**Impact Analysis – Template**

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| **1. Invite a group of employees, representing various organisational functions, who are likely to be impacted by proposed changes to participate in an ‘impact analysis’ session.** |

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| **2. To obtain a complete view of the organisational impact of changes, use the McKinsey 7S framework to aid analysis. This requires identifying the impact of changes on each of the areas of the business listed below.** |
| Strategy |
| Structure |
| Systems |
| Shared values |
| Skills |
| Styles |
| Staff |

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| **3. Conduct a brainstorming session with all members of staff potentially affected by changes, guided by the McKinsey 7S framework. Record potential impacts under each of the categories.** | |
| Strategy | Click or tap here to enter text. |
| Structure | Click or tap here to enter text. |
| Systems | Click or tap here to enter text. |
| Shared values | Click or tap here to enter text. |
| Skills | Click or tap here to enter text. |
| Styles | Click or tap here to enter text. |
| Staff | Click or tap here to enter text. |

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| **4. Quantify the size or estimate the significance of identified impacts.** | |
| Strategy | Click or tap here to enter text. |
| Structure | Click or tap here to enter text. |
| Systems | Click or tap here to enter text. |
| Shared values | Click or tap here to enter text. |
| Skills | Click or tap here to enter text. |
| Styles | Click or tap here to enter text. |
| Staff | Click or tap here to enter text. |

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| **5. Use the insights gained through the impact analysis to support decision making.** |