



Vale
of White Horse




Saving thou£ands

*How Vale of White Horse businesses
saved over £600,000!*

*See inside how your business
can save thousands!*



**ENVIRONMENT
AGENCY**



You can begin saving money for your business right here

It's a fact. Reducing the environmental impact of your business will save you money! The companies featured in this brochure saved over £600,000 by taking simple steps and identified scope for saving a further £800,000! On average businesses lose 4.5%* of their turnover through avoidable waste!

Being more efficient in the use of raw materials saves you money. Monitoring the level of waste in your business will save you money. Looking carefully at the processes you use, whether you're in a service or a manufacturing business, will produce savings. And it isn't difficult, time-consuming or costly to do.

As partners with business, the Vale of White Horse is entirely committed to helping businesses in its region flourish and increase their profitability. Managing waste is one of the ways in which you can do this.

Promoting sustainable growth

The Council are committed to encouraging a sustainable social and economic environment for everyone in the region; helping businesses make efficiency gains is an important part of our job. The case histories in this publication show just how much can be achieved at either modest cost or no cost. As one of the participants in this brochure, Bertrand Faure, said, "You can't manage what you don't measure"! Plus, there is a range of consultancy help available to enable you to make real savings, here and now.

See how other businesses have saved money



Autotype Grove

Good for business - good for the community



Bertrand Faure Stanford in the Vale

Big savings put Bertrand Faure in the driving seat



Crown Cork and Seal Wantage

Savings are signed, sealed and delivered



Dow AgroSciences Letcombe Regis

Agro research is fertile ground for cost savings



Esso Research Centre Abingdon

Re-fuelling pays dividend for ESSO



Grant Thornton Botley

Consultants lead by example



Milton Park Abingdon

Making Milton Park a paradise for recyclers



Research Machines Milton Park

Research Machines finds way to cut costs



Vale of White Horse District Council Abingdon

White Horse reins in the costs



Wagon Automotive East Challow

Wagon on a roll as over £250,000 is saved

Homebase Botley

Improving the environment through waste minimisation



Where can I start saving?

How can I implement waste management in my business?



autotype

The company, founded in 1868, began life as a printing and publishing business. Now it is a leading manufacturer of coated films for printing and electronics applications.



Key Savings

- Increased profits by £1.5 million through reduced waste costs
- Plant efficiency increased
- Reduced environmental liability thanks to improved risk management
- 43% reduction in water consumption
- 'Green' image gives marketing boost

Autotype International – Wantage

Good for business – good for the community

Autotype International has gone to great lengths to reduce the impact its activities have on the environment and the local community. It has also made significant savings by reducing waste production and water consumption and by improving all-round efficiency.

Landfill disposal cut by a third

When it analysed the waste it was sending to landfill, the company found that 34% of it could be reduced or re-used if it was separated out. Now scrap metal, cardboard and damaged films are recycled. Suppliers have been persuaded to take back 350 tonnes of packaging a year.

Risk reduction

The company has invested £30,000 in emergency interceptor tanks to help prevent the possibility of spillage reaching a nearby brook. Such an event could have significant implications not just for the environment but also for the business - since fines and bad press could have ensued.

Water use falls

Vessels used in the manufacturing process used to be cleaned by being filled with 2,000 gallons of water and left to soak. A switch to a high pressure

jet stripper has cut the amount of water needed. Overall the firm has reduced its water consumption by 43%.



Solving the solvents problem

The company has been encouraging customers to buy its new more environmentally-friendly water-based products - manufacturing these products uses fewer organic solvents and has enabled the business to reduce solvent emissions by 48%. A total of 85 tonnes of organic solvent sludge is now sold for re-use in other applications rather than being sent for disposal.

The Bertrand Faure site at Stanford in the Vale, Faringdon, is one of the UK's leading car seat assembly plants.

Big savings put Bertrand Faure in the driving seat

An energy and materials efficiency drive at Bertrand Faure saved the company £178,000 in the first year. The measures introduced look set to reap savings in the order of £600,000 a year in the future. As they themselves have said, "You can't manage what you don't measure"!

