

MAY 20

GREENHOUSE GAS INVENTORY

CARTERTON DISTRICT COUNCIL - 2018



TE KAUNIHERA-Ā-ROHE O TARATAHI
CARTERTON
DISTRICT COUNCIL

Contents

1	Summary	2
2	Introduction	4
3	Organisation Description	4
4	Inventory boundaries	5
4.1	Organisational boundaries	5
4.1.1	Organisational boundaries included for this reporting period	5
4.1.2	Organisational business units excluded from inventory	6
4.2	Reporting boundaries	6
4.2.1	GHG emission sources inclusions	6
4.2.2	GHG emission source exclusions	7
5	Data collection and uncertainties	7
6	GHG emission calculations and results	9
6.1	Evolution of the GHG emissions	9
6.1.1	Base year	9
6.1.2	Evolution of the GHG emissions and significant emissions changes	9
6.2	Emissions for all seven GHGs	9
6.3	Gross emissions by scope, business unit and source	10
6.4	Emissions from biologically sequestered carbon	13
7	Liabilities	14
7.1	GHG stocks held	14
7.2	Land-use change	14
8	Methodology and references	15
8.1	Methodology	15
8.2	References	15

1 Summary

	Scope	t Co ₂ e - 2018	Uncertainties
CORPORATE SERVICES		14.22	[13.93 ; 14.51]
<i>Electricity</i>	Scope 2	2.99	*
<i>Transport and distribution losses</i>	Scope 3	0.23	*
<i>Transport - Diesel</i>	Scope 1	0	*
<i>Transport - Petrol</i>	Scope 1	7.5	*
<i>Transport - Flights</i>	Scope 3	0.6	*
<i>Waste</i>	Scope 3	2.9	+/-10% [2.61 ; 3.19]
<i>Refrigerant</i>	Scope 1	0	*
COMMUNITY SERVICES		60.81	60.81*
<i>Electricity</i>	Scope 2	56.53	*
<i>Transport and distribution losses</i>	Scope 3	4.28	*
OPERATIONS		109.39	109.39*
<i>Electricity - Other</i>	Scope 2	2.93	*
<i>Electricity - Streetlights</i>	Scope 2	62.52	*
<i>Transport and distribution losses</i>	Scope 3	4.96	*
<i>Transport - Diesel</i>	Scope 1	30.82	*
<i>Transport - Petrol</i>	Scope 1	8.16	*
WATER		517.28	[240.75 ; 845.32]
<i>Transport - Diesel</i>	Scope 1	47.82	*
<i>Transport - Petrol</i>	Scope 1	0	*
<i>Water supply</i>	Scope 3	21.64	*
<i>Wastewater treatment</i>	Scope 3	447.82	+/-10% activity data +/-40% CH ₄ factor +/-90% N ₂ O factor [171.28 ; 775.85]
PARKS AND RESERVES		63.42	[62.67 ; 64.17]
<i>Electricity</i>	Scope 2	12.17	*
<i>Transport and distribution losses</i>	Scope 3	0.92	*
<i>Transport - Diesel</i>	Scope 1	42.09	*
<i>Transport - Petrol</i>	Scope 1	0.74	*
<i>Green waste</i>	Scope 3	7.5	+/-10% [6.75 ; 8.25]
REGULATORY		12.00	12.00*
<i>Transport - Diesel</i>	Scope 1	6.52	*
<i>Transport - Petrol</i>	Scope 1	5.48	*
GROSS EMISSIONS		777.12	[499.54 ; 1,106.20]

* Uncertainties exist but are not quantifiable

Table 1: Emissions by business units

	t Co ₂ e - 2018	Uncertainties
Scope 1	149.13	149.13*
Scope 2	137.14	137.14*
Scope 3	490.85	[213.27 ; 819.93]
GROSS EMISSIONS	777.12	[499.54 ; 1,106.20]

