

Impact scoring criteria

Appendix 1

Impact value	Impact Areas	Impact Criteria
1. Negligible	Financial	<ul style="list-style-type: none"> Possible financial impact manageable within service budget i.e. less than £50,000 > 1% of monthly budget
	Health & Safety	<ul style="list-style-type: none"> Incident – no lost time
	Service Delivery	<ul style="list-style-type: none"> Brief disruption, less than 1 day Impacts to non-vulnerable groups Affects a project
	Reputational	<ul style="list-style-type: none"> Minor adverse local publicity
2. Slight	Financial	<ul style="list-style-type: none"> Financial impact manageable within existing service budget but requiring service manager approval for virement or additional funds i.e. between £50,000 and £250,000 >2% of monthly budget
	Health & Safety	<ul style="list-style-type: none"> Injury – no lost time
	Service Delivery	<ul style="list-style-type: none"> Loss of Service 1 to 2 days Impacts to non-vulnerable groups Affects 1 or a few services of the council
	Reputational	<ul style="list-style-type: none"> Negative local publicity
3. Moderate	Financial	<ul style="list-style-type: none"> Financial impact manageable within existing Directorate budget but requiring Director and Head of Finance approval for virement or additional funds i.e. between £250,000 and £500,000 >5% of monthly budget
	Health & Safety	<ul style="list-style-type: none"> Injury, lost time, Short term sick absence
	Service Delivery	<ul style="list-style-type: none"> Loss of service 2 to 3 days Impacts to non-vulnerable groups Affects a single directorate
	Reputational	<ul style="list-style-type: none"> Negative sustained local publicity High proportion of negative customer complaints
4. Critical	Financial	<ul style="list-style-type: none"> Financial impact manageable within existing

		<p>Directorate budget but requiring Director and Head of Finance approval for virement or additional funds i.e. between £500,000 and £1,000,000</p> <ul style="list-style-type: none"> • >10% of monthly budget
	Health & Safety	<ul style="list-style-type: none"> • Extensive, permanent/long term injury or long term sick
	Service Delivery	<ul style="list-style-type: none"> • Loss of service 3 to 5 days • Possible impact to small numbers of vulnerable people, definite impacts on property or non-vulnerable groups • Affects most directorates
	Reputational	<ul style="list-style-type: none"> • Negative national publicity
5. Catastrophic	Financial	<ul style="list-style-type: none"> • Financial impact not manageable within existing funds and requiring Member approval for virement or additional funds i.e. in excess of £1,000,000 • >15% of monthly budget
	Health & Safety	<ul style="list-style-type: none"> • Death or life threatening
	Service Delivery	<ul style="list-style-type: none"> • Loss of service for more than 5 days • Impacts on vulnerable groups • Affect the whole council
	Reputational	<ul style="list-style-type: none"> • Negative sustained national publicity, resignation or removal of CE, Director or elected member.

Likelihood scoring criteria

Likelihood value	Likelihood / Probability Criteria
1. Rare	<ul style="list-style-type: none"> • Has not happened in the past 5 years or more; or • Is not expected to happen in the next 5 years or more • Between 1% to 10% probability
2. Possible	<ul style="list-style-type: none"> • Has not happened in the past 1 to 5 years • Is not expected to happen in the next 1 to 5 years

	<ul style="list-style-type: none">• Between 10% to 40% probability
3. Likely	<ul style="list-style-type: none">• Has not happened in the past 6 months to 1 year• Is not expected to happen in the next 6 months to 1 year• Between 40% to 75% probability
4. Highly Likely	<ul style="list-style-type: none">• Has happened in the past 1 month to 6 months• Is expected to happen in the next 1 month to 6 months• Between 75% to 95% probability
5. Almost Certain	<ul style="list-style-type: none">• Has happened in the past 1 month; or• Is expected to happen in the next 1 month• More than 95% probability

