



# Emissions Reduction Plan 2025



Australian Government  
Climate Change Authority

# Acknowledgement of Country

The Authority recognises the First Nations people of this land and their ongoing connection to culture and country. We acknowledge First Nations people as the Traditional Owners, Custodians and Lore Keepers of the world’s oldest living cultures, and pay our respects to their Elders.

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# Foreword

The Climate Change Authority (the Authority) plays a central role in driving climate action in Australia, including by advising on national emissions reduction targets and monitoring progress towards achieving those targets.

Our work in providing independent, evidence-based advice is shaped by scientific knowledge, the international and domestic economic and climate policy environments, and the needs and experiences of Australian communities.

Urgent action is needed - in Australia and globally - to reduce emissions and put the world on the pathway to a safer climate future, consistent with the Paris Agreement goals. This urgency is increasing as scientific understanding of climate change continues to improve and more communities face direct and mounting climate impacts.

In keeping with this pressing need to cut emissions as far and fast as possible across all sectors of the economy, the Authority has an important responsibility to do what we can to address the greenhouse gas emissions that arise in relation to our own operations.

The Australian Government has committed to achieving net zero emissions in government operations by 2030. The Government included this target in Australia's *Nationally Determined Contribution Communication 2022* under the Paris Agreement. It reaffirmed its position when it joined 18 global partners to launch the Net Zero Government Initiative at the United Nations Framework Convention on Climate Change Conference of Parties meeting (COP27) in November 2022.

## **Commitment to achieving net zero**

The Authority is committed to reducing our operational emissions through the implementation of appropriate abatement strategies, and to achieving net zero emissions by 2030.

This Emissions Reduction Plan describes the priorities and actions the Authority is taking to reduce these operational emissions and contribute to the APS Net Zero 2030 target.



Brad Archer

Chief Executive Officer

9 September 2025

# Emissions Reduction Plan

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## Purpose

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The Australian Government, through the Department of Finance, has established the *Net Zero in Government Operations Strategy*. The strategy sets out the Australian Government's approach to achieving net zero greenhouse gas emissions in its operations. It also puts in place public emissions reporting for Australian Government agencies to promote accountability for progress towards this goal.

This plan sets out the steps that the Authority will take to achieve net zero by 2030. It encompasses new and existing initiatives within the Authority to reduce emissions and contribute to the APS Net Zero 2030 target, as part of a responsible whole-of-government effort.

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## Net zero greenhouse gas emissions

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APS Net Zero 2030 is the target set by the Australian Government to achieve net zero greenhouse gas emissions from government operations by the year 2030.

### Inclusions

This target includes scope 1 and scope 2 emissions from Authority activities in Australia and its territories. Scope 1 emissions result directly from Authority operations, while scope 2 emissions are the emissions associated with the generation of the electricity used by the Authority. Achieving net zero means reducing these emissions as far as possible, through measures like improving energy efficiency and sourcing renewable electricity. Any residual emissions which cannot otherwise be avoided or reduced must then be offset to ensure the Authority achieves net zero emissions by 2030.

### Exclusions

Activities that take place outside of Australia or its territories, including international air and marine travel, are not included in Australia's Nationally Determined Contribution (NDC) and are not included in the APS Net Zero 2030 target or subject to the Strategy.

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## Governance

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The Authority will update this plan annually and include a summary in each year's annual report. Progress against actions identified within this plan will also be included in annual reports and this, combined with annual emissions reporting, will be used to track and assess the Authority's progress on reducing its emissions.

As part of the *Net Zero in Government Operations Annual Progress Report*, the Department of Finance will aggregate these measures to report on whole-of-Australian Government (WoAG) aggregated emissions reductions activities.

Future iterations of this plan will align with the best practice advice about the use of offsets and climate disclosure requirements, currently under development by the Department of Finance.

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## Engagement

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In developing this plan, the Authority has worked with:

- Department of Finance - Climate Action in Government Operations - to ensure alignment with the Net Zero in Government Operations Strategy and the Commonwealth Climate Disclosure requirements
- Department of Climate Change, Energy, the Environment and Water (DCCEEW) – to identify shared opportunities to lower emissions holistically across the portfolio agency that the Authority belongs to
- Property Services Provider (Jones Lang LaSalle) – to discuss opportunities to lower emissions through property and facilities management
- ISPT (building owner and landlord) – to explore opportunities to progressively improve energy efficiency.

