

**Project design document**

**Version 3.0**

**August 2025**

**Template for projects (or groups of projects) seeking validation to the Woodland Carbon Code**

|  |  |
| --- | --- |
| **Completed by:** |  |
| **Project or group manager** | [insert name of project/group manager’s account name as it appears on UK Land Carbon Registry] |
| **Name of submitting organisation (if different)** | [insert organisation name] |
| **Completed by** | [insert author’s name] |
| **Completed and submitted to validation body on** | [insert dd/mm/yyyy] |
| **Email contact** | [insert email address] |
| **If a group, provide group details:** |  |
| **Group name** | [insert name] |
| **UK land carbon registry****unique group ID** | [insert unique ID] |

**Please provide the project details for the project or each project in the group:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Project name** | **Registry project ID** 103000000012345 | **Location, country** | **6-figure British national grid reference** AA123456 | **Gross area (ha)** | **Net area (ha)** | **Using ‘small woods’ process?** |
|  |  |  |  |  |  | [ ]  |
|  |  |  |  |  |  | [ ]  |
|  |  |  |  |  |  | [ ]  |
|  |  |  |  |  |  | [ ]  |
|  |  |  |  |  |  | [ ]  |
| **Total area** (right click and choose “Update field” to total automatically) | 0.00 | 0.00 |  |

Guidance for completing the project design document:

1. You shall complete this project design document in its entirety as it relates to your project or group of projects.

2. This project design document can be used for a single project or a group of projects.

* If a single project, just use the first row of each table for your project.
* If a group, some questions or statements in this document need to be answered for each project in the group as indicated. Additional rows can be added to tables as necessary if more than five projects are in a group. Some questions or statements can be answered for the group where indicated.

3. At the end of each section, a table allows you to indicate the evidence you will make available to the validation body. Please provide the exact name of the documents you intend to submit.

4. The project/group manager should keep a copy of all project documents and evidence for the duration of the project.

5. The project design document, map(s) of the site(s), carbon calculation spreadsheet(s), cashflow(s) and woodland benefits tool(s) will be made available in the [UK Land Carbon Registry](https://www.woodlandcarboncode.org.uk/uk-land-carbon-registry) once your project is validated.

6. For further guidance see https://www.woodlandcarboncode.org.uk/view-the-code

**For information: Updates to project design document template summary - completed by Scottish Forestry**

|  |  |  |  |
| --- | --- | --- | --- |
| **Version No** | **Date** | **Amendment** | **Author** |
| 2.0 | 08 March 2018 | Combine the single, group and small woods project design documents and align with the updated code version 2.0.  | Vicky West |
| 2.1 | March 2021 | Update to align with code version 2.1, alongside other changes for clarity and ease of use. | Vicky West |
| 2.2 | April 2022 | Update to align with code version 2.2. | Vicky West |
| 2.2.1 | April 2024 | Minor update to section 2.1 to align with clarification 1 to version 2.2 | Vicky West |
| 3.0 | August 2025 | Update to align with code version 3 | Vicky West, Anna Brand, Alice Peace, Natalie Meiklejohn, Phoebe Golden |

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Project descriptions – To appear in UK Land Carbon Registry

Please provide a succinct summary of your project(s) and for groups, a summary description at the group level. Include aims and objectives, location, type of woodland and management. This description will be displayed in the public [UK Land Carbon Registry](https://www.woodlandcarboncode.org.uk/uk-land-carbon-registry).

|  |  |
| --- | --- |
| **Project name** | **Description** |
| **Group summary** |  |
| Project 1 |  |
| Project 2 |  |
|  |  |
|  |  |
|  |  |

# 1. Eligibility

**All statements made in this document are correct to the best of my knowledge.**

[ ]  I agree

## 1.1 Key project dates

**1) For each project, please provide the implementation date (date work begins onsite), the project start date (the date planting was or will be finished) and the project duration. For groups, add a group start date:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project name** | **Project implementation date** **(date work begins onsite)****dd-mmm-yyyy** | **Project start date** **(date planting finished)****dd-mmm-yyyy** | **Project duration****(up to 100 years)** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Group start date (if more than one project, latest planting date of group dd-mmm-yyyy)** |  |  |

