



This document outlines the Terms of Reference (ToR) of the Landscape Framework Taskforce of the Carbon Market Institute (CMI). The aim of this ToR is to provide a framework for decision making, communication and interaction with CMI.

Background

CMI brings together corporate members with key government and industry representatives, highlighting through discussion the solutions needed in different sectors to manage the risks and take advantage of opportunities in the transition to a net-zero emissions economy. Recognising that CMI has limited resources and having regard to the extensive knowledge base of its members, CMI is developing a series of taskforces to support different initiatives or topics which it considers would benefit from greater member support and are aligned with CMI's Vision and Mission.

At a meeting of the CMI Carbon Project Development Working Group on 11 September 2019 it was agreed to establish a Landscape Framework Taskforce to work closely with the Government to develop a more holistic framework for land based carbon farming. An Expression of Interest was sent to CMI members with 10 members expressing interest. Climate Friendly and GreenCollar have proposed joint leadership of the Taskforce which CMI gratefully accepts and have worked with CMI to update and tailor this ToR for use by this specific Taskforce.

Terms of Reference

1. Objectives

- a) Update existing land-based ERF methodologies, or if appropriate develop new methods, to correct current method errors or inconsistencies, cover additional carbon pools and provide greater flexibility in terms of eligible management changes and which are capable of rapid development and investment;
- b) Create additional emission reduction opportunities through the updating and alignment (complementarity or stacking approach) of existing land -based methods; and
- c) Propose additional regulatory or reporting streamlining opportunities that reduce barriers to update of existing, updated or new land-based methods.

2. Membership

- a) CMI Members self-nominated for the Taskforce include (one individual from) the following:
 - i. Climate Friendly (Co-Chair)
 - ii. GreenCollar (Co-Chair)
 - iii. Biodiverse Carbon
 - iv. Carbon Farmers of Australia
 - v. Corporate Carbon
 - vi. CO2 Australia
 - vii. Greenfleet
 - viii. Natural Carbon
 - ix. Woodside
- b) A CMI contact person (liaison) will be assigned to the Taskforce and must be included in key Taskforce communication but may not necessarily attend all meetings.
- c) Additional members may be added, by agreement of the Taskforce and CMI, from government, academia or industry.
- d) CMI Board and other members are prepared to assist with legal or other technical advice as required.



3. Governance

- a) The Taskforce will be chaired by two individuals, representing Climate Friendly and GreenCollar, who will be responsible for:
 - i. Convening and facilitating Taskforce meetings, ensuring all members are informed of meetings with reasonable notice and documents;
 - ii. Documenting minutes of each meeting and sharing those with CMI and Taskforce members;
 - iii. Drafting, or enabling drafting, of relevant documents e.g. discussion papers, reports or draft methods;
 - iv. Make representations on behalf of the taskforce in line with the taskforce outreach and engagement plan agreed with CMI;
 - v. Overseeing constructive engagement with the Department of Energy and Environment (DOEE), Clean Energy Regulator (CER), Emissions Reduction Assurance Committee (ERAC) and other relevant government agencies to pursue timely adoption of a landscape framework;
 - vi. Providing timely responses to reasonable requests for information by CMI.
- b) Taskforce members, including Co-Chairs, are not empowered to speak on behalf of CMI or make any representation to that effect.
- c) The Taskforce has a purpose to support whole-of-market development and Taskforce members will use all reasonable endeavours to work in a way that is not inconsistent with this purpose.
- d) Disputes arising from the Taskforce will be resolved by consensus. If a consensus cannot be reached the CMI reserves sole discretion for resolution, this may include warnings, mediation and removal of a particular member from the Taskforce (including any ongoing behaviours that might contravene item 3(c)).
- e) CMI reserves the right to withdraw the Terms of Reference and dissolve the Taskforce at any time if there is a risk (perceived or otherwise) that the Taskforce is being operated in any way that may be considered detrimental to CMI or the industry. This decision would be final and not subject to appeal.

4. Milestones

- a) The Taskforce is established for a 12-month period, and this timeline can be extended by agreement with CMI.
- b) Key milestones and milestone dates for the Landscape Framework Taskforce are to be determined by the Taskforce and fully documented.

5. Decision-making & Representation

- a) For any decision, a quorum constitutes at least 50 per cent of the Taskforce membership.
- b) It is intended that, where possible, a unanimous agreement by the Taskforce members should be reached and would be the preferred method of decision making.
- c) Should a unanimous decision not be possible, a majority vote can determine a decision, but alternative views should be included in the final decision.
- d) No Taskforce member other than the Co-chairs and CMI liaison should make representations on behalf of the Taskforce.
- e) Representations on behalf of the Taskforce must be confirmed with the CMI liaison at least 1 week ahead of such representation, and the liaison should be included in any communications or meetings (where possible).

6. Communication

- a) For any decision, a quorum constitutes at least 50 per cent of the Taskforce membership. Taskforce members are not to make any media or public statements in their capacity as a Taskforce member.
- b) There shall be no direct communication in