



Project Progress Report (PPR)
Version 2.2
April 2022

Template for UK based forest carbon projects (or groups of projects)
seeking verification to the Woodland Carbon Code

PPR Completed By:

Project or Group Manager listed on
UK Land Carbon Registry

Carl Williams

Name of submitting organisation (if
different)

Highfield Forestry Ltd.

Completed by:

Iain Stirling

Completed & submitted to
verification body on:

15/12/2022

Email contact:

i.stirling@highfield-forestry.com

If a group, provide group details:

Group Name:

UK Land Carbon Registry
Unique Group ID

For the project or each project in the group, please give the unique ID, location, grid reference and size:

Project Name	Registry Project ID 103000000012345	Location: County	Location: Country	6-fig Grid Reference AA123456	Gross Area (ha)	Net Area (ha)
Bridge End Farm 2017	104000000012690	Cumbria	England	NY 708 459	11.18	10.53
Total area:					11.18	10.53

NOTE:

1. When completing each section of this document please refer to the requirements set out in the relevant section of the Woodland Carbon Code and [online guidance](#). Boxes for text can be expanded if not large enough.
2. This PPR 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 of the 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 5 projects are in a group. Other questions or statements can be answered for the group where indicated.
3. If you have a small project (≤ 5.0 ha net planting area), some sections of the Progress Report are not required for that project. These sections are clearly indicated. Only projects using the small woods calculator can undertake basic monitoring and verification.
4. Your Project Progress Report (PPR) and Monitoring Report(s) will be made available in the [UK Land Carbon Registry](#) once you are verified, and PIUs delivered will be converted to WCUs.
5. At the end of each section, a table allows you to indicate which Additional Evidence you will make available to the verification body. Please provide the name of the document/other reference for the document you intend to submit.
6. The Project/Group Manager should keep a copy of the PPR, the Monitoring Report and all additional information for the duration of the project.

For info: Updates to PPR template: Summary – Completed by Scottish Forestry

Version No	Date	Amendment	Author
2.0	08 March 2018	Combine the single and group PPRs 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	March 2022	Update to align with Code Version 2.2	Vicky West

For Projects: Version Control of completed PPRs:

Version No	Date	Amendment	Author
1	15/12/2022	First Draft	Iain Stirling
2	17/05/2023	Amended following Carol Robertson Comments of 16/05/2023	Iain Stirling

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

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1. Eligibility

1.1 Key project dates

[View online guidance](#)

1. Please reconfirm key project dates (Select against your PDD):

Activity	Date
Project or Group Implementation date (Date work begins onsite)	25/02/2017
Project or Group Start date (End of tree planting)	01/03/2017
Date of validation or last verification (<i>Select against validation/verification statement</i>)	12/04/2019
Project Duration	100

1.2 Eligible activities

[View online guidance](#)

No information required

1.3 Eligible land

[View online Guidance](#)

1) Please reconfirm the landowner, tenant and any agents for each project using the 'Landowner and Tenant and Agent Contact Details' sheet.

If the landowner or tenant of any project have changed since the validation/last verification, you shall provide the following additional evidence to confirm the owner(s) and, if the land is leased, the owner(s)' consent:

To confirm owner:	Choose at least one or specify what other evidence	Evidence provided/document reference for each project
Solicitor's letter	NA - No change in Landowner	
Title deeds	NA	
Land registry records	NA	
To confirm owners consent if leased:	Choose if leased or specify what other evidence	Evidence provided/document reference for each project
Certified copy of lease	NA	
To confirm contact details of owner, agent or tenant:	Specify what evidence	Evidence provided/document reference for each project

Other evidence to confirm landowner's consent		
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1.4 Compliance with the law[View online guidance](#)

- 1) As far as you are aware, does your project(s) comply with all existing forestry legislation in the UK at the time of completing this document? **Yes**
- 2) As far as you are aware, are there any current, past (within the last 5 years) or pending prosecutions relating to the project(s)? **No**
- 3) As far as you are aware, are there any injunctions or notices relating to the project(s) issued by the Environment Agency/Scottish Environmental Protection Agency/Natural Resources Wales/Northern Ireland Environment Agency or issued under the Town and Country Planning Regulations? **No**

