

Introduction

APR Consultants Limited is proud to present its 2013 sustainability report. The report covers the period between January and December 2013. This is the company's second report with the first one produced in 2007. We are committed to sustainability and encourage other businesses to adopt the ethic through our extensive support of the Rotorua Sustainable Charter Incorporated¹.

About Us

For more than 30 years APR Consultants has built a reliable reputation providing strategic advice for private and public sector organisations. Our specialist areas include²:

- Strategic and environmental planning
- Business and economic development
- Social and market research
- Planning for Sustainability



The APR Team winning the 2012 Westpac Rotorua Business Excellence Award for Social Responsibility

Our Key Social/Environmental Impacts

Like any business operating in the community we have a responsibility to being a 'good corporate citizen' and support the community in which we operate. As consultants our main 'product' is knowledge which is communicated to clients through a large number of reports we prepare annually. Our client relationships and associated projects require that we travel to many New Zealand destinations as well as hosting meetings and workshops at our offices. The tools of our trade are primarily IT related and we operate in a building with climate control systems. Lighting is a very small contributor to our electricity consumption. Like every business we purchase products and services that have the potential to generate both social impacts (e.g. products made with child labour) and environmental impacts (e.g. products that are difficult to divert from landfill). The above means that key social and environmental issues we need to address, in order of importance, include:



1. Our relationship with the community in which we operate.
2. Fuel consumption resulting in direct CO₂ emissions associated with business travel (e.g. sales calls and site visits) and staff commuting.
3. Electricity consumption resulting in indirect CO₂ emissions associated our building's HVAC³ system, IT equipment and to a lesser degree, lighting.
4. Paper consumption resulting in indirect CO₂ emissions associated with the consumed paper's embodied energy.
5. The indirect social and environmental impacts of products and services we procure including their embodied energy and associated indirect CO₂ emissions.
6. Solid waste we send to the municipal landfill resulting in indirect CO₂ emissions associated with operating a municipal solid waste management system.

¹ Visit www.sustainableNZ.com

² Visit www.aprconsultants.co.nz for a more detailed profile of our company

³ Heating Ventilation Air Conditioning

What We Do About It

Our relationship with the local community



- We contribute both cash and in-kind support to community organisations on an annual basis especially to the Rotorua Sustainable Charter Incorporated. Management encourages and supports staff undertaking community work, including allowing staff to work flexible hours to accommodate voluntary work.

Fuel consumption:

- Our company vehicle is a hybrid Toyota Prius.
- We have a company policy that requires consideration of teleconferencing and similar technologies over travel.
- Our offices have a shower facility for staff cycling to work.



Electricity consumption:

- Building HVAC system – we maintain indoor air temperature and humidity at optimal levels as per Central Health and Safety Guidelines and ensure the HVAC system is off when not required.
 - IT equipment – we have a policy that requires all IT equipment to be turned off at the end of the day and for computers to be turned off if they are not likely to be used for more than two consecutive hours. Our purchasing policy requires that energy efficiency be considered when purchasing IT equipment.
 - Lighting – natural light is available for all employees and all lighting is provided by fluorescent luminaries.



Paper consumption:

- Reports are printed double sided and all computers are set to double-sided printing as a default setting. We only use 100% recycled paper⁴.



Procurement:

- We choose suppliers that:
 - Explicitly outline their sustainability policies.
 - Show an interest in improving APR Consultants' sustainability performance.
 - Offer specific sustainable products and/or services.
 - Provide Environmental Choice or other recognised environmentally certified products.



Solid waste:

- We recycle all recyclable materials and send food waste to a pig farmer. confidential documents need destroying these are shredded and the shredded paper recycled.



When

⁴ Lifecycle assessments show that office paper made from 100% post-consumer resources has significantly less embodied energy than paper made from virgin raw materials.

Sustainability Metrics - January/December 2013

Unfortunately we cannot measure important metrics associated with electricity consumption and its associated indirect carbon emissions due to our building's aggregated electrical supply system. However, we can measure five other important metrics. These metrics and their values for January/December 2013 are:



Value of professional time contributed to Rotorua Sustainable Charter⁵ = \$23,895



The company vehicle's average fuel consumption in litres per 100km = 5



Quantity of paper reams used = 209



Number of our suppliers participating in an independent sustainability assessment programme = 5



Number of council rubbish bags we sent to landfill⁶ = 37

⁵ APR is contracted to provide services to the Charter which we provide at \$65 an hour, \$55 an hour below our commercial rate (i.e. \$120 an hour). In 2013 we were paid for 225 hours which means we donated 225 hours at \$55 an hour or a total of \$12,375. In 2013 we also contributed on average 2 hours a week free of charge (i.e. \$240 a week multiplied by 48 weeks = 11,520). The total contribution is therefore \$12,375 + \$11,520 = \$23,895.

⁶ Rubbish is sent to landfill in official council rubbish bags. The official council rubbish bags are 12cm deep by 38cm wide by 88cm high which gives a rough volume of 40 cubic litres per bag.