



Department of Energy & Climate Change
3 Whitehall Place,
London SW1A 2AW
T:
E:
www.decc.gov.uk

Ref No: **12/1126**

23 August 2012

Dear

Thank you for your email of 31 July where you requested information on the Biomass & Biogas Sustainability Criteria Implementation Group (BABSIG) referenced in the Government Response to the Statutory Consultation on the Renewables Obligation Order 2011 published in December 2010. You specifically requested a list of members of that group and all minutes and other relevant documents related to it.

The information you requested is enclosed. This comprises:

- A. Terms of Reference for the BABSIG Group and Membership list (as updated at January 2012);
- B. Agendas from its 4 meetings in 2011 of the Group: 27 January 2011, 19 May 2011, 14 July 2011 and 27 October 2011; and from the one meeting in 2012: 30 May 2012, and
- C. Copies of the DECC presentations from these meetings.

Minutes were not taken. Regulation 12(3) of the Environmental Information Regulations 2004 provides an absolute exemption for personal data, which then falls to be dealt with under the Data Protection Act (DPA). Personal data of third parties can only be disclosed in accordance with the data protection principles. In particular, the first data protection principle requires that disclosure must be fair and lawful and must comply with one of the conditions in Schedule 2 of the DPA. We do not think that it is fair to release the names of junior staff or third parties and do not think that any of the relevant conditions in Schedule 2 of the DPA apply. Therefore names other than those of senior civil servants have been redacted from these documents.

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to us. Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Yours sincerely,

Biomass & Biogas Sustainability Implementation Group (BABSIG)
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Terms of reference and deliverables

Chair: Sarah Rhodes, DECC – Head of Land-based Renewables

Secretariat: Redacted, DECC - Bioenergy

Membership: As overleaf

Inaugural meeting of expanded membership: 27 January 2011

Aim:

1. To enable stakeholders from across the bioenergy sector to engage and inform the practical rollout of sustainability criteria for biomass and biogas used for electricity and heat generation in the UK.

Membership:

2. This Stakeholder Group brings together representatives of DECC, Defra, DfT, the devolved administrations, regulatory and advisory bodies including Ofgem and the Environment Agency, NGOs, and the biomass & biogas industries. It is based on the existing biomass & biogas stakeholder working group which helped develop the Government's ROO 2011 consultation proposals, but expanded to include more hands-on industry expertise.

Activities:

3. Setting up of the Group and its work is referenced in the Government Response to the ROO 2011 Consultation published 16 December 2010. (pages 14-15) www.decc.gov.uk/en/content/cms/consultations/ro/ro.aspx.
4. The Group is tasked with:
 - contributing to the **successful development of guidance on sustainability criteria and the GHG lifecycle tool**;
 - supporting the development of a **sustainable forest management approach** which will robustly protect global forests and enable small UK woodlands to brought under active management, delivering important biodiversity benefits and new opportunities in our rural areas;
 - feeding into Government's considerations of how best to take forward the EU's forthcoming report on **indirect land use**; and
 - informing the development of **sustainability for heat generation**, to be integrated into the core work.

Timescales:

5. The proposed target deliverable dates are
 - **Agreement of Group's shared view on Sustainable Forest Management Practices and ILUC by 30th August 2012 (to be based on existing approaches such as Government's sustainable wood procurement policy, FSC, PEFC, UK FS etc. where possible.)**

- **Agreement of Group's shared view on Renewable Heat & ensuring sustainability for large & small-scale by 31st December 2012**
- **Health-check by 31st January 2013 of UK progress towards full launch in April 2013, and consideration of any work needed in 13/14.**

Logistics:

6. The 3 scheduled meeting dates and topics - for the coming 2012/13 year are:
 - **Wed 30 May – Bioenergy Strategy & Sustainability Update**
 - **Thu 13 September - Renewable Heat & GHG Calculator**
 - **Thu 17 January 2013 - To be agreed with Group**
7. Meetings are held at the BIS Conference Centre, 1 Victoria Street, London SW1H 0ET. 2pm to 4.30pm, with tea & coffee available from 1.30pm.

BABSIG Membership:

Government, Regulatory, Advisory, NDPBs & ALBs:

UK Government: Defra, DECC and DfT

Devolved administrations of Wales, Scotland and Northern Ireland

Environment Agency

Forestry Commission

Natural England

Ofgem

Scottish Natural Heritage (SNH)

National Non-Food Crops Centre (NNFCC)

NGOs:

Friends of the Earth (FoE)

Greenpeace

National Trust

Royal Society for the Protection of Birds (RSPB)

World Wildlife Fund WWF-UK

Business & Trade Bodies:

Association of Electricity Producers (AEP)

Combined Heat & Power Association (CHPA)

ConFor (Confederation of Forest Industries)

Country Land & Business Association (CLA)

National Farmers' Union (NFU)

Renewable Energy Association (REA)

Woodfuel Suppliers Group

Industry Technical/Specialists:

Centrica

Drax

Eco2

Eon UK

Future Biogas

Helius Energy

RWE Npower.

