



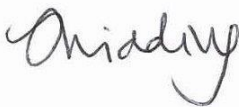
PUBLIC DISCLOSURE STATEMENT

**SUZANNE RIDDING TRADING AS
SUSTAINABLE BUSINESS CONSULTANTS**

**ORGANISATION CERTIFICATION
FY2023–24**

Australian Government
**Climate Active
Public Disclosure Statement**



NAME OF CERTIFIED ENTITY	Suzanne Ridding trading as Sustainable Business Consultants
REPORTING PERIOD	1 July 2023 – 30 June 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></p>
	Suzanne Ridding Founder and Principal Consultant 21 October 2024



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 9.

1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	2 tCO ₂ -e
CARBON OFFSETS USED	100% VCUs
RENEWABLE ELECTRICITY	N/A
CARBON ACCOUNT	Prepared by: Sustainable Business Consultants

Contents

1. Certification summary	3
2. Certification information	4
3. Emissions boundary	5
4. Emissions reductions	7
5. Emissions summary	8
6. Carbon offsets	10
7. Renewable Energy Certificate (REC) Summary	12
Appendix A: Additional Information	13
Appendix B: Electricity summary	14
Appendix C: Inside emissions boundary	17
Appendix D: Outside emissions boundary	18

2. CERTIFICATION INFORMATION

Description of organisation certification

This certification is for the Australian business operations of Suzanne Ridding trading as Sustainable Business Consultants, ABN 22 939 593 644. The carbon emissions sources included in this organisation certification are essentially the same as for our service.

This Public Disclosure Statement includes information for FY2023-24 reporting period.

Organisation description

Suzanne Ridding trading as Sustainable Business Consultants (SBC), ABN 22 939 593 644, provides expert sustainability services to a wide range of organisations who seek to enhance their environmental, social and/or governance (ESG) credentials. Our office is based in South Australia and we provide services nationally.

Our services include:

- Specialist advice in developing sustainability and ESG strategy, policy and planning
- Greenhouse gas measurement and carbon inventory development
- Carbon emissions reduction strategy and target setting, e.g., net zero pathways
- Climate Active Registered Consultants for organisations, events, precinct, buildings, products and services
- Climate risk assessments and reporting
- Climate adaptation strategy
- ESG reporting
- Assistance with responsible investment frameworks and reporting.

We are also a founding partner of Carbon Neutral Adelaide (a partnership between the South Australian Government and The City of Adelaide).

This certification has been prepared based on the operational control approach.

3.EMISSIONS BOUNDARY

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

Inside the emissions boundary

All emission sources listed in the emissions boundary are part of the carbon neutral claim.

Quantified emissions have been assessed as relevant and are quantified in the carbon inventory. This may include emissions that are not identified as arising due to the operations of the certified entity however are **optionally included**.

Non-quantified emissions have been assessed as relevant and are captured within the emissions boundary but are not measured (quantified) in the carbon inventory. All material emissions are accounted for through an uplift factor. Further detail is available at Appendix C.

Outside the emissions boundary

Excluded emissions are those that have been assessed as not relevant to an organisation's operations and are outside of its emissions boundary or are outside of the scope of the certification. These emissions are not part of the carbon neutral claim. Further detail is available at Appendix D.

Inside emissions boundary

Quantified

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

Non-quantified

N/A

Outside emission boundary

Excluded

N/A

4. EMISSIONS REDUCTIONS

Emissions reduction strategy

Our target is to reduce our carbon emissions to net zero by 2030 compared to the baseline year 2019-20.

'Net zero' means to reduce emissions as far as possible and then, to reach zero, to buy carbon offsets that reduce greenhouse gases already in the atmosphere. To maintain our certified carbon neutral status in the meantime, we will purchase sequestration-based carbon offsets from 2025, when our current bank of offsets will be exhausted.

As sustainability consultants, keeping the carbon emissions we can control or influence as low as possible is important to us. Travel currently makes up nearly half of SBC's inventory and whilst we seek to avoid travelling where we can, sometimes a physical presence is necessary. Where public transport, cycling or walking are options, we choose those methods of travel where it is practical.

To further reduce emissions from the 2019-20 base year of approximately 1.5 tCO₂-e, to zero, we plan to:

Scope 1

- Continue to use video conferencing facilities for meetings, where practical, instead using our carbon neutral powered home offices to hold virtual meetings.
- Purchase an electric vehicle when viable. To be explored in 2025. This would eliminate around 50% of our carbon emissions.

Scope 2

- Continue to purchase carbon neutral certified electricity for that portion of our consumption that comes from the grid when the sun's not shining

Scope 3

- Purchase certified carbon neutral products and services where and when available, starting with our phone contract.
- Continue to recycled 100% of our waste.

Purchase carbon offsets, that are consistent with a net zero definition, to bring the emissions to zero.

