

## **Appendix 8b – Explanation of the Impact Assessment Visual Summary**

1. The impact assessment template is designed to provide a high level overview of the impacts of the budget proposals on three distinct areas.
2. The first area of assessment on the template covers the priorities of the Council as set out in the Sustainable Community Strategy. This is not an area that we are required by law to carry out impact assessment on, but is helpful in terms of thinking through the wider implications of the budget proposals.
3. A grading system has been applied to the assessment to allow a simple visual representation of the scale of the impact. Impacts range from no impact (shaded white), to small impact (shaded grey), through medium impact (with hatched shading), to high impact (shaded black).
4. The second area of assessment on the template covers the financial impact of the proposal and assesses the level of savings to be achieved, the size of investment needed to realise the savings, how easy it is to implement the proposal, and how long it will take to achieve the savings.
5. For financial impacts the grading is slightly different. Proposals that are expected to achieve small to medium savings are shown with black shading, whilst medium to high savings are shown with hatched shading. Proposals needing a small to medium investment are shown with hatched shading whilst those needing medium to high investment are shaded black. Implementation and timescales have been graded on a three point scale. Proposals that should be relatively easy to implement, a ‘tried and tested’ option, are coloured white. Proposals that might be potentially difficult to implement are shown with hatched shading, whilst those that would be difficult to implement are shaded black. Likewise, savings expected to be achieved within one month are coloured white, where savings are expected to be achieved between one to six months they are shown with hatched shading, whilst proposals with savings timescales of longer than six months are shaded black.
6. The third area of assessment on the template covers the impact on people, partnership working, and other unintended consequences. With regard to impact on people, the impact assessment summary provides an overview of where budget proposals have a disproportionately negative effect on the groups of people listed.
7. The equality duty placed upon the Council requires us to ensure that decisions are made in such a way as to minimise unfairness and ensure that decisions do not have a disproportionately negative effect on specific groups of the population. For the purposes of this assessment we have included those groups listed in our social inclusion strategy and the protected characteristics as identified in the Equalities Act 2010. It should be noted that when completing the impact assessments we have only recorded an impact where it is disproportionate. Some budget proposals have an

equal impact on all residents across the borough, street scene for example will have an impact on older people as residents of the Borough but it is not disproportionate when compared to the impact on other residents.

8. Impacts upon people have been graded in a similar way to the assessment of the priorities for the Sustainable Community Strategy. Impacts range from no impact (shaded white), to small impact (shaded grey), through medium impact (with hatched shading), to high impact (shaded black).
9. Each budget proposal has been assessed against this template and the results are presented in this summary.