

# EXTENDING THE NETWORK WINDOW

## *SSC CHANGES FROM 1 APRIL 2025*

We want to hear your views

*26 June 2024*

# We want to hear your views on our SSC changes taking effect from 1 April 2025



As part of the Royal Mail Network Window changes, we intend to make changes to the composition of some Standard Selection Codes (**SSCs**). The changes are detailed in this document.

It is very important to Royal Mail to get feedback from customers to understand the impact such changes will have on your own operations.

We invite you to provide feedback on our proposals, planned to take effect from 1 April 2025, and to be notified no later than 20 September 2024.

# What is “Extending the Network Window”?



Extending the Network Window is about creating a network capacity for future business growth, reducing our carbon footprint and at a cost that is sustainable for Royal Mail going forward.

This means reducing our reliance on air transportation and using our existing nationwide road and rail network. This is more environmentally friendly, efficient, and reliable compared to the air network.

It does, however, mean that it takes longer to move our products from some parts of the country to another and connect all our letters and parcels – this is why we propose to alter some of the selections in which mail is presented to us and in some cases the Mail Centres it is expected to arrive at.

The change forms part of our Business Recovery, Growth and Transformation agreement with the CWU.

# What changes are we making?



We are reducing flights and increasing our use of the rail and road network, which means our arrival times into Mail Centres, Regional Distribution Centres and Delivery Offices will be later.

To account for the longer travel time, we are making some changes to SSCs which will help towards moving mail efficiently to its end destination. This will include splitting some postcodes across two SSCs to reflect that we will no longer be using the air network from some cities such as Inverness and Aberdeen.

**The changes are to take effect from 1 April 2025.**

The changes impact on both 86-way sortation and 48-way sortation.

We have detailed the specific changes for each sortation type on the next two slides.

The changes in question will require a change to:

1. the Selection File database;
2. the Container Final Labelling (**CFL**) database.

We anticipate that example database files will be available from Autumn 2024 to allow for testing to take place.

# Changes to 86-way sortation



The content of several SSCs will change. In particular proportions of some Scottish postcodes will move to SSC 312, where from 1 April 2025, mail will need to be presented at Glasgow as opposed to Inverness. **The table below illustrates the current SSC and corresponding mail centre requirements versus the changes to take effect from 1 April 2025:**

Product	Stream	Current SSC	Current selections	Current selection Name	Current Inward MC	New SSC	New selections	New selection Name	New Inward MC
Access (DSA)	86-way	308	KA, ML	KA, ML	Glasgow	308	KA1-26, 28-30, ML	KA, ML	Glasgow
Access (DSA)	86-way	309	PA	PA	Glasgow	309	PA1-27, PA33-40	PA	Glasgow
Access (DSA)	<b>86-way</b>	<b>312</b>	<b>ZE</b>	<b>ZE</b>	<b>Aberdeen</b>	<b>312</b>	<b>HS, KA27, KW15-17, PA28-32, PA41-80, ZE</b>	<b>ISLANDS</b>	<b>Glasgow</b>
Access (DSA)	86-way	313	HS, IV, KW	HS, IV, KW	Inverness	313	IV, KW1-14, PH19-50	IV, KW1-14, PH19-50	Inverness
Access (DSA)	86-way	317	DD, PH	DD, PH	Edinburgh	317	DD, PH1-18	DD, PH1-18	Edinburgh

# Changes to 48-way sortation



Currently SSCs 310 and 312 are combined. From 1 April 2025, SSCs 310 and 312 will be separated so there would be 49 selections in total. Additionally, SSC 364, which is currently combined with SSC 363, will be combined with SSC 357 from 1 April 2025. **The table below illustrates the current SSC and corresponding mail centre requirements versus the changes to take effect from 1 April 2025:**

Product	Stream	Current SSCs	Current selections	Current Inward MC	New SSCs	New selections	New Inward MC
Access (DSA)	48-way	306, 307, 308, 309	G, KA, ML, PA	Glasgow	306, 307, 308, 309	G, KA1-26, 28-30, ML, PA1-27, 33-40	Glasgow
Access (DSA)	<b>48-way</b>	<b>310, 312</b>	<b>AB, ZE</b>	<b>Aberdeen</b>	<b>310</b>	<b>AB</b>	<b>Aberdeen</b>
Access (DSA)	<b>48-way</b>				<b>312</b>	<b>HS, KA27, KW15-17, PA28-32, PA41-80, ZE</b>	<b>Glasgow</b>
Access (DSA)	48-way	313	HS/IV/KW	Inverness	313	IV, KW1-14, PH19-50	Inverness
Access (DSA)	48-way	314, 315, 316, 317	EH, TD, FK, KY, DD, PH	Edinburgh	314, 315, 316, 317	EH, TD, FK, KY, DD, PH1-18	Edinburgh
Access (DSA)	<b>48-way</b>	<b>363 &amp; 364</b>	<b>CM/CO/SS</b>	<b>Chelmsford</b>	<b>363</b>	<b>CM/CO</b>	<b>Chelmsford</b>
Access (DSA)	<b>48-way</b>	<b>357</b>	<b>IP</b>	<b>Chelmsford</b>	<b>357 &amp; 364</b>	<b>IP/SS</b>	<b>Chelmsford</b>

# We welcome your views



1. What impact will the change to the 86-way selections, as described in [slide 5](#), have on your operations or systems?
2. What impact will the change to the 48-way selections, as described in [slide 6](#), have on your operations or systems?

# How to respond



We would welcome your response and feedback via any of the following:

1. A meeting with your Account Director
2. A written response sent to [ravi.chauhan@royalmail.com](mailto:ravi.chauhan@royalmail.com)
3. A combination of a 121 meeting with your Account Director and a written response

Written responses must be submitted by 5pm on Wednesday 7 August 2024.

Your Account Director will be in-touch to support your preferred option.



# Implementation timescales



Dates	Activity
7 August 2024	Deadline for customers to respond to this consultation.
8 August 2024 – 19 September 2024	Royal Mail reviews customer feedback and issues its decision response.
By 20 September 2024	Royal Mail issues contract notification to implement the changes on 190 days' notice for effect from 1 April 2025.