



# **PUBLIC DISCLOSURE STATEMENT**

**HUB AUSTRALIA**

**SERVICE CERTIFICATION**

**CY2023**

Australian Government  
**Climate Active**  
**Public Disclosure Statement**



An Australian Government Initiative



<b>NAME OF CERTIFIED ENTITY</b>	Hub Australia Pty Ltd (ABN: 45 145 858 304)
<b>REPORTING PERIOD</b>	1 January 2023 – 31 December 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>Michael Baker Head of People &amp; Culture 15/10/2024</p>



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

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Version: January 2024



# 1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	7,795 tCO <sub>2</sub> -e
CARBON OFFSETS USED	100% VCUs
RENEWABLE ELECTRICITY	57.39%
CARBON ACCOUNT	Prepared by: Pangolin Associates
TECHNICAL ASSESSMENT	Pangolin Associates Next technical assessment due: 2026

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## 2. CERTIFICATION INFORMATION

### Description of service certification

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

The functional unit for this service is the average number of members over the reporting period, with emissions expressed in terms of tCO<sub>2</sub>-e per member. A member is defined as being a person that has paid a fee to occupy a space within one of Hub Australia's workspaces, or a Hub Australia staff member.

This assessment applies full coverage to all services applicable during the reporting period CY2023 and is measured using a cradle to grave approach.

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 Martin Place, Level 1, 44 Martin Place, Sydney 2000 NSW
- Hub Box Hill, Corner Carrington Road & Thurston Street

Hub Australia is also certified as a Climate Active carbon neutral organisation and the emissions for both these certifications overlap completely. An operational control approach has been chosen to define the boundary of HUB Australia's organisation and service assessment.

## 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 'attributable processes' of a product or service. These attributable processes are services, materials and energy flows that become the product or service, make the product or service and carry the product or service through its life cycle. These attributable emissions have been quantified in the carbon inventory.

**Non-quantified** emissions have been assessed as attributable 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

**Non-attributable** emissions have been assessed as not attributable to a product or service. They can be **optionally included** in the emissions boundary and therefore have been offset, or they can be listed as outside of the emissions boundary (and are therefore 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  
Professional Services  
Refrigerants  
Stationary Energy (gaseous fuels)  
Stationary Energy (liquid fuels)  
Transport (Air)  
Transport (Land & Sea)  
Waste  
Water  
Working From Home