1.5 Conformance with the UK Forestry Standard[View online guidance](#)

- 1) As far as you are aware, is your project(s) designed and managed in accordance with the UK Forestry Standard? **Yes**

1.6 Additionality[View online guidance](#)**No information required**

2. Governance

2.1 Commitments of landowners and project developers/group managers [View online guidance](#)

NOTE: Landowner Commitment is only required If the landowner has changed since the validation/last verification

1) Is there a contract with or statement from the land owner(s), or where the land is tenanted, both the landowner and the tenant, which confirms their commitment to:

- Conform to this standard
- Permanent land-use change
- Manage land as per the current Management Plan for the establishment period and as per longer-term management intentions for the project duration and beyond (2.3)
- Comply with the law (1.4) and conform with the UK Forestry Standard (1.5)
- Restock where projects involve harvesting (2.3)
- Replant or undertake compensatory planting should woodland area be lost to wind, fire, pests, disease or development (2.3)
- Inform future landowner(s), and where tenanted, future tenant(s), of the commitment to the Woodland Carbon Code and any carbon contracts (2.3)
- Monitor and maintain verification for the project duration as per WCC guidance (unless the 3rd party project developer agrees to take this on - 2.5)
- Notify the WCC Secretariat immediately and submit a Loss Report within six months of discovery if there is a loss of woodland carbon (2.3)
- Ensure the project, any PIU listings, sales to carbon buyers, and retirement for use of verified Woodland Carbon Units are accurately represented and up to date in the UK Land Carbon Registry (either in their own account or via the project/group manager's account (2.6)
- Only sell carbon units which are validated & verified to a standard which is endorsed in the UK Environmental Reporting Guidelines (2.6)
- Make true and accurate carbon statements about the project which conform with guidance (2.7)
- Abide by the WCC logo rules of use ([see website](#))

Yes – no change in landowner

You shall provide the following additional evidence to confirm the commitment of each land owner and tenant:

Land Owner and Tenant Commitment	Choose at least one	Evidence provided/document reference for each project
----------------------------------	---------------------	---

Contract with landowner contain terms set out above	NA	
Signed statement(s) from landowner(s) contains terms set out above	NA	
Signed statement from tenant contain terms set out above	NA	

2) Do you, as the 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 WCC guidance (unless the landowner has agreed to take this on – 2.5).
- Ensure the project, any PIU 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)
- Only sell carbon units which are validated & verified to a standard which is endorsed in the UK Environmental Reporting Guidelines (2.6)
- Make true and accurate carbon statements about the project which comply with guidance (2.7)
- Make carbon buyers aware of the WCC guidance on carbon claims and include in contracts with buyers (2.7)
- Abide by the WCC logo rules of use and make carbon buyers and landowners aware of the WCC logo rules of use ([see website](#))

Yes

3) *If a group*, do you have a signed Group Agreement which is current and meets the requirements as specified in the WCC guidance? *NA*

You shall provide the following additional evidence to confirm group arrangements:

	Select all boxes	Evidence provided/document reference for each project
Current Group Agreement which meets the requirements as set out in WCC group scheme guidance	NA	

NOTE: The Group Agreement could also contain the landowner/project developer terms set out above.