* Uncertainties exist but are not quantifiable

Table 2: Emissions by scopes

	t Co ₂ e - 2018	Uncertainties
ELECTRICITY	147.53	147.52*
<i>Streetlights</i>	62.52	*
<i>Other</i>	74.62	*
<i>Transport and distribution losses</i>	10.39	*
TRANSPORT	149.73	149.73*
<i>Petrol</i>	21.88	*
<i>Diesel</i>	127.25	*
<i>Flights</i>	0.6	*
WASTEWATER	447.82	+/-10% activity data +/-40% CH ₄ factor +/-90% N ₂ O factor [171.28 ; 775.85]
WATER SUPPLY	21.64	21.64*
WASTE	10.40	+/-10% [9.36 ; 11.44]
REFRIGERANT	0.00	*
GROSS EMISSIONS	777.12	[499.54 ; 1,106.20]

* Uncertainties exist but are not quantifiable

Table 3: Emissions by sources

	t Co ₂ e - 2018
GROSS EMISSIONS	777.12
<i>Forestry (removals)</i>	-7,249.34
<i>Forestry (harvest emissions)</i>	0.00
TOTAL	-7,249.34
NET EMISSIONS	-6,472.22

Table 4: Forestry

	2018
Gross emissions per FTE (t CO ₂ e) 2018: 59.8 FTE	13.00
Gross emissions per capita (kg CO ₂ e) 2018: 9,201	84.5

Table 5: Emissions per FTE and per head of population

2 Introduction

This report is the annual greenhouse gas (GHG) emissions¹ inventory report for Carterton District Council. The inventory is a complete and accurate quantification of the amount of GHG emissions that can be directly attributed to the organisation's operations within the declared boundary and scope for the specified reporting period.

The inventory has been prepared in accordance with the requirements of the *Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (2004)* and *ISO 14064-1:2006 Specification with Guidance at the Organization Level for Quantification and Reporting of Greenhouse Gas Emissions and Removals*².

3 Organisation Description

Carterton District Council (CDC) is the territorial authority for the Carterton District. CDC is located in the heart of the Wairarapa. The 30th of June 2018, CDC employed 59.8 FTEs (Full Time-Equivalent) and is responsible for water and wastewater, waste, local roads (excluding State Highway), streetlighting, parks and reserves, community facilities and performing statutory duties such as regulatory compliance.

The council is organised as shown below:

- Corporate services,
- Community services,
- Operations,
- Water,
- Parks and reserves,
- Regulatory.

¹ Throughout this document 'emissions' means GHG emissions.

² Throughout this document 'GHG Protocol' means the GHG Protocol Corporate Accounting and Reporting Standard and 'ISO 14064- 1:2006' means the international standard Specification with Guidance at the Organizational Level for Quantification and Reporting of Greenhouse Gas Emissions and Removals.

4 Inventory boundaries

This inventory covers a period from January 2018 to December 2018.

4.1 Organisational boundaries

4.1.1 Organisational boundaries included for this reporting period

Organisational boundaries were set with reference to the methodology described in the GHG Protocol and ISO 14064-1:2006 standards. The GHG Protocol allows two distinct approaches to consolidate GHG emissions: the equity share and control (financial or operational) approaches. We used an operational control approach to account for emissions.

This GHG inventory includes all the council's business units as shown in Figure 1: Organisational structure below.