**Please provide the following evidence for each project to confirm the start date:**

Select at least one for each project:

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Grant scheme contract  |  |
| [ ]  Other evidence (please specify) |  |

## 1.2 Eligible activities

**1) To the best of my knowledge the land to be planted in the project(s) has not been wooded in the last 25 years.**

[ ]  I agree [ ]  I disagree

**Please provide the following evidence for each project to show the land has not been wooded for 25 years:**

Select at least one for each project:

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Land use records |  |
| [ ]  OS Maps |  |
| [ ]  Historical maps |  |
| [ ]  Images (satellite, aerial photography) |  |
| [ ]  Signed attestation from independent expert |  |
| [ ]  Other evidence (please specify) |  |

[ ]

**Additional evidence required for natural regeneration/colonization projects:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Seedling survey for upfront claimable areas |  |
| [ ]  Map of seedling density |  |
| [ ]  Other evidence (please specify) |  |

**2) The projects have been planted on mineral or organomineral soil, and any areas of organic soil have been identified and excluded from the planting plans (organic soils have 30cm or more deep peat in England, and 50cm deep peat in Scotland, Wales and Northern Ireland).**

[ ]  I agree [ ]  I disagree

**Please provide the following evidence for each project to show the soil type and, where appropriate, the peat depth:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Soil type survey |  |
| [ ]  Peat depth survey (where necessary) |  |
| [ ]  National vegetation classification survey (where necessary) |  |
| [ ]  Soil maps (where necessary) |  |
| [ ]  Other evidence (please specify)  |  |

**3) The projects will not negatively impact priority habitats or species.**

[ ]  I agree [ ]  I disagree

**Please provide the following evidence for each project to show the soil type and vegetation present:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Soil type survey |  |
| [ ]  National vegetation classification survey |  |
| [ ]  Other evidence (please specify)  |  |

## 1.3 Eligible land

**1) Does the land of any project have a registered title?**

[ ]  Yes [ ]  No

**1a) If yes, please enter the Land Registry Identification number(s):**

|  |  |
| --- | --- |
| **Project name**  | **Land Registry ID number**  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**2) Have you have provided a ‘Contact details’ form for each project?**

[ ]  Yes

**Please provide the following evidence for each project:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Contact details form |  |

**In addition to the contact details form(s), please provide the following evidence for each project:**

Select at least one for each project or specify other evidence:

**To confirm landowner:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Solicitor’s letter |  |
| [ ]  Title deeds |  |
| [ ]  Land registry records  |  |
| [ ]  Other evidence (please specify) |  |

**To confirm landowner’s consent if leased:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Certified copy of lease |  |
| [ ]  Other evidence (please specify) |  |

**For projects on crofting land, please provide the additional evidence outlined in** [**Annex 1 – Crofting-only requirements**](#_Annex_1_–)

## 1.4 Compliance with the law

**1) As far as you are aware, do your projects comply with all existing forestry legislation in the UK at the time of completing this document?**

[ ]  Yes [ ]  No

**2) As far as you are aware, are there any current, past (within the last five years) or pending prosecutions relating to any of your projects?**

[ ]  Yes [ ]  No

**3) As far as you are aware, are there any injunctions or notices relating to any of the projects issued by the Environment Agency/Scottish Environment Protection Agency/Natural Resources Wales/Northern Ireland Environment Agency, or issued under the Town and Country Planning Regulations?**

[ ]  Yes [ ]  No

**4) What systems or procedures are in place for the landowner/manager of each project to be aware of and ensure compliance with existing and new legislation?**

[Details here…]

## 1.5 Conformance to the UK Forestry Standard

**1) As far as you are aware, are your projects designed and managed in accordance with the UK Forestry Standard?**

[ ]  Yes [ ]  No

**2) Are any of your projects certified or applying for certification to the UK Woodland Assurance Standard (UKWAS)?**

[ ]  Yes [ ]  No

**2a) If yes, for each project, please state whether certification to UKWAS is via Forest Stewardship Council (FSC) or Programme for the Endorsement of Forest Certification**
(**PEFC) and give the relevant certificate number:**

|  |  |  |
| --- | --- | --- |
| **Project name** | **FSC or PEFC?**  | **FSC or PEFC certificate number** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## 1.6 Additionality