2.2 Management plan

[View online guidance](#)

1) Is the project's sustainable forest management plan up-to-date? *Yes – As the planting is still to fully establish it is managed under the management plan associated with the grant contract.*

2) Do the key aims and long term objectives for each project remain as set out in the PDD? *Yes*

2a) *If No*, Please confirm the key aims and long term objectives of each project and the changes since the PDD:

Project Name	Aims and objectives of project and changes since PDD

3) Do the longer-term management intentions of each project (incl. the woodland management regime to be applied – e.g. no intervention, thinning only, regular clearfell, CCF (and type)) remain as set out in the PDD? *Yes*

3a) *If no*, please clarify the current longer-term management intentions and the change from the last validation/verification:

Project Name	(ii) Longer-term management intentions for the project duration and beyond

You shall provide the following additional evidence to confirm the current sustainable forest management plan:

To confirm current management plan:	Choose at least one option below or specify other evidence	Evidence provided/document reference for each project
Up to date management plan	Yes	Grant Scheme Contract – Case Ref 37947
	Specify what evidence	Evidence provided/document reference for each project
Other evidence		
To confirm changes to boundary/planting	Where boundaries/planting plan has changed	Evidence provided/document reference for each project
Updated Planting map which meets WCC mapping rules (digital image or shapefile)	Yes	Bridge End Farm_Verification Map

2.3 Management of risks and permanence[View online guidance](#)

1) If there are any new or increased risks to any project, please state them here, along with the mitigation action you are taking to reduce the risk.

Project Name	Risk Category – New or increased risks	Likelihood (L/M/H)	Impact (L/M/H)	Mitigation Action (if any)
Bridge End Farm 2017	Damage from River Erosion	M	H	Hold units in reserve against potential damage until root systems can stabilize river bank. Consider re-calculating carbon if necessary. Increase planting density in surrounding area against possible losses from river damage.

You shall provide the following additional evidence to confirm the new or increased risks:

To confirm risk:	Specify what evidence	Evidence provided/document reference for each project
Evidence as required	Updated map highlights area lost to river damage.	Bridge End Farm_Verification Map

2) Has there been any loss of carbon within any project since the previous validation/verification? **No – Loss of area to river can be accounted for by increasing stocking density along with remedial planting.**

You shall provide the following additional evidence to confirm details of any woodland carbon loss:

To confirm details of loss:	Choose at least one	Evidence provided/document reference for each project
Loss Report	No	

2.4 Consultation[View online guidance](#)

1a) *If you have consulted any stakeholders since the last validation/verification, please describe the consultation process and its outcome.*

Project Name	Consultation process	Outcome
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Bridge End Farm 2017	None	NA

1b) If you have had any complaints or concerns raised about the project since the last validation/verification, please describe how you have dealt with these.

Project Name	Any issues raised and changes to project as a result
Bridge End Farm 2017	None

You shall provide the following additional evidence to confirm the approach to and outcome of ongoing consultation:

	Specify what	Evidence provided/document reference for each project
Relevant evidence of ongoing consultation process and outcome	No	No further consultation done or necessary.

2.5 Monitoring

[View online guidance](#)

1 Survey Team: **Not required from year 15+ for projects that used the Small Woods calculator or for Self-Assessment.

Please enter below key information about the survey team, their experience and relationship to the project. If different surveyors have been used for constituent projects, please give details of all surveyors and the projects they worked on. *[Cut and paste table as required]*

	Surveyor Details
Name of surveyor	Iain Stirling
Projects surveyed	Bridge End Farm 2017
Contact details of surveyor (phone/email)	Phone: 07825 705 671 Email: i.stirling@highfield-forestry.com
Relevant survey experience	Professional forest management experience with early establishment forestry surveys. Verification surveys carried out for other Woodland Carbon Code projects.
Relationship to project	<ul style="list-style-type: none"> Project developer/Group Manager

2. Reconfirming project area and woodland/open areas: **Not required from year 15+ for projects that used the Small Woods calculator or for Self-Assessment

For each constituent project, you will need to supply an updated map indicating any changes to the project boundary, woodland components and open ground. From year 15 onwards, this should be based on information from aerial photography/satellite information where relevant (See Survey Protocol). The map should also indicate the location of the survey plots.

3. Strata and number of plots: **Not required from year 15+ for projects that used the Small Woods calculator or for Self-Assessment

For each constituent project, you will need to stratify and define the number of plots before surveying. Details should be given in the Monitoring Report.

