**Please ensure you have read the guidance associated with these documents before continuing**

**Sustainability Impact Analysis**

**Step 1: Describe the product, service or project you are procuring**

(Remember the more specific this is the easier it is to do an impact analysis)

Product/Service Description: **VA Vehicle Purchase**

**Step 2: Undertake the sustainability impact analysis**

During this step we are going to systematically identify as many as we can of the Environmental, Social and Economic impacts associated with the subject matter of the contract, both positive and negative (as described in Step 1).

|  |  |  |
| --- | --- | --- |
|  | **Positive Impacts** | **Negative Impacts** |
| **Environmental** | There are very few environmental impacts that are truly positive, rather than leave an empty box this is a reminder that opportunities are identified in the next step. | * Company/Office resource use * Energy consumption in production * Water use in manufacturing process * Energy & water use in mining and processing activity (carbon impact and natural resource consumption) * Fuel & emissions from transport * Pollution & discharges * Loss of habitat/impact on landscape/soil erosion * Synthetic materials made from petro-chemicals * Raw material use * Waste disposal at end of life |
| **Social** | * Job creation * Investment in training & apprentices * Investment in community | * Pay & conditions of staff * Health & safety risks * International supply chain risk of child labour & modern slavery * Congestion & noise associated with vehicle movements * Noise pollution from production |
| **Economic** | * Local employment * Creates supply chain value | * Cost of product * Cost of use (fuel & maintenance) * Under-utilisation of products (depreciating asset) |

**Step 3: Identifying Opportunities/Solutions**

When you have completed the impact analysis the following questions need to be asked:

* How can we reduce any negative impacts?
* How can we maximise any positive impacts?
* Where can we take any opportunities to turn negatives into positives?

|  |  |
| --- | --- |
| Impact | Opportunity/Solution |
| Environmental | * Explore fuel efficient, low carbon, electric or hybrid vehicles |
| Social | * Apprenticeship opportunities * Educate suppliers on modern slavery issues & workforce management |
| Economic | * Support UK manufacturing * Invest in robust and durable products (whole life cost) * Consider end of life re-use |

Once you have identified the opportunities spend a little time thinking where in the procurement process it would be best to integrate the potential opportunity/solution, for example:

* Opportunity 1 (Include in specification)
* Opportunity 2 (Include as a KPI)
* Opportunity 3 (Discuss as part of Contract Management)
* Opportunity 4 (Include as a specific contract term)
* Opportunity 5 (Include as a selection/evaluation criteria)