Key Savings

- £110,000 by using fabric more efficiently
- £60,000 by recycling stock and materials damaged during production
- Potential savings of £5,000 by using energy efficient lighting and introducing a 'switch-off' campaign
- £4,500 a year by introducing re-usable packaging
- Potential future savings of up to £600,000 a year from process improvements

Staff save materials

One of the major changes made was to look at the way fabric was used in the car seats. The manufacturing teams suggested ways in which the process could be handled more efficiently – and so deliver significant savings. These included a new way to remove fabric faults, alternative stitching methods and a reduction in the margin at the end of each roll. Further alterations are predicted to achieve savings of another £576,000 p.a.

Re-using parts saves thousands

Further savings were made by re-using and repairing products and materials damaged during production. For example, damaged plastic components are now returned to the manufacturer to be repaired or re-moulded rather than simply thrown away.

Threefold savings on packaging

By avoiding unnecessary packaging and introducing re-usable packing, the company has saved money on purchasing and disposal costs as well as the staff time spent unpacking items. The savings on waste disposal alone are £4,500 a year. Another £400 a year is being saved on the purchase of cardboard boxes, while an initiative to recycle pallets used at the plant is making around £300 a year.

10% off energy bills

Up to 10% could be knocked off the company's energy bill once initiatives to introduce efficient lighting take full effect. A campaign to persuade staff to turn off unnecessary lights has also contributed to the savings, which could be as high as £5,000 a year.

You can prevent waste too...

In addition, a preventive maintenance campaign has saved £3,500 a year by keeping machinery working smoothly.



At its Wantage site the company carries out advanced research and development projects in the area of consumer product packaging.

Crown Cork & Seal Corporate Technologies – Wantage

Savings are signed, sealed and delivered

The Crown Cork and Seal Group has an environmental policy which sets group targets for reducing the impact of the company's activities. The research and development site at Wantage not only met those targets, but also made business savings to the tune of £50,000 a year.

Prevention is better than cure

Regular servicing and maintenance of machinery and parts has reduced downtime and cut oil and energy consumption. In addition waste generation has been reduced because of fewer breakdowns. The £24,000 a year saved has been re-invested in equipment.

A material benefit

By improving the way it keeps track of materials used in its processes, the company has been able to cut the amount of storage needed. This has saved money on storage and improved on efficient use of materials. The storage space saved is now being used for business activities which generate revenue – making an overall saving of £7,600 a year.

Key Savings

- £24,000 a year through preventive maintenance of machinery
- £14,300 from recycling of scrap metal and avoided waste disposal costs
- £16,000 in two years through energy efficiency measures
- £7,600 in raw materials, wastage and storage materials tracking database



Test your metal

The company has improved the way it segregates its waste, making it possible to recycle large amounts of scrap metal. This earns £12,000 a year in revenue, and saves a further £2,300 in waste disposal costs.

18% Cost Savings

Already energy efficiency measures, such as getting staff to turn off lights, together with a closer monitoring of energy use, has saved £16,000 over two years. Potential savings of £47,000 a year – or 18% of the total energy bill – have now been identified through improvements to the heating system, steam use and improved boiler performance.

The Dow AgroSciences plant at Letcombe Regis carries out research and development into crop protection techniques. The company employs 115 people at the site, which features a series of large glasshouses used for growing crops.



Key Savings

- £25,000 by finding an alternative disposal method for radioactive material
- £10,000 a year through energy efficiency
- £3,600 a year on waste disposal costs
- £1,500 a year by using longer-lasting plastic containers instead of steel for solvent waste

Agro research is fertile ground for cost savings

The energy used in maintaining glasshouses and the amount and type of waste produced during agricultural research, presented a major challenge in terms of environmental improvements. It also presented opportunities for major costs savings. Dow AgroSciences has achieved a one-off saving of £25,000 and yearly savings of £15,000.

