GREENHOUSE GAS INVENTORY

SOUTH WAIRARAPA DISTRICT COUNCIL - 2021



Contents

1		Sum	mary	¹	2
2		Intro	oduct	ion	7
3		Orga	anisa	tion Description	7
4		Inve	ntory	boundaries	8
	4.	1	Orga	anisational boundaries	8
		4.1.2	1	Organisational boundaries included for this reporting period	8
		4.1.2	2	Organisational business units excluded from inventory	9
	4.	2	Rep	orting boundaries	9
		4.2.2	1	GHG emission sources inclusions	9
		4.2.2	2	GHG emission source exclusions	10
5		Data	colle	ection and uncertainties	10
6		GHG	emi	ssion calculations and results	12
	6.	1	Evol	ution of the GHG emissions	12
		6.1.3	1	Base year	12
		6.1.2	2	Evolution of the GHG emissions and significant emissions changes	12
		6.1.3	3	Evolution of the biogenic methane emissions	14
	6.	2	Emis	ssions for all seven GHGs	16
	6.	3	Gros	ss emissions by scope, business unit and source	17
	6.	4	Emis	ssions from biologically sequestered carbon	20
7		Liab	ilities		21
	7.	1	GHG	stocks held	21
	7.	2	Land	l-use change	21
8		Met	hodo	logy and references	22
	8.	1	Met	hodology	22
	8.	2	Refe	rences	22

1 Summary

Note #1: Emission factors (EF) released by MfE are used in the greenhouse gas inventory.

Note #2: The district was in lock down level 3 and 4 between the 23rd of March 2020 and 14th May 2020 and between the 17th of August 2021 and the 7th September 2021 due to Covid-19 pandemic.

	Scope	t Co ₂ e - 2018	t Co ₂ e - 2019	t Co₂e - 2020	t Co ₂ e - 2021
CORPORATE SERVICES		31.98	41.01	29.35	28.15
Electricity	Scope 2	5.32	4.75	5.48	5.53
T&D losses ¹	Scope 3	0.40	0.41	0.47	0.50
Transport - Diesel	Scope 1	7.35	12.87	9.82	8.72
Transport - Petrol	Scope 1	16.55	18.66	13.04	11.92
Transport - Flights	Scope 3	1.93	3.78	0	0.81
Waste Uncertainty: +/- 40%	Scope 3	0.43	0.55	0.55	0.67
Refrigerant	Scope 1	0.00	0.00	0.00	0.00
COMMUNITY SERVICES		46.11	51.06	58.31	63.99
Electricity	Scope 2	42.87	47.03	53.63	57.47
T&D losses	Scope 3	3.25	4.03	4.60	5.22
Transport - Diesel	Scope 1	0.00	0.00	0.00	0.00
Transport - Petrol	Scope 1	0.00	0.00	0.08	1.30
Refrigerant	Scope 1	0.00	0.00	0.00	0.00
OPERATIONS		53.66	44.99	35.82	39.87
Electricity - Other	Scope 2	0.32	0.33	2.04	0.21
Electricity - Streetlights	Scope 2	29.59	23.27	22.77	25.20
T&D losses	Scope 3	2.27	2.02	2.13	2.31
Transport - Diesel	Scope 1	7.64	6.23	1.48	0.00
Transport - Petrol	Scope 1	13.85	13.14	7.40	12.15

¹ Transport and Distribution

WATER		1,801.57	1,832.17	1,881.76	1,529.36
Water supply	Scope 1	46.04	46.05	52.04	54,47
Wastewater treatment	Scope 1	1,731.81	1,767.71	1,798.72	1,441.46
Electricity	Scope 2	22.06	16.96	28.56	30.65
T&D losses	Scope 3	1.67	1.45	2.45	2.78
PARKS AND RESERVES		4.01	5.38	4.89	3.18
Electricity	Scope 2	1.25	1.77	1.24	1.39
T&D losses	Scope 3	0.09	0.15	0.11	0.13
Transport - Diesel	Scope 1	0.00	0.00	0.00	0.00
Transport - Petrol	Scope 1	2.67	3.46	3.54	1.66
REGULATORY		12.91	12.72	13.56	14.28
Transport - Diesel	Scope 1	11.48	11.58	11.71	13.37
Transport - Petrol	Scope 1	1.43	1.15	1.86	0.91
GROSS EMISSIONS		1,950.25	1,987.35	2,023.69	1,678.83

