

2022/23 Half year review

This half year review of the use of printing paper across the Council covers the months from April 2022 until the end of September 2022.

In the year 2021-2022, the overall usage of paper was 378,798 prints across all departments. The estimate for the year 2022-2023 is between 380,000-401,000 due to a large number of staff returning to working in the office. This is averaged out monthly to approximately 32,500 prints. Over the months April – September, the Council has a total of 186,889 prints, which is averaged to 31,148 prints per month. Appendix 1 outlines the overall prints by department over the half years for 2021-22 and 2022-23. Some departments, such as Business support, have made reductions in the number of prints over the current year (in the case of Business Support this is approximately 5,000 prints). Other departments, such as Human Resources, have had a large increase in the number of prints due to specific duties being carried out (in the case of Human Resources, the number of prints has quadrupled due to printing packs for certain HR duties and meetings). Appendix 2 outlines these figures in more detail.

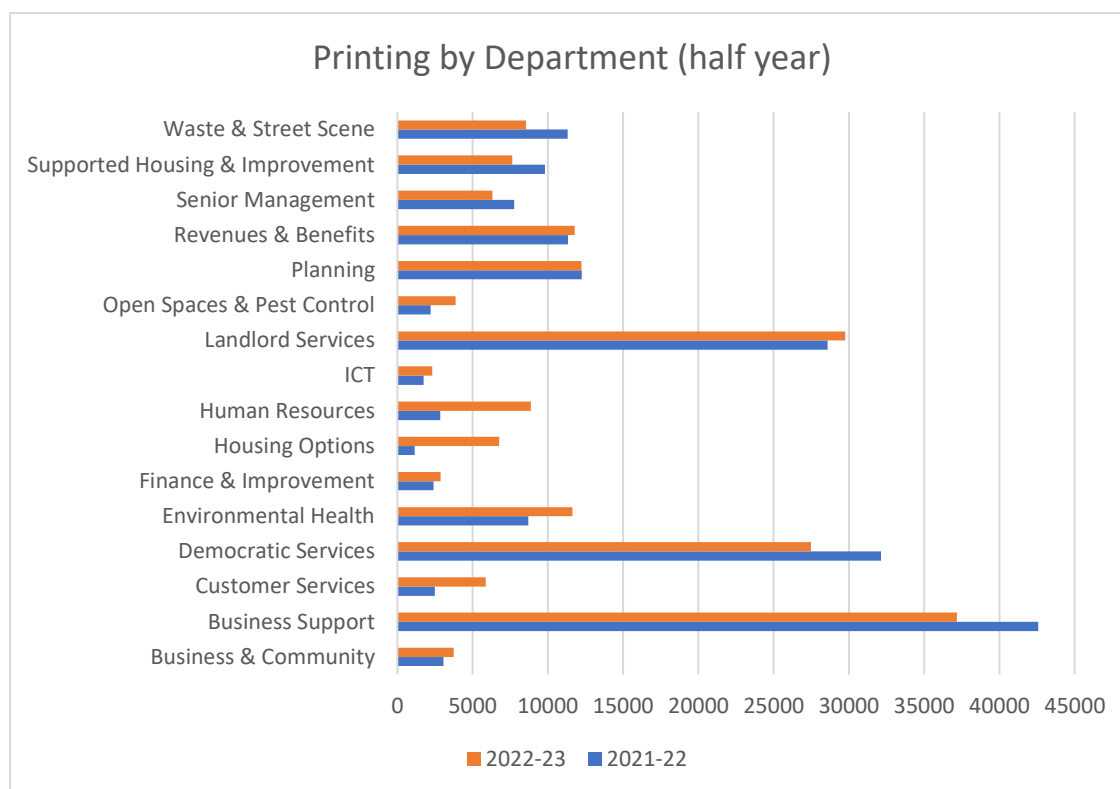
As the figures indicate, the Council has printed 3.6% more this year compared to last year (by September), however is under the half year average for the current financial year. If the Council continues to print at this rate, the total number of prints by the end of March 2023 may be between 370,000 and 380,000. This is outlined in more detail in Appendix 3, which uses each department's average prints for the year to calculate the estimated total prints per department over the course of the whole year. However, staff are expected to continue returning to work over the next six months, and therefore the original estimation may be more accurate if there is a number of busy months due to Local Government Reorganisation work or duties specific to departments.

Going forward, whilst there is an expectation for staff to continue returning to the office more frequently, we expect printing to generally remain low due to new ways of working and hybrid working.

When calculating carbon footprint Ezeep¹ estimates that 1Kg of paper is approximately 1Kg of CO₂ during production. If the paper is unrecycled this is closer to 1.2Kg of CO₂, and 0.7Kg for recycled paper. Ezeep goes on to explain that most office paper is 80g/m² and therefore each page could be around 5g of CO₂, or 200 pages for 1Kg of CO₂. The figures have been converted to tonnes of carbon dioxide equivalent (tCO₂e) to make it comparable to other Council emissions. The Council has used 0.93 tCO₂e to print. This is up from 0.90 tCO₂e in the same period for the 2021-22 year. Although a rise on last year, this is a reduction of 1.21 tCO₂e compared to pre-pandemic levels.

¹ <https://www.ezeep.com/co2-neutral-printing/>

Appendix 1



Appendix 2

	Total (2021-22)	Total (2022-23)
Business & Community	3,072	3,751
Business Support	42,576	37,186
Customer Services	2,498	5,874
Democratic Services	32,131	27,473
Environmental Health	8,690	11,638
Finance & Improvement	2,396	2,875
Housing Options	1,141	6,765
Human Resources	2,859	8,868
ICT	1,741	2,320
Landlord Services	28,575	29,747
Open Spaces & Pest Control	2,217	3,871
Planning	12,254	12,226
Revenues & Benefits	11,341	11,775
Senior Management	7,765	6,321
Supported Housing & Improvement	9,813	7,643
Waste & Street Scene	11,306	8,556
Total	180,375	186,889

Appendix 3

	Total Estimate (2022-23)
Business & Community	7,502
Business Support	74,372
Customer Services	11,748
Democratic Services	54,946
Environmental Health	23,276
Finance & Improvement	5,750
Housing Options	13,530
Human Resources	17,736
ICT	4,640
Landlord Services	59,494
Open Spaces & Pest Control	7,742
Planning	24,452
Revenues & Benefits	23,550
Senior Management	12,642
Supported Housing & Improvement	15,286
Waste & Street Scene	17,112
Total Estimate	373,778