Saving the earth

Twenty-four soil cores used in product testing have to be disposed of safely. A programme to separate the non-contaminated soil from the cores had obvious environmental benefits – and also saved the company £25,000 in disposal costs.

The greenhouse effect

Enormous amounts of energy are used maintaining the glasshouses, so any efficiency savings in this area have huge environmental and cost benefits. The introduction of computer software controlled start-up and energy management systems is saving the company £10,000 a year in fuel costs.

A compact arrangement

Compacting general waste has saved the company £1,200 a year in disposal



costs, while reducing the frequency of skip removal from the glasshouses has cut costs by a further £2,400 per annum.

Containing the problem

Solvent waste used to be disposed of in steel containers but now plastic models have been introduced. Not only are they cheaper and more reliable, but they last longer as well, which is good for the environment. The overall savings here amount to £1,500 a year.



Esso Research Centre – Abingdon

The ESSO Research Centre at Abingdon provides technical and research services for customers in the oil, fuel and industrial lubricants markets.

Re-fuelling pays dividends for ESSO

The Esso Research Centre at Abingdon made environmental improvements. It found that recycling and energy efficiency saved thousands of pounds into the bargain.

It pays to recycle

Disposing of special waste products in the oil industry is an expensive business. Much of it has to be incinerated or landfilled. When the research centre increased its recycling of special waste from 186 tonnes a year to 216 tonnes, this saved £30,000 in incineration costs alone, with another £1,000 coming from payments from the recyclers and a saving of £1,200 on disposal costs.

Energy efficiency meets business efficiency

Turning off lights and computer monitors, turning down the heating instead of opening windows and introducing more efficient heating – these and other measures could knock 5% off the site's £330,000 a year energy bill. Already £15,000 has been saved by fitting fully modulated burners onto the hot water boilers, and £3,600 through cascaded control of air compressors.

Solving the solvent problem

Solvents are an important raw material used at the site. Reducing the quantities used has saved 3,300 litres a year – a saving of £9,150 p.a.



Lower emissions

The plant has sought to reduce halocarbon emissions as part of ESSO's commitment to environmental issues. Through improved management of raw materials inventories and leak prevention, the research centre has also saved itself £24,000.

Key Savings

- £30,000 saved so far plus £2,200 per annum by recycling waste fuels
- £24,000 by improved management of raw materials inventories and leak prevention
- £9,150 by reduction in solvent use
- £18,600 a year through energy use management



Grant Thornton are a specialist firm of accountants and business advisers with offices across the UK.

Consultants lead by example

Grant Thornton wanted to demonstrate its commitment to environmental issues and make itself as efficient in business terms as possible. Simply cutting down on office waste saved the firm more than £10,000 a year – and potential further savings of up to £10,000 a year have been identified.



Key Savings

- £5,000 a year by using recycled toner cartridges
- £3,000 a year on note pads – by re-using scrap paper
- £2,400 on storage space by switching from paper to electronic archives
- £800 a year off the waste bill by recycling paper

Setting the right tone

Recycled laser toner cartridges cost £39 less than new cartridges.

By switching to the recycled cartridges, the company saved itself £5,000 a year on purchase costs. Recycling the cartridges saves a further £90 a year on disposal costs.

Cutting the paper chain

As an office-based business Grant Thornton uses huge amounts of paper, which has to be bought, stored and then disposed of. Initiatives launched to cut the amount of paper used included using electronic documents instead of hard copies, and putting scrap paper in the fax machine if only one side had been used. Turning waste paper into note pads saved £3,000 a year on the purchase of the new pads. Recycling office paper saved £800 a year on disposal costs.

When in ROM...

Instead of being stored on paper, company records are now archived

electronically using CD-ROM.

The saving on rented storage space alone has been £2,400 p.a..



Look to the future

The company has ambitious plans to increase the savings it can make through more efficient heating and lighting, further reduction in paper use which could save another £7,000 a year, and simple initiatives such as changing from paper towels to laundered towels, a move that could save £1,350 a year. In addition the Oxford office of the company has developed a revised transport policy, limiting mileage allowances, engine sizes and capacities, which is expected to reduce costs and environmental impact.