Emissions reduction actions

During 2023-24, SBC reduced its air and taxi travel to zero. We recycled paper, used goods and plastic packaging via our local council. The fact that our carbon emissions were the same as the base year, having reduced them significantly in past years, is due to the nature of our work during 2023-24 which required more travel by car and the use of some additional professional services, which were a one-off.

5. EMISSIONS SUMMARY

Emissions over time

Emissions since base year			
		Total tCO ₂ -e (without uplift)	Total tCO ₂ -e (with uplift)
Base year:	2019-20	1.39	1.46
Year 1:	2020-21	1.00	1.05
Year 2:	2021-22	0.92	0.97
Year 3:	2022-23	0.88	0.92
Year 4:	2023-24	1.39	1.46

Significant changes in emissions

Significant changes in emissions			
Emission source	Previous year emissions (t CO ₂ -e)	Current year emissions (t CO ₂ -e)	Reason for change
Business services	0.00	0.19	No expenses in this emission source last year
Accounting services	0.09	0.16	Higher fees for increased services
Petrol – Gasoline post-2004	0.28	0.64	More driving due to the nature and location of a portion of our work this year

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

Certified brand name	Product/Service/Building/Precinct used
Simply Energy (now engie) carbon neutral electricity	100% Carbon Neutral

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	0.00	0.00
Cleaning and Chemicals	0.00	0.00	0.00	0.00
Climate Active carbon neutral products and services	0.00	0.00	0.00	0.00
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	0.25	0.25
Machinery and vehicles	0.00	0.00	0.00	0.00
Office equipment & supplies	0.00	0.00	0.05	0.05
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	0.43	0.43
Refrigerants	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	0.00	0.00
Transport (Land and Sea)	0.51	0.00	0.65	0.65
Waste	0.00	0.00	0.00	0.00
Water	0.00	0.00	0.0033	0.0033
Working from home	0.00	0.00	0.00	0.00
Total emissions (tCO₂-e)	0.51	0.00	0.88	1.39

Uplift factors

Reason for uplift factor	tCO ₂ -e
Mandatory 5% uplift for small organisations	0.0695
Total of all uplift factors (tCO ₂ -e)	0.0695
Total emissions footprint to offset (tCO₂-e) <i>(total emissions from summary table + total of all uplift factors)</i>	1.461

6. CARBON OFFSETS

Eligible offsets retirement summary

Offsets retired for Climate Active certification

Type of offset unit	Quantity used for this reporting period	Percentage of total units used
Verified Carbon Units (VCUs)	2	100%

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
Rimba Riya REDD+ Biodiversity Reserve Project, Indonesia	VCU	Verra Registry	22/1/2021	5816-261749748-261749757-VCU-016-MER-ID-14-674-01072013-31122013-1	2013	10	6	2	2	100.00%

Co-benefits

The Rimba Riya Biodiversity Reserve Project

In terms of avoided carbon emissions, this project is the largest REDD+ project in the world. REDD+, or Reducing Emissions from Deforestation and Forest Degradation, projects address conservation and sustainable development. Rimba Raya shows that it is possible to provide alternative income streams for local people through capacity building, investments in micro-finance and programs that provide necessities and access to a conservation model that does not put the developing world's need for economic growth at odds with our desire to protect a fragile ecosystem.

This project meets all 17 of the Sustainable Development Goals through initiatives such as:

- Protecting endangered and indigenous wildlife such as the Borneo Orangutan, in partnership with the Orangutan Foundation International
- Tree planting and mangrove conservation
- Investing in community farms via responsible and sustainable agriculture.

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)	0	0	0%
Residual electricity	3,291	2,995	0%
Total renewable electricity (grid + non grid)	0	0	0%
Total grid electricity	3,291	2,995	0%
Total electricity (grid + non grid)	3,291	2,995	0%
Percentage of residual electricity consumption under operational control	100%		
Residual electricity consumption under operational control	3,291	2,995	
Scope 2	2,929	2,666	
Scope 3 (includes T&D emissions from consumption under operational control)	362	329	
Residual electricity consumption not under operational control	0	0	
Scope 3	0	0	

Total renewables (grid and non-grid)	0.00%
Mandatory	0.00%
Voluntary	0.00%
Behind the meter	0.00%
Residual scope 2 emissions (t CO₂-e)	2.67
Residual scope 3 emissions (t CO₂-e)	0.33
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)
SA	3,291	3,291	823	263	0	0
Grid electricity (scope 2 and 3)	3,291	3,291	823	263	0	0
SA	0	0	0	0		
Non-grid electricity (behind the meter)	0	0	0	0		
Total electricity (grid + non grid)	3,291					

Residual scope 2 emissions (t CO₂-e)	0.82
Residual scope 3 emissions (t CO₂-e)	0.26
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	0.00

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 electricity product used	Electricity claimed from Climate Active electricity products (kWh)	Emissions (kg CO ₂ -e)
<i>Simply Energy/engie 100% carbon neutral</i>	3,291	0
<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>		

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

N/A



An Australian Government Initiative

