

Makrina Poljakova

From: Climate Active <climate.active@industry.gov.au>
Sent: Tuesday, 28 February 2023 4:49 PM
To: Nik Midlam
Cc: Anna Mitchell; Climate Active
Subject: City of Sydney – amendments required - Climate Active Carbon Neutral Certification [SEC=OFFICIAL]

Caution: This email came from outside the organisation. Don't click links or open attachments unless you know the sender, and were expecting this email.

Dear Nik,

An initial assessment of your certification documentation has been conducted. During assessment the following items were identified as requiring amendment.

In order for us to continue with our assessment, please action the below items. Should you have any questions, please don't hesitate to contact us.

Please submit your revised documents to climate.active@industry.gov.au by 21/03/2023.

Inventory/calculators

1. As the emissions in your PDS are based on your inventory, please ensure that it is completed with the following amendments:
 - a. Where there is activity data in column H, please complete column M, (Relevance and Quantification) with 'relevant-quantified'.
 - b. In the inventory Pivot Table tab, please click anywhere in the pivot table, then click PivotTable Analyze>Refresh>Refresh All then format cells to 2 decimal places and save.
 - c. Copy the Pivot table and paste into the PDS to replace the Emissions summary on page 11, Scopes 1, 2, and 3 columns may be deleted if you wish to leave just the totals column.

Public disclosure statement

1. As you have listed the following non-quantified sources in the Emissions boundary on page 7, please add them to the non-quantified emission sources at Appendix C.
 - Business travel by public transport or rental vehicles
 - City of Sydney Events other than New Year's Eve
2. We are aware that the timing of LGCs surrender does not align with Climate Active reporting timeframes. In the Climate Active electricity calculator, you have recorded that 23,782 LGC's have been surrendered. However, the Renewable Energy Certificate (REC) Summary table on page 16 only shows the details for 11,890 LGCs. This can be addressed by either:
 - a. Where LGCs are yet to be surrendered, if you already have the details of the projects to be surrendered, it is acceptable to add 'To be surrendered in 2023', and complete the remainder of the table.
 - b. Alternatively, please include a reference to your LGC procurement contract, and provide details explaining that you will be updating the table with the units. When you have obtained the specific unit information, please provide this to us and we will update your PDS with the latest version that discloses the RECs summary.

Please note that the following amendments have been made to ensure accuracy in the attached PDS.

- On the cover page, 'precinct' has been removed.
- City of Sydney has been added to the footer.
- The description of certification has been updated to reflect the Schedule of Certification date 14 April 2022.
- In the Emissions since base year table on page 10, the base year to has been changed to 2005-06, and the current reporting year 2021-22 as year 13 for consistency with previous reports.
- On page 10 'and/or activity data' has been removed from the significant changes in emissions for the current and previous years
- WFH emissions in the organisation emissions summary table has been amended to -430 for clarity.
- Hyperlinks to the CER have been removed as links to the actual projects are not available, The serial number for the VCUs has been amended to accurately reflect the Verra Registry.

We look forward to receiving your updated documents.

With kind regards,

Meg



On behalf of the Climate Active Team

climateactive.org.au

Ngunnawal Country, Department of Climate Change, Energy, the Environment and Water

Climate Active | E Climate@DEW

Climate Active Communications | E climateactivecomms@industry.gov.au

Acknowledgement of Country



Our department recognises the First Peoples of this nation and their ongoing connection to culture and country. We acknowledge First Nations Peoples as the Traditional Owners, Custodians and Lore Keepers of the world's oldest living culture and pay respects to their Elders past, present and emerging.



OFFICIAL