

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

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- 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? | Carbon Reduction | N/A | N/A | N/A | N/A |
| Emissions from transport? | Carbon Reduction | Play equipment must meet British Standards and as such the service is limited on the suppliers that can be used meaning that sometimes play equipment is sourced from suppliers out of the local area. | The Play Area Improvement Programme aims to ensure that the provision of local play equipment is maintained ensuring that all children and young people can access play within a five minute walk of their home helping to encourage participation and engagement locally and reduce emissions from travel. | Where possible and available local suppliers are sourced to increase social value and reduce emissions from deliveries. | N/A |
| Emissions from waste, or the quantity of waste itself? | Carbon Reduction | N/A | N/A | N/A | N/A |
| Emissions from housing and domestic buildings? | Carbon Reduction | N/A | N/A | N/A | N/A |

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|---|------------------|---|-----|-----|-----|
| Emissions from construction and/or development? | Carbon Reduction | Much of the work to install play equipment is small scale and therefore emissions from install and construction are minimal with some works also carried out by in house teams. | N/A | N/A | N/A |
| Carbon capture (e.g. through trees)? | Carbon Reduction | N/A | N/A | N/A | N/A |
| <p>Identify any emission impacts associated with this decision that have not been covered by the above fields:</p> <ul style="list-style-type: none"> All impacts are contained above. | | | | | |

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| <p>Please provide a summary of all impacts and mitigation/monitoring measures:</p> <ul style="list-style-type: none"> There are no carbon monitoring measures associated with this programme. |
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| Supporting information: | |
| Completed by: (Name, title, and service area/directorate). | Leanne Buchan Head of Creative Programming & Engagement Culture, Sport & Tourism |
| Please outline any research, data, or information used to complete this [form]. | N/A |
| 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. | N/A |
| Tracking [to be completed by Policy Support / Climate Champions] | |

