



Ministry for the  
**Environment**  
*Manatū Mo Te Taiao*



DEPARTMENT OF  
**CORRECTIONS**  
ARA POUTAMA AOTEAROA

## **Carbon Neutral Public Service Programme**

**Department of Corrections**

**Emission Reduction Plan**

**2007-2008**

# **Carbon Neutral Public Service (CNPS) Programme Reduction Plan for the Department of Corrections March 2008**

## **Introduction**

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

Department of Corrections is one of the 28 stage two<sup>1</sup> 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 be 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 Department's vision is to focus on our primary outcome of safer communities by protecting the public and reducing re-offending through people-performance-quality and as a result have the New Zealand public's trust and confidence.

The Department's kaupapa is Kotahi ano te kaupapa: ko te oranga o te iwi. (There is only one purpose (to our work): it is the wellness and well-being of the people).

The Department has 6,541 full time employees. It currently holds approximately 7600 prisoners in 20 prisons from Northland to Invercargill and is mandated by the Corrections Act 2004 to provide facilities that meet very strict standards. The Department runs a vehicle fleet of 1383.

The Department uses the financial control based approach to defining organisational boundaries. Due to the legally prescribed nature of the core public service, the application of either the control or equity approach is likely to have the same effect, as government agencies do not have subsidiaries, associate companies in the same manner that private sector companies have group structures, or complex lease arrangements.

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<sup>1</sup> Stage One agencies will lead the way in achieving carbon neutrality by the year 2012 and include Treasury, Department of Conservation, Inland Revenue Department, Ministry for the Environment, Ministry of Economic Development and Ministry of Health. Stage Two agencies will be on the path to carbon neutrality by 2012.

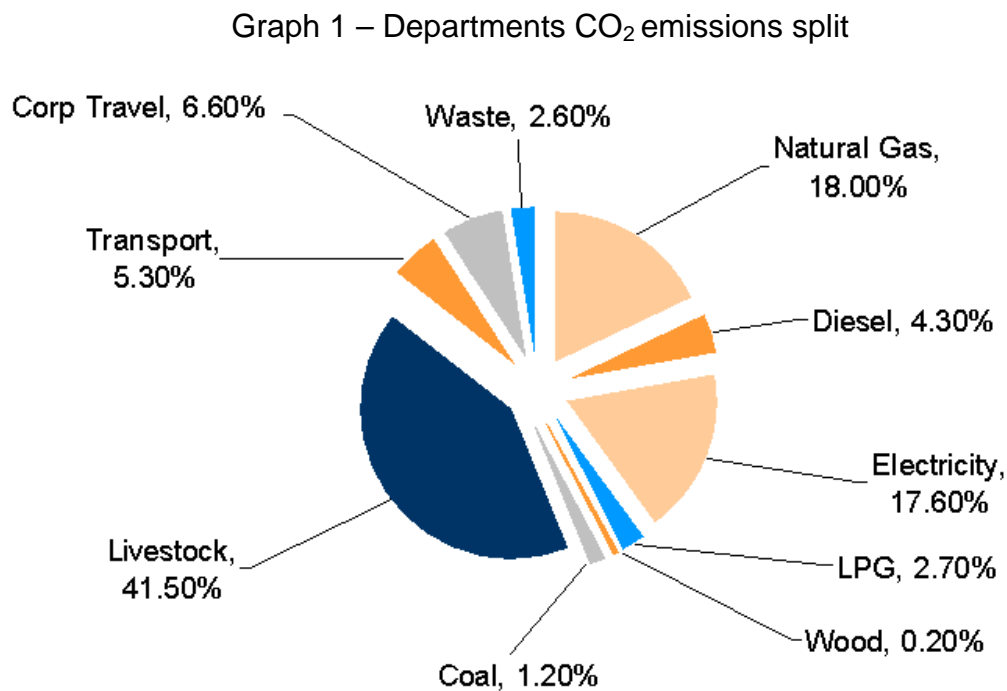
The organisational boundaries of an agency are defined by statute and for the purposes of the greenhouse gas (GHG) inventory include core agency activities only.

It is the responsibility of the Senior Management Team (SMT) to deliver the CNPS programme. The Chief Executive is the key sponsor within the Department.

## Department of Correction's Current Position

The first Emissions Inventory Report for the Department was completed for the year 1 July 2006 – 30 June 2007. Graph 1 shows the breakdown of emission sources. A key area for 2007-08 is to reduce carbon dioxide (CO<sub>2</sub>), a greenhouse gas, from waste to landfill at Head Office. The establishment of a recycling scheme will contribute toward this. A recycling scheme will promote sustainability and encourage positive behavioural change.

Corrections CNPS Carbon Emissions Inventory Results 2006-2007.  
Percentage of CO<sub>2</sub> (or equivalent) per annum by emission source



## Supporting Policies, Plans and Resources

The Department's Statement of Intent (SOI) 2007-08 outlines its commitment to being on the path to carbon neutrality by 2012. The Department's Sustainable Development Govt<sup>3</sup> Action Plan sets out initiatives for carbon neutrality, transport, energy and procurement. This plan guides the Department toward achieving its commitments in 2007-08

With reference to the specific areas of carbon neutrality, significant progress has been made in the way energy use is managed. The Department has won several awards for its achievements in this area:

- 2005: Ministry for the Environment (MfE) – Award for Overall Leadership in Operational Sustainability
- 2006: Energy Efficiency and Conservation Authority (EECA) Energywise – Public Sector Category Award for its Energy Saving Programme
- 2006: MfE – Award for Sustainable Improvement in Energy Efficiency
- 2007: MfE – Award for its Renewable Energy Programme

Energy Audits were completed across all sites and an Energy Manager was appointed late 2001. An Energy Strategy was developed and a series of initiatives implemented since 2002 to reduce energy use and emissions. The strategy is currently being reviewed to widen its scope and integrate it with other business groups. An Energy Design Brief was completed in 2003 and is included as a standard for tenders in construction work, larger extensions and refurbishments of facilities.