Table 1: Emissions by business units

	t Co₂e - 2018	t Co₂e - 2019	t Co₂e - 2020	t Co₂e - 2021
Scope 1	1,838.82	1,880.84	1,899.67	1,545.96
Scope 2	101.40	94.11	113.72	120.46
Scope 3	10.04	12.40	10.30	12.42
GROSS EMISSIONS	1,950.25	1,987.35	2,023.69	1,678.83

Table 2: Emissions by scopes

	t Co₂e - 2018	t Co₂e - 2019	t Co₂e - 2020	t Co₂e - 2021
ELECTRICITY	109.08	102.18	123.47	131.40
Streetlights	29.59	23.27	22.77	25.20
Wastewater	22.06	16.96	28.56	30.65
Other	49.75	53.88	62.39	64.61
T&D losses	7.68	8.07	9.75	10.94
TRANSPORT	62.90	70.86	48.92	50.83
Petrol	34.50	36.40	25.92	27.93
Diesel	26.47	30.68	23.00	22.10
Flights	1.93	3.78	0	0.81
WASTEWATER	1,731.81	1,767.71	1,798.72	1,441.46
WATER SUPPLY	46.04	46.05	52.04	54.47
WASTE	0.43	0.55	0.55	0.67
REFRIGERANT	0.00	0.00	0.00	0.00
GROSS EMISSIONS	1,950.25	1,987.35	2,023.69	1,678.83

Table 3: Emissions by sources

	t Co₂e - 2018	t Co₂e - 2019	t Co₂e - 2020	t Co₂e - 2021
GROSS EMISSIONS	1,950.25	1,987.35	2,023.69	1,678.83
Forestry (removals)	-2,532.29	-2,428.44	-2,330.06	-2,461.43
Forestry (harvest emissions)	4,950.74	2,262.39	2,754.62	0
TOTAL	2,418.46	-166.05	424.56	-2,461.43
NET EMISSIONS	4,368.70	1,821.30	2,448.26	-782.60

Table 4: Forestry

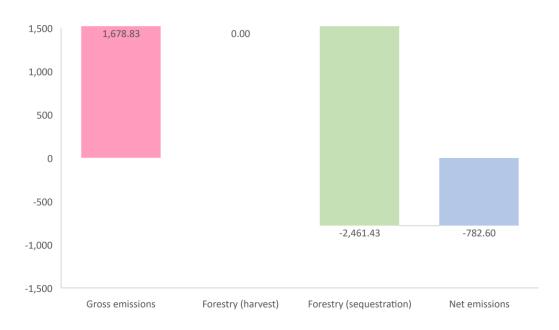


Figure 1: Gross versus Net emissions including forestry (tCO₂e)

	2018	2019	2020	2021
Gross emissions per FTE (t CO₂e) 2018: 45 FTE 2019: 52 FTE 2020: 55 FTE 2021: 59 FTE	43.34	38.22	36.79	28.45
Gross emissions per capita (kg CO₂e) 2018: 10,920 2019: 11,100 2020: 11,245 2021: 11,318	178.59	179.04	179.96	148.33

Table 5: Emissions per FTE and per head of population

2 Introduction

This report is the annual greenhouse gas (GHG) emissions² inventory report for South Wairarapa 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*³.

3 Organisation Description

South Wairarapa District Council (SWDC) is the territorial authority for the South Wairarapa District. SWDC is located in the heart of the Wairarapa. The 30th of June 2021, SWDC employed 59 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.

