	Emission reduction measure heading	Description of measure	Timeframe
Electricity	Installation of solar panels on rooftop of Caulfield office building.	To obtain approval from the owner of the building to install solar panels on the rooftop. Install solar panels.	To be achieved by end of FY25.
General	Sustainability committee	To continue operating a sustainability committee consisting of staff members to discuss sustainability measures with a focus on how the business can continue to reduce carbon emissions.	Implemented and to continue.
Waste	Waste management	To continue to improve management of waste in Caulfield and Docklands offices. <ul style="list-style-type: none"> - Continue with container recycling in both offices. - Continue with e-waste recycling at Caulfield office & implement e-waste recycling in Docklands office. - Implement food waste recycling in both offices. 	Implement full recycling programme by end of FY24.
Transport (land & sea)	Business vehicle	To replace internal combustion work vehicle with electric vehicle.	To be achieved by end of FY27.
Professional services	Implement policy regarding engagement of third-party professional services	Implementation of a policy regarding the engagement of third-party professional services to ensure that the business is prioritising companies that can demonstrate that they are actively reducing their carbon footprint. Encourage third party professional services suppliers to sign up to Climate Active.	To be achieved by end of FY25
Transport (air)	Business flights	To minimise business flights as much as possible but when flights are required, to ensure that carbon offsets are being purchased with flights.	Implemented and to continue.
Transport (land & sea)	Encourage staff members to adopt 'green' modes of transport to travel to/from work	Continue to encourage staff at regular all-staff meetings regarding their mode of transport choice to and from work.	Implemented and to continue.
Electricity/working from home	Encourage staff to sign up for green power for their place of residence.	To reduce the carbon emissions associated with staff working from home, look to implement an incentive scheme for staff to sign up with a green power supplier.	Implement incentive scheme by end of FY24.
ICT Services & Equipment	Investigate the main cause of emissions and look to reduce/remove	Undertake an analysis of the emissions associated with 'ICT Services & Equipment' and look to reduce/remove main cause of emissions.	To be achieved by end of FY24.

FY2022-23 emissions reduction actions

Area of emissions	Emission reduction measure heading	Description of measure	Estimate of emissions avoided due to measure
General	Sustainability committee	Continued operating a sustainability committee consisting of staff members who discussed sustainability measures with a focus on how the business can reduce carbon emissions.	Unable to estimate
Waste	Waste management	Implemented container recycling in both offices. Implemented e-waste recycling in Caulfield office.	Unable to estimate
Transport (land & sea)	Encourage staff members to adopt 'green' modes of transport to travel to/from work	Continued to encourage staff to opt for 'green' modes of transport when travelling to and from work.	Unable to estimate
Transport (air)	Business flights	Ensured carbon offsets were purchased along with flights.	Unable to estimate

5. EMISSIONS SUMMARY

Emissions over time

Emissions since base year		Total tCO ₂ -e
Base year/Year 1:	2020–21	126.37
Year 2:	2021–22	155.24
Year 3:	2022–23	287.24

Significant changes in emissions

In FY22/23 The Knight significantly increased the use of consulting services for the organisation compared with FY21/22. This included the increase of 'managed IT services' and 'business strategy' consulting services.

Additionally, The Knight previously not paying for software, which is used for Owners Corporation Management, as this cost was being funded by a different entity. In FY22/23 The Knight. took on the cost to pay for the software.

Furthermore, as part of its commitment to GHG emission reductions Pangolin Associates continue to assess The Knight's emission boundary and have identified additional activities to be both relevant and material for FY2023.

Emission source name	Previous year emissions (t CO ₂ -e)	Current year emissions (t CO ₂ -e)	Detailed reason for change
Electricity (location-based method, scope 3)	6.07	56.82	Since moving out of their Malvern location partially through FY2022, base building data was apportioned accordingly. An average NABERS rating was also used to estimate the base building electricity consumption in FY2023, which is often an overestimation in order to be conservative.