BIOMASS & BIOGAS SUSTAINABILITY IMPLEMENTATION GROUP (BABSIG)

Thursday 27th January 2011 2pm - 4.30pm
BIS Conference Centre, 1 Victoria Street, London, SW1H 0ET

	AGENDA
<i>From 13.30</i>	<i>Tea & coffee and registration</i>
14.00	I. Introductions and welcome
14.05	II. Updates on progress: <ul style="list-style-type: none"> i. Government response to ROO 2011 consultation - published with Electricity Market Reform package (EMR) on 16th December: DECC ii. GHG Tool & Ofgem Guidance: DECC & Ofgem iii. EU report on ILUC related to biofuels and bioliquids – published 22nd December: DECC iv. Sustainable Forestry: Forestry Commission <p>DECC Response to ROO 2011 Consultation – Chapter 2, Biomass & Biogas Criteria: http://www.decc.gov.uk/en/content/cms/consultations/ro/ro.aspx (pages 10-15 only)</p> <p>EU ILUC Report: (14 page report – key pages 6-13) http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2010:0811:FIN:EN:PDF</p>
14.45	Questions to Panel on the Updates
15.10	<i>Coffee and short comfort break</i>
15.20	III. Agreement to Terms of Reference and Work-plan Discussion I: Scope (All) <ul style="list-style-type: none"> • Are the 4 key areas of (i) GHG Tool and Guidance, (ii) Sustainable Forestry (iii) ILUC and (iv) Sustainable Heat the right priority areas? • Would there be other areas this group would want to address?
15.40	Discussion II: Deliverables and timescales (All) <ul style="list-style-type: none"> • Are the deliverables and timescales set out practical? • Would there be other contributions/deliverables this group would want to see?
16.00	IV. Groups' feedback
16.20	V: Next steps and thanks. (Chair)
16.30	Close.

BIOMASS & BIOGAS SUSTAINABILITY IMPLEMENTATION GROUP (BABSIG)

Thursday 19th May 2011 2pm - 4.30pm
 BIS Conference Centre,
 1 Victoria Street,
 London, SW1H 0ET

	AGENDA
<i>From 13.30</i>	<i>Tea & coffee and registration</i>
14.00	I. Introductions and welcome
14.05	II. GHG lifecycle tool for biomass electricity generation: Redacted, E4tech
14.35	III. Questions and Comments
15.00	<i>Coffee and short comfort break</i>
15.15	IV. Updates on other key issues <ul style="list-style-type: none"> - Sustainable forestry management, Redacted, Forestry Commission Scotland (Paper provided on 14th April with agenda) - Bioenergy Strategy Redacted, DECC
15.50	V. Table groups to discuss progress and updates
16.15	VI. Feedback from tables
16.30	<i>Close.</i>

BIOMASS & BIOGAS SUSTAINABILITY IMPLEMENTATION GROUP (BABSIG)

Interim Meeting

Thursday 14th July 2011, 2pm - 4.30pm
BIS Conference Centre,
1 Victoria Street,
London, SW1H 0ET

	AGENDA
<i>From 13.30</i>	<i>Tea, coffee and registration</i>
14.00	I. Introductions and welcome (Chair)
14.05	II. New policy documents and bioenergy content (DECC) <ul style="list-style-type: none"> - Electricity Market Reform (EMR) - Renewables Roadmap <p>(Links to the formal documents will be sent to the Group when published online.)</p>
14.30	III. Panel Discussion (DECC, Forestry Commission, Ofgem) <p>To include:</p> <ul style="list-style-type: none"> - Update on sustainable forest management proposals - Criteria, GHG tool & guidance going forward - General concerns and issues
15.15-15.30	<i>Comfort break</i>
15.30	IV: Continuation of Panel & Group Discussion
16.30	<i>Close.</i>

MORNING AGENDA - Biomass & Biogas Carbon Calculator Tool

Thursday 27th October, BIS Conference Centre, 1 Victoria Street, London, SW1H 0ET

10am-11am: Experts Surgery (optional for morning delegates)

- Optional 'expert surgery' for delegates to discuss Biomass GHG Calculator with policymakers and the developers.

11am-1pm: Biomass & Biogas GHG Calculator Workshop

- 11.00: Brief overview of project, and setting out plans to manage Biomass GHG calculator going forward – *DECC*
- 11.15: Q&A - *Panel of DECC, Environment Agency, Ofgem, NNFFC & E4Tech*
- 11.30: Breakout in teams to identify and prioritise enhancements to the tool - *All*
- 12.30: Each team to feedback their top 5 – *Team facilitators*
- 12.50: Next steps – *DECC*
- 13.00: Close

AFTERNOON AGENDA – Draft Ofgem Guidance Forum

Thursday 27th October 2011, BIS Conference Centre, 1 Victoria Street, London, SW1H 0ET

2pm-4.30pm: Ofgem Sustainability Reporting Guidance Consultation Forum

- 2.00: Introduction to Policy Development Team and Consultants – *Ofgem*
- 2.05: Wastes and Residues (inc. 15 minutes for Qs) – *Lead consultant/Ofgem*
- 2.35: Land Criteria (inc. 15 minutes Qs) – *Lead consultant/Ofgem*
- 3.05: GHG emissions criteria (inc. 15 minutes for Qs) – *Lead consultant/Ofgem*
- 3.35: Comfort Break
- 3.45: Mass Balance (inc. 5 minutes for Qs) – *Lead consultant/Ofgem*
- 4.00: Verification (inc. 5 minutes for Qs) – *Lead consultant/Ofgem*
- 4.15: Open Forum with Q&A – *Panel of Ofgem, Ecofys, E4Tech & DECC*
- 4.30: Close

**BIOMASS & BIOGAS SUSTAINABILITY
IMPLEMENTATION GROUP (BABSIG)**

Wednesday 30th May 2012,
 2pm - 4.30pm
 BIS Conference Centre,
 1 Victoria Street,
 London,
 SW1H 0ET

	AGENDA
<i>From 13.30</i>	<i>Tea, coffee and registration</i>
14.00	Introductions and welcome (Chair)
14.05	I. UK Bioenergy Strategy
14.30	Q&A on the Strategy
15.15-15.30	<i>Comfort break</i>
15.30	II: Biomass Sustainability Update & Group discussion To include: <ul style="list-style-type: none"> - Criteria, GHG tool & guidance going forward - Update on sustainable forest management - General concerns and issues
16.30	<i>Close.</i>