### Non-quantified

NA

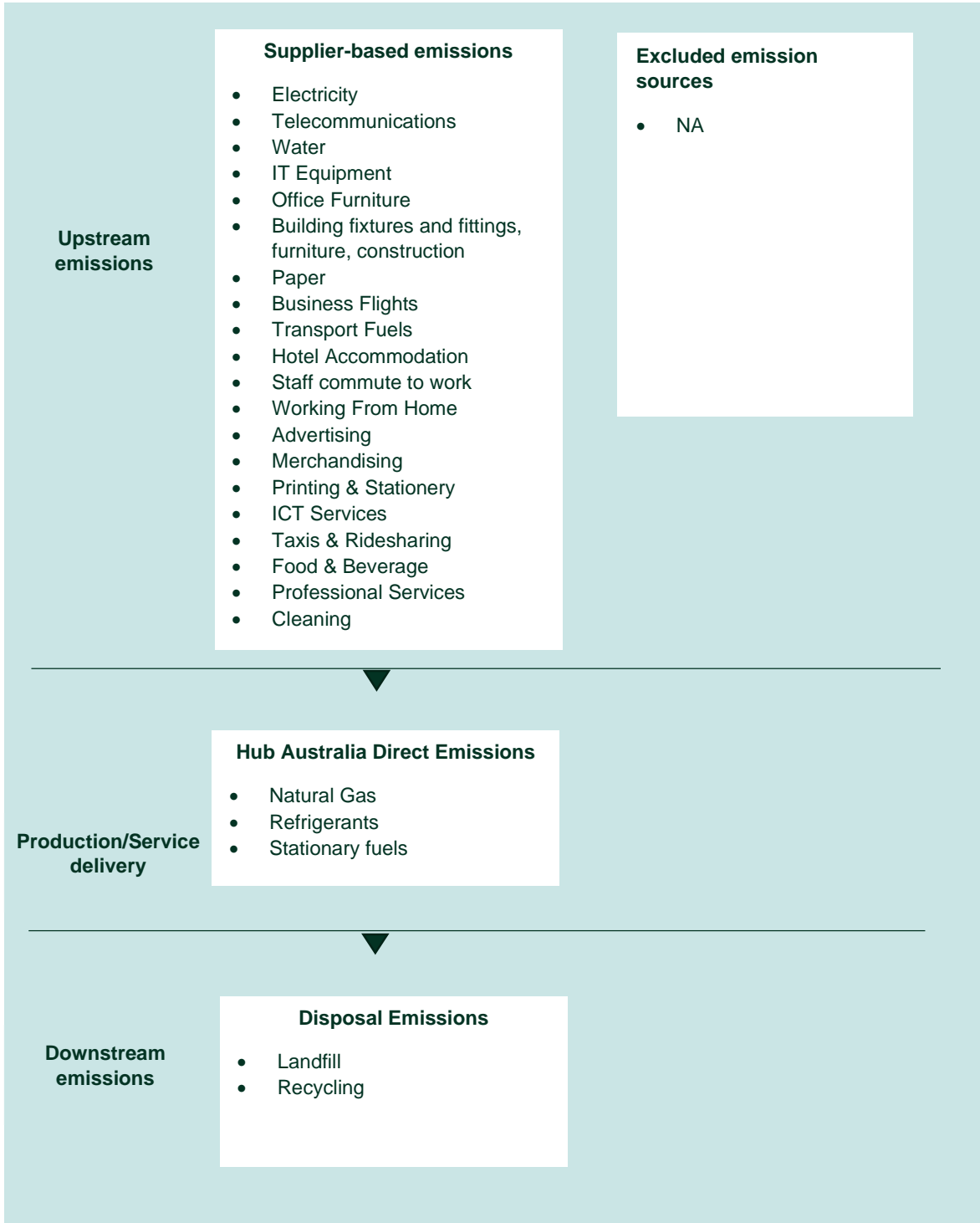
## Outside emission boundary

### Non-attributable

NA

# Service process diagram

Cradle-to-grave boundary





## 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 CY2024, 100% of our tenancy electricity use will be sourced from GreenPower where we are not part of an embedded network through the building owner.

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 applicable locations by December 2024.

Our operational target does not currently include emissions associated with the fit-out of new spaces.

### Emissions reduction actions

During CY2023, we have continued to take the following actions to reduce our emissions:

- Procuring Green Energy for all club-houses where Hub has direct control of the electricity supply (not part of an embedded network)
- Updating our flight policy to reduce the number of flights undertaken so that staff are only travelling for essential requirements.
- Moving to local quarterly internal meetings, rather than whole-of-company 6-monthly catch ups, to further reduce travel requirements
- Changing incentives for printing to reduce the amount of paper use.

## 5. EMISSIONS SUMMARY

### Emissions over time

Emissions since base year			
		Total tCO <sub>2</sub> -e	Emissions intensity of the functional unit
Base year/Year 1:	2019	10,425	2.76
Year 2:	2020	3,009	0.98
Year 3:	2021	10,787	3.08
Year 4:	2022	5,793	0.85
Year 5:	2023	7,795	1.07

### Significant changes in emissions

The main influence of emissions change year-on-year for Hub, is the level of operational activity relating to the fit-out of new club-houses.

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
Non-residential building construction	1,754.7	3,366.1	During CY23, the fit-outs for the new Martin Place and Box Hill locations took place, which required additional expenditure compared with similar fit-outs that occurred during CY22.
Scope 3 Electricity	1,157.4	1,526.8	Increase in base building electricity requirements due to increase in our club-house footprint

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

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

## Emissions summary

Life cycle stage / Attributable process / Emission source	tCO <sub>2</sub> -e
Upstream	7,110
Hub Australia	616
Downstream	69
<b>Attributable emissions (tCO<sub>2</sub>-e)</b>	<b>7,795</b>

Product / Service offset liability	
Emissions intensity per functional unit	1.0744
Number of functional units covered by the certification	7,255
<b>Total emissions (tCO<sub>2</sub>-e) to be offset</b>	<b>7,795</b>

## 6. CARBON OFFSETS

### Eligible offsets retirement summary

100% of Hub Australia's emissions relevant to the Service have been captured within the Organisational boundaries. Please refer to Hub Australia's CY2023 Organisation PDS for evidence of the offset retirement.

