

Attachment 3 – CBD recycling project

(1) Summary of work

- Meetings with the property managers for these buildings: CBRE and Jones Lang Le Salle to discuss the initiative and get agreement to start the trial.
- Initiating and completing the tender process for contracting a provider to collect, transport and process the recycling material. The contract was awarded to AllBrite Industries Ltd.
- Phoning tenants from each of the buildings to identify whether they were interested in undertaking the recycling trial for their business.
- Meeting with the cleaners of each tenant participating in the trial.
- Developing educational material to assist the tenants with the recycling trial and help to spread awareness of the trial.
- Launching the recycling system by way of slide show presentation with attendance from property managers, cleaners and tenants. Designing, printing and distributing bin labels for the recycling bins.
- Site visits to each of the buildings to identify the amount of equipment needed for each participating trial.
- Undertaking two waste audits for each building (total of 12 audits), one undertaken before the trial and one undertaken once the recycling has been fully implemented. Then compare the results of the waste audits for all buildings.
- Meetings with property managers to get feedback on service delivery
- Phone, mail and email contact with the tenants and cleaners of all six buildings to present the findings of the trial and negotiate the continuation of the recycling service on a commercial basis.
- Putting together a news release highlighting the achievements of the project

(2) Results

The total tonnage was calculated using actual bin collection information and average bin weights for full paper and co-mingled recycling bins. Table 4 below lists the number of times bins were emptied and the estimated weights of recycling material diverted.

Table 4: Recycling Collected and Estimated Recycling Amounts

	Empties	Estimated bin weight (kg)	Recycling Weight (kg)
Co-Mingled Totals	711.5	14	9,961
Paper Totals	1253	22	29,996
Totals			39,957

Table 5 below shows the overall participation in the recycling trial as well as the number of tenants who are continuing recycling at the conclusion of the trial. Overall, 53 tenants (or separate departments) took part in the trial.

Table 5: Participation in the Trial

Building	Participated in trial (no of tenants/departments)	# of businesses continuing on	Percentage continuing on
HP Tower	5	5	100%
State	14	12	86%
Vodafone	13	7	54%
ASB Tower	10	8	80%
AXA Centre	4	Still waiting to hear back.	-
Gen-i	7	Still waiting to hear back.	-
Totals	53		

Near the end of the trial, the key contact of each business/department was phoned and the recycling trial was discussed in detail. Tenants were asked for their feedback on the service. The overwhelming response to the recycling service was positive and the key contacts indicated that recycling had been integrated into the office environment with minimal problems.

Following the phone calls, proposal letters were sent to each tenant providing costs and more details on the terms and conditions of the recycling service. Overall the majority of businesses have continued on with recycling. Businesses that did not continue were either too small or were moving premises (as in the case of the Vodafone building).

As the GEN-I Tower and the AXA buildings have only just finished the trial at the end of August, negotiations are currently in place with regard to these buildings. It is expected that AllBrite will continue providing the recycling service until all tenants in these two buildings have responded to the proposal for ongoing services.

Waste Audit results

Overall the waste audits showed that the total waste measured from the building reduced. This leads us to conclude that the trial was effective at reducing the amount of waste going to landfill in most of the buildings. In all five buildings, the amount of paper found in the waste stream reduced and in four of the five buildings, the amount of co-mingled recycling material found in the waste stream reduced. This also leads us to believe that the amount of recycling material going to landfill from these buildings has reduced.