4. Survey Results:

Please provide the results of your monitoring – either full monitoring or basic monitoring, as follows:

FULL MONITORING: You shall provide the following additional evidence to summarise the monitoring work undertaken:

	All projects	Evidence provided/document reference for each project
Monitoring Report (Year 5 or 15+ as relevant)	Yes	WCC_Bridge End Farm_Year5_MonitoringReport_Stratum 1 WCC_Bridge End Farm_Year5_MonitoringReport_Strat 2_17.5.23
Site-level photos and locations	Yes	Supplied Folder – Survey Photographs – Overview Photos
Plot-based photographs and locations	Yes	Supplied Folder – Survey Photographs – Strata 1 and Strata 2
Updated map of site with any boundary changes marked	Yes	Bridge End Farm_Verification Map_15.12.22
Map of site with strata and plot locations marked	Yes	Bridge End_Monitoring Report Map
Report or evidence from independent quality assurance	Where relevant	

BASIC MONITORING: From year 15+, for projects that used the Small Woods calculator or for Self-Assessment. You shall provide the following additional evidence to summarise the monitoring work undertaken:

	All projects	Evidence provided/document reference for each project
Representative geotagged site-based photos (min 3-4)	NA	

One form of aerial image with the boundary of the project and planted area overlaid, to confirm stocking over whole site	NA	
Updated map if required	Where relevant	

4c) Please give here any further clarification of, or comment on, your monitoring results:

Stocking density:

The average stocking densities should be 1600 trees/ha for compartment 1 (pure broadleaves) and 2140 trees/ha (average) for the remaining pine/broadleaf mixtures. The plots surveyed averaged about 600 live trees/ha in compartment 1 and 940 live trees/ha in compartment 2-6.

As the stocking density is significantly lower than in the carbon calculations, in the absence of any additional planting the land will sequester much less carbon going forward. Significant loss replacement is required to bring the project up to standard.

Open Ground

There are also quite a lot of unmapped open areas which may bring the overall stocking density down further. This includes a large area at the bottom of compartment 4, the top of the slope in compartment 3 and large areas throughout compartment 5. These have been re-mapped as open ground and the carbon calculations updated accordingly. As is detailed below, an underestimation of planting area at validation means that the carbon project area has not actually reduced.

Species:

Similarly to the above, the calculations are based on compartments 2-6 containing 50% Scots pine. This species appears to be entirely absent save from about half of compartment 3. As above this change in species will impact the carbon sequestered, so loss replacement will be required to re-establish the correct species proportions.

Some of the sites were quite wet, so not particularly suited to Scots pine. During beat-up, pine should be focused on drier microsites.

Fencing and herbivore control:

Extensive signs of deer and rabbit damage are present. Some level browsing damage is present across all compartments, but compartment 3 is most severely affected.

There has been significant damage to the deer fence in compartment 3 and 6 as a result of river erosion. Repairing the deer fencing and increasing herbivore control in these areas will be needed to allow current and loss replacement trees to establish.

River Erosion

About 0.17 ha of compartment 6 has been washed away. Planting density will need to be increased elsewhere to account for the lost area.

Remedial Action

A detailed remedial plan has been prepared and attached detailed the work that will be undertaken to bring the project up to appropriate stocking density and species proportions.

5. Quality Assurance: FOR FULL MONITORING ONLY:

If an independent party quality assured a proportion of the fieldwork sample plots of any constituent project prior to verification, please indicate who undertook this work and the proportion of the plots that were quality assured.

Quality Assurance – Fieldwork	
Name of quality assurer	
Contact details	Phone: Email:
Project(s) Selected	
% of plots Selected	
Any issues found	

If an independent party quality assured the 'office' calculations of any constituent project prior to verification, please state who undertook this work and their contact details.

Quality Assurance – Calculations	
Name of quality assurer	
Contact details	Phone: Email:
Project(s) Selected	
% of plots Selected	
Any issues found	

6a) Is the project(s) certified or applying for certification to the UK Woodland Assurance Standard? **No**

6b) If yes, please confirm for each project whether certification to UKWAS is via FSC or PEFC and give the relevant certificate number.

