



CASE STUDY

Client: Dundee City Council

Bryan Harris, the Sustainability Manager at Dundee City Council launched their Warp It system in Oct 2013 after hearing about it in a Tayside Procurement Partnership meeting.

Overview

- Total savings of over £100K in first 6 months
- Internal savings of £60K in first 6 months
- 70 tonnes supply of chain carbon avoided
- 20 tonnes of waste diverted from landfill
- Used for a building rationalisation process
- City Council support
- Awards: Green Apple Award Scotland, Scottish Resources Awards and many other awards!

Incremental roll out

Describing the incremental roll out Brian said, "I convened a small group of staff from Property, Waste, Procurement, I.T. and Sustainability who agreed on phased implementation. This helped us iron out issues and correct course if anything came up."

Performance Data				
Total Savings				
On internal claims ?	On waste. ?	On external claims ?	On admin costs ?	Total ?
£49835.70	£2222.76	£389.83	£15800.00	£68248.00
External Charities & Partners				
Donated to external ?	Donated to charity ?	# Of Partners ?	Charity Partners ?	Items Listed By Partners ?
£9460.65	£42784.33	25	18	105100

Dundee city council reuse procurement time saved data

As well as making internal savings, Dundee City Council also donated assets to other Councils, Universities and the third sector. Staff also claimed assets off of other organisations.

Identifying a need

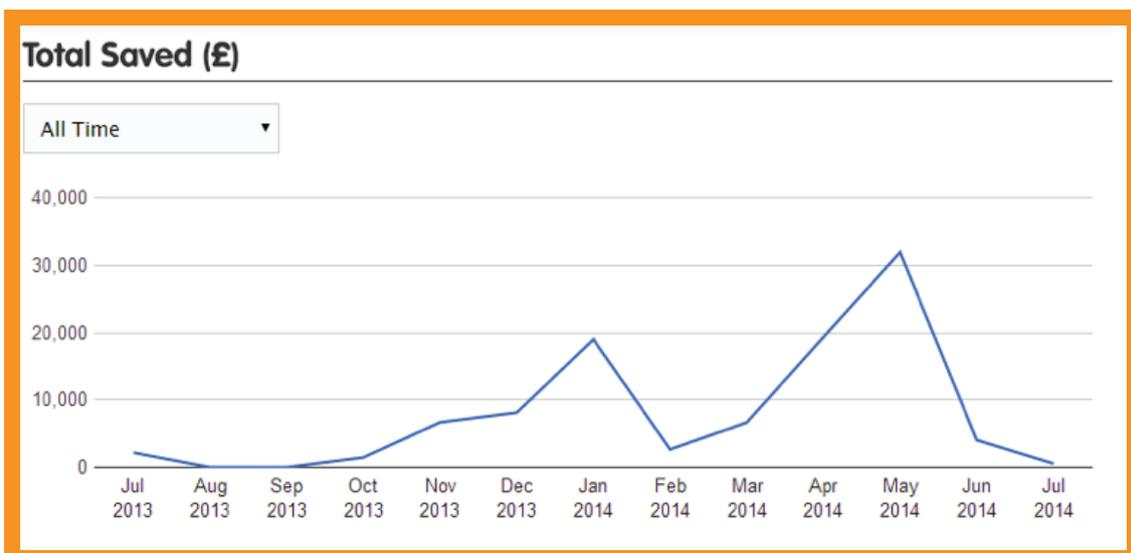
Staff at Dundee City Council were going through a long term building decant and rationalisation process "Almost all staff that have claimed items and that I have talked to said, 'I wish we had this years ago'," said Bryan.



Dundee City Council has developed stronger relationships with other local organisations like Dundee University. In this picture, we see Trudy Cunningham and team collecting surplus items.

Data and audit trails

Drawing attention to the need to present data to get further buy-in, Bryan said, “The difference with Warp It to other reuse/redistribution practices is the provision of data, the more accurate the better. Information is king! This is what gets the attention of managers. I scribbled a totaliser onto a piece of A4 paper and stuck it on the wall behind my desk. I didn't think I would get so much joy in getting the highlighter out to colour in each £1,000 saving!”



Total procurement spend avoided. Note the seasonal fluctuation.

Strategic approach

Referring to the strategic approach, collaboration and effective working Bryan said, "The beauty of this piece of work is that it genuinely combines some of the Council's top priorities: reducing waste, saving money and supporting local groups and communities. The team proactively identified an innovative approach that delivers a meaningful and measurable outcome. They had the drive to make it real, the attention to detail to ensure that it works and created a network of supporters needed to secure a corporate and cross-departmental commitment. By overcoming the scepticism and resistance which can scupper change, this project can genuinely help to make the Council financially and environmentally sustainable."

Planning

"The need for Warp It was built on a clear rationale. Under Best Value, the Council has a duty to contribute to sustainable procurement, by *"undertaking a 'systematic approach to the management of resources which contributes to the achievement of sustainable development."*

In addition, the Scottish Government's vision for a zero waste society describes a Scotland where waste is seen as a resource and waste is minimised.

Prior to implementing Warp It, re-use within the council was ad-hoc; communication of requirements and availability was not always effective.

We identified that Warp It would help the Council achieve a key outcome of "making maximum use of its assets and reducing the cost per asset" and to:

- Share resources
- Cut bureaucracy
- Make use of the internet
- Become more integrated with partners

Warp It would allow consolidation and streamlining of our approach by introducing a central resource which departments could use when seeking/disposing of furniture/other resources. Also, the Council works in partnership with the third sector to maximise the reuse of surplus furniture (e.g. the clearance of Tayside House by Tayside Recyclers, Transform Furniture and Clean Close). Warp It would provide a facility for the third sector to offer materials or procure materials surplus to Council requirements."