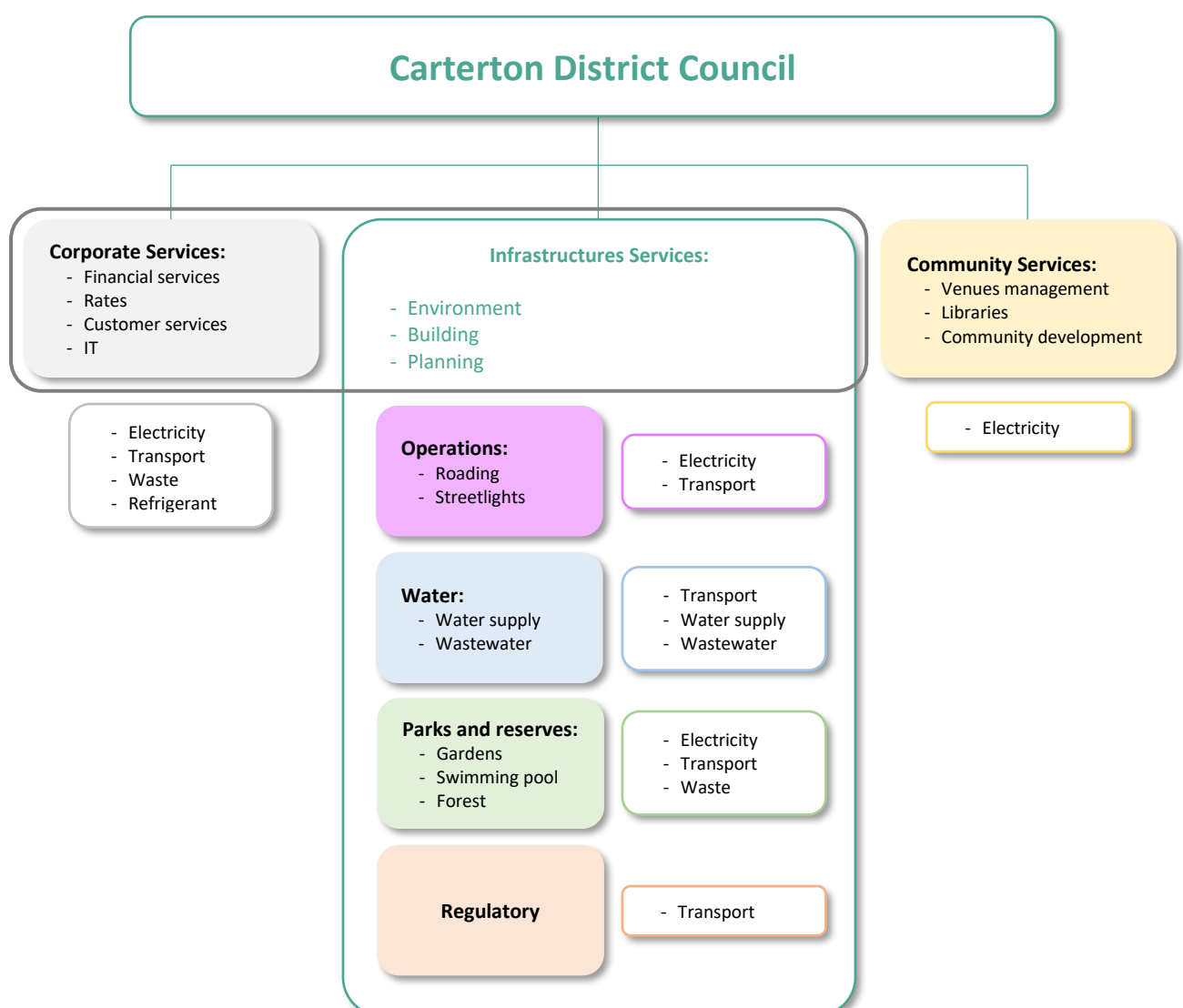


Figure 1: Organisational structure and emission sources

Environment, Building and Planning from Infrastructure services share the same building as Corporate services. Therefore, they have been aggregated under the same business unit "Corporate services".

4.1.2 Organisational business units excluded from inventory

Business unit	GHG emission source	Scope	Reason for exclusion
Community services - Properties	Electricity	Scope 2	Tenants pay their own power accounts
Operations - Waste management	Waste from the community	Scope 3	Outside of CDC operational control Contractor: Earth Care
Operations - Roothing	Emissions from road maintenance	Scope 3	Outside of CDC operational control Contractor: Fulton Hogan

Table 6: Business units and GHG emission source excluded from this inventory

4.2 Reporting boundaries

4.2.1 GHG emission sources inclusions

The GHG emissions sources included in this inventory were identified with reference to the methodology in the *GHG Protocol and ISO14064-1:2006 standards*. As adapted from the *GHG Protocol*, these emissions were classified under the following categories:

- **Direct GHG emissions (Scope 1):** emissions from sources that are owned or controlled by the company (emissions from vehicles, refrigerant leaks)
- **Electricity indirect GHG emissions (Scope 2):** emissions from the generation of purchased electricity consumed by the company.
- **Other indirect GHG emissions (Scope 3):** emissions that occur as a consequence of the company's activities but from sources not owned or controlled by the company (waste, wastewater, energy transport and distribution losses, ...).

