

User guidance:

- The first section of this form guides users through considering major areas where emissions are likely to occur. If emissions are impacted in a way not covered by these categories, please identify this at the bottom of the section
- The first section should be filled as such:
 - **Impact.** identify, in relation to each area, whether the decision of the proposal does the following: *reduces emissions, increases emissions, or has no impact on emissions*. If it is uncertain this section can be labelled *impact unknown*
 - If **no impact on emissions** is identified: no further detail is needed for this area, but can be added if relevant (e.g. if efforts have been made to mitigate emissions in this area.)
 - **Describe impacts or potential impacts on emissions:** two sections deal respectively with emissions from the Council (including those of contractors), and emissions across Rotherham as a whole. In both sections please explain any factors that are likely to reduce or increase emissions. If **impact unknown** has been selected, then identify the area of uncertainty and outline known variables that may affect impacts.
 - In most cases there is no need to quantify the emission impact of an area after outlining the factors that may reduce or increase emissions. In some cases, however, this may be desirable if factors can be reduced to a small number of known variables (e.g. if an emission impact is attached to a known or estimated quantity of fuel consumed).
 - **Describe any measures to mitigate emission impact:** regardless of the emission impact, in many cases steps should be taken in order to reduce mitigate all emissions associated with each area as far as possible; these steps can be outlined here (For example: if a proposal is likely to increase emissions but practices or materials have been adopted in order to reduce this overall impact, this would be described here).
 - **Outline any monitoring of emission impacts that will be carried out:** in this section outline any steps taken to monitor emission levels, or steps taken to monitor the factors that are expected to increase or reduce emission levels (for example, if waste or transport levels are being monitored this would be described here)
- A **summary paragraph** outlining the likely overall impacts of the proposal/decision on emissions should then be completed - this is not required if the proposal/decision has no impact across all areas.
- The supporting information section should be filled as followed:
 - Author/completing officer
 - **Research, data, or information** may refer to datasets, background documents, literature, consultations, or other data-gathering exercise. These should also be added to the **supporting documents** section of the cabinet report

-
- Carbon Impact Assessments are to be appended to the associated cabinet reports
 - Prior to publishing reports, Carbon Impact Assessments should be sent to climate@rotherham.gov.uk for feedback
 - Report authors may also use the above email address to direct any further queries or to access further support regarding completing the assessment

Will the decision/proposal impact...	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	increases emissions	Emissions during demolition and construction works.	Each project creates a new or refurbished non-domestic building. Refurbished buildings are likely to be more efficient and therefore create an improved position.	Design and construction that mitigates emissions will be encouraged.	BREEAM Post Occupancy Evaluations (potentially).
Emissions from transport?	increases emissions	All projects will generate the need travel to site during construction phases.	The projects will enhance existing leisure and skills sites across the borough so may generate an increase in visitors/ car journeys.	Car parking provision will likely be limited, and other forms of transport will be encouraged. Public realm works are designed to encourage active modes of travel.	
Emissions from waste, or the quantity of waste itself?	increases emissions	The construction process will generate waste.	Projects bring disused/underutilised buildings into use and promote greater activity in urban areas. Increase use will lead to increased waste. However, where possible buildings are being refurbished to reduce construction waste	Promotion of waste segregation and diversion from landfill during the construction process and adherence with local waste management practice during operation.	BREEAM Post Occupancy Evaluations (potentially).
Emissions from housing and domestic buildings?	no impact on emissions				

Emissions from construction and/or development?	increases emissions	Most projects involve significant construction works/Key activities that will likely impact on emissions include travel to site and use of local power generation (generators) until permanent power is available.		Look to promote active travel and reduce single occupancy car journeys.	
Carbon capture (e.g. through trees)?	impact unknown		Potential balance of emissions through planting of trees and soft landscaping		

Identify any emission impacts associated with this decision that have not been covered by the above fields:

Above relate to the project delivery rather than the specific delegated officer decision which relates to the funding agreements.

Please provide a summary of all impacts and mitigation/monitoring measures:

Overall the development of each project will consider how emissions can be reduced in the design, development and delivery of each project.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Megan Hinchliff, Regeneration & Development Project Officer RiDO, Regeneration and Environment
Please outline any research, data, or information used to complete this [form].	
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	

Tracking [to be completed by Policy Support / Climate Champions]	Sam Blakeborough, Policy Officer, PPI, ACEX Lorna Vertigan, Strategic Regeneration Manager, RIDO, R&E
------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------