Milton Park Ltd owns and manages Milton Business Park near Abingdon, providing a property management service for its business tenants as well as related services such as recycling facilities.

Making Milton Park a paradise for recyclers

The management of Milton Park has set out on a determined and co-ordinated campaign to promote energy efficiency, minimise waste and identify costs savings. Already basic recycling and energy efficiency measures are paying dividends.

Use less, save more

Less energy and water are used thanks to the installation of low flush urinals and energy-efficient summer cooling equipment in new offices. Office temperatures are now controlled thermostatically. All these measures have significant financial benefits. A plan to reduce paper use from 23 reams a year per employee to just 6 reams could save £928 p.a..

as helping to arrange for a local bus service to call at Milton Park on a regular basis.

Recycle, re-use, restore

12 tonnes of paper and toner cartridges are now recycled rather than being thrown away. To confirm its commitment to the scheme, the company now only uses envelopes made from recycled paper.

Promoting public transport

Cutting car use is an important way to help protect the environment. The management at the park has tried to encourage workers to leave the car at home by putting in cycle paths as well



It all adds up

Further savings have been identified – and even relatively small savings in a variety of areas could soon amount to significant amounts of money. For example by simply switching off a boiler at weekends, the company is already saving money! Daily meter readings could save £200 in gas costs. It is estimated that up to £320 a year could be saved by reducing excessive lighting on walkways.



Key Savings

- Energy and water usage cut through efficiency measures
- 12 tonnes of paper recycled each year
- Over £900 a year to be saved by cutting paper use
- Public transport and cycle paths introduced



The Abingdon-based Research Machines company is a leading manufacturer of advanced computer equipment, with a specialised emphasis on the education sector.

Research Machines finds way to cut costs

Simply by changing working practices, and without the need for any capital investment, Research Machines found it could save £3,500 a year whilst also lessening impact on the environment. Future savings could be as high as £20,000 a year.

Paper money

The firm has introduced recycling initiatives which produce 6 tonnes of paper and card each week. This amounts to a £2,500 a year saving on waste disposal costs.

See the light

Energy efficiency measures are already reaping high rewards for the company. Reducing the number of ceiling lights by 10% is saving £1,000 a year. Heat loss is cut through the use of automatic roller doors on loading bays. Further measures proposed include encouraging staff to open blinds and turn off lights in order to save energy.

Water Margins

The company could cut its water consumption by some 1,200 cubic metres a year by fitting water saving devices to taps and toilets. This could save around £1,200 p.a.

Waste not, want not

The company both uses and receives large amounts of packaging because of the nature of its business and the need to protect products during shipment. Some of the packaging received is now returned to suppliers for re-use, while wooden pallets are recovered by a local firm.

It's a turn off!

Research Machines could also encourage staff to turn off their PC if they're away from their desk or in a meeting and don't need to have it turned on. It has been estimated that if every PC was turned off even for just half an hour, it would save £350 in energy costs immediately.

Key Savings

- £2,500 through paper and card recycling
- £1,000 a year on energy bills
- £1,260 potential saving on lighting costs
- £1,200 potential saving on water consumption

As the local authority for the area the District Council plays a leading role in promoting environmental awareness among its own employees, residents and businesses. Naturally it practises what it preaches...



Key Savings

- £12,000 a year by monitoring paper use
- £9,400 a year by reducing car mileage
- £2,400 a year on waste paper disposal
- £6,000 a year potential saving by a switch to electronic archiving

Vale of White Horse District Council – Abingdon

White Horse reins in the costs

The local authority has been able to save £20,000 of council tax payers' money by minimising waste and promoting energy efficiency. The drive for further savings could push this figure towards £30,000 a year.

Why get in a jam?