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## Operational context

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The Authority's purpose is to provide evidence-based advice and engage with the community on the response to climate change, to:

- accelerate emissions reductions and position Australia as a leader in the global effort to limit temperature increases
- guide Australia to new opportunities and new ways of doing things, to sustain Australia's prosperity as the world transitions to net zero emissions
- help Australia prepare for and adapt to the impacts of climate change, which have already begun and will continue to increase.

The Authority's functions are set out in detail in its enabling legislation, the *Climate Change Authority Act 2011*.

The Authority is an agency of 65 staff, primarily working from office facilities in the Australian Capital Territory (ACT). A small number of staff also work from state offices in Sydney, Melbourne and Adelaide operated by DCCEEW under a Memorandum of Understanding arrangement, and/or work from home.

The Canberra office consists of a net lettable area of 655 square meters, leased as part of a single floor within a multi-tenanted five-story building. The Authority commenced its current tenancy in the 2023-24 financial year following a significant expansion of organisational capacity.

The Authority does not maintain or operate any fleet vehicles.

The Authority has already commenced efforts to cut emissions in line with the direction set by the *Net Zero in Government Operations Strategy*.

This includes the following key activities:

- The Authority's 655 square meter occupancy is below the threshold requirement for government facilities to have a 5.5 star NABERS rating. The Authority is continuing to work with the landlord and property service provider to achieve a NABERS Co-Assess rating of at least 5.5 stars for the tenancy. This is likely to be achieved by identifying further energy efficiency improvements.
- The office has energy efficient technologies such as sensor operated LED lighting, and timed air conditioning controls to ensure energy efficient operation and limit unnecessary energy use after hours. The building's sustainability features include water conservation methods including a reuse stormwater drainage system which supplies surface runoff to toilets, motion activated hand basins, rooftop solar generation capacity, onsite composting, and end of trip facilities to support riding and walking to work. The building's location also provides proximity to public transport options.
- The Authority has 7 allocated parking spots and access to commercially provided onsite electric vehicle charging stations.
- When undertaking the new office fit out, the Authority reused material, products and equipment, such as computer monitors and light fixtures to minimise waste and promote circularity.
- Official Authority travel is only undertaken if this is the most effective way to achieve the Authority's objectives. Where other communication tools, such as teleconferencing and videoconferencing, are an effective and available option, these are used as a priority. When travelling by private vehicles such as taxi or other rideshare arrangements, Authority staff are advised to use hybrid or electric vehicles where these are available.
- The Authority has a sustainable procurement policy that considers the 3-pillar approach of what we buy, who we buy from, and how and where we buy. Consideration of the emissions impact of procurements is taken into account when considering *what* procurements to make, and *how and where* the Authority procures.

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## Baseline emissions

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Baseline emissions provide a point in time reference against which emissions reduction efforts can be tracked and measured.

At this stage, the Authority is reporting and tracking its scope 1 and 2 emissions, in line with the APS Net Zero 2030 target. Decisions on the treatment of scope 3 emissions will be made in the future as further data becomes available, and advice is provided by the Department of Finance.

The Authority's baseline and annual emissions are set out in Table 1.

In 2025, the Authority, in consultation with the Department of Finance, adjusted its baseline emissions from 2022-23 to the 2024-25 financial year. Compared with previous reporting years, the 2024-25 period provides the most accurate benchmark for the Authority's annual electricity emissions, as outlined below.

In 2022-23, the Authority was co-located with DCCEEW, before relocating to a temporary office location in May 2023 while awaiting completion of its current accommodation. During this period, the electricity meters were not transferred to the Authority, resulting in an estimate of electricity consumption over 2 months to determine the Authority's baseline emissions for 2022-23.

In 2023-24, the Authority completed the Canberra office fit out in late December 2023. Actual electricity usage data only covers December 2023 to June 2024 and was provided by the Authority's property service provider to the Department of Finance to calculate emissions data.

The 2024-25 period is the Authority's first full year of electricity emissions data.

**Table 1:** The Authority's annual scope 1 and 2 emissions.

Financial Year	Scope 1 emissions	Scope 2 emissions	Total emissions
2022-23	0.000 tCO <sub>2</sub> e	2.677 tCO <sub>2</sub> e	2.677 tCO <sub>2</sub> e
2023-24	0.000 tCO <sub>2</sub> e	11.749 tCO <sub>2</sub> e	11.749 tCO <sub>2</sub> e
2024-25	0.000 tCO <sub>2</sub> e	22.83 tCO <sub>2</sub> e	22.83 tCO <sub>2</sub> e

**Emissions reduction targets**

To Authority's approach to achieving net zero by 2030 is set out below.