**1) Legal test**

**1a) Is there a legal requirement for any of the woodland creation projects?**

[ ]  Yes [ ]  No

**1b) Do any of the projects compensate for woodland lost elsewhere?**

[ ]  Yes [ ]  No

**2) Financial test**

The version of the cashflow you use is based on your implementation date. This means you may use more than one version of the cashflow within a group. Please ensure you use the correct version, [see guidance](https://www.woodlandcarboncode.org.uk/introduction).

**2a) Do your projects pass the financial test?**

[ ]  Yes [ ]  No

**Please provide the following evidence for each project to demonstrate additionality:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Cashflow |  |
| [ ]  Further supporting evidence of costs/incomes (please specify) |  |
| [ ]  Other evidence (please specify) |  |

The cashflow shall be uploaded to the registry and made publicly available upon validation. Please refer to the separate cashflow document for further details of project finances and financial test.

## 1.7 Project size and grouping

Projects must comply with requirements outlined in [Section 1.7](https://wcc.uniondigital.uk/1-eligibility) of the Woodland Carbon Code Standard Version 3. These requirements are reviewed during the pre-validation area check and in other sections of the project design document.

# 2.0 Project governance

## 2.1 Commitment to the Woodland Carbon Code

**1) For each project, does the landowner, tenant, common graziers and grazing clerk (where applicable), commit to the requirements outlined in** [**Section 2.1**](https://www.woodlandcarboncode.org.uk/2-project-governance) **of the Woodland Carbon Code standard?**

[ ]  Yes

**Please provide the following evidence for each project to confirm the commitment of the landowner and tenant (if leased):**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Contract, template statement or other statement signed by the landowner |  |
| [ ]  Contract, template statement or other statement signed by the tenant (where necessary) |  |

**For projects on crofting land, please provide the evidence outlined in [Annex 1 – Crofting-only requirements](#_Annex_1_–)**

**2) Will an authorised signatory sign project documents on behalf of any of the landowners?**

[ ]  Yes [ ]  No

**2a) If yes, please provide the following evidence:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Signed letter of authority |  |
| [ ]  Other evidence (please specify) |  |

**3) Do you, as the project developer/group manager commit to:**

* Conform to this standard
* Comply with the law (1.4) and conform with the UK Forestry Standard (1.5)
* Monitor and maintain verification for the project duration as per Woodland Carbon Code guidance (unless the landowner has agreed to take this on (2.5))
* Ensure the project, any Pending Issuance Units listings, sales to carbon buyers, retirement for use of verified Woodland Carbon Units is accurately represented and up to date in the UK Land Carbon Registry (2.6)
* Make true and accurate carbon statements about the project which comply with guidance (2.7)
* Make carbon buyers aware of the Woodland Carbon Code guidance on carbon claims and include in contracts with buyers (2.7)
* Abide by the Woodland Carbon Code logo rules of use and make carbon buyers and landowners aware of the Woodland Carbon Code logo rules of use ([see website](https://www.woodlandcarboncode.org.uk/about/woodland-carbon-code-logo-rules-of-use))

[ ]  Yes [ ]  No

**4) If a group intends to ‘pool’ carbon units across a number of projects with different landowners, or a project is on common grazing land in Scotland, have you provided a carbon sharing agreement which meets the requirements and is signed by the relevant parties as specified in** [**Section 2.1**](https://www.woodlandcarboncode.org.uk/2-project-governance) **of the Woodland Carbon Code standard requirements ?**

[ ]  Yes [ ]  No [ ]  Not applicable

**Please provide the following evidence to confirm carbon sharing arrangements:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project or group)** |
| [ ]  Carbon sharing agreement |  |
| [ ]  Other evidence (please specify)  |  |

[ ]