This inventory considers:

- Corporate services:
 - Electricity
 - Transport and distribution losses
 - Transport – Diesel
 - Transport – Petrol
 - Transport – Flights
 - Waste
 - Refrigerant
- Community services:
 - Electricity
 - Transport and distribution losses
- Operations:
 - Electricity – Other
 - Electricity – Streetlights
 - Transport and distribution losses
 - Transport – Diesel
 - Transport – Petrol

- Water:
 - Transport – Diesel
 - Transport – Petrol
 - Water supply
 - Wastewater treatment
- Parks and reserves:
 - Electricity
 - Transport and distribution losses
 - Transport – Diesel
 - Transport – Petrol
 - Green waste
- Regulatory:
 - Transport – Diesel
 - Transport – Petrol

4.2.2 GHG emission source exclusions

For more information, refer to Table 6: Business units and GHG emission source excluded from this inventory.

5 Data collection and uncertainties

Table 7 gives an overview of how data were collected for each GHG emissions source, the source of the data and an explanation of any uncertainties or assumptions.

A calculation methodology has been used for quantifying the emissions inventory using emissions source activity data multiplied by emission or removal factors. All emission factors (and uncertainties) were sourced from the Ministry for the Environment's 2019 *Measuring Emissions: A Guide for Organisations*.

Business Unit	GHG emission source	Scope	Data source	Data collection unit	Uncertainty (description)
Corporate services	Electricity	Scope 2	Electricity company	kWh	Low It is assumed that the meter readings were done correctly
	Transport and distribution losses	Scope 3			
Corporate services	Transport - Diesel	Scope 1	Fuel company	L	Low It is assumed that the supplier reports are complete and accurate
	Transport - Petrol	Scope 1			
	Transport - Flights	Scope 3	Finance team	Km	Low/Moderate It is assumed that the employees' reports are complete and accurate
Corporate services	Waste	Scope 3	Council officer	Kg	Moderate Estimation made by the staff in charge of the waste collection
Corporate services	Refrigerant	Scope 1	A/C company	Kg	Low It is assumed that the supplier data is complete and accurate
Community services	Electricity	Scope 2	Electricity company	kWh	Low It is assumed that the meter readings were done correctly
	Transport and distribution losses	Scope 3			
Operations	Electricity - other	Scope 2		kWh	Low

Business Unit	GHG emission source	Scope	Data source	Data collection unit	Uncertainty (description)
	Electricity - Streetlights	Scope 2	Electricity company		It is assumed that the meter readings were done correctly
	Transport and distribution losses	Scope 3			
Operations	Transport - Diesel	Scope 1	Fuel company	L	Low It is assumed that the supplier reports are complete and accurate
	Transport - Petrol	Scope 1			
Water	Water supply	Scope 3	Council officer	m ³	Low It is assumed that the data source is an appropriate representation of activities
	Wastewater treatment	Scope 3	Council officer	m ³	Low It is assumed that the data source is an appropriate representation of activities
Parks and reserves	Electricity	Scope 2	Electricity company	kWh	Low It is assumed that the meter readings were done correctly
	Transport and distribution losses	Scope 3			
Parks and reserves	Transport - Diesel	Scope 1	Fuel company	L	Low It is assumed that the supplier reports are complete and accurate
	Transport - Petrol	Scope 1			
Parks and reserves	Green waste	Scope 3	Council officer	Kg	Moderate Estimation made by the staff in charge of the green waste
Regulatory	Transport - Diesel	Scope 1	Fuel company	L	Low It is assumed that the supplier reports are complete and accurate
	Transport - Petrol	Scope 1			

Table 7: GHG emission sources, data collection and uncertainty

6 GHG emission calculations and results

6.1 Evolution of the GHG emissions

6.1.1 Base year

The first greenhouse gas inventory done for Carterton District Council is this one (done from January 2018 to December 2018). This inventory will be used as a baseline to set up targets and keep track of our emissions.

