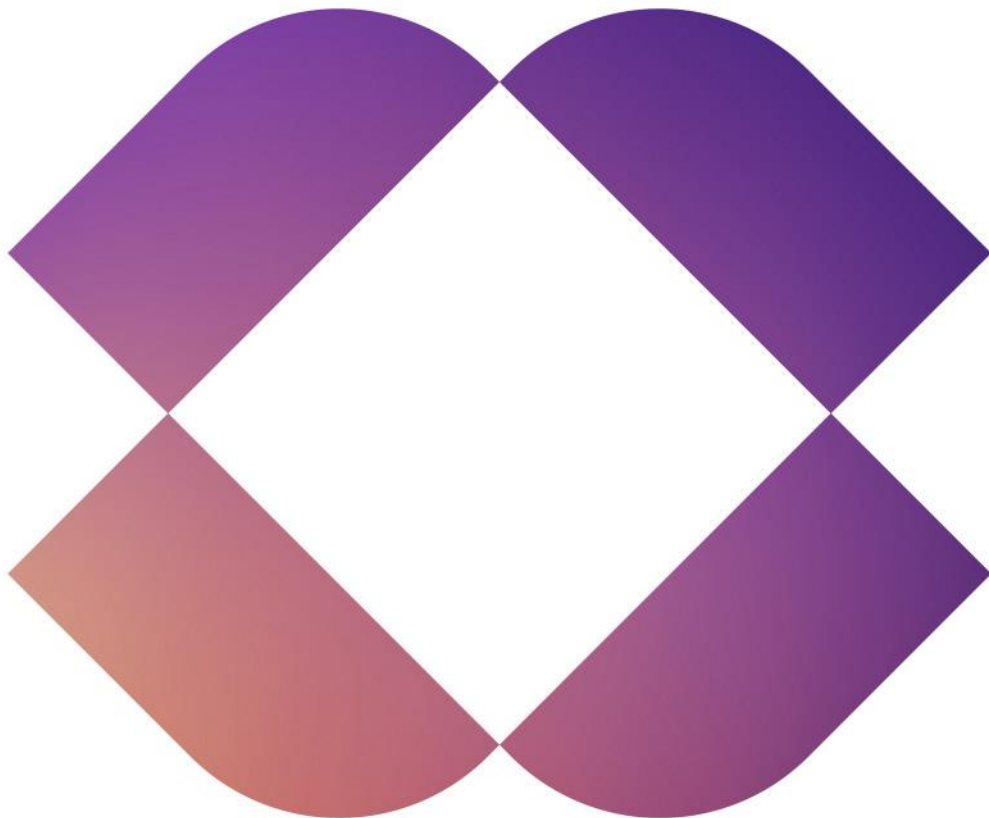




Australian Government
Professional Services Review

Emissions Reduction Plan

2024-25



The Professional Services Review acknowledges Traditional Owners of Country throughout Australia and recognises the continuing connection to lands, waters and communities. We pay our respect to Aboriginal and Torres Strait Islander cultures and to Elders past and present.



Contents

| | |
|-----------------------------------|----|
| Accountable Authority Sign Off | 4 |
| Purpose | 5 |
| Net zero greenhouse gas emissions | 5 |
| Governance and reporting | 5 |
| Operational context | 6 |
| Baseline emissions | 6 |
| Engagement | 6 |
| Emissions reduction targets | 7 |
| Priorities and actions | 7 |
| Procurement | 7 |
| Buildings | 8 |
| Electricity | 8 |
| Travel | 8 |
| Fleet | 10 |
| Involved participants | 10 |

Accountable Authority Sign Off

The Australian Government released the Net Zero in Government Operations Strategy in November 2023, setting out the overall approach and action required by Commonwealth entities to achieve the APS Net Zero 2030 target.

The Net Zero in Government Operations Strategy represents a strong commitment by the Australian Government to lead by example on emissions reduction and contribute to the decarbonisation of Australia's economy.

Professional Services Review is committed to the achievement of the Government's APS Net Zero 2030 target. Professional Services Review is following the APS Net Zero 2030 target in full, as per the Net Zero in Government Operations Strategy.

This Emissions Reduction Plan describes the priorities and actions Professional Services Review is taking to reduce our operational emissions and contribute to the APS Net Zero 2030 target.



*Associate Professor Antonio Di Dio
Director
Professional Services Review*

Purpose

Professional Services Review (PSR) is responsible for managing and implementing emissions reduction initiatives set by the Australian Government's [Net Zero in Government Operations Strategy](#) (the Strategy) developed by Department of Finance. The Strategy sets out the Australian Government's approach to achieving net zero greenhouse gas emissions from its operations by 2030 and the reinstatement of public emissions reporting.