## 2.2 Management plan

**1) Do any of your projects receive any grant funding for woodland creation?**

[ ]  Yes [ ]  No

**1a) If yes,** **please complete the table below:**

|  |  |  |
| --- | --- | --- |
| **Project name** | **Woodland creation grant name** | **Woodland creation grant ID (if applicable)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**2)** **Do all of your projects have management plans for the establishment phase of the woodland?**

[ ]  Yes [ ]  No

**2a) For each project, please state:**

1. **Where the management intentions over the establishment period (up to 10 years) are set out**
2. **The longer-term management intentions**

Please include the woodland management regime to be applied, e.g. minimum intervention, thinning only, regular clearfell (with rotation length), continuous cover forestry (and type) for the duration of each project and beyond.

Note: The longer-term management intentions listed here should match the management options selected in your carbon calculator.

|  |  |  |
| --- | --- | --- |
| Project name | (i) Where are management intentions over establishment period set out? | (ii) Longer-term management intentions for the project duration and beyond  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Please provide the following evidence for each project to confirm management plans:**

Select at least one for each project or specify other evidence:

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Management planning documentation  |  |
| [ ]  Woodland creation grant application |  |
| [ ] [ ] Other evidence (please specify):  |  |

**2b)** **If your management plans do not indicate who is involved, please provide the following evidence to confirm the technical skills and experience of the project team:**

Select at least one for each project or specify other evidence:

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Details of skills of key staff |  |
| [ ]  Evidence of previous experience of implementing or managing similar projects |  |
| [ ]  Other evidence (please specify)  |  |

**3) Have you provided a map of site for each project which is clear and aligns with the Woodland Carbon Code** [**mapping rules**](https://www.woodlandcarboncode.org.uk/2-project-governance)**?**

[ ]  Yes

**Please provide the following evidence for each project:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Map of site (compliant with Woodland Carbon Code [mapping rules](https://www.woodlandcarboncode.org.uk/2-project-governance)) |  |

**4) Do any of your projects include natural regeneration/colonization?**

[ ]  Yes [ ]  No

**4a) If yes, please provide the following evidence for each natural regeneration/ colonization project:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Herbivore or deer management plan |  |
| [ ]  Other evidence (please specify)  |  |

**For projects on crofting land, please answer the questions and provide the additional evidence outlined in** [**Annex 1 – Crofting-only requirements**](#_Annex_1_–)

## 2.3 Management of risks and permanence

**1) Please complete the risk assessment and mitigation matrix as follows:**

1. **Identify all potential risks to the permanence of the project(s) for each of the risk categories. For a group, remember to highlight any particular risks for each project in the group if they differ in their level of risk**
2. **For categories with a ‘Likelihood/Impact of occurrence rating’ of M/M, M/H, H/M, H/H, L/H or H/L, describe how you will minimise this risk.**
3. **For all risk categories, state the reasoning or evidence you have provided to support your likelihood and impact assessments.**

| **Risk category** | **(i) Potential risks** | **Likelihood of occurrence (L/M/H)** | **Impact of occurrence (L/M/H)** | **(ii) Mitigation strategy** for risk categories with likelihood/impact of occurrence scores of M/M, M/H, H/M, H/H, L/H or H/L  | **(iii) Evidence provided** for each risk category (please included document reference for each project) |
| --- | --- | --- | --- | --- | --- |
|
|  **Legal/social (including land ownership, project management and finance)** |  |  |  |  |  |
| **Natural disturbance: fire** |  |  |  |  |  |
| **Natural disturbance: wind** |  |  |  |  |  |
| **Natural disturbance: drought/flood** |  |  |  |  |  |
| **Natural disturbance: pest and disease** |  |  |  |  |  |
| **Species suitability in current and future climate** |  |  |  |  |  |
| **Other (specify)** |  |  |  |  |  |

## 2.4 Consultation

**1) Describe how stakeholders were identified and consulted on the plan and design of each project:**

|  |  |  |
| --- | --- | --- |
| **Project name** | **Who was consulted?** | **Consultation process** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**2) Explain how any concerns or issues raised were responded to and describe any changes made to any of the projects as a result:**

|  |  |
| --- | --- |
| **Project name** | **Any issues raised and changes to project as a result** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Please provide the following evidence to confirm the level of consultation undertaken for each project and any changes made as a result of the consultation:**

