

Remaking FIFE

Sustainable savings in the public sector

Canon delivers solutions to make Fife Council greener, leaner, and a leading performer

In May 2009 Glasgow Caledonian's Remade Report into Fife Council was published. The report focused on Fife's plan to reduce waste and inefficiency across the board.

Canon's winning of the Fife Council's Print 08 programme meant forging a close relationship with the council over the three-five year period of the Print 08 programme.

In this condensed version of the Remade Report, we'll look at the issues and highlights of the Print 08 programme to date.

"To achieve UK Government targets of at least a 26% reduction in carbon emissions by 2020, [Fife has] identified conserving energy and resources as one of its key challenges."

Glasgow Caledonian Remade Report

Vital Statistics: Fife Council

- It's the **third largest** council in Scotland – with **22,000** personnel in **30** major business and service areas
- It has business and service functions deployed across more than **500** sites
- There are **1500** staff at its Glenrothes HQ
- **19** high schools, **129** primary schools

Canon's challenge was to: Reduce waste, maintain services, and produce a secure, modern, compliant print process in line with Fife's desire to meet and exceed the government targets for 2020.



Fife's VISION

At the core of the Print 08 – a driving ambition to lead the Green debate in Scotland

Canon's GOALS

Reduce waste and ensure low-impact printing

Joint BENEFITS

The solutions deployed by Canon have realised benefits including targeted reductions in usage and impact, increased productivity and organisation-wide efficiencies

Ongoing RELATIONSHIP

Canon's relationship with Fife Council has developed since 2008. In that time, Canon has developed a deep knowledge of the organisation and uses evolving technology and insight to help the council reduce its environmental impact



Cost

Low-impact = cutting down the bottom line

Scoped studies show that Canon will save Fife approx.

£1.4m

over five years

Productivity

New ways to save effort & time

Information Assurance

keeping print secure

Environment

Energy, paper, re-use

Canon aim to bring down paper use **by around 40%**

Fife is the first UK authority to get the Carbon Trust Standard

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Fife BEGINS

The sustainability challenge: public sector document management

Sustainable Scotland: a national strategy to push sustainability further

In 2008 Scotland backed up the government's Waste Prevention Action Plans (WPAPs) by conducting a high-level study as part of its Remade programme – the first UK market development for recycled materials.

As a further focus report conducted as part of the Caledonian Environment Centre's ongoing research proves, print management is a key method of reducing waste throughout every part of the public sector.

Working to change: an ongoing relationship

Canon's relationship with Fife council is ongoing, as the new document and print strategy unfolds.

Fleet printing: Fife's individual printers, scanners and photocopiers were consolidated into MFDs. Fife's fleet of over 8000 printers and 690 photocopiers is being reorganised and optimised.

The CRD: the 24 high-volume print locations Fife is currently running will be reduced to two – all equipped with digital print and reprographic technology.

The thinking: Canon constantly encourages Fife Council to look at new printing, copying and scanning policies in both CRD and Fleet printing.

Paper weight:

the true cost of printing, page-by-page

Until recently, the exact amount of paper used by local authorities in Scotland was largely unknown, as authorities sourced their materials from different providers. Paper usage accounts for a huge amount of public sector waste.

In the public sector around **52%** of waste arisings come from paper usage.

Since the establishment of Procurement Scotland, Lyreco is the standard supplier. Greater controls over the sourcing of paper and over the procurement process have given much more clarity on what councils use.

Usage: how Scottish councils measure up

Public sector organisations have been until now, known for using a great deal of resources – owing to varying compliance and procurement strategies.

- Fife Council estimates 10 reams a year per school student
- Shetland Council estimates 3-40 reams a year per employee
- Scottish Excel estimates 3-12 reams a year per employee

These statistics however are regarded as conservative; the savings Canon realise with managed print solutions bear this out.

Canon – creating real savings with managed print

Managed print solutions typically save 30% when compared to typical print structures.

Canon has achieved **reductions of 63% and above of hardware** in some cases.

Managing print, Canon believes, can save public sector bodies money, effort, and completely change their environmental profile.

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Fife GOES ON

Results and success factor relationships

Environment

Fife is becoming a truly environmental printer through Canon's print solutions.

Canon is bringing down paper use by around 40%. Duplex and Pull Printing mean that less paper is used.

Fife will reduce energy consumption using Energy Star-accredited MFDs.

- RoHS compliant: Eliminating key pollutants.
- WEEE compliant: Acceptable recycling.
- Canon's solution meets Blue Swan standards, guaranteeing low noise and consumption.

Since 2005 Canon has operated a zero waste-to-landfill policy from all manufacturing sites.

Ringing the changes:
The BENEFITS



Cost

Canon is helping Fife to save money now and control costs in the future:

- According to initial scoped findings, Canon estimates that it will save Fife £1.4m over five years.
- Efficient printers and reduced print bring down power and paper costs.

Productivity

Print 08 is increasing Fife Council's productivity by enabling:

- Document management strategies.
- Scanning from page to application.
- Space optimisation and resource sharing.
- Improved mobile working.

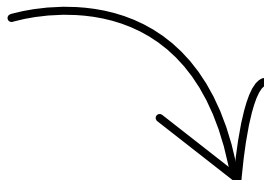
Information Assurance

The Canon brief for Fife's Print 08 programme included a demand for a secure print environment, which included several simple measures that enormously increase the overall information assurance of the organisation.

Pull Printing ensures that print is gathered to a server and collated, only being finally printed when the user presents an authentication Smartcard. This ensures that only the authorised owner of the document can print and distribute a given document.

Ongoing training includes education in secure document management - looking at both online and digital security and the physical risks associated with documents.

Realising these benefits
come from an ongoing
relationship between
Canon and Fife



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Fife SUCCEEDS

The ongoing success factors behind Canon's work with Fife

Print 08 – CANON'S SUCCESS FACTORS

Commitment at the highest level

From Stuart Nichol, Executive Director of Environment and Development, and his team.

Organisational ownership

Print 08 is implemented by a dedicated internal Fife Council Team.

Canon knew that success depended on transition, and created project teams for both scoping and logistics – as well as the dedicated Print 08 team.

This drove the process, as well as knowledge of – and ability to use – the new solutions, at every level of the organisation.

Real data and measurements

Benchmarks and targets have been essential for Print 08.

Measures include criteria from financial cost reduction, carbon footprint reduction, paper reduction and user satisfaction.

Constant measurement and improvement has led to Fife becoming the first UK authority to get the Carbon Trust Standard.

Operation and behaviour

A project user group educates the workforce in new policies and oversees training on MFDs.

A dedicated website provides education and training.

Site surveys report on the infrastructure needed and make ongoing recommendations for change.

Procurement policy

The needs of Print 08 were scoped and recommendations made – with Fife selecting Canon's full Managed Print Services, including:

- Fixed prices for print.
- Scalable services.
- Services on-demand.
- Constant compliant print.

If you would like to discuss the issues raised here, how they might affect your organisation, or to get a copy of the full report on which this summary is based, please get in touch with Perry Brangman at Perry_Brangman@cuk.canon.co.uk or on 01235 433493.

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