



The Government has committed to moving towards a carbon neutral public service.

Te Puni Kōkiri is one of the 28 stage two core public service agencies that will be on the path to carbon neutrality by the year 2012.

Reducing emissions is an important step in the context of carbon neutrality. Having measured the emissions, it is necessary to undertake reduction activities that will reduce emissions as much as practical and cost effective. The remaining emissions will then be offset to make the core public service carbon neutral.

The role of the reduction plan is to identify and record opportunities and initiatives that help to reduce emissions.

## Organisational Overview

### *The role of Te Puni Kōkiri*

Te Puni Kōkiri exists to help achieve the government's vision for New Zealand, as it applies to Māori.

Our principal duties under the Māori Development Act 1991 are to monitor and liaise with government agencies to raise the achievements of Māori in key social development areas. To achieve this we focus predominantly on leading and influencing government policy as it pertains to Māori, assisting the government to manage its relationships with Māori organisations, and partnering Māori initiative with investments, purchases, and facilitation and brokerage of other services to Māori. Despite our funding and purchasing role, we remain essentially a policy ministry, and what we learn about Māori development through our investments and relationships lends a unique credibility to our policy advice.

As well as complying with general legislation Te Puni Kōkiri is responsible for administering 29 Acts of Parliament and 30 statutory regulations. This administrative role includes responsibility for: monitoring compliance, reviewing the legislation, and enacting required amendments.

Besides the Head Office based in Wellington, Te Puni Kōkiri maintains a strong network of ten regional offices that provide for close and interactive connections with Māori. It also enables Te Puni Kōkiri to carry out its leadership function of advising on relationships between the Crown, iwi, hapū, whānau, and Māori.

Te Puni Kōkiri employ approx 326 staff; consisting of 285 full-time employees, 3 on secondment, and 38 full-time equivalents. Te Puni Kōkiri are located in 18 different towns/cities within New Zealand with only 1 building in each location.

In addition, 47 permanent and 10 full-time equivalent employees work for the Māori Trustee in Wellington and within 5 regional offices. The Māori Trustee (as established by The Māori Trustee Act 1953) exists:

- to protect and enhance the interests of Māori clients and their resources; to manage the adverse effects of fragmented and multiple ownership of Māori land; and to provide fair, proper and prudent administration and management of clients' assets within the principles and obligations of trusteeship and agency.

Te Puni Kōkiri has a vehicle fleet of 124 vehicles mainly 2.0- 2.4 litre sedans.



## Te Puni Kōkiri Current Position

The table below is the total Te Puni Kōkiri emissions from the 2006/07 financial year

Type of emission	Tonnes CO <sub>2</sub> -e*
Direct (Scope 1) emissions	
Petrol use	650.18485234
Diesel use	18.34794214
LPG use	
Natural gas in owned buildings and leased buildings where the agency is the sole tenant	0.139757681
Coal use	
<b>Total Direct (Scope 1) Emissions</b>	<b>668.672552161</b>
<b>Indirect (Scope 2) Emissions</b>	
All purchased electricity in owned buildings and leased buildings where the agency is the sole tenant	241.4197506
Purchased electricity for lighting and utility/appliance power in leased space where the agency is not the sole tenant	101.6096358
<b>Total Indirect (Scope 2) Emissions</b>	<b>343.0293864</b>
<b>Indirect (Scope 3) Emissions</b>	
Transmission and distribution line losses for all purchased electricity	36.2551384
Air travel	348.4387300
Business travel in Rental cars / taxis	41.4513267
Waste to landfill	8.8272000
<b>Total Indirect (Scope 3) Emissions</b>	<b>434.97233951</b>
<b>Total Emissions</b>	<b>1,446.67427752</b>

Te Puni Kōkiri will mainly focus on reducing our scope 1 emissions as we have direct control of this.