Select at least one for each project or specify other evidence

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Grant application which confirms the level and outcome of consultation |  |
| [ ]  EIA/Environmental statement which confirms level and outcome of consultation |  |
| [ ]  Other evidence (please specify)  |  |

**For projects on crofting land, please provide the evidence outlined in** [**Annex 1 – Crofting-only requirements**](#_Annex_1_–)

## 2.5 Monitoring

The first monitoring and verification should be completed five years after the start date. Subsequent monitoring and verification should be completed as a minimum at year 15 and then at least every 10 years throughout the project duration.Monitoring should begin up to 12 months before the ‘due date’.

There are different options for when standard projects or small projects can use the ‘standard’ or the ‘basic’ monitoring process and when projects must use third party verification or self-assessment. See [2.6 Monitoring](https://www.woodlandcarboncode.org.uk/2-project-governance) for further guidance.

**Monitoring plan**

1. **Responsibility for monitoring the project or group:**

[Describe whether the landowner, tenant or project developer is responsible for monitoring the project or group]

**2) Monitoring schedule**

All monitoring and verification or self-assessment should be complete by the end date of the relevant vintage, as shown in your carbon calculator(s).

**2a) Will monitoring and verification take place at year 5? (mandatory):**

[ ]  Yes

**2b) Will monitoring and verification take place at year 10? (optional):**

[ ]  Yes [ ]  No

**2c) What type of monitoring and verification will take place at year 15?:**

[ ]  Full monitoring and third-party verification (standard or small projects)

[ ]  Basic monitoring and third-party verification (small projects only)

[ ]  Basic monitoring and self-assessment (standard or small projects)

**For groups, if different methods apply across the group please specify here:**

|  |  |
| --- | --- |
| **Monitoring and verification method** | **Projects using this method** |
| Full monitoring and third-party verification | [insert project names] |
| Basic monitoring and third-party verification | [insert project names] |
| Basic monitoring and self-assessment | [insert project names] |

**2d) How often will monitoring take place after year 15?:**

[ ]  10-yearly

[ ]  More frequently

**2e) Will monitoring and verification take place at the end of the project duration? (mandatory):**

[ ]  Yes

## 2.6 Registry and avoidance of double counting

**1) Please provide the link to your project or group on the public view of the** [**UK Land Carbon Registry**](https://www.woodlandcarboncode.org.uk/uk-land-carbon-registry)**.**

|  |
| --- |
| [Insert link to registry page for your project or group] |

**2) Do you agree to abide by the** [**registry rules of use**](https://www.woodlandcarboncode.org.uk/registry-rules-use)**?**

[ ]  Yes

**3) Are any of your projects validated or approved by another carbon/nature standard or have they applied/plan to apply to be validated?**

This could include, for example, UK compliance markets such as biodiversity net gain or nutrient neutrality as well as other voluntary schemes such as Verra or Wilder Carbon.

[ ]  Yes [ ]  No

**3a) If yes, please outline below:**

|  |  |  |
| --- | --- | --- |
| **Project name** | **Name(s) of other carbon/nature standard**  | **Relevant unique ID from other standards** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**4) For any of the projects, has the landowner/tenant accepted, or are they planning to collect, any charitable donations to support their project which infers the donor’s contribution will help the global climate, greenhouse gas balance or carbon balance?**

[ ]  Yes [ ]  No

**5) Do any of the projects contain areas of ‘future claimable’ natural regeneration/colonisation or species (such as paulownia) where there is no carbon model in the carbon calculator?**

[ ]  Yes [ ]  No

**If yes, we will not issue pending issuance units for these areas. You will be eligible for Woodland Carbon Units at verification.**

## 2.7 Carbon statements and reporting

**1) Will you ensure that all carbon buyers (existing and future) are aware/will be made aware of the Woodland Carbon Code claims guidance?**

[ ]  Yes [ ]  No

**2**) **Do you ensure that statements or claims about the predicted carbon sequestration of the project(s) (by landowner, project developer or corporate buyer) comply with** [**Woodland Carbon Code guidance**](https://woodlandcarboncode.org.uk/buy-carbon/what-are-woodland-carbon-units)?