Project Name	FSC or PEFC	FSC or PEFC certificate number
NA	NA	NA

2.6 Registry and avoidance of double counting
[View online guidance](#)

1a) Is your project(s) validated or approved by another carbon standard or has it applied to be validated? **No**

1b) **If yes**, please outline below:

Project Name	Other carbon standard applied to/validated by	Relevant unique ID from other carbon standards
NA	NA	NA

2) If PIUs or WCUs are sold from the project(s), are they either assigned to the buyer or in the account of the buyer on the UK Land Carbon Registry? **Not applicable**

3) Has the landowner/tenant accepted or are they planning to collect any charitable donations to support this project which infer the donor's contribution will help the global climate, greenhouse gas balance or carbon balance? **No**

4) Has the tenant, landowner or project developer sold any carbon credits from other projects which are not validated/verified to a standard which is endorsed in the UK Environmental Reporting Guidelines? **No**

2.7 Carbon statements and reporting

[View online guidance](#)

1a) Do you ensure that all carbon buyers (existing and future) are aware/will be made aware of the WCC claims guidance? **Yes**

1b) Do you ensure that statements or claims made by the landowner, project developer or corporate buyer comply with [Woodland Carbon Code guidance](#), and that any existing statements (on websites etc) have been revised as necessary (if the carbon prediction has been revised)? **Yes**

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

Media	Select all that apply	Evidence provided/document reference for each project
Signage onsite	Yes	Signage no longer present. Landowner was assisted in this by WCC directly.
Websites	NA	
Publicity leaflets etc.	NA	
	Specify what	Evidence provided/document reference for each project
Other media		

3. Carbon Sequestration

3.1 Carbon baseline

[View online guidance](#)

No information required

3.2 Carbon leakage

[View online guidance](#)

BASIC MONITORING: From year 15+, for projects that used the Small Woods calculator or for Self-Assessment, this section is not required.

1) Does your assessment of leakage for each project remain as stated in the PDD?

Yes

1a) *If no, please state how any assessment of leakage has changed, and calculate the level of leakage (in tCO₂e) for the duration of the project.*

NA

You shall provide the following additional evidence to confirm leakage assumptions or calculations:

	If leakage significant include more than one piece of evidence	Evidence provided/document reference for each project
Map of site and surrounding area with leakage risks highlighted	Yes	Bridge End Farm_Verification Map
More detailed leakage calculations and inclusion in WCC Carbon Calculation	No	
	Specify what	Evidence provided/document reference for each project
Other evidence		

3.3 Project carbon sequestration

[View online guidance](#)

BASIC MONITORING: From year 15+, for projects that used the Small Woods calculator or for Self-Assessment, this section is not required.

NOTE: The following changes may make it necessary to re-evaluate project carbon sequestration:

- Changes in actual species composition or areas of open space,

- *Stocking density (at year 5) or predicted growth rates (from year 15+) not achieved,*
- *Extensive beat-up,*
- *Change to long-term management intentions.*
- *Where the project has suffered a loss of carbon stock since the previous verification (from year 15+)*

The Verification Body will inform you whether it is necessary to re-evaluate your predicted carbon sequestration.

1) For future vintages, does the predicted carbon sequestration of each constituent project in the group remain as set out in the PDD? **No**

1a) **If no**, please clarify. In your clarification please include:

- Whether the predicted sequestration has changed and you have provided an updated WCC Carbon Calculation Spreadsheet
- The magnitude of the change (whether more or less will be sequestered)
- The reasons for the change
- Whether any buyers are impacted
- How buyers will be compensated if PIUs already purchased will be marked 'Not Delivered'

Target stocking density has not been reached by year 5. This is judged to be as a result of herbivore damage, competition with grasses and potentially insufficient early loss replacement and maintenance. River erosion has also removed some land from the project area.

