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## INDEPENDENT ASSURANCE STATEMENT

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### TO THE UNIVERSITY COUNCIL OF VICTORIA UNIVERSITY OF WELLINGTON

**Reporter:** Victoria University of Wellington Te Herenga Waka

**Registered address:** Kelburn Campus, Kelburn Parade, Wellington 6012, New Zealand

McHugh & Shaw Limited was engaged to conduct independent assurance of the greenhouse gas (GHG) emissions reported by Victoria University of Wellington for the period of 1 January 2023 to 31 December 2023. The engagement was completed during the months of February and March 2024. This statement applies to the related information included within the scope of work described below.

The determination of the GHG emissions is the sole responsibility of Victoria University of Wellington. McHugh & Shaw Limited was not involved in determining the GHG emissions. Our sole responsibility was to provide independent assurance on the accuracy of the GHG emissions reported, and on the underlying systems and processes used to collect, analyse and review the information.

This statement is only to be used for the purpose that it was intended i.e. to report against measured greenhouse gas emissions in accordance with the mandatory requirements of ISO 14064-1.

This statement is not to be used to make any claims including but not limited to:

- Certification to ISO 14064-1;
- Carbon neutral or net zero emissions claim (outside of the Ekos certification programme); and
- Verified emission reductions from a base year where McHugh & Shaw Limited have not been the verifiers for all years covered by the reduction claim.

### Environmental claims

Information regarding your responsibility when making environmental or carbon claims under the Fair Trading Act is available at the [New Zealand Commerce Commission website](#). Guidance for making an environmental claim in Australia is available at the [Australian Competition & Consumer Commission website](#).

If you are making a claim outside of New Zealand and Australia, then check the legal requirements for that Country.

### GHG assurance objectives

McHugh and Shaw will perform such tests and procedures, as considered necessary under the particular circumstances, to enable McHugh and Shaw to express an opinion, on the level of assurance as specified below and that the GHG inventory reported (GHG Statement) meet the criteria stated.

## Boundaries of the reporting company GHG emissions covered

- Operational Control
- University of Victoria Wellington including Victoria University of Wellington Foundation, Victoria Link Limited (trading as Wellington UniVentures), Research Trust of Victoria University of Wellington, Victoria University of Wellington Art Collection Funding Trust, Victoria University of Wellington School of Government Trust, Presbyterian Methodist Halls of Residence Trust, and Wellington Uni-Professional Limited.

## GHG emissions information assured (to which this statement applies)

- GHG Report Reference: 2023 Greenhouse Gas Inventory report for verification.pdf, version 15/03/2024
- GHG Calculations Reference: VUW Carbon Footprint Spreadsheet 2023 FINAL.xlsx, version 15/03/2024

## GHG emissions and removals by category (metric tonnes CO<sub>2</sub>e)

Scope 1	Cat 1: Direct GHG Emissions		3,772.15
Scope 2	Cat 2: Indirect GHG Emissions from imported energy (Electricity, location-based)		1,807.24
Scope 3	Indirect GHG Emissions		
	Cat 3: Transportation and distribution:	7,400.85	
	Cat 4: Products and services used by the organisation:	768.35	
	Cat 5: Use of products from the organisation:	341.06	
	Cat 6: Other sources:	NR	8,510.26
		Total GHG Emissions (Gross)	14,089.65
		Cat 1: Removals	NR
		Total GHG Emissions (Net)	14,089.65

### Notes:

- Data and information supporting the Scope 1/Category 1 and Scope 2/Category 2 GHG emissions assertion were historical in nature.
- Data and information supporting the Scope 3/Category 3-6 GHG emissions assertion were in some cases estimated rather than historical in nature.
- The data examined during the validation were projected in nature.
- Data quality: Good
- NR (not reported): out of scope, not applicable, or not verified.

## Period covered by GHG emissions statement

- 1 January 2023 to 31 December 2023

## Base year (baseline)

- 1 January 2017 to 31 December 2017
- 19,218.51 total Gross GHG Emissions (tCO<sub>2</sub>e)
- The base year was not verified by McHugh & Shaw Limited, and no opinion provided.