When the Council first moved towards recycled paper it found problems with printers and copiers getting jammed. By switching to paper made from mill off-cuts this problem was solved and the Council now saves £12,000 a year.

Miles better

More efficient management of car journeys in order to lessen the impact on the environment has reduced the overall mileage by 6%, or 28,500 miles a year. It also had the knock-on effect of saving an average of 33p a mile – or £9,400 a year.

Cut down disposal charges

Recycling paper not only helps to save trees – it can also cut the cost of waste disposal as the Council soon discovered. Recycling 1.2 tonnes of office paper a month saves approximately £2,400 a year.

More to come

The Council is planning to implement an environmental management system which will look at further savings. Electronic archiving could save £6,000 a year on rented storage space alone. An energy efficiency drive, persuading staff to switch off lights and turn off computers, could knock 8% off the electricity bill and so save £1,400 a year. It was also found that if the heating was turned down one degree to a constant 19°C (the recommended standard temperature for offices) the gas bill could be reduced by £1,000 a year.



Wagon Automotive – East Challow

Wagon Automotive produces metal pressings and components for use in the vehicle construction industry.

Key Savings

- £220,000 in revenue from sale of scrap metal
- £20,000 by more efficient use of raw materials
- £1,800 a year on waste disposal through the use of a compactor
- £1,800 a year by laundering gloves and oily rags

Revenue from recycling rolls in

An Environmental Policy at Wagon Automotive has seen the Wantage plant make savings to its running costs of around £22,000 a year. But the company also makes £220,000 in revenue from recycling raw materials.

Less is more

By improving metal cutting practices the company was able to reduce wastage and save itself £20,000 a year in raw materials.

is cheaper than replacing them, and the saving has netted around £1,800 a year.

Spend to save

The purchase of a waste compactor for £9,400 has reduced disposal costs by £1,800 a year as well reducing lorry trips and relieving traffic congestion.

From rags to riches

Every month more than 2,000 gloves and oily rags are used on the site. Laundering the 50% that are re-usable

Homebase home improvement stores and garden centres are part of the J Sainsbury plc retail group. Sainsbury's supermarkets represent the largest part of the group, accounting for 75% of group sales.

Homebase – Botley

Key Savings

Homebase stores nationally

- £1.2M through energy efficiency
- £2.3M through packaging reduction in own brand products
- 14,000 tonnes of cardboard saved by using re-usable plastic crates
- 375 tonnes of plastic saved by reducing carrier bag use

Improving the environment through waste minimisation

The J Sainsbury group is helping the environment through improved transport and energy efficiency measures, reductions in waste to landfill and more recycling.

Good wood

Homebase is improving the environmental impact of products sold, for example by obtaining timber from well-managed sources.

brand products. Peat alternatives now make up 18% of total peat sales.

Eyeing up suppliers

The J Sainsbury group is helping suppliers improve the environmental impact of their products.

Digging up alternatives to peat

Homebase has promoted the use of peat alternatives by launching five own

Where can I start saving?

Almost anywhere. In most businesses, the savings we can make are staring us in the face. Even switching off computers when we go out for an hour or so will produce savings. We could then go on to consider paper usage and recycling. Using an electronic fax, for example, or moving to e-mail or printing and copying double sided, are easy to implement and will make a huge difference. Fixing water leaks and checking taps may reveal surprising results. Most companies find they can make energy savings of 5-10% fairly easily; for a medium-sized company that can be a lot of money that could be used more productively.



Then there are even more significant savings to be made if we look carefully at the way in which we use raw materials, how much we throw away, whether processes are duplicated, how we apply preventive maintenance, whether machine time is optimised etc. The cost of disposing of waste is rising; reducing the amount to be disposed of not only makes bought-in raw materials go further, there is less to throw away. Recycling is also a cost-effective alternative.

Once you have taken steps like these, you can sit back and look at how much more productive and profitable your business could be. This is not pie in the sky. You could start today.

How efficient is your business? Check your score.

