




PUBLIC DISCLOSURE STATEMENT

**CARBON MARKET INSTITUTE
11TH AER SUMMIT
29TH OCTOBER-30TH OCTOBER 2024**

PRE-EVENT REPORT

Australian Government
Climate Active
Public Disclosure Statement



RESPONSIBLE ENTITY NAME	Carbon Market Institute
NAME OF EVENT	11 th AER Summit
EVENT DATE(S)	29 th October – 30 th October 2024
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>John Connor CEO 25/10/2024</p>



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

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Version 9.

1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	663 tCO ₂ -e
CARBON OFFSETS USED	6.64% ACCUs, 8.3% CERs, 85.06% VCU
RENEWABLE ELECTRICITY	N/A
CARBON ACCOUNT	Prepared by: Carbon Market Institute
TECHNICAL ASSESSMENT	N/A

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2. CERTIFICATION INFORMATION

Description of certification

This certification is for the 11th AER Summit being held on 29th October – 30th October 2024.

The event is expected to have 600 attendees and is being held at the following location(s).

- CENTREPIECE at Melbourne Park, Olympic Blvd, Melbourne VIC 3000

The event was previously held at ICC Sydney and is moving back to Melbourne starting from this year.

The event format is the same as last year. We have used Climate Active products in catering for Gala Dinner last year but are not including them this year due to venue restrictions. The estimated number of in-person attendees of 600, along with approximately 400 virtual attendees. Across both in-person and virtual, we anticipate 1,000 attendees.

The Climate Active event calculator was used to prepare this carbon inventory, which is based on the *Climate Active Carbon Neutral Standard for Events*.

Event description

The AER Summit is Australia's premier business and climate event, which will return to Wurundjeri Country, Melbourne for its 11th anniversary with a focus on "Accelerating Policy and Investment".

The AER Summit takes place on October 29-30 at CENTREPIECE at Melbourne Park.

The team at the Carbon Market Institute (CMI) organise this event each year. For our certification, we include transport, accommodation, food and electricity. The AER Summit has been previously certified.

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 event, 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 the event'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>
Attendee travel	Waste	Event preparation
Attendee accommodation	Refrigerants	Marketing & advertising
Food and drinks	Live-stream and on-demand access to event	
Electricity		
Water		

Data collection

Emissions source	Data collection method	Assumptions / conservative approach taken
Attendee travel	<p>Data is sourced from event registration data captured via CMI's event management tool, Cvent.</p> <p>Pre-event calculations based on 2023 AER Summit registrations as this is the most recent complete data set.</p> <p>Attendees required to provide work location (city, state, country) as part of registration.</p>	<p>Assumed attendees are travelling from work city (provided via registration).</p>
Attendee accommodation	<p>Data is sourced from event registration data captured via CMI's event management tool, Cvent.</p> <p>Pre-event calculations based on 2023 AER Summit registrations as this is the most recent complete data set.</p> <p>Attendees required to provide work location (city, state, country) as part of registration.</p>	<p>Assumed attendees are travelling from work city (provided via registration).</p> <p>Assumed attendees travelling nationally and internationally require accommodation for 2 nights.</p>
Food and drinks	<p>Data sourced from catering contract agreement. The calculation is based on the total expenditure.</p>	<p>Assume actual spend on catering provides a complete picture of the catering required. CMI 'under-caters' events to avoid food waste.</p>
Electricity	<p>Venue documentation.</p>	<p>Calculated using actual venue size (m²) as input for Climate Active electricity calculator.</p>
Water	<p>Data is sourced from event registration data captured via CMI's event management tool, Cvent.</p>	<p>Key assumption is number of attendees used as input for Climate Active events calculator.</p>

4. EMISSIONS REDUCTIONS

Emissions reduction measures

CMI endeavours to ensure emissions from the AER Summit are minimal. These methods are outlined in our sustainable event guidelines.

Venue

The Summit will be held at the CENTREPIECE at Melbourne Park in Melbourne. CENTREPIECE achieved LEED certification in 2021. The building is home to 370 solar panels, rainwater harvesting capabilities and water-efficient fittings throughout as well as energy-efficient lighting and double-glazed windows which help further reduce its carbon footprint.