It has been decided to choose the year 2018 because the data was as complete and accurate as possible.

6.1.2 Evolution of the GHG emissions and significant emissions changes

Because this inventory is the first of its kind we cannot compare to previous years.

6.2 Emissions for all seven GHGs

The seven GHG included in this inventory are:

- Carbon dioxide: CO₂
- Methane: CH₄
- Nitrous oxide: N₂O
- Hydrofluorocarbons: HFCs
- Perfluorocarbons: PFCs
- Sulfur hexafluoride: SF₆
- Nitrogen trifluoride: NF₃

	2018	Uncertainties
t CO ₂ e	777.12	[499.54 ; 1,106.20]
t CO ₂	385.70	[377.94 ; 393.47]
t CH ₄	169.65	[99.05 ; 252.35]
t N ₂ O	221.77	[22.56 ; 460.37]
t HFCs	0	0
t PFCs	0	0
t SF ₆	0	0
t NF ₃	0	0

Table 8: Emissions for all seven GHGs

6.3 Gross emissions by scope, business unit and source

GHG emissions for Carterton District Council for 2018 are provided in the GHG Inventory summary section at the start of this report.

The following figures give an overview of where the gross emissions are occurring across the organisation.

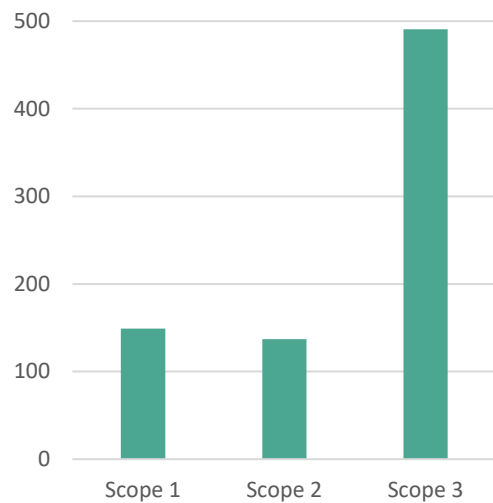


Figure 2: Gross missions by scope (tCO₂e)

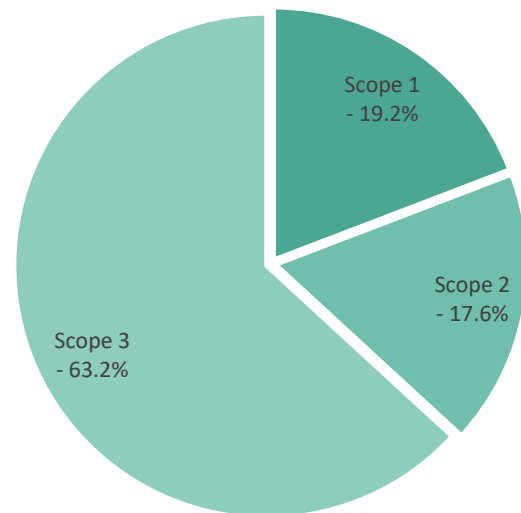


Figure 3: Gross emissions by scope (%)