The goal of this Emissions Reduction Plan is to provide a pathway for PSR to contribute to the achievement of the APS Net Zero 2030 target through emissions reduction activities. This plan encompasses existing and new priorities and actions within PSR to reduce emissions.

This Emissions Reduction Plan has been completed in accordance with the Strategy, associated guidance and reporting standards for annual emissions reporting.

Net zero greenhouse gas emissions

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. It includes scope 1 and scope 2 emissions from activities in Australia and its territories, as described in the Strategy. The APS Net Zero 2030 target applies at the aggregate level to non-corporate Commonwealth entities and generally covers the entirety of the entity's organisation. From an organisational perspective, this means minimising the greenhouse gas emissions that are within our control.

Governance and reporting

Progress against actions identified within this Emissions Reduction Plan, and any additional measures adopted, will be included in our annual reports. This, combined with annual emissions reporting, will be used as a measure of PSR's progress towards reducing its emissions.

As part of the Net Zero in Government Operations Annual Progress Report, the Department of Finance will aggregate these measures to provide whole-of-Australian Government (WoAG) emissions reporting.

Operational context

PSR conducts its operations according to the matters referred to it by the Department of Health and Aged Care. PSR can operate across all Australian states and territories, with approximately 40 personnel and over 120 external providers, working across the various jurisdictions in our country. Our facilities are limited to one leased office space, and where necessary, short-term accommodation and venue hire is booked for hearings across Australia.

Any emissions reduction activities conducted by the agency are heavily dependent on WoAG activity in connection with property and travel.

Baseline emissions

Baseline emissions are a record of greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. The baseline emissions from financial year 2022-23 are the reference point against which emissions reduction actions can be measured.

The baseline emissions for this plan focus on scope 1 and scope 2 emissions, consistent with the APS Net Zero 2030 target. Electricity-related emissions were calculated using the location-based method. The complete 2022-23 greenhouse gas emissions inventory tables for PSR are presented in our 2022-23 annual report. Future comparisons will take into account the change in business operations.

| Baseline year | Financial year 2022-23 |
|-------------------|------------------------|
| Scope 1 emissions | n/a tCO ₂ e |
| Scope 2 emissions | 32 tCO ₂ e |
| Total emissions | 32 tCO ₂ e |

Engagement

In the development of this plan PSR has been working with:

- Department of Finance
 - Climate Action in Government Operations –to ensure that this plan aligns with the Net Zero in Government Operations Strategy and the Commonwealth Climate Disclosure requirements
 - Travel Team – to discuss options and considerations for lowering travel emissions

- Service providers – to discuss options for shared locations and any associated and relevant outcomes to lower emissions.

Emissions reduction targets

PSR is following the APS Net Zero 2030 target in full, as per the Net Zero in Government Operations Strategy. The target covers the entirety of our entity's operations within Australia and its territories for scope 1 and scope 2 emissions, as described in the Strategy.

Priorities and actions

For PSR to contribute to the achievement of the APS Net Zero 2030 target, targeted action on existing emissions reduction measures and the introduction of further or new measures is required. These actions are summarised in the following points, with further detail provided below:

Procurement

PSR is continuously considering its sustainable procurement practices and policies. PSR notes the Department of Climate Change, Energy, the Environment and Water's Environmentally Sustainable Procurement Policy applies climate, environment and circularity principles to 4 high-impact procurement categories. This will begin with construction services at or above \$7.5 million from 1 July 2024.

The other categories will be introduced from 1 July 2025 for procurements at or above \$1 million. These are:

- furniture, fittings and equipment
- information and communication technology (ICT) goods
- textiles.

ACTION: PSR will review the Department of Climate Change, Energy, the Environment and Water's Environmentally Sustainable Procurement Policy and Reporting Framework.

PSR will ensure that our procurement policies align to the policy, where thresholds are met and will apply resources and toolkits as they become available throughout the implementation of the policy.

Buildings

During 2023-24, PSR relocated from an over twenty-year tenancy in an older building to one that is newly built, modern and sustainable. 6 Brindabella Circuit (South) has a NABERS rating of over 5, which substantially contributes to the Government's sustainability obligations. As a newly constructed building, it is not fully tenanted and once fully occupied, the NABERS rating will increase. PSR occupies 987 square meters. PSR acknowledges that the new building comes with solar PV installed and any benefits arising accrues to the base building and building owner. PSR also notes that any level 2 energy audit is beyond the scope of our leasing arrangements with respect to tuning building management systems –HVAC, P&E, lighting and security.

ACTION: PSR will consult with the service provider with respect to ongoing initiatives that are available to the agency under the new building tenancy.

Electricity

RENEWABLE ELECTRICITY

ACTION: Consult with the Department of Finance to ensure participation in WoAG electricity procurement as per the Strategy and replace all electricity contracts with renewable electricity. The current electricity arrangements are contracted to cease on 30 June 2025.