## Supporting Policies, Plans and Resources

### Action Plan

This year, the programme is assuming greater importance across Government, and will require active involvement from all staff for these initiatives. The following recent announcements and directions have been issued and incorporated into the Action Plan:

- Fleet vehicle audit
- Review procurement policy to reflect Te Puni Kōkiri and the governments requirement to reduce carbon emissions

## Energy

Energy is responsible for 23.71% of Te Puni Kōkiri greenhouse gas emissions.

### Initiatives already undertaken:

- Replacing where possible light bulbs with more efficient energy efficient bulbs
- In Head Office in conjunction with our landlord we are conducting an energy audit of the building.”



**Actions listed below aim to:**

- The energy audit is aiming to identify opportunities to further reduce the energy usage of the building and with the aim of gaining a greener rating for the landlord.

Action	Responsibility	Timeframes	Measure of Success
Complete Head Office energy audit	Building Manager/landlord	By 31 May 2008	<ul style="list-style-type: none"> <li>• Audit completed and recommendations made.</li> <li>• Recommendations to be implemented added to CNPS reduction plan</li> </ul>
Complete selected regional office energy audit	Building Manager	30 June 2009	<ul style="list-style-type: none"> <li>• Audit completed and recommendations made.</li> <li>• Recommendations to be implemented added to CNPS reduction plan</li> </ul>

**Transport**

Transport is responsible for 73% of our organisation's greenhouse gas emissions.

**Initiatives already undertaken:**

- Reviewed vehicle policy with the aim that all operational vehicles in the future will be diesel.
- Reviewed usage of vehicles and the number within Te Puni Kōkiri
- Introduced video-conferencing facilities to reduce travel between offices
- Review air travel within Te Puni Kōkiri

**Actions listed below aim to:**

- Reduce emissions with the introduction of the diesel vehicle in Te Puni Kōkiri fleet
- Reduce the number of litres by reducing kilometres travelled and the number of vehicles within the fleet
- Aim to reduce the air travel by 4%

Action	Responsibility	Timeframes	Measure of Success
Undertake the travel planning process	Deputy Secretary Support Services	By 2010	<ul style="list-style-type: none"> <li>• Plan introduced to reduce kilometres travelled by 15 %.</li> <li>• Relevant actions have been included in CNPS reduction plan.</li> </ul>
Under take a further Vehicle audit	Property Manager	30 June 2008	<ul style="list-style-type: none"> <li>• Efficient vehicle fleet that meets the needs of Te Puni Kōkiri</li> </ul>
Transition entire vehicle fleet to diesel or alternative	Property Manager	By 2009	<ul style="list-style-type: none"> <li>• Reduce CO2 emissions resulting from fleet vehicles by 10%</li> </ul>

Note – the employee commute is not included in the Carbon Neutral Public Service reduction plans as it is outside scope. Agencies will be required to address the employee commute through their Govt3 action plans.

**Waste to Landfill**

Te Puni Kōkiri waste to landfill accounts for only 0.6 % of our organisation's greenhouse gas emissions.

**Initiatives already undertaken:**

- Introduced and completed waste recycle programme within Head Office
- Limited recycle programme within our regional offices



**Actions listed below aim to:**

- Continue to reduce overall waste produced that is transferred to landfill

Action	Responsibility	Timeframes	Measure of Success
Continue Waste audits	Property Officer	annually	<ul style="list-style-type: none"><li>• Further reduction of landfill waste produced</li></ul>
In conjunction with MfE and other agencies with regional offices investigate regional waste reduction initiatives and service options (where regional infrastructure is available)	Property Officer	2009	<ul style="list-style-type: none"><li>• Further reduction of landfill waste produced</li></ul>
Review supplier contracts	Deputy Secretary Support Services	30 June 2009	Further reduction of landfill waste produced and ensure supplier recycle packaging

**Review of plan**

This plan is due to be reviewed on 15 July 2008.

**Approval**

This plan has been approved by:

**Signed**



**Position**

Chief Executive

**Date**

28 February 2008