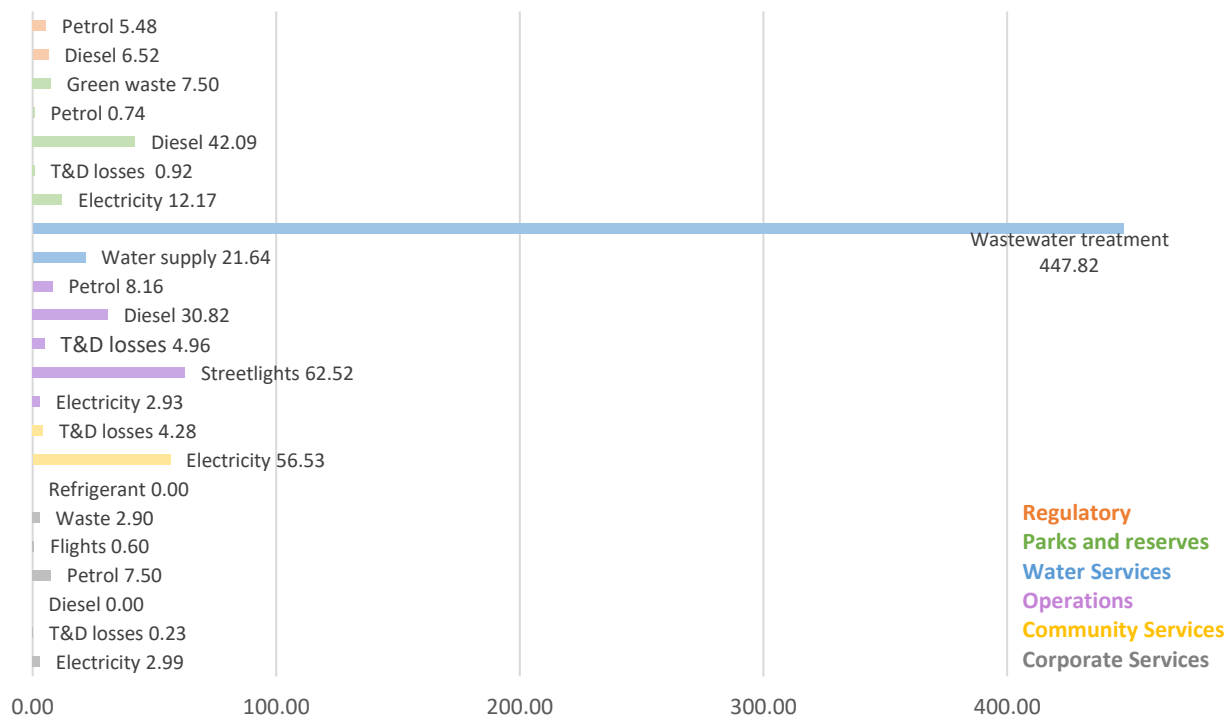


Figure 4: Gross emissions by business unit (tCO₂e)

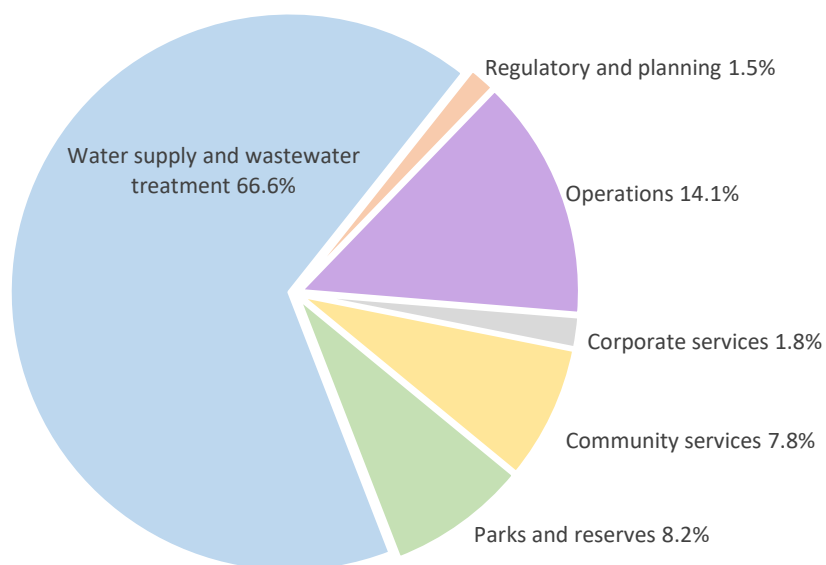


Figure 5: Gross emissions by business unit (%)