Delivering & Improving

Following a presentation to Tayside Procurement Consortium (TPC) a business case for procuring Warp It was presented to the Council's Climate Change Board in January 2013. Through a collaborative agreement, TPC members were able to negotiate a 50% discount in the first year. The Council formally procured Warp It in April 2013, becoming the first Scottish Local Authority to do so.

The Warp It Team developed a rollout and communications plan to ensure that procedures such as T&Cs, protocols and controls, transfer and disposal of items were in place prior to launch and that information was communicated to staff.

The rollout was phased:

- First live trial for 25 trained staff to test the process of transferring items between departments and provide feedback on the system
- Period of review and portal and guidance modification in August/September
- Soft launch in October via six schools within the Menzieshill High Cluster (school leads cascaded information to staff.)
- Launched to all Council staff in November via an All Staff Email, Intranet page with User Guide and FAQ
- Launched to public sector and third sector partners in January 2014
- Action plan for future improvements/awareness raising ongoing, including satisfaction survey in April 2014, 6 months after launch

Innovation & Best Practice

Dundee City Council is pioneering online resource reuse and became the first Council in Scotland to procure Warp It.

The Portal

The methodology behind Warp It is unique for the public sector. It is based on an electronic library under which unwanted/spare resources are categorised and listed, using an eBay/Amazon type interface.

To advertise an item, the contributor completes a form describing the item, and where available, uploads a photo. Where not possible, the contributor can choose from a selection of generic images on the system. The item is then advertised around the network. A registered user can search for a particular wanted item. If listed, the claimant simply clicks a button to claim the item and the transaction is complete. The claimant is responsible for collection.

Measuring savings

"This is genuinely innovative. Each item transferred on Warp It is given a replacement purchasing value derived from public sector priced catalogues. Each item is also given waste disposal financial value related to its weight, using the average UK costs of disposal to landfill." said Bryan.

Each Warp It user has their own profile with a record of all transactions. Each transaction is given a carbon, waste and financial saving value, so savings to the Council are available at any given time.

Working with Partners

Council resources can be passed to reciprocating local partners using a Warp It Club, creating a Dundee and Tayside-wide sharing network.

- Our Warp It Club members include Dundee University, NHS Tayside, Tayside Contracts, Solar Cities Scotland, with Perth & Kinross Council to join soon.
- We have encouraged the third sector in Dundee to sign through presentations to Dundee Social Enterprise Network and Dundee Partnership groups.
- Tayside Reusers, Dundee Foodbank, Skillshare Dundee, Trussell Trust, Factory Skatepark, Craigowl Communities and Claverhouse Group are all now benefitting.
- Leisure & Culture Dundee are setting up their own portal.

Results & Impact

In addition to Best Value Sustainable Development requirements, the Warp It portal is achieving the following benefits:

Financial

- Contributors are avoiding waste disposal costs.
- Claimants are avoiding the cost of purchasing new resources.
- Administration time for purchasing/disposal is reduced.
- Space is better utilised.
- Detailed audit trail on cost and emissions saving is provided for reporting purposes.
- It offers more efficient asset management.

Environmental

- Waste is diverted.
- Carbon emissions associated with purchasing (manufacturing and transport) new goods are reduced.
- Manages recycling and refurbishment of resources that are not reusable.

Social

- Public and third sector organisations in Dundee are collaborating easily.
- Third sector groups are saving money to focus on charitable pursuits.

Results have far exceeded expectations. Targeted savings of £20,000 per annum in avoided procurement spend were achieved in just under 12 weeks since launching to all staff in November.

Warp It is supported by robust data which is reported back to the Council's Climate Change Board.

As of 7 March, the following savings have been made:

- **£22,412** in avoided procurement costs
- **28,217** kg CO2 saved
- **6,989** kg waste diverted

A range of auditing data is also taken from Warp It for site administration and improvement purposes, including:

- Listings/claims by department/user
- Types of items listed/claimed
- Average time/value of claims

The Council has 336 staff registered of which 89 have actively listed or claimed items.

"The impact for our third sector partners has also been considerable as they have avoided £21,334 in procurement costs." said Bryan.

Success to date has meant that further opportunities will now be explored:

- A new loaning feature for schools
- Free training webinars for staff
- Investigation into how Warp It could be used as a Stock management system as part of the Changing for the Future project on Portable Asset Management.
- Large bulk uploads of furniture onto Warp It as part of office moves
- Determining dates from which it will be mandatory for staff to use Warp It and that new items of furniture are only purchased if the search is unsuccessful
- Business opportunity for a Social Enterprise to offer added value services to Warp It by promoting the network of users beyond the Council and adding collection and delivery services, as well as disposing of items that no one wants to use. Developing the service could also be combined with providing a modern apprenticeship.

Summary

This team launched an innovative resource-redistribution tool called Warp It, that makes it easy for staff to obtain unwanted resources within the Council and beyond, reducing procurement spend and waste disposal costs, as well as minimising waste and reducing carbon emissions.

"The team saw the potential of Warp It and worked hard to help the Council to pioneer online resource reuse, and create a Tayside-wide sharing network. Launching Warp It has already helped the Council divert almost 7 tonnes of waste, saved 28 tonnes of CO₂ and saved the Council and its partners £43,746 in avoided procurement costs." said Bryan.