

## 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](mailto: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?	<i>Impact unknown</i>	Increases in emissions could be associated with maintenance and upgrades to properties whilst the ongoing decarbonisation and energy efficiency programmes will result in a decrease in emissions.		Emissions associated with operational infrastructure investment is likely to be offset by ongoing decarbonisation programme.	This is not easily calculated due to the emissions relating to scope 3, or external factors due to contractor emissions. The councils direct emissions are reported annually as part of the climate change action plan.
Emissions from transport?	No <i>impact on emissions</i>		The increased demand for services is likely to increase the need for travel throughout the Borough when delivering services, though the converse effect may be expected where some investment in services such as digital and customer services may reduce the need for transport to visit Council offices.		This is not currently calculable. Overall emissions are reported annually for Council's transport and every 2 years for the Borough. Latest data is available on the Rotherham Data Hub.

Emissions from waste, or the quantity of waste itself?	<i>Impact unknown</i>	Capital investment in waste bins and maintenance will improve recycling rates and therefore reduce emissions but there are initial emissions associated with the manufacture and delivery of the new bins.			Emissions data not yet available for calculation. The Council's waste is reported as part of the Council's annual climate change action plan.
Emissions from housing and domestic buildings?	<i>Increase</i>		HRA budget will lead to the delivery of more homes, all of which will increase the Borough's emissions through gas and electricity usage.	Work is ongoing through the Council's climate change programme to understand better the financial implications for net zero builds.	Monitored through Borough emissions every two years.
Emissions from construction and/or development?	<i>Increase</i>	Capital programme investment will lead to a short-term increase in emissions through construction for both commercial and residential buildings.			Not currently calculable.
Carbon capture (e.g. through trees)?	Reduce emissions		Community leadership fund, tree service investment and biodiversity net gain actions will result in increased opportunity for carbon capture.		Not currently calculable.
Identify any emission impacts associated with this decision that have not been covered by the above fields:					

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

This report is the Council's Budget and Council Tax Report 2024/25, it sets the Councils budgets for revenue and capital and provides the financial context and challenges that the Council is operating within. The report does aim to gain approval for the Councils budgets for 2024/25 and a number of new investment proposals in revenue and capital. However, any direct carbon impacts from those investments will be addressed as those investments are brought forward for delivery and only if those proposals are approved. These revenue investments will be subject to their own carbon impact assessments; though it should be recognised that budget setting does influence the likelihood of interventions being undertaken by providing the finances required for delivery. The comments in the table above therefore reflect this. Further detail would be available when individual schemes are brought forward.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Rob Mahon, AD Financial Services
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]	Louise Preston Climate Change Manager CIA227