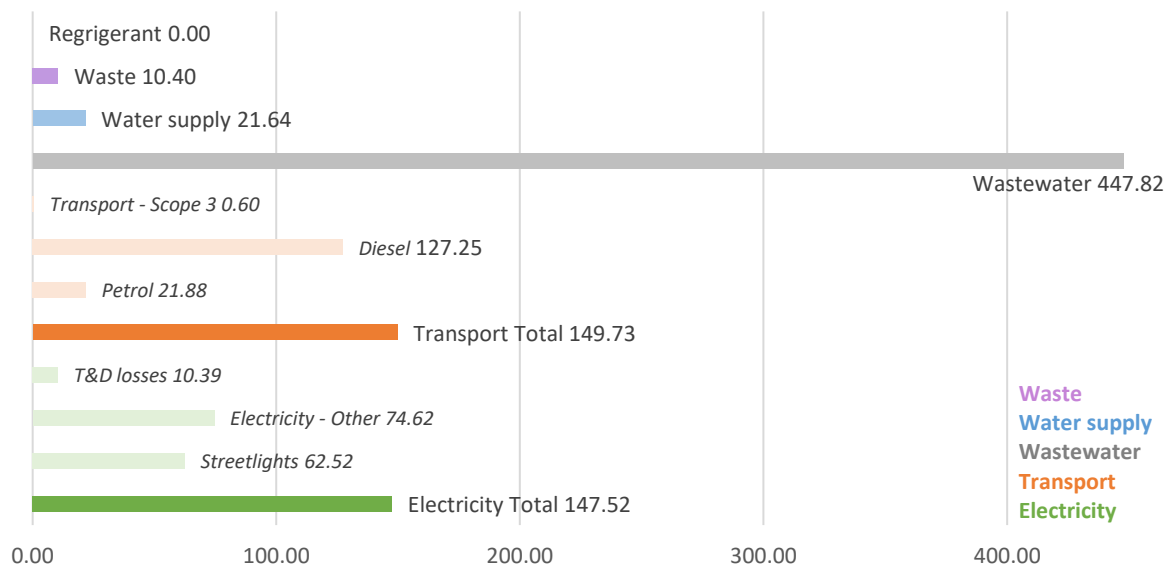


Figure 6: Gross emissions by source (tCO₂e)

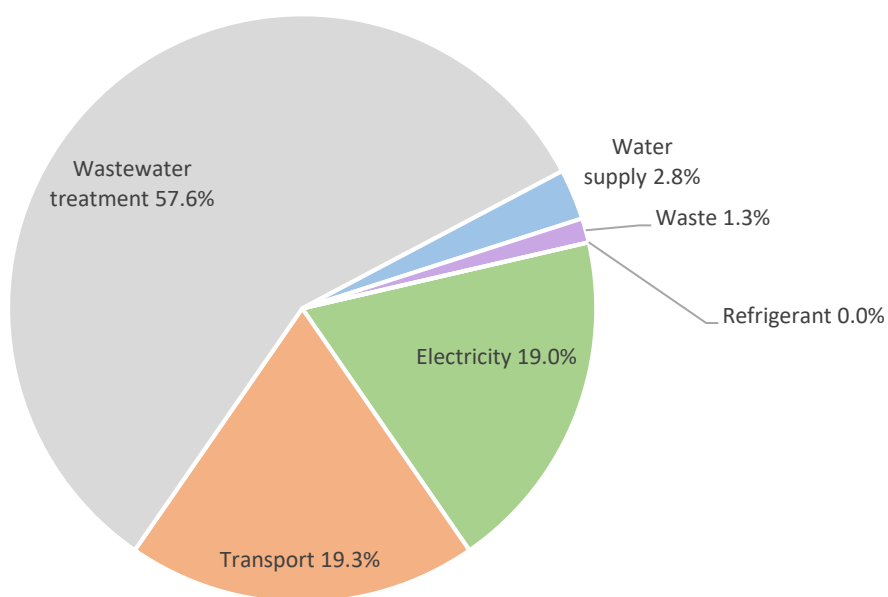


Figure 7: Gross emissions by source (%)

6.4 Emissions from biologically sequestered carbon

Carterton District Council owns a 350-ha forest in the Tararua Range which contains a net stocked area of 262.7 ha. The forest is classified as pre-1990 forest land, and consists mainly of Radiata Pine, with smaller areas of Manuka and cypress:

- Planted forest:
 - Radiata Pine – growth: 212.2 ha
 - Radiata Pine – old: 22.9 ha
 - Cypress – growth: 1.6 ha
- Natural forest (26 ha Manuka):
 - Regenerating – 16%
 - Tall – 84%

There was no harvesting in 2018.