[ ]  Yes [ ]  No carbon claims yet

**2a) If yes, please state where claims have been made and provide examples/photos/ links for the validation body.**

Select at least one for each project or specify other evidence

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Signage onsite |  |
| [ ]  Website(s) |  |
| [ ]  Publicity leaflets etc |  |
| [ ]  Other evidence (please specify):  |  |

# 3. Carbon sequestration

## 3.1 Carbon baseline

The carbon baseline is an estimate of how much the carbon stocks would change on the site over the project duration if the pre-woodland land use continued and there was no intervention to create woodland.

**For small projects (10 hectares or less): This section is not required. It is assumed that the baseline scenario is ‘no change in carbon stocks over time’. However, if there were trees present onsite or it is possible the carbon stock onsite would increase without this project, then this should be declared here.**

**1) For each project, please describe the soil type/group and vegetation present prior to woodland creation and how the carbon stock might change without the woodland creation project.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project name** | **Soil type and group (mineral or organomineral)** | **Vegetation present** | **How might carbon stocks change if the pre-woodland landuse continued** (e.g. continued grazing would mean little increase in carbon stocks onsite)? |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**2) Over each projects’ duration, would there have been a significant increase in the carbon stored onsite if the pre-woodland land use continued? (By significant, we mean 5% or more of the predicted carbon sequestration of the new woodland)**

[ ]  Yes [ ]  No

**2a) If yes, the ‘baseline’ carbon sequestration needs to be included in the carbon calculator for that project.** [**See further guidance.**](https://www.woodlandcarboncode.org.uk/3-carbon-sequestration)

**Please provide the following evidence for each project to confirm soil type, vegetation present and any baseline carbon calculations:**

Select at least one for each project or specify other evidence

**To confirm the soil type and vegetation onsite:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Maps, photos, remotely sensed images to indicate previous land cover  |  |
| [ ]  Field survey for vegetation or soil type |  |
| [ ]  Soil maps/surveys for soil type  |  |
| [ ]  Other evidence (please specify)  |  |

**To confirm baseline carbon sequestration:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  More detailed baseline calculations which are also included in the carbon calculator |  |
| [ ]  Other evidence (please specify)  |  |

## 3.2 Carbon leakage

Carbon leakage is an estimate of any increases in greenhouse gas emissions in the UK, outside the project boundary over the project duration, because of the woodland creation project going ahead (for example if creating a woodland in location A resulted in either deforestation or significantly intensified agricultural use in location B).

**For small projects (10 hectares or less): This section is not required. It is assumed that woodland creation projects on this scale are not likely to cause extra emissions or intensification of land-use elsewhere in the UK. If any small projects are likely to cause significant emissions outside the project boundary, then this should be declared here.**

**1) Please state how the woodland creation project will impact the landuse of the project area and landuse outside the project boundary but within the UK.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project name** | **Current land use**(e.g. rough grazing by sheep/cattle/ deer) | **Change to landuse within project boundary?**(e.g. grazing will cease within the project area) | **Describe how landuse in the UK outside the project boundary will be affected?**(e.g. landowner will reduce overall sheep numbers on wider holding, meaning little change to land use intensity in the UK outside the project boundary) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**2) Will there be any significant increase in greenhouse gas emissions on the wider land holding as a result of creating woodland in any of the project areas? (By significant, we mean 5% or more of the predicted carbon sequestration of the new woodland).**

[ ]  Yes [ ]  No

**2a) If yes, ‘leakage’ (increased greenhouse gas emissions within the UK) needs to be estimated and included in the carbon calculator for that project. [See further guidance.](https://www.woodlandcarboncode.org.uk/3-carbon-sequestration%22%20%5Cl%20%22para-477-2-0)**

**2b) If leakage from any project will occur, please describe how leakage will be monitored throughout the duration of that project.**

[Details here…]

**Please provide the following evidence to confirm leakage assumptions or calculations:**

Select at least one for each project or specify other evidence

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Map of site and surrounding area with leakage risks highlighted |  |
| [ ]  More detailed leakage calculations and inclusion in carbon calculator |  |
| [ ]  Other evidence (please specify)  |  |

## 3.3 Project carbon sequestration

For standard sized projects, use the ‘standard project carbon calculator’ tab in the carbon calculator.