During the verification process it has come to light that the original carbon calculations did not cover the full project area and the planting densities presented were incorrect. The following amends are noted:

- The project area has been re-mapped, and has actually increased from 10.06ha to 10.53ha, even accounting for the areas lost.
- The species density for compartments 2 to 6 has been changed to 2140 tree/ha (approx.2.15m spacing), to match the planting contract. The original calculations had 2m spacing for pine and 2.5m spacing for broadleaves in these areas.

No PIUs will be converted to WCU at this verification and the actual and predicted future carbon sequestration will be re-assessed at the next verification.. A remedial plan has been submitted detailing the work that will be undertaken to bring the project up to establishment at the target density and species composition.

No PIUs have been sold as of yet, so no buyers have been affected.

If recalculating, you shall provide the following additional evidence to confirm carbon sequestration assumptions and calculations:

	All projects	Evidence provided/document reference for each project
Updated WCC Carbon Calculation Spreadsheet	No	Will provide upon agreement on suitable remedial plan with verifier.
	Specify what	Evidence provided/document reference for each project
Other evidence		

NOTE: You will be required to upload any updated Carbon Calculations to the registry upon verification.

3.4 Net carbon sequestration

[View online guidance](#)

1) For each project, please indicate the predicted and actual number of carbon units to be delivered within the vintage under assessment.

FULL MONITORING:

- At the first (year 5) assessment, provided the actual stocking density is within 10% of the predicted density and there are no concerns about tree growth or health, we will assume that the predicted number of units are delivered in that vintage.
- From year 15 onwards, we will assess the actual number of units delivered in that vintage and compare to the prediction.

BASIC MONITORING – Small projects: From year 15+ for projects that used the Small Project Calculator, provided there are no concerns about tree growth or health, we will assume that the predicted number of units are delivered at each vintage.

SELF-ASSESSMENT: This section not required

[Please cut and paste this table for each constituent project within the group].

Planned (PIU) and actual (WCU) units delivered within the Vintage under assessment:

Vintage Start Date:	01/03/2017	Vintage End Date:	28/02/2022
	Total Units in vintage (tCO₂e)	Units to Buffer (tCO₂e)	Units to Project (tCO₂e)
PIUs issued in Vintage being assessed	0	0	0
Actual Units (WCUs) in Vintage being assessed	0	0	0
<i>PIUs to be cancelled</i>	0	0	0
<i>Extra WCUs to be issued</i>	0	0	0

4. Environmental quality[View online guidance](#)

1) *If you have monitored or observed biodiversity benefits*, please state the added benefits to date of your project(s), and any evidence of these benefits:

Project Name	Added benefits & evidence for them
NA	NA

2) *If you have monitored or observed water benefits*, please state the added benefits to date of your project(s), and any evidence of these benefits:

Project Name	Added benefits & evidence for them
NA	NA

3) *If you have monitored or observed landscape or historic landscape benefits*, please state the added benefits to date your project(s), and any evidence of these benefits:

Project Name	Added benefits & evidence for them
NA	NA

If monitoring environmental benefits, you shall provide the following additional evidence to confirm details of the biodiversity, water, landscape or historic landscape benefits of the project:

	Specify what	Evidence provided/document reference for each project
Evidence confirming the biodiversity, water, landscape or historic landscape benefits of the project(s) so far	NA	NA

5. Social responsibility

[View online guidance](#)

1) *If you have monitored or observed community benefits*, please state the added benefits to date of your project(s), and any evidence of these benefits:

Project Name	Added benefits & evidence for them
NA	NA

2) *If you have monitored or observed economic benefits*, please state the added benefits to date of your project(s), and any evidence of these benefits:

Project Name	Added benefits & evidence for them
NA	NA

If monitoring social benefits, you shall provide the following additional evidence to confirm the community or economic benefits of the project so far:

	Specify what	Evidence provided/document reference for each project
Evidence confirming the community or economic benefits of the project(s) so far	NA	NA