² Throughout this document 'emissions' means GHG emissions.

³ 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 2021 to December 2021.

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 2: Organisational structure bellow.

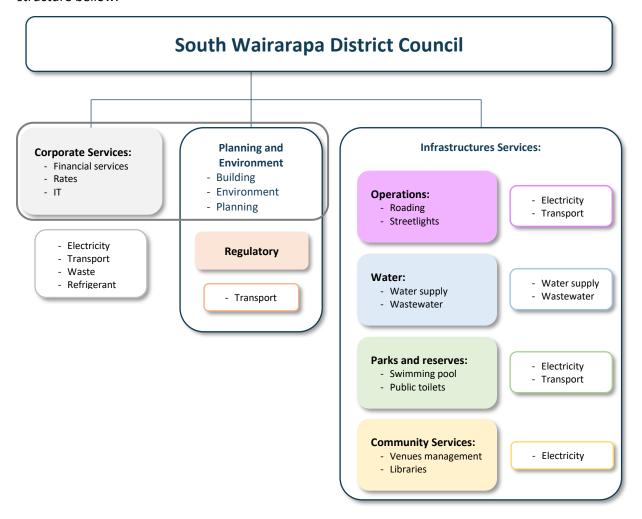


Figure 2: Organisational structure and emission sources

Planning and environment service share the same building as Corporate services. Therefore, it has been aggregated under the same business unit "Corporate services". However, because the Regulatory service has dedicated vehicles, it was possible to create its own business unit.

The operational control of the water services has been transferred to Wellington Water in October 2019. However, to stay consistent with the previous greenhouse gas inventories, it is still included in this inventory.

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	•		Outside of SWDC operational control Contractor: Earth Care
Operations - Roading	Emissions from road maintenance	Scope 3	Outside of SWDC 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, 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
 - Transport Diesel
 - Transport Petrol
 - Refrigerant
- Operations:
 - Electricity Other
 - Electricity Streetlights
 - Transport and distribution losses
 - Transport Diesel
 - Transport Petrol

- Water:
 - Water supply
 - Wastewater treatment
 - o Electricity used for wastewater treatment
 - Transport and distribution losses
- Parks and reserves:
 - Electricity
 - Transport and distribution losses
 - Transport Diesel
 - Transport Petrol
- 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 2020 *Measuring Emissions: A Guide for Organisations*.

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

Business Unit	GHG emission source	Scope	Data source	Data collection unit	Uncertainty (description)	
	Electricity - other	Scope 2				
	Electricity - Streetlights	Scope 2	Electricity company	kWh	Low It is assumed that the meter readings were done correctly	
Operations	Transport and distribution losses	Scope 3	Company		it is assumed that the meter readings were done correctly	
	Transport - Diesel	Scope 1	Fuel		Low	
	Transport - Petrol	Scope 1	company	L	It is assumed that the supplier reports are complete and accurate	
	Water supply	Scope 1	Council officer	m³	Low It is assumed that the data source is an appropriate representation of activities	
Water	Wastewater treatment	Scope 1	Council officer	DBO Nitrogen	Low It is assumed that the data source is an appropriate representation of activities	
	Electricity - WWTP	Scope 2	Flootricity	kWh	Low	
	Transport and distribution losses	Scope 3	Electricity company		It is assumed that the meter readings were done correctly	
	Electricity	Scope 2	Electricity	∣ k\//h	Low	
Parks and	Transport and distribution losses	Scope 3	company		It is assumed that the meter readings were done correctly	
reserves	Transport - Diesel	Scope 1	Fuel		Low	
	Transport - Petrol	Scope 1	company	L	It is assumed that the supplier reports are complete and accurate	
	Transport - Diesel	Scope 1	Fuel		Low	
Regulatory	Transport - Petrol	Scope 1	company	L	It is assumed that the supplier reports are complete and accurate	

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 South Wairarapa District Council was made in 2018 (January to December). It set up the baseline.