BUILDING PLANT AND EQUIPMENT

ACTION: PSR will request our service provider, on an annual basis, to provide an assessment of the building plant and equipment and provide a statement of assurance that all plant and equipment is running according to manufacturer's specifications and that all maintenance has occurred.

Travel

NET ZERO TRAVEL – SUMMARY ADVICE FROM THE DEPARTMENT OF FINANCE

Greenhouse gas emissions from Commonwealth travel currently make up 23.3% of the Australian Public Service (APS) (Non-Defence Operations) emissions. These emissions represent an opportunity for emissions reduction and so the Net Zero in Government Operations Strategy requires the consideration of environment impacts when booking travel from 1 July 2024. This requirement builds upon existing government policies and widely accepted industry standards to enable APS staff to make informed decisions regarding travel into the future.

PSR will update its travel policy to promote avoiding travel where possible. Should travel be unavoidable, the policy will enable and encourage low emission sources of transport such as trains or other land-based transport if this not already in place. Staff may be encouraged where appropriate, to take low emission

transport to and from airports where air travel is required. Similarly, staff may re-consider local face-to-face meetings requiring the use of transport (taxis or hire cars).

When air travel is necessary, entities should consider emissions information when procuring through WoAG travel arrangements. Take-off and landing are the most fuel intensive parts of a flight, longer distance flights are required to carry more fuel, which increases their rate of fuel burn over the entire flight. As a rule of thumb, the more connections, the higher the emission impact (especially for domestic travel) so direct flights are likely to have fewer emissions.

WoAG travel reporting will be enhanced to capture greater sustainability metrics and booking behaviour data. The Department of Finance will consult with entities to develop Purpose of Travel codes that will be collected for each travel booking. These codes will help the Department of Finance and entities understand why travel is being undertaken and identify types of travel that can be reduced. Further guidance will follow the development of these Purpose for Travel codes.

Flight offsets offered by airlines may represent a value for money solution to certain entities. Their use is not governed by NZGO at this time and will be considered in the context of the broader Commonwealth approach to offsets going forward.

Whole of Australian Government Travel Policies

There are currently two Whole of Australian Government Travel Policies:

[Resource Management Guide No. 404: Official Domestic Travel – Use of the lowest practical fare](#)

[Resource Management Guide No. 405: Official International Travel – Use of the best fare of the day](#)

While these policies focus on air travel and require officials to select the lowest priced fare that suits the business needs of the traveller. The policies also note that travel must only be undertaken where other communication tools such as teleconferencing and videoconferencing are not suitable.

The Australian Government will also investigate preferring flights using Sustainable Aviation Fuels. This will be guided by development of the Australian Government's Aviation White Paper and advice from the Australian Jet Zero Council. The Strategy will also support the Government's Transport and Infrastructure Net Zero Roadmap and Action Plan. Further information regarding these initiatives can be found within the [Aviation Green Paper](#).

NABERS Business Accommodation

Entities are encouraged to consider NABERS Energy for Hotels ratings when booking through the Online Booking Tool, once necessary amendments to the tool are made. National Australian Built Environment Rating System (NABERS) Energy for Hotels provides a six-point rating of the energy efficiency and emissions performance of a business hotel or serviced apartment from zero to 6 stars. NABERS Energy for Hotels is being utilised as a rating tool due to its broad acceptance by the industry and access to a low-cost independent performance certification scheme.

All hotels can be rated under NABERS Energy for Hotel ratings. The benchmarks for the Energy ratings were designed to encompass a wide range of hotels with typical level of servicing and facilities, including budget through to luxury accommodation based on industry standards. Calculation of the NABERS Energy for Hotel rating considers all onsite services and amenities that are unique to that building including but not limited to carparks, laundries, function and conference rooms, spa and saunas, indoor/outdoor swimming pools, restaurants and cafes and gyms.

ACTION: PSR will review its Travel Policy in line with WoAG advice, utilising teleconferencing and less ground based intensive travel where practicable.

PSR will consider future changes identified by the Department of Finance for sustainable fuels, purpose codes, NABERS Energy for Hotels, and offsets as and when they become available to entities.

Fleet

PSR currently does not operate fleet vehicles and does not anticipate any future need to do so.

ACTION: nil

People, culture and capability

PSR will act in proportion to the scale and scope of its operations in lieu of appointing a Chief Sustainability Officer.

ACTION: PSR will encourage awareness of the APS Net Zero 2030 targets through communications including:

- this plan
- our intranet, and
- encouraging continuing education and training on sustainable practices in the procurement of goods and services.

Involved participants

The following staff in Professional Services Review have been involved in the development of this plan:

Chief Financial Officer

Services Manager



Professional
Services
Review