Further details of Hub Australia's Organisation assessment can be found here on the Climate Active website: <https://www.climateactive.org.au/buy-climate-active/certified-members/hub-australia>

## 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 <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	1,595,881	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)	341,335	0	7%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	87,302	0	2%
Large Scale Renewable Energy Target (applied to grid electricity only)	868,383	0	17%
Residual Electricity	2,147,635	1,954,348	0%
<b>Total renewable electricity (grid + non grid)</b>	<b>2,892,902</b>	<b>0</b>	<b>57%</b>
<b>Total grid electricity</b>	<b>5,040,537</b>	<b>1,954,348</b>	<b>57%</b>
<b>Total electricity (grid + non grid)</b>	<b>5,040,537</b>	<b>1,954,348</b>	<b>57%</b>
Percentage of residual electricity consumption under operational control	25%		
<b>Residual electricity consumption under operational control</b>	<b>527,889</b>	<b>480,379</b>	
Scope 2	469,879	427,590	
Scope 3 (includes T&D emissions from consumption under operational control)	58,010	52,789	
<b>Residual electricity consumption not under operational control</b>	<b>1,619,746</b>	<b>1,473,969</b>	
Scope 3	1,619,746	1,473,969	

<b>Total renewables (grid and non-grid)</b>	<b>57.39%</b>
<b>Mandatory</b>	<b>18.96%</b>
<b>Voluntary</b>	<b>38.43%</b>
<b>Behind the meter</b>	<b>0.00%</b>
<b>Residual scope 2 emissions (t CO<sub>2</sub>-e)</b>	<b>427.59</b>
<b>Residual scope 3 emissions (t CO<sub>2</sub>-e)</b>	<b>1,526.76</b>
<b>Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>427.59</b>
<b>Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO<sub>2</sub>-e)</b>	<b>1,526.76</b>
<b>Total emissions liability (t CO<sub>2</sub>-e)</b>	<b>1,954.35</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	47%	(kWh)	Scope 2 Emissions (kg CO2-e)	Scope 3 Emissions (kg CO2-e)	(kWh)	Scope 3 Emissions (kg CO2-e)
ACT	460,455	216,828	147,443	10,841	243,627	177,848
NSW	1,445,153	680,523	462,755	34,026	764,631	558,180
SA	242,317	114,107	28,527	9,129	128,210	42,309
VIC	2,350,130	1,106,676	874,274	77,467	1,243,454	1,069,370
QLD	542,482	255,455	186,482	38,318	287,027	252,584
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>5,040,537</b>	<b>2,373,589</b>	<b>1,699,481</b>	<b>169,782</b>	<b>2,666,948</b>	<b>2,100,291</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>5,040,537</b>					

Residual scope 2 emissions (t CO2-e)	1,699.48
Residual scope 3 emissions (t CO2-e)	2,270.07
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)	1,699.48
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)	2,270.07
<b>Total emissions liability (t CO2-e)</b>	<b>3,969.55</b>

# APPENDIX C: INSIDE EMISSIONS BOUNDARY

## Non-quantified emission sources

The following emissions sources have been assessed as attributable, 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.
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.

## Excluded emission sources

Attributable emissions sources can be excluded from the carbon inventory, but still considered as part of the emissions boundary if they meet **all three of the below criteria**. An uplift factor may not necessarily be applied.

1. A data gap exists because primary or secondary data cannot be collected (**no actual data**).
2. Extrapolated and proxy data cannot be determined to fill the data gap (**no projected data**).
3. An estimation determines the emissions from the process to be **immaterial**).

There are no sources in this inventory that have been excluded.

Emissions Source	No actual data	No projected data	Immaterial
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 EMISSION BOUNDARY

Non-attributable emissions have been assessed as not attributable to a product or service (do not carry, make or become the product/service) and are therefore not part of the carbon neutral claim. To be deemed attributable, an emission must meet two of the five relevance criteria. Emissions which only meet one condition of the relevance test can be assessed as non-attributable and therefore are outside the carbon neutral claim. Non-attributable emissions are detailed below.

1. **Size** The emissions from a particular source are likely to be large relative to other attributable emissions.
2. **Influence** The responsible entity could influence emissions reduction from a particular source.
3. **Risk** The emissions from a particular source contribute to the responsible entity'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 by the responsible entity or from outsourced activities that are typically undertaken within the boundary for comparable products or services.

There are no sources that have been excluded from this inventory.

## Non-attributable emissions sources summary

Emission sources tested for relevance	Size	Influence	Risk	Stakeholders	Outsourcing	Justification
NA	Y / N	Y / N	Y / N	Y / N	Y / N	



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