

### Quick ways to cut your waste disposal costs

Sort through a typical waste bin at a business park and it may surprise you to find one quarter consists of paper and cardboard, while another half is filled with wood, food and plastic.<sup>1</sup>

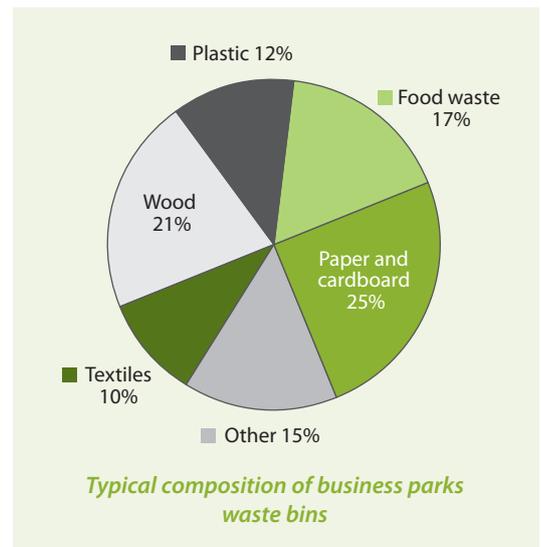
That means 75 per cent of what has landed in the rubbish bin can potentially be recycled rather than going to landfill. By putting these materials in the correct recycling bins, your business could save money via a reduced waste collection charge. At the same time you will be helping our environment and reducing greenhouse gas pollution.

It only takes a few small changes in the way business parks handle waste to reduce costs significantly.

As a business park tenant, you can ask your landlord to help cut waste disposal fees with simple steps like:

- ordering combined paper and cardboard bins
- asking individual businesses to share recycling bins and systems
- creating a compost system or establishing an on-site worm farm for organic waste.

These three small changes alone will save you money and reduce unnecessary waste piling up in landfill.



### Simple ways business park tenants can reduce waste and costs

Think in terms of the waste hierarchy. How can you avoid, reduce, reuse or recycle?

- Avoid** → **Do we need it?**
- Reduce** → **Do we need so much?**
- Reuse** → **Can we use it again?**
- Recycle** → **Can someone else use it or can it be converted into something new?**



#### AVOID

Avoid using too much packaging. Provide customers with the minimum packaging needed to safely transport your products. For example, consider whether you can wrap several items together rather than separately.

Try to ensure your general waste bins are collected only when they are full. It's costly to have bins collected when they don't need to be. Look at whether the waste in these bins can be recycled instead and increase the time between bin collections.

Never hose rubbish into the street gutter. Collect it and place it in the appropriate bin.



#### REDUCE

Buy products that minimise packaging, can be used more than once and have a long life. Whenever possible, buy in bulk. This reduces packaging waste and saves money.

<sup>1</sup> DECCW, unpublished data

Among other steps you can:

- Fit more information into receipts and printouts so that you print less.
- Ask your suppliers to reduce packaging, take back packaging and use reusable items like crates.
- Encourage suppliers to use biodegradable beads (like wheat or corn starch-based ones) instead of polystyrene beads as packaging material. These biodegradable beads can be re-used or composted.
- Keep your work areas clean and tidy. If things are well organised and clearly labelled, you will know where everything is. This encourages you and your staff to only use the resources you need.



## REUSE

There are many things including packaging, wood and textiles that can be reused. If the majority of business owners in the business park switch to reusable packaging, this one simple change could reduce the amount of waste significantly.

Other reuse options are:

- Buy or rent printers that can print on both sides of paper.
- Place a tray near the printer for single-sided printed documents you don't need anymore. Then, use this paper again for printing or notes.
- Return chemical containers and drums which cannot be recycled to your suppliers. Ask if they will collect these empty containers. If not, try to find other suppliers willing to collect, wash and refill them. What's more, you might even get cash back.



## RECYCLE

Recycling can save your business money. Go to [BusinessRecycling.com.au](http://BusinessRecycling.com.au) to find a local recycling service. This website allows you to search for service providers in your area that collect specific materials for recycling or allow you to drop it off.

Remember that some recycling collection services give cheaper rates than general waste services. Place recycling bins right alongside the general waste bins to encourage recycling.

Here are some other ways to improve recycling:

- Look for free space in the business park where recycled material like cardboard boxes can be stored.
- Ask your recycling contractors for recycling information and signs. Find out if they have any innovative new systems.
- Make sure any staff, contractors or cleaners know about and use, your recycling system.
- Share recycling bins with other businesses if necessary.
- Recycle all paper and cardboard, no matter how small. Recycling office paper and printed receipts can make a difference.
- When you refurbish, remember to provide space for recycling storage and bins.
- Instead of throwing away old furniture, equipment and partitioning, sell it to second-hand furniture businesses or donate it to charity.
- Buy products with recycled content such as toilet paper, stationary and packaging. By doing this, you are supporting the recycling industry and adding value to recycled materials.
- Promote your business' actions to recycle and encourage others to do the same.

Your efforts will not go to waste. They could save your business cash and help preserve the environment.

### For further information

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