According to the most recent available reporting (covering the 2024-25 period), the Authority was not responsible for any scope 1 emissions. The Authority's scope 2 carbon emissions consisted of 22.83 tCO<sub>2</sub>e from electricity consumption at the Canberra office.

The Authority's target is for scope 1 and scope 2 emissions to reach net 0 tCO<sub>2</sub>e by 2030.

Because the Authority is based in the ACT, all electricity consumption in the Canberra headquarters is notionally met by renewable sources in line with the ACT Government's procurement of 100% renewable electricity for the territory. This involves the ACT Government procuring an equivalent amount of renewable electricity to that consumed in aggregate in the ACT each year. However, the Authority's direct consumption of energy from the electricity grid cannot be fully attributed to renewable sources at this time.

As a non-corporate entity, it will be compulsory for the Authority to sign up to a new WoAG electricity contract being put in place by the Department of Finance. It is expected this contract will take effect in 2026.

Electricity procured as part of the new contract will be sourced from renewable energy sources in the form of GreenPower procurement for small market meters and Large Generation Certificates (LGCs) for large market meters. Once the Authority is provided electricity under this contract, scope 2 emissions from electricity generation will be reduced to zero.

While scope 3 emissions are not covered under this plan, it is relevant to note that the Authority's scope 3 emissions decreased from 40.52 tCO<sub>2</sub>e in 2023-24 to 29.33 tCO<sub>2</sub>e in 2024-25, attributed to reduced domestic air travel and accommodation. The Authority will align with whole-of-government advice provided by the Department of Finance, currently under development, on addressing scope 3 emissions as part of future updates to this plan.

To be in line with the Strategy, by 2030 the Authority will ensure that all emissions have reached net zero. For any residual emissions – those for which there has been no feasible way for the Authority to eliminate directly – the Authority expects these to be offset using robust and credible offset methods.

This plan has been completed in accordance with the Net Zero in Government Operations Strategy, associated guidance, and reporting standards for annual emissions reporting.



## Priorities and actions

The Authority has already put in place measures to reduce our greenhouse gas emissions as close to zero as possible. During 2025-26 we will continue to pursue the actions in the table below to endeavour to reduce remaining sources of emissions.

**Table 2:** Summary of the Authority's priority areas, actions, and expected timeframes to reduce its emissions to net zero by 2030.

Priority Area	Action	Progress Summary	Owners	Status	Timeframe
<b>Energy</b>	Procure renewable electricity through the WoAG contract once available.	Department of Finance will lead WoAG procurement with approach to market by end of 2025.	Security and Facilities team	Pending	Expected from 2026 onwards
<b>Buildings</b>	Work with the building landlord and Property Service Provider for the Authority's Canberra headquarters to improve the building's NABERS rating.	The Authority is continuing to work with the landlord to achieve a base building and certified tenancy NABERS Energy rating of at least 5.5 stars.	Security and Facilities team	In progress	2025 – 2027
	Ensure scheduled preventative maintenance is carried out on appliances such as heating, ventilation and air conditioning systems, to maintain efficient operation.	Preventative maintenance is embedded in the WoAG Property Service Provider agreement with JLL.	Security and Facilities team	Ongoing	Ongoing
	Continue to enhance the Authority's waste management practices through: <ul style="list-style-type: none"> <li>encouraging staff to recycle and dispose of waste accurately</li> <li>collecting and improving data on solid waste to help inform further opportunities to reduce emissions</li> <li>implementing soft plastics recycling</li> <li>continuing to collect organic waste to feed into the building's worm farm</li> <li>encouraging digital communications over printed materials to reduce paper waste.</li> </ul>	In 2024-25, the Authority: <ul style="list-style-type: none"> <li>implemented the Bintracker waste management system that logs and analyses the Authority's ACT office landfill and recycling streams and outputs</li> <li>commenced an organic waste recycling stream with waste contributing to a multi-tenancy on-site worm farm.</li> </ul>	Security and Facilities team  Chief Sustainability Officer	Ongoing	Ongoing