- ✓ Your **no** answers
- Do you switch off computers at night?
- Do you switch off your own computer when you go out?
- Has your business fitted low energy lamps?
- Do you switch off all lights at night?
- Does your machinery operate 24 hours a day?



- Has your business moved away from paper based communication?
- Have you taken steps to minimise waste generated by your business?
- Does your business recycle raw materials?
- Can you adjust your heating system if required?
- Do you monitor the level of water used by your business?
- Do you monitor the levels of other fluids used in production processes?
- Do you have preventive maintenance plans for all equipment?

- Have you compared your cost base with other similar businesses?
- Have you analysed whether some of your processes could be streamlined?
- Does anyone in your business have responsibility for managing / monitoring waste?

*If you answered **no** to just one of these question you could start saving today!*

How can I implement waste management in my business?

There are three things needed to manage waste more efficiently:

- Commitment at the top
- Involvement at all levels
- Careful analysis of current energy and materials use and processing methods

Nominate a senior manager to become a champion for the cause, perform an initial analysis and make a proposal. This can then be shared with a team from all levels of the organisation in order to begin a more detailed audit, leading to implementation plans. Motivation is important. A proportion of projected savings could, for example, be used to fund initiatives that will be of real benefit to staff.

Who can help me?

You'll be glad to know that there is no shortage of organisations ready to help your business make savings. Overleaf we list those who can provide initial help, mostly free of charge.



For further information call;

Derek Vickers
Vale of White Horse
District Council
Environmental Health
The Abbey House
Abingdon
Oxfordshire OX14 3JE
T. 01235 520202
F. 01235 531981

We can help! Useful Contacts:

Business in the Environment (BIE)

44 Baker Street London W1M 1DH
T: 0171 224 1600 F: 0171 486 1700

Environmental Helpline

(Sponsored by DETR and DTI)
Freephone: 0800 585794

Up to 2 hours advice free to UK businesses.

Energy Efficiency Enquiries Bureau

ETSU Harwell Oxfordshire OX11 0RA
T: 01235 436747 F: 01235 433066

Vale of White Horse D.C.

Abbey House Abingdon
Oxfordshire OX14 3JE
T: 01235 520202 F: 01235 531981

*Free advice on waste disposal, reduction
and recycling.*

Environment Agency

Regional Office:
Thames Region Kings Meadow House
Kings Meadow Road Reading RG1 8DQ
T: 0118 9535000 F: 0118 9500388

Oxfordshire Business Environment Group (OBEG)

Contact Ken Brown or
Bob Markham, Rover Group
T: 01865 746256 F: 01865 745431

Environmental Industries Commission

45 Weymouth Street
London W1N 2LD
T: 0171 935 1675 F: 0171 486 3455

Business Link

Heart of England
69 Milton Park Abingdon OX14 4RX
T: 0345 569569 F: 01235 862211

Environment Agency

Local contacts/enquiries:
Isis House Howberry Park Wallingford
Oxfordshire OX10 8DB
T: 0645 333111 F: 01491 834703

Thames Water Customer Centre

PO Box 286 Swindon SN38 2RA
T: 0645 200800

Thames Water Commercial Operations Group

Coppermill Lane London E17 7HE
T: 0181 509 5029 F: 0181 509 5016
E-mail: commops@thameswater.co.uk

*For information on services covering all aspects
of water and waste management*

Environmental Law Foundation (ELF)

Lincoln's Inn House 42 Kingsway
London WC2B 6EX
T: 0171 4041030

WWF-UK

(Natwest Better Business Pack) Education and Awareness

Education Distribution:
PO Box 963 Slough Berkshire SL2 3RS
T: 01753 643104 F: 01753 646553

Other useful agencies:

Maff (Agriculture) 0645 335577
HSE (Health and Safety) 01608 738300

This brochure has been produced by The Vale of White Horse District Council in partnership with the Environment Agency. We would like to thank all of the organisations mentioned for supplying case studies for inclusion in this brochure.

Full copies of all case studies are available by contacting Derek Vickers at the Vale of White Horse District Council
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