6.1.2 Evolution of the GHG emissions and significant emissions changes

Note #1: Emission factors (EF) released by MfE are used in the greenhouse gas inventory.

Note #2: The district was in lock down level 3 and 4 between the 23rd of March 2020 and 14th May 2020 and between the 17th of August 2021 and the 7th September 2021 due to Covid-19 pandemic.

The gross emissions decreased by almost 14 % between 2018 and 2021.

The emissions from the business units *Community Services* and *Regulatory* increased by 39% and 11% respectively. The emissions from the business units *Operation, Parks and reserves, 3-Waters* and *Corporate Services* decreased by 26%, 21%, 15% and 12% respectively.

The scope 1 decreased (16%) and scopes 2 and 3 increased (19% and 24% respectively).

The emissions from *Electricity* and *Water supply* increased (+20% and +18%) while the emissions coming from *Transport* and *Wastewater* decreased (19% and 17% respectively).

Gross emissions per FTE and per capita respectively reduced by 34% and 17%.

Net emissions reduced a lot (-118%) due to no harvest emissions in 2021. However, carbon sequestration decreased (-3%) due to lower surface in forestry in 2021 compared to 2018.

	Evolution 2018 - 2021
Corporate Services	-11.98%
Community Services	+38.77%
Operations	-25.70%
3-Waters	-15.11%
Parks and Reserves	-20.79%
Regulatory	+10.62%
GROSS EMISSIONS	-13.92%

Table 8: Changes for the emissions by business units since 2018

		Evolution 2018 - 2021
Scope 1		-15.93%
Scope 2		+18.80%
Scope 3		+23.74%
	GROSS EMISSIONS	-13.92%

Table 9: Changes for the emissions by scopes since 2018

	Evolution 2018 - 2021
Electricity	+20.47%
Transport	-19.19%
Wastewater	-16.77%
Water supply	+18.32%
Waste	+56.06%
Refrigerant	0%
GROSS EN	AISSIONS -13.92%

Table 10: Changes for the emissions by sources since 2018

	Evolution 2018 - 2021
Gross emissions per FTE	-34.34%
Gross emissions per capita	-16.94%

Table 11: Changes for the emissions per FTE and per capita since 2018

	Evolution 2018 - 2021
GROSS EMISSIONS	-13.92%
Sequestration (forest)	-2.80%
Harvest emissions	-100%
TOTAL	-201.78%
NET EMISSIONS	-117.91%

Table 12: Changes for the net emissions since 2018

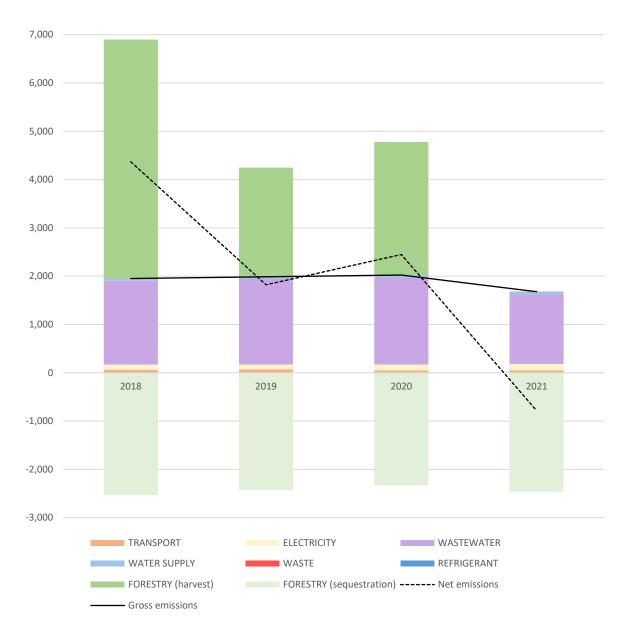


Figure 3: Annual emissions showing gross and net emissions (including forestry) since 2018