Food and Beverage

CMI is committed to minimising food waste at the Summit and supports the use of local produce. Use of locally sourced produce reduces food miles and associated energy emissions. As part of the venue's sustainable commitment, there's an on-site rooftop kitchen garden where herbs and vegetables are grown that feature in many of the dishes. The dishes are designed to limit food waste, but on occasions where there is wastage, the venue would treat it organically to minimise any chemicals leaching into the environment.

Waste

CMI strongly encourages delegates to be responsible by sorting waste and recycling. Event areas will be clearly signed with waste segregation bins as well as back of house waste separation systems. Recycling and organic waste will be processed offsite. There will be no single use plastics distributed (unless deemed necessary for health and safety reasons), and paper use will be kept to an absolute minimum.

Energy and Emissions

To reduce energy consumption at the Summit, CMI will provide LED lighting in exhibition booths and implement a power shutdown of the event space overnight. Transport CMI encourages Summit attendees to either walk, cycle, or use public transport to access the venue. If traveling interstate by air travel, CMI encourages flight offsetting via Qantas and Virgin Australia's 'tick the box' offsetting programs at checkout. CENTREPIECE was designed with greener transport options in mind. With easy access to public transport and ample bike parking, guests have the option of environmentally-friendly transport methods.

Water Consumption

CMI will minimise water consumption during the Summit through the provision of water stations. Summit attendees are encouraged to bring reusable water bottles.

Printing, merchandise, and signs

CMI's intention is for the Summit to be paper and plastic free and recommends against distribution of sponsor/exhibitor merchandise. If printed materials are essential, they should be double-sided, Forest Stewardship Council certified and on 100% recycled or carbon neutral paper. CMI utilises reusable exhibition equipment. Wherever possible directional signage will be electronic, printed banners or signs will be produced using recycled, PVC free materials.

5. EMISSIONS SUMMARY

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

N/A

Emissions summary

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

Emission category	Scope 1 emissions (tCO ₂ -e)	Scope 2 emissions (tCO ₂ -e)	Scope 3 emissions (tCO ₂ -e)	Total emissions (t CO ₂ -e)
Accommodation and facilities	0.00	0.00	48.76	48.76
Cleaning and Chemicals	0.00	0.00	0.00	0.00
Construction Materials and Services	0.00	0.00	0.00	0.00
Electricity	0.00	0.00	169.94	169.94
Food	0.00	0.00	36.65	36.65
Horticulture and Agriculture	0.00	0.00	0.00	0.00
ICT services and equipment	0.00	0.00	0.00	0.00
Machinery and vehicles	0.00	0.00	0.00	0.00
Office equipment & supplies	0.00	0.00	0.00	0.00
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	0.00	0.00
Roads and landscape	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	349.27	349.27
Transport (Land and Sea)	0.00	0.00	5.33	5.33
Water	0.00	0.00	0.05	0.05
Working from home	0.00	0.00	0.00	0.00
Total emissions (tCO₂-e)	0.00	0.00	609.99	609.99

Uplift factors

An uplift factor is an upwards adjustment to the total carbon inventory to account for relevant emissions, which can't 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
5% uplift to account for non-quantified sources where data is unavailable	30.49
Additional 3.6% net negative commitment	21.95
Total of all uplift factors (tCO ₂ -e)	52.45
Total emissions footprint to offset (tCO₂-e) <i>(total pre-event emissions from summary table + total of all uplift factors)</i>	663

6. CARBON OFFSETS

Eligible offsets retirement summary

Offsets retired for Climate Active certification

This is a pre-event report. Any eligible offsets allocated to this event will be reconciled as part of the post-event report.