Priority Area	Action	Progress Summary	Owners	Status	Timeframe
<b>People &amp; Culture</b>	Appoint a Chief Sustainability Officer (CSO) to: <ul style="list-style-type: none"> <li>• champion the Net Zero in Government Operations Strategy</li> <li>• oversee implementation of the Authority's Emissions Reduction Plan</li> <li>• stay connected and share knowledge via the Australian Government's CSO Network.</li> </ul>	The Authority appointed a CSO in 2024.	Chief Sustainability Officer	Achieved	Ongoing
	Establish a Net Zero Taskforce with relevant personnel including the Authority's CSO, security and facilities manager, and property service provider to meet on a biannual basis. Consider extending membership to other building tenants.	The Authority will explore options to commence this action during 2025-26.	Chief Sustainability Officer	Not started	2025 – 2026
	Increase staff awareness and capability to support the Authority's emissions reduction actions through: <ul style="list-style-type: none"> <li>• providing regular communications, data, guidance, and training</li> <li>• encouraging staff participation in sustainability initiatives, workshops, and events e.g. Earth Hour, National Ride to Work Day, National Tree Day</li> <li>• exploring options to incentivise emissions free commuting e.g. bike ownership</li> <li>• undertaking staff surveys exploring barriers and enablers to low emissions travel.</li> </ul>	In 2024-25, the Authority developed a dedicated sustainability intranet page, updated its new starter pack with information on its sustainability initiatives, and provided staff with regular communications on training opportunities, workshops, and events.	Chief Sustainability Officer  Security and Facilities team	Ongoing	Ongoing
	Support 1-2 staff members to complete the Australian Government's Greening Government Microcredentials course.	The Authority will explore options to commence this action during 2025-26.	Corporate Branch	Not started	2025 – 2026

Priority Area	Action	Progress Summary	Owners	Status	Timeframe
<b>Procurement</b>	Comply with the Authority's Sustainable Procurement Policy to achieve and demonstrate climate, environmental and circularity outcomes in the Authority's procurements.	In 205-26, the Authority will update its Sustainable Procurement Policy in accordance with the Net Zero in Government Operations Strategy and legislative requirements.	Procurement and Audit team	Ongoing	Ongoing
	Continue to employ sustainable procurement and contract management practices that balance climate risk with other considerations – including, but not limited to, refurbished products, recycled content, and water efficiency.	The Authority will continue to implement this action in 2025-26. Further work on systematic processes will be considered with an aim to consistently apply them in practise.	Procurement and Audit team	Ongoing	Ongoing
<b>Travel</b>	Update the Authority's travel policy to prioritise the following actions, where value for money can be demonstrated: <ul style="list-style-type: none"> <li>• preferencing direct flights to help reduce the higher emissions associated with connecting flights</li> <li>• coordinating travel bookings to enable shared ground transport for staff travelling to the same destination</li> <li>• preferencing accommodation and venue hire with the highest star rating possible, using the NABERS Energy for Hotels tool</li> <li>• preferencing electric vehicles for vehicle hire</li> <li>• encouraging staff to consider other forms of low emissions travel</li> <li>• considering online conferences, where available.</li> </ul>	The Authority will explore options to progress this action during 2025-26.	Corporate Branch	In progress	2025 – 2026
	Continue to encourage teleconferencing and videoconferencing as effective options for communicating where appropriate, to reduce the need for travel.	In 2024-25, the Authority continued to implement this action, limiting staff travel to essential purposes only.	Corporate Branch	Ongoing	Ongoing

Priority Area	Action	Progress Summary	Owners	Status	Timeframe
	Promote awareness of building end of trip facilities and electric vehicle charging stations during staff induction programs, and promote the benefits of public transport, cycling, and walking to work.	In 2024-25, the Authority's landlord installed 6 electric vehicle charging stations in the building's basement. The Authority provided staff with guidance on how to use the new stations.	Security and Facilities team  Chief Sustainability Officer	Ongoing	Ongoing
	Use internal communications to promote opportunities for active and public transport for business-related travel.	In 2024-25, the Authority continued to implement this action, encouraging staff to cycle, walk, or use public transport for official work events, where feasible.	Corporate Branch	Ongoing	Ongoing

Title Emissions Reduction Plan				
Created By	Climate Change Authority			
Date Created	24 October 2024			
Version Number	Modified By	Modifications Made	Date Modified	Status
1.0	Climate Change Authority	Initial release	24 October 2024	2024 version
2.0	Climate Change Authority	<ul style="list-style-type: none"> <li>emissions data updated</li> <li>baseline emissions adjusted to 2024-25 financial year</li> <li>priorities and actions moved to table format</li> <li>progress summary provided</li> <li>new actions created</li> </ul>	9 September 2025	2025 version