The Department is preparing a Travel Policy which will contribute towards achieving the target of reducing kilometres travelled by 15% and being on the path to carbon neutrality by 2012.

The SOI confirms the Department's commitment to a head office recycling scheme. A number of waste audits have also been carried out at prisons sites.

## Energy

Energy is responsible for 44% of the Departments green house gas emissions.

Below are some examples from different initiatives either underway or recently completed which include: lighting, hot water, optimised heating systems, Building Management Systems (BMS), monitoring and targeting, high efficiency boilers and glazing systems, solar water heating and building design.

- Lighting upgrade at Auckland Central Remand Prison which included the removal of two tubes from each cell and a lighting system upgrade in the entrance foyer.
- Upgrade of the main boiler at Wellington Prison which included replacing the diesel burner with a cleaner low cost fuel (natural gas).
- Upgrading hot water system/supply to Christchurch Laundry to improve/meet minimum hot water temperatures. This involved the installation of a back-up high efficiency boiler and a solar hot water System.
- Completed stage 1 investigation on the possibilities of setting up an in-house Corrections Inmate Employment (CIE) activity for production and component manufacture of solar hot water systems for the Department's use.
- A programme of fuel switching (to cleaner fuel) to reduce GHG emissions.
- Investigate wood waste to energy options, i.e. use this energy to dry timber.

Actions listed below aim to:

- Continue the success of energy efficiencies and cost savings

Action	Responsibility	Timeframes	Measure of Success
Review previous audits and prioritise sites for a level two energy audit.	Energy Manager	2008	<ul style="list-style-type: none"><li>• Review completed.</li></ul>
Complete level two energy audits at selected sites following review.	Energy Manager	2008	<ul style="list-style-type: none"><li>• Audit completed and recommendations made.</li></ul>

Action	Responsibility	Timeframes	Measure of Success
			<ul style="list-style-type: none"> <li>• Recommendations to be implemented.</li> </ul>
Revise the Energy Plan with a view to identifying specific initiatives to reduce carbon emissions.	Energy Manager	By June 2008	<ul style="list-style-type: none"> <li>• Initiatives identified and Energy Plan approved by SMT.</li> </ul>
Development of a solar water heating policy and strategy within the energy management strategy.	Energy Manager	2008	<ul style="list-style-type: none"> <li>• Complete national solar study to identify options.</li> <li>• Develop action plan to implementation options.</li> </ul>
Updating the Energy Design Brief to include what has been learned over the last three years and its expansion to include all aspects of energy such as supply, and on-site infrastructure to align with revised energy plan.	Energy Manager	2008-2009	<ul style="list-style-type: none"> <li>• Implement process to ensure energy design brief is reviewed annually.</li> </ul>

## Transport

Transport is responsible for 12% of the Department's carbon emissions.

Initiatives already undertaken:

- Fleet audit which took into account operating and fuel efficiency, allocation and utilisation, fuel types and size and life cycle costs.
- Purchase of more efficient, lower emission vehicles for Assets and Property Group.

Actions listed below aim to:

- Incorporate sustainability clauses and values into national Travel Policy.
- Deliver improved environmental and financial performance through the management of the vehicle fleet.
- Reduce kilometres travelled by 15%.

Action	Responsibility	Timeframes	Measure of Success
Develop National Travel Policy	National Procurement Team	June 2009	<ul style="list-style-type: none"><li>• Policy incorporates sustainability clauses and outlines commitment to reducing kilometres travelled.</li></ul>
Review efficiency and sustainability of the vehicle fleet	To be confirmed	June 2008	<ul style="list-style-type: none"><li>• Fleet Management function established.</li></ul>
		June 2009	<ul style="list-style-type: none"><li>• Implement recommendations in the Fleet Review.</li></ul>
Develop workplace travel plan	To be confirmed	End of 2010	<ul style="list-style-type: none"><li>• Travel Plan approved and initiatives implemented.</li></ul>

Note – Employee commute to work is not included in the CNPS Reduction Plans as it is outside of the scope. Agencies will be required to address this through their Govt<sup>3</sup> action plans.

## Waste to Landfill

Waste to landfill accounts for 2% of the Department's greenhouse gas emissions.

Initiatives already undertaken:

- Preliminary review of waste collection procedures at Head Office.

Actions listed below aim to:

- Reduce waste to landfill.
- Encourage positive behavioural change of staff at Head Office.
- Once waste reduction programme has been adopted at Head Office roll similar programme out for prison sites.

Action	Responsibility	Timeframes	Measure of Success
Design and implement Head Office recycling system.	Environment & Sustainability Adviser / Facilities Management	June 2008	<ul style="list-style-type: none"><li>• Recycling facilities in place.</li><li>• Waste to landfill reduced.</li></ul>

***Review of plan***

This plan is due to be reviewed when the 1<sup>st</sup> July 2007 – 30<sup>th</sup> June 2008 Emissions Inventory Report has been completed.

***Approval***

This plan has been approved by:

Signed 

Chief Executive, Department of Corrections

Date 2nd April 2008