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

Certified brand name	Product/Service/Building/Precinct used
Pangolin Associates	Service
Virgin Australia	Service
Qantas	Service

Emissions summary

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

Emission category	Sum of scope 1 (tCO ₂ -e)	Sum of scope 2 (tCO ₂ -e)	Sum of scope 3 (tCO ₂ -e)	Sum of total emissions (t CO ₂ -e)
Accommodation and facilities	0.00	0.00	0.91	0.91
Cleaning and chemicals	0.00	0.00	2.27	2.27
Climate Active carbon neutral products and services	0.00	0.00	0.00	0.00
Construction materials and services	0.00	0.00	3.76	3.76
Electricity	0.00	15.54	56.82	72.36
Food	0.00	0.00	2.14	2.14
ICT services and equipment	0.00	0.00	38.01	38.01
Machinery and vehicles	0.00	0.00	0.28	0.28
Office equipment and supplies	0.00	0.00	2.06	2.06
Products	0.00	0.00	1.00	1.00
Professional services	0.00	0.00	111.73	111.73
Refrigerants	0.13	0.00	0.00	0.13
Transport (air)	0.00	0.00	0.00	0.00
Transport (land and sea)	0.33	0.00	34.26	34.59
Waste	0.00	0.00	0.25	0.25
Water	0.00	0.00	1.88	1.88
Working from home	0.00	0.00	15.90	15.90
Total emissions	0.46	15.54	271.25	287.24

Uplift factors

N/A

6. CARBON OFFSETS

Offsets retirement approach

This certification has taken an in-arrears offsetting approach. The total emission to offset is 287.24 t CO₂-e. The total number of eligible offsets used in this report is 288. Of the total eligible offsets used, 0 were previously banked and 288 were newly purchased and retired. 0 are remaining and have been banked for future use.

Co-benefits

NIHT Topaiyo REDD +

NIHT Inc. has partnered with the traditional landowners of New Ireland and East New Britain to put an end to deforestation initiated by industrial logging in the region. The preservation of these rainforests is essential to not only the carbon and biodiversity benefits inherent with projects of this nature, but also for the wellbeing and prosperity of the people of New Ireland and East New Britain. The project is located in the forested areas of New Ireland and East New Britain in Papua New Guinea. The project has evolved based on the input and needs expressed by persons living in the region. What began as a traditional timber operation has been recognised as an opportunity with enormous carbon sequestering potential and has evolved into a forest protection project that will provide substantial economic benefits to the people of Papua New Guinea. Through the avoidance of carrying out exploitative industrial commercial timber harvesting in the project area, the project expects to generate nearly 60 million tonnes of CO₂ emissions reductions across the 30 year project lifetime, depending on the number and size of Project Activity Instances (PAIs) added to the project.

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 (%)
NIHT Topaiyo REDD +	VCUs	VERRA	28/01/2024	9895-156964800-156965087-VCS-VCU-466-VER-PG-14-2293-01062017-31122019-0	2019	0	288	0	0	288	100%
Total eligible offsets retired and used for this report										288	
Total eligible offsets retired this report and banked for use in future reports									0		
Type of offset units		Eligible quantity (used for this reporting period)					Percentage of total				
Verified Carbon Units (VCUs)		288					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**.

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	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)	14,787	0	19%
Residual Electricity	63,867	60,993	0%
Total renewable electricity (grid + non grid)	14,787	0	19%
Total grid electricity	78,654	60,993	19%
Total electricity (grid + non grid)	78,654	60,993	19%
Percentage of residual electricity consumption under operational control	23%		
Residual electricity consumption under operational control	14,845	14,177	
Scope 2	13,110	12,520	
Scope 3 (includes T&D emissions from consumption under operational control)	1,735	1,657	
Residual electricity consumption not under operational control	49,022	46,816	
Scope 3	49,022	46,816	

Total renewables (grid and non-grid)	18.80%
Mandatory	18.80%
Voluntary	0.00%
Behind the meter	0.00%
Residual scope 2 emissions (t CO₂-e)	12.52
Residual scope 3 emissions (t CO₂-e)	48.47
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO₂-e)	12.52
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO₂-e)	48.47
Total emissions liability (t CO₂-e)	60.99

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	23%	(kWh)	Scope 2 Emissions (kg CO ₂ -e)	Scope 3 Emissions (kg CO ₂ -e)	(kWh)	Scope 3 Emissions (kg CO ₂ -e)
ACT	0	0	0	0	0	0
NSW	0	0	0	0	0	0
SA	0	0	0	0	0	0
VIC	78,654	18,282	15,540	1,280	60,372	55,542
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)	78,654	18,282	15,540	1,280	60,372	55,542
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)	78,654					

Residual scope 2 emissions (t CO ₂ -e)	15.54
Residual scope 3 emissions (t CO ₂ -e)	56.82
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO ₂ -e)	15.54
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO ₂ -e)	56.82
Total emissions liability	72.36

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, 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

N/A



An Australian Government Initiative

