

## Impact scoring criteria

## Appendix 2

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

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

### Likelihood scoring criteria

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

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

