**Product / Service:** Post & Couriers (including Franking Machines)

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|  | **Negative Impacts / Risks** |  | **Positive Opportunities** |
| **Environmental** | * Production of franking machines – high carbon production process, including non-recyclable & non-renewable materials & water (impact on biodiversity / mining impacts) * Energy use of franking equipment (carbon impact) * Pick-Up and delivery vehicle fuel & emissions (carbon impact) – frequent & un-coordinated pick-ups & deliveries * Some shipped products are hazardous by nature e.g. clinical samples * Items may be transported in excessive packaging | * Centralised franking to reduce number of machines (decline in production, energy use / disposal) * Energy efficient franking equipment (e.g. EnergyStar) * Consolidated pick-ups & deliveries (or shared contracts) reduce vehicle fuel & emissions * Low CO2 delivery vehicles * Consolidate deliveries at ‘out-of-town’ hubs * Reduce levels of packaging / use recycled packaging * Franking equipment recycling / stripping assets for re-use |
| **Social** | * Working conditions of delivery staff (long hours / low pay / health and safety) * Frequency & timing of pick-ups and deliveries – congestion & noise impacting residents | * Delivery staff - local employment / living wage * Apprenticeship opportunities * Consolidated pick-ups and deliveries (including shared contracts) – reduce congestion and noise |
| **Economic** | * Lack of awareness of similar requirements across departments may lead to duplication of pick-ups & deliveries (through multiple suppliers) * Cost of energy used by franking equipment * Multiple maintenance visits across sites – inefficient & costly * Waste disposal costs | * Opportunities for supplier (and therefore pick-up & delivery) consolidation * Challenging demand – is the selected service type (e.g. next day) necessary? * Centralised franking to reduce number of machines – reduce leasing costs & energy bills * Energy efficient equipment (e.g. EnergyStar) – reduce energy bills * Sell old machines for parts/metal scrap |

**RELATED PROC HE:** QA / QB / QC / QD