

#### 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?	No change in impact	Premises are used for warehousing and supply of food parcels and for provision of crisis loans. The premises are not used primarily for the provision of crisis support and as such will have minimal impact on energy use emissions. It is not currently possible to attribute any identifiable impact directly to crisis support provision.	None	None	No additional specific measures – buildings within the Council's ownership will be accounted for as part of the Council's annual emissions accounting.
Emissions from transport?	No change in impact or slight increase.	Transport is required to supply food to VCS organisations providing front line crisis provision. The level of transport used will be dependant of demand for volumes supplied. It is not currently possible to determine impact, however it is likely that emissions will remain at current levels or increase slightly based on expected demand.	N/A	None	None

Emissions from waste, or the quantity of waste itself?	Positive Impact	The use of surplus food diverts food that might otherwise have been declared as waste and disposed of through incineration or landfill.	None	None	None
Emissions from housing and domestic buildings?	N/A	None	None	None	None
Emissions from construction and/or development?	N/A	None	None	None	None
Carbon capture (e.g. through trees)?	N/A	None	None	None	None

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

None.

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

The principal impact relates to transport of the food. There is no mitigation as the food must be transported to enable the crisis provision. Vehicles concerned are not operated by the council.

Whilst the emissions are generally outside of the Council's remit, partners can be encouraged to sign up to the Rotherham Together Partnership Climate and Nature Charter if they have not already done so, with a view to considering their carbon impact and their route to net zero. The use of surplus food should also continue to be encouraged and energy efficiency measures could also form part of the cost of living holistic support which could lead to carbon savings across the Borough as well as generating cost savings for residents.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Steve Eling Policy and Equalities Manager Assistant Chief Executive's Directorate
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]	Louise Preston, Climate Change Manager Strategic Asset Management, Finance & Customer Services CIA169