## GHG reporting protocols against which assurance was conducted

- ISO 14064-1: 2018 Greenhouse gases – Part 1: Specification with guidance at the organisational level for quantification.
- Ministry for the Environment. 2023. Measuring emissions: A guide for organisations: 2023 detailed guide. Wellington: Ministry for the Environment.
- Ministry for the Environment. 2023. Carbon Neutral Government Programme: A guide to managing your greenhouse gas emissions – measuring, reporting, target-setting and reduction planning. Wellington: Ministry for the Environment. Published in May 2023.

## GHG assurance protocol(s)

- ISO 14064-3:2019 Greenhouse gases – Part 3: Specification with guidance for the validation and verification of greenhouse gas assertions.

## GHG assurance methodology

A risk assessment and evidence gathering plan was completed. Our assurance strategy used a combined data and controls testing approach. Evidence-gathering procedures included but were not limited to the following:

- Review of the VUW GHG Report written;
- Review of the VUW GHG calculations;
- Testing, tracing and retracing of data trails back to primary data;
- Evaluation of relationships among GHG and non-GHG data;
- Remote interview of personnel involved in data collection;
- Evidence to support the reporting boundaries, organisational and legal structure reported;
- Site visits to inspect the completeness of the inventory including interview of site personnel to confirm operational behaviour and any standard operating procedures and sample of site based records;
- Verification of primary data including energy reports, supplier statements, waste reports, travel reports, council water data, financial reports, staff and student commute surveys;
- Review of emissions factors and conversion factors used within the calculations for source appropriateness; and
- Review of assumptions, quantification methodologies and the setting of operational boundaries.

Assurance findings are issued and tracked on a separate Findings Log as part of the assurance working papers.

### Projected emission reductions or removal enhancements

The reporter did not seek validation of projected emission reductions or removal enhancements. There is a reduction strategy in place.

### Achieved level of assurance

- Scope 1/ISO Category 1 Emissions and Scope 2/ISO Category 2 Emissions: Reasonable Assurance
- Scope 3/ISO Category 3-6 Emissions: Limited Assurance

### Assurance opinion

Based on the assurance process and procedures conducted, we conclude that:

- The Scope 1/ISO Category 1 Emissions and Scope 2/ISO Category 2 GHG Emissions assertions shown above are materially correct and are a fair representation of the data and information.
- There is no evidence that the Scope 3/ISO Category 3-6 GHG Emissions assertion shown above is not materially correct or not a fair representation of the GHG emissions data set; and
- Victoria University of Wellington has established appropriate systems for the collection, aggregation and analysis of quantitative data for determination of GHG emissions for the stated period and boundaries, and has implemented underlying internal assurance practices that provide a reasonable degree of confidence that such information is complete and accurate.

### Qualifications

- The student and staff commuter travel methodology were reliant on 2019 survey results. The response rate was low and is likely to be material to this inventory. The University is currently working to address this issue for future inventories.

### Other matters

- The knowledge and methodologies used to determine the emission factors and processes to calculate or estimate quantities of GHG sources is evolving. Therefore, quantifying GHG emissions is subject to inherent uncertainty.

### Facts found after verification

There are no facts found after the verification was finalised.

## Statement of independence, impartiality and competence

McHugh & Shaw Limited is an independent professional services company that specialises in sustainability assurance with over 10 years history in providing assurance services.

No member of the verification team has a business relationship with Victoria University of Wellington Te Herenga Waka, the University Council or employees beyond that required of this assignment. We conducted this work independently and to our knowledge there has been no conflict of interest or risks to impartiality.

The assurance team has extensive experience in conducting assurance over environmental, quality, sustainability and health and safety information, systems and processes, has over 20 years combined experience in this field and an excellent understanding of the methodology for both reporting and assurance of greenhouse gas information statements.



**Jeska McHugh, Lead Verifier**

McHugh & Shaw Limited  
Christchurch, New Zealand  
18 March 2024



**Neil Gilbert, Independent Reviewer**

Constantia Consulting Limited  
Christchurch, New Zealand  
19 March 2024

This assurance statement, including the opinion expressed herein, is provided to VUW and is solely for the benefit of VUW in accordance with the terms of our agreement. We consent to the release of this statement by you to interested parties but without accepting or assuming any responsibility or liability on our part to any other party who may have access to this statement. Any correspondence regarding this statement is to be directed to [info@mchugh-shaw.co.nz](mailto:info@mchugh-shaw.co.nz)