6.1.3 Evolution of the biogenic methane emissions

	2018	2019	2020	2021	Evolution 2018 - 2020
Waste	0.43	0.55	0.55	0.67	+56.06%
Wastewater	1,429.80	1,459.47	1,485.10	1,213.33	-15.14%
Total	1,430.23	1,460.02	1,485.65	1,214.00	-15.12%

Table 13: Biogenic methane emissions (tCH₄)

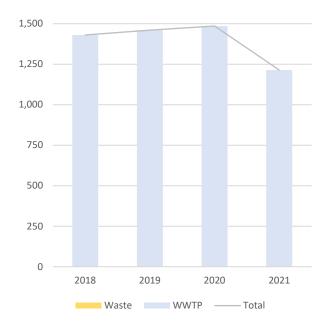


Figure 4: Biogenic methane emissions since 2018

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

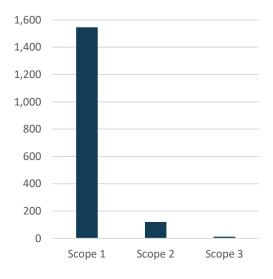
	2018	2019	2020	2021
t CO₂ e	1,950.25	1,987.35	2,023.69	1,678.83
t CO ₂	208.90	210.75	215.63	229.96
t CH₄	1,437.63	1,466.46	1,493.03	1,219.94
t N₂O	303.72	310.14	315.04	229.70
t HFCs	0	0	0	0
t PFCs	0	0	0	0
t SF ₆	0	0	0	0
t NF ₃	0	0	0	0

Table 14: Emissions for all seven GHGs

6.3 Gross emissions by scope, business unit and source

GHG emissions for South Wairarapa District Council for 2021 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.



Scope 2 7.2% Scope 1 92.1%

Figure 5: Gross emissions by scope (tCO₂e)

Figure 6: Gross emissions by scope (%)

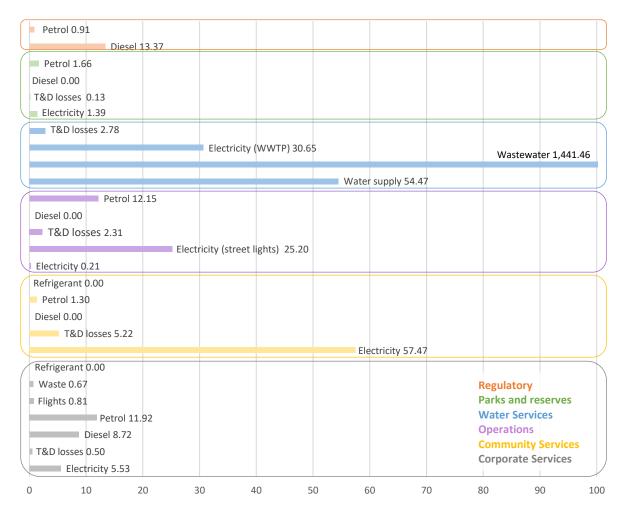


Figure 7: Gross emissions by business unit (tCO2e)

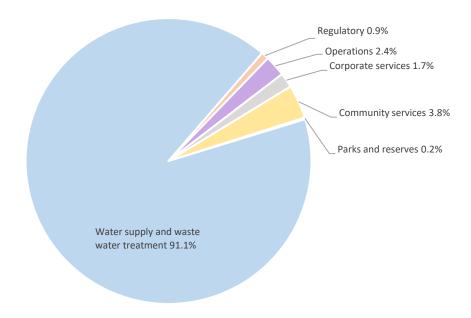


Figure 8: Gross emissions by business unit (%)

