

BRANTFORD'S CLIMATE ACTION PLAN

January is Paper Reduction Month

Quick Facts about Paper

Globally, the production of paper contributes approximately 1% of global GHG emissions

- One tree produces about 17 reams of paper (1 ream is 500 sheets of paper).
- One hectare of mature trees can remove 6.4 tonnes of carbon dioxide annually
- A 2018 Curbside Waste Audit done in Brantford shows the following about paper waste:
 - 63% participation rate for paper/fibre recycling across the City
 - 14% of all collected waste (garbage and recycling) was paper/fibre recycling
 - 12% of landfilled garbage could have been recycled, 7% of which was paper/fibre products
- The City of Brantford's printing centre printed 1,046,142 pages in 2019, which is slowly going down from previous years. This number doesn't include the paper used in the departmental printers. That's more than 123 trees.

Current programs/policies in place at the City

Electronic agendas for council has drastically reduced paper consumption at the City already

- Advertising through social media and the website has reduced printing of advertising material
- The City of Brantford has an internal Policy called the Printing Conservation and Copy Centre Use Policy (Corporate – 036) which aims to decrease the consumption of paper and improve waste diversion rates
 - Only print if really necessary
 - Use internal print centre for print jobs instead of external print shops. All print jobs 50 pages or more should be sent to print centre. Ensures 30% recycled paper content.
 - All printers should be capable of duplex (double-sided) printing and printer defaults will be set to duplex and greyscale printing.
 - Toner and ink purchases should be recyclable
 - Scanning should be prioritized over printing and photocopying for information sharing



Future improvements

At the new City Hall, paper and office supplies will be centralized through Print Centre to make purchasing of eco-friendly products consistent throughout City.

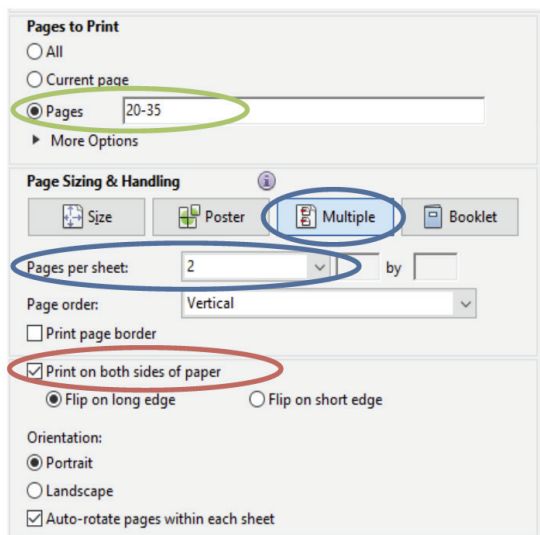
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Tips for Reducing your Personal Paper Use

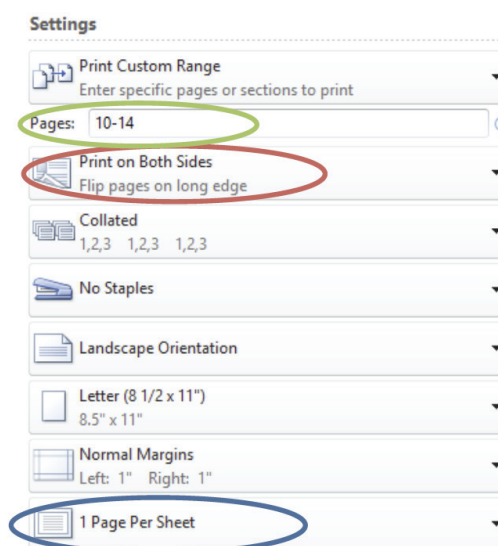
Reduce

- Print less – many things that get printed could be reviewed on your computer.
➔ For document editing, use editing/notetaking tools on word or adobe reader or use sharepoint
- Print only the pages you need (green circles below)
- Print double sided (red circles below)
- Print multiple pages per sheet (blue circles below)
- Print in greyscale or black and white if colour isn't required
- Review magazine subscriptions, sign up for online billing and ask to be removed from paper mailing lists

Adobe Reader



MS Word



Reuse

If only one side of the paper is used, keep a pile of scrap paper on your desk or at the communal printer for taking notes or other informal work.

Recycle

Most paper items are recyclable, provided they don't contain grease, food residue or a wax coating. Things like glue, tape, staples and envelope windows are ok. Even glossy magazines are accepted; but be sure to remove any plastic wrapper.

Visit brantford.ca/Recycling for more information on recycling and download the

Recycle Coach app to learn what is and isn't recyclable.