For small projects (10 hectares or less), using the small woods process where basic monitoring will be undertaken in the future, use the simplified, conservative ‘small project carbon calculator’ tab in the carbon calculator.

## 3.4 Net carbon sequestration

**1) Have you provided a carbon calculator for each project (or group, if you are pooling carbon across a group)?** This includes adjusting the project carbon sequestration (3.3) for baseline sequestration (3.1) and leakage emission estimates (3.2) to come to a net carbon sequestration figure ([See Section 3](https://www.woodlandcarboncode.org.uk/3-carbon-sequestration))

[ ]  Yes

**Please provide the following evidence for each project (or group, if you are pooling carbon across a group):**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project or group)** |
| [ ]  Carbon calculator |  |
| [ ]  Evidence to justify alternative growth rates |  |
| [ ]  Other evidence (please specify)  |  |

The carbon calculator shall be uploaded to the registry and made publicly available upon validation. Please refer to the carbon calculator for further details of the sequestration of the project and any baseline and leakage calculations.

# 4. Environmental quality

**1) For each project, please indicate whether an Environmental Impact Assessment (EIA) is required for woodland creation.**

|  |  |
| --- | --- |
| **Environmental Impact Assessment required?**  | **Project name(s)** |
| [ ]  Yes |  |
| [ ]  No |  |

**2) Biodiversity**

**2a) For each project where no Environmental Impact Assessment is required, does the project or neighbouring areas contain any rare or endangered species and/or any of the following designations: Sites of Special Scientific Interest, Special Areas of Conservation, Special Protection Areas, Ramsar, National Nature Reserves**

[ ]  Yes [ ]  No

**2b) If yes, please provide detail of the species and/or designations and their location in relation to the project:**

|  |  |
| --- | --- |
| **Location of designation** | **Details** |
| [ ]  **Designations on site** | [Specify project name/s, species, and/or designation/s] |
| [ ]  **Designations near site** | [Specify project name/s, species, and/or designation/s] |
| [ ]  **None** | [Specify project name/s] |

**2c) If yes, please detail how these species and/or designations have been considered for each project:**

[Details here…]

**3) Landscape:**

**3a) For each project where no Environmental Impact Assessment is required, does the project or neighbouring areas contain any of the following designations: National Park, Areas of Outstanding Nature Beauty**

[ ]  Yes [ ]  No

**3b) If yes, please provide detail of the designations and their location in relation to the project:**

|  |  |
| --- | --- |
| **Location of designation** | **Details** |
| [ ]  **Designations on site** | [Specify project name/s and designation/s] |
| [ ]  **Designations near site** | [Specify project name/s and designation/s] |
| [ ]  **None** | [Specify project name/s] |

3c) **If yes, please detail how these designations have been considered for each project:**

[Details here…]

**4) Historic landscape:**

**4a) For each project where no Environmental Impact Assessment is required, does the project or neighbouring areas contain any of the following designations: World Heritage Sites, Registered Parks and Gardens, Registered Battlefields, Scheduled Ancient Monuments**

[ ]  Yes [ ]  No

 **4b) If yes, please provide detail of the designations and their location in relation to the project:**

|  |  |
| --- | --- |
| **Location of designation** | **Details** |
| [ ]  **Designations on site** | [Specify project name/s and designation/s] |
| [ ]  **Designations near site** | [Specify project name/s and designation/s] |
| [ ]  **None** | [Specify project name/s] |

**4c)** **If yes, please detail how these designations have been considered for each project:**

[Details here…]

**5) Have you provided a ‘woodland benefits tool’ to give a score (out of 5) and further details about the biodiversity and water benefits of each project?** This shall be uploaded to the registry and made publicly available**.**

[ ]  Yes

**Please provide the following evidence for each project:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Woodland benefits tool |  |