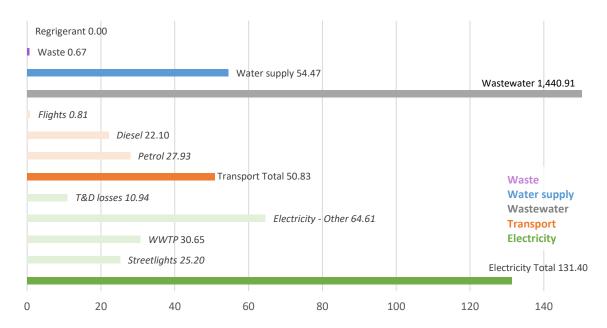


Figure 9: Gross emissions by source (tCO2e)

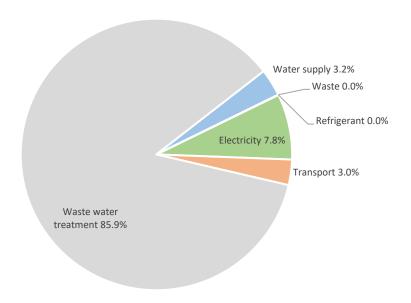


Figure 10: Gross emissions by source (tCO2e)

6.4 Emissions from biologically sequestered carbon

The following data can be found in a report made by Woodnet (now Forest 360) in 2014. This report makes a list of the forests owned by SWDC. For this greenhouse gas inventory, the only stands considered are the ones owned by SWDC.

In 2021, South Wairarapa District Council owned 76.75 ha of forest, mainly in road reserves but also in the Martinborough Golf.

Planted forest: 68.87 ha

Native: 7.88 ha

No deforestation happened in 2021. Over 3 ha were planted at Lake Ferry and at the Martinborough Golf Course.

		Units	t CO₂e	t CO ₂	t CH ₄	t N₂O
Planted forest Sequestration	Growth	68.87 ha	-2,449.09	-2,449.09	n/a	n/a
Natural forest Sequestration	Regenerating	7.88 ha	-12.35	-12.35	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	-2,461.43	-2,461.43	n/a	n/a

Table 15: Total CO₂ sequestered and emitted by forestry in 2021

7 Liabilities

7.1 GHG stocks held

HFCs, PFCs and SF_6 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 SF_6 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 16: HFCs, PFCs and SF6 held by).

Source	Amount held – January 2021	Amount held – December 2021	Potential liability
R410-A	37.6 kg	37.6 kg	78.49 tCO₂e
R32	2.61 kg	2.61 kg	1.76 tCO₂e
TOTAL			80.25 tCO₂e

Table 16: HFCs, PFCs and SF₆ held by SWDC

Because of the difficulty to reach the cooling units, the data doesn't include:

- The units from the main office 19 Kitchener Street, Martinborough,
- The unit at the building team's office in Greytown.

This units will be included as soon as possible.

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. SWDC owns 76.75 ha of forest (68.87 ha of planted forest and 7.88 ha of native forest). The potential liability of the land-use change is 71,863.02 tCO₂e.

	t CO₂e	t CO ₂	t CH ₄	t N₂O
Carbon emission (deforestation) – Planted forest	70,749.19	70,749.19	n/a	n/a
Carbon emission (deforestation) – Native forest	1,113.84	1,113.84	n/a	n/a
TOTAL	71,863.02	71,863.02	n/a	n/a

Table 17: Potential liability of the land-use change

8 Methodology and references

8.1 Methodology

The greenhouse gas inventory method used by South Wairarapa District Council is based on the following guides:

- National guidance:
 - o Measuring Emissions: A guide for Organisations MfE (2019, 2020, 2022)
 - \circ Carbon accounting guidelines for wastewater treatment: CH₄ and N₂O Water New Zealand
- International guidance:
 - o The Greenhouse Gas Protocol
 - o ISO14064-1:2018

More information here (MfE guidance) and here. (Water NZ guidance).

8.2 References

Measuring Emissions: A guide for Organisations – MfE, 2019, 2020, 2022

Carbon accounting guidelines for wastewater treatment: CH₄ and N₂O − Water New Zealand

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.