		Units	t CO ₂ e	t CO ₂	t CH ₄	t N ₂ O
Planted forest	Growth	213.8 ha	-7,227.94	-7,227.94	n/a	n/a
Natural forest	Regenerating	4.2 ha	-21.41	-21.41	n/a	n/a
	Tall	21.8 ha	0	0	n/a	n/a
Harvest emissions	Planted forest	0 ha	0	0	n/a	n/a
	Native forest	0 ha	0	0	n/a	n/a
TOTAL			-7,249.34	-7,249.34	n/a	n/a

Table 9: Total CO₂ sequestered and emitted by forestry in 2018

7 Liabilities

7.1 GHG stocks held

HFCs, PFCs and SF₆ represent GHGs with high global warming potentials. Their accidental release could result in a large increase in emissions for the reporting period. Therefore, any GHG stocks are included in the greenhouse gas emissions inventory to identify significant liabilities and implement procedures for minimising the risk of their accidental release.

HFCs, PFCs and SF₆ represent GHGs with high global warming potentials. Their accidental release could result in a large increase in emissions for that year, and therefore the stock holdings are reported in this inventory (Table 10: HFCs, PFCs and SF₆ held by CDC).

Source	Amount held – January 2018	Amount held – December 2018	Potential liability
R410-A	39.1 kg	39.1 kg	81.6 tCO ₂ e
R32	1.27 kg	1.27 kg	0.9 tCO ₂ e
TOTAL			82.5 tCO₂e

Table 10: HFCs, PFCs and SF₆ held by CDC

7.2 Land-use change

Organisations that own land subject to land-use change may achieve sequestration of carbon dioxide through a change in the carbon stock on that land. If a sequestration is claimed, this also represents a liability in future years should fire, flood or other management activities release the stored carbon.

Land-use change has been included in this inventory. CDC owns a 213.8 ha of growing planted forest (mainly Radiata pine), 22.9 ha of old planted forest (Radiata pine) and 26 ha of natural forest (Manuka). The potential liability of the land-use change is 246,126.3 tCO₂e.

	t CO ₂ e	t CO ₂	t CH ₄	t N ₂ O
Carbon emission (deforestation) – Planted forest	224,061.4	224,061.4	n/a	n/a
Carbon emission (deforestation) – Native forest	22,064.9	22,064.9	n/a	n/a
TOTAL	246,126.3	246,126.3	n/a	n/a

Table 11: Potential liability of the land-use change

8 Methodology and references

8.1 Methodology

To do the greenhouse gas inventory, Carterton District Council used the Interactive Workbook made by the Ministry for Environment.

It is possible to download it here: <https://www.mfe.govt.nz/consultation/interactive-workbook-download>

We simply had to input our activity data (such as litres of fuel used, or kWh consumed) in this workbook to measure our greenhouse gas emissions.

8.2 References

Measuring Emissions: A guide for Organisations – MfE, 2019

The Greenhouse Gas Protocol: A corporate accounting and reporting standard – World Business Council for Sustainable Development and World resources Institute, 2004 (revised)

ISO14064-1:2018. Greenhouse gases – Part 1: Specification with guidance at the organisation level for quantification and reporting of greenhouse gas emissions and removals – International Organization for Standardization, 2018 (revised)

Disclaimer:

The information in this greenhouse gas inventory is true and complete to the best of our knowledge. The calculation method used (MfE workbook and MfE factors), the inclusions and exclusions of this inventory may be different from other inventories and can explain the differences. The author and publisher disclaim any liability in connection with the use of this information.