Type of offset unit	Quantity allocated to this certification	Percentage of total units used
Australian Carbon Credit Units (ACCU)	44	6.64%
Certified Emissions Reductions (CERs)	55	8.30%
Verified Carbon Units (VCUs)	564	85.06%

Project name	Type of offset unit	Registry	Date retired	Serial number	Vintage	Total quantity retired	Quantity used in previous reporting periods	Quantity banked for future reporting periods	Quantity used for this reporting period	Percentage of total used this reporting period
Madagascar Improved Cookstove Project by KCM-Wood#CPA-W-001	VCU	Verra Registry	27/09/2024	16460-763196256-763196819-VCS-VCU-997-VER-MG-3-4971-01012019-31052019-0	2019	564	0	0	564	85.06%
Cefn R & D Biogas	ACCU	ANREU	27/09/2024	8,409,951,757-8,409,951,769	2023-24	13	0	0	13	1.96%
Forest Carbon CoOp	ACCU	ANREU	27/09/2024	8,371,190,933-8,371,190,963	2022-23	31	0	0	31	4.68%
Madagascar Improved Cookstove Project by KCM	CER	ANREU	27/09/2024	321,929-321,983	CP2	55	0	0	55	8.30%

Co-benefits

N/A

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

N/A.

The following RECs have been surrendered to reduce electricity emissions under the market-based reporting method.

1. Large-scale Generation certificates (LGCs)*	0
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* LGCs in this table only include those surrendered voluntarily (including through PPA arrangements), and does not include those surrendered in relation to the LRET, GreenPower, and jurisdictional renewables.

Project supported by LGC purchase	Project location	Eligible unit type	Registry	Surrender date	Accreditation code	Certificate serial number	Generation year	Fuel source	Quantity (MWh)
N/A									
Total LGCs surrendered this report and used in this report									0

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 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)	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)	36,517	0	18%
Residual Electricity	161,086	146,588	0%
Total renewable electricity (grid + non grid)	36,517	0	18%
Total grid electricity	197,603	146,588	18%
Total electricity (grid + non grid)	197,603	146,588	18%
Percentage of residual electricity consumption under operational control	0%		
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	161,086	146,588	
Scope 3	161,086	146,588	.

Total renewables (grid and non-grid)	18.48%
Mandatory	18.48%
Voluntary	0.00%
Behind the meter	0.00%
Residual scope 2 emissions (t CO2-e)	0.00
Residual scope 3 emissions (t CO2-e)	146.59
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)	146.59
Total emissions liability (t CO2-e)	146.59

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	0%	(kWh)	Scope 2 Emissions (kgCO2-e)	Scope 3 Emissions (kgCo2-e)	(kWh)	Scope 3 Emissions (kgCO2-e)
ACT	0	0	0	0	0	0
NSW	0	0	0	0	0	0
SA	0	0	0	0	0	0
VIC	197,603	0	0	0	197,603	169,939
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)	197,603	0	0	0	197,603	169,939
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)	197,603					

Residual scope 2 emissions (t CO2-e)	0.00
Residual scope 3 emissions (t CO2-e)	169.94
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)	169.94
Total emissions liability	169.94

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
<p><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></p>		

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)
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. These emissions are accounted for through an uplift factor. 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.

Relevant non-quantified emission sources	Justification reason
Waste	Cost effective- quantification is not cost effective relative to the size of the emission but uplift applied. The venue does not keep a record of the waste that's disposed from one specific event.
Refrigerants	Immaterial – Emissions are <1% for individual items and no more than 5% collectively. Given the event is over only a 2 day period the emissions associated with refrigerants is immaterial compared with the entire inventory.
Live-stream and on demand access	Cost effective - quantification is not cost effective relative to the size of the emission but uplift applied. Electricity associated with the use of live-streaming the event is also already included in the electricity calculations.

APPENDIX D: OUTSIDE EMISSIONS BOUNDARY

Excluded emission sources

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 event's electricity.
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 event's greenhouse gas risk exposure.
4. **Stakeholders** The emissions from a particular source are deemed relevant by key stakeholders.
5. **Outsourcing** The emissions are from outsourced activities that were previously undertaken within the event's boundary or from outsourced activities that are typically undertaken within the boundary for comparable events.

Excluded emissions sources summary

Emission sources tested for relevance	Size	Influence	Risk	Stakeholders	Outsourcing	Justification
Event preparation	N	Y	N	N	N	<p>Size: The emissions source may be material, but will be included in CMI's organisational Climate Active certification.</p> <p>Influence: We do have the potential to influence the emissions from this source.</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.</p>
Marketing and advertising	N	Y	N	N	N	<p>Size: We mainly undertake digital marketing and related staff activities are covered in our annual organisational Climate Active certification.</p> <p>Influence: We do have the potential to influence the emissions from this source.</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.</p>



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