**6) If you intend to monitor the biodiversity or other environmental benefits of any projects throughout their duration, please describe how this will be carried out.**

[Details here…]

**In addition to the woodland benefit tool(s), please provide the following evidence for each project:**

Select at least one for each project or specify other evidence:

**To confirm Environmental Impact Assessment status**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Environmental Statement from EIA  |  |
| [ ]  Screening opinion confirming EIA not required  |  |
| [ ]  Grant application which confirms requirement and outcome of EIA |  |
| [ ]  Other evidence (please specify)  |  |

**To confirm consideration of environmental impacts including designated areas**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Map showing any designated areas (digital image or shapefile)  |  |
| [ ]  Other design planning documentation |  |
| [ ]  Other evidence (please specify)  |  |

# 5. Social responsibility

**1) Have you provided a ‘woodland benefits tool’ to give a score (out of 5) and further details about the community and economic benefits of each project?** This shall be uploaded to the registry and made publicly available**.**

[ ]  Yes

**Please provide the following evidence for each project:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Woodland benefits tool |  |

**2) If you intend to monitor the social benefits or impacts of any projects throughout their duration, please describe how this will be carried out.**

[Details here…]

**In addition to the woodland benefit tool(s), please provide the following evidence for each project:**

Select at least one for each project or specify other evidence

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Design planning documentation which confirms social impacts/benefits  |  |
| [ ]  Other evidence (please specify)  |  |

Annex 1: Crofting-only requirements

## 1.3 Eligible land – Crofting only

**For tenanted crofts – please provide both for each project:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Crofting Commission Register of Crofts – registration number |  |
| [ ]  Registers of Scotland Crofting Register – registration number and plan |  |

**For common grazing under section 50 of the Crofters (Scotland) Act 1993 – please provide all documents for each project:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ] [ ] Confirmation of approved application (section 50 of Crofters (Scotland) Act 1993) |  |
| [ ]  Crofting Commission Register of Crofts - Register number of all participating common grazing shareholders |  |
| [ ]  Crofting Commission Register of Crofts – crofter forestry entry |  |

[ ]

**For common grazing under section 50A of the Crofters (Scotland) Act 1993 – please provide both for each project:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Crofting Commission Register of Crofts - Register number of all participating common grazing shareholders |  |
| [ ]  Registers of Scotland Crofting Register – joint forestry venture entry |  |

## 2.1 Commitment to the Woodland Carbon Code – Crofting only

[ ]

**Select at least one for each project for crofting land**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  For tenanted crofts: A contract, template statement or other statement signed by the crofting tenant |  |
| [ ]  For common grazing under section 50: A contract, template statement or other statement signed by all participating shareholders and the grazing clerk |  |
| [ ]  For common grazing under section 50A: A contract, template statement or other statement signed by all participating shareholders, the grazing clerk and the landowner |  |

[ ]

## 2.2 Management plan – Crofting only

**1) If any of your projects are under common grazing under section 50/50A of the Crofters (Scotland) Act 1993, is the management plan consistent with and incorporated into updated common grazings regulations identifying the extents of the project and provisions for, or limitations on, soumings, access etc?**

[ ]  Yes [ ]  No [ ]  Not applicable

**2. If any of your projects are on common grazing under section 50/50A of the Crofters (Scotland) Act 1993, please provide the following evidence to confirm the alignment of the management plan and common grazings regulations, and the existence of the common grazing committee:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  Common grazings regulations |  |
| [ ]  Minutes of meeting at which the current grazing committee was appointed. |  |
| [ ]  Other evidence of existence of grazing committee (please specify)  |  |

## 2.4 Consultation – Crofting only

**1) If any of your projects are on common grazing under section 50/50A of the Crofters (Scotland) Act 1993, please provide the following evidence to confirm consultation with and agreement of all relevant parties:**

|  |  |
| --- | --- |
| **Evidence provided** | **Document reference (for each project)** |
| [ ]  For section 50, approved application for use of common grazings for forestry purposes |  |
| [ ]  For section 50A, joint forestry venture agreement  |  |