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| Document Name | Project Initiation Document |
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| Project | Woodland Carbon Task Force Project 1: Framework for assurance and reporting of carbon benefits |
| Master file | <<file:/// T:\Policy and Programmes Group\9 Climate Change\Woodland Carbon Taskforce\WCTF Governance\WCTF Constructing the Programme\Project 1 Assurance>> |

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|---------------------|------------------|--------------------------------------|
| Distribution | Dominic Driver | Programme Senior Responsible Officer |
| | Mark Broadmeadow | Project Manager |
| | Nigel Hobday | Project Support |

Change History

| Version | Date | Nature of revision | Author(s) |
|----------------|-------------|--|------------------|
| 1 | 05/05/10 | First Outline | DD |
| 1.1 | 07/05/10 | Detail added to tasks and critical success factors | MB |
| 1.2 | 24/05/10 | Edited by NH | NH |
| 2 | 01/06/10 | Edited by DD | DD |
| 2.1 | 21/07/10 | Further detail provided by MB | MB |
| 2.2 | 24.07.10 | Minor edit | DD |
| 3 | 17/09/10 | Alignment with budget sheets | MB |
| 4a | 17/05/11 | FY11-12 update for external release | MB |

Project Start Date 12 May 2010

Project Completion Date 31 March 2014

1. Project Purpose:

Develop, communicate and establish implementation of standards/Codes of Practice and carbon reporting frameworks that reflect the contribution of woodland creation to meeting the UK's carbon emissions reduction targets.

2. Background:

This is one of six projects within a programme being run by the Woodland Carbon Task Force.

The WCTF is a multi-disciplinary team to establish the conditions for significant private sector investment in woodland creation alongside increased supply and demand of woodfuel and greater uptake of sustainable forest management practice.

3. Project mandate:

The project has been agreed by the Programme Senior Responsible Officer with delegated authority from the Programme Sponsor.

4. Project Outcomes:

The outcomes of the project are:

- there is widespread agreement that woodland creation represents a valid approach to mitigating climate change that provides a range of co-benefits;
- there is confidence in the carbon benefits reported by woodland creation projects;
- the role that new woods and forests have in climate change mitigation and is recognised as important by key audiences;
- the conditions are in place for a major increase in private sector investment in woodland creation; and
- the strong in principle support for more tree planting is translated into strong practical support for more woodland creation;

5. **Critical success factors**

If the Programme is to be deemed a success it must have achieved the outcomes set out above and also have established:

- 1) An environment where the carbon benefits associated with woodland creation and woodfuel usage can be reported and are widely acknowledged and recognised;
- 2) Enhanced confidence in UK-based forest carbon projects manifested as:
 - Public and business confidence in the integrity of woodland creation-based carbon reduction projects to deliver carbon savings that would not have occurred otherwise; it is acknowledged that those schemes respect the principles of sustainable forest management (UKFS).
 - Wide Government and NGO support for woodland creation and woodfuel use to reduce the UK's net greenhouse gas emissions and for their contribution to meeting emissions reduction targets.

6. **Project Scope**

In scope:

The project provides oversight for independent initiatives being undertaken by FCGB, other Government Departments and the private sector that provide assurance and reporting frameworks for the forestry sector's role in tackling climate change.

The project will present these independent domestic initiatives in an integrated way that provides confidence for investors, landowners, Government and civil society.

The project will provide a portal to Government's carbon reduction commitments, ensuring that any targets are achievable and recognised.

The project will communicate and aid implementation of the initial phases of the Woodland Carbon Code.

Out of scope:

International carbon standards, trading schemes and reporting frameworks.

Further development of the Woodland Carbon Code beyond woodland creation.

7. **Project Deliverables**

An environment where the carbon benefits associated with woodland creation and woodfuel usage can be reported and are widely acknowledged and recognised:

A) Changes to Defra's Greenhouse Gas (GHG) Reporting Guidance to allow carbon benefits of woodland creation to be accounted for in a businesses net carbon footprint. *Outcome: Increased level of funding of domestic woodland creation projects through Corporate funding.*

B) Building Research Establishment (BRE) reporting framework for Carbon Reduction Projects. *Outcome: All forest carbon projects in the UK are of high quality and maintain media and investor confidence.*

C) Projections and reporting of carbon savings to be delivered by WCTF outcomes. *Outcome: An appropriate and achievable carbon target maintains the forestry sector's profile in the climate change agenda.*

Enhanced confidence in UK-based forest carbon projects:

D) Development and then widespread uptake of Woodland Carbon Code. *Outcome: Increased confidence in UK-based forest carbon projects and consequent rise in levels of investment.*

E) Integration of revised UK Forestry Standard (UKFS) in forest carbon projects. *Outcome: The principles of sustainable forest management are embedded within all UK-domestic forest carbon projects.*

8. Assumptions / Constraints

8.1 Financial – initial indicative

2010/11: £36k (plus potential £20 additional expenditure)

2011/12: £80k

2012/13: tbc (within overall WCTF budget of £180k)

2013/14: tbc (within overall WCTF budget of £120k)

8.2 **Time** – start date 1 August 2010, end date 31 March 2012

8.2 Staff Resources

Mark Broadmeadow; Pat Snowdon; Clive Thomas; Chris Nixon; Programme Office support

9. Interfaces

- Developing position on carbon budgets
- UK Forestry Standard and Guidelines
- CCC's recommendations to Government on the level of the 4th carbon budget
- The Agricultural Sector's Greenhouse Gas Action Plan.
- DECC's developing position on domestic carbon offsetting
- CLG's approach to Allowable Solutions for Zero Carbon Homes and Developments.

10. Outline Business Case: why this project is needed?

Unlocking the potential for carbon finance to provide resources for domestic woodland creation and woodfuel development will be key to the success of the WCTF. This must be done in a structured way that does not result in perverse outcomes such as reputational damage to forestry, or unachievable carbon targets for the forestry sector being set.

The Woodland Carbon Code (WCC) is **the** cornerstone to establishing confidence in woodland carbon projects in the UK and is critical to attracting private-sector funding to woodland creation and realising the objectives of the Woodland Carbon Task Force. Furthermore, the Minister of State for Forestry has recently indicated his support for the WCC being finalised as soon as possible.

The WCC, together with strengthened standards through the revised UKFS and amended GHG Reporting Guidance, the project represents a package of measures that will bring forward private funding for woodland creation. Further, it establishes a framework to enable initiatives under projects 2, 3 and 5 to develop.

11. Sub-projects

2011/12

| Sub-project | Budget | Type | Product/date |
|----------------------------|--------|--------|----------------------------|
| WCC co-ordination | 16 | Cash | Uptake of WCC |
| WCC co-ordination | 44 | Salary | Uptake of WCC |
| Upgrade to CALM calculator | 20 | Cash | CALM upgrade 31/03/2012 |

2012/13 onwards – projects for mainstreaming that arise from 11/12 work.

12. Project governance:

Programme Senior Responsible Officer – Dominic Driver

Project Manager – Mark Broadmeadow

13. Risks

A summary of risks are detailed in the Programme Risk Register.

14. Communications.

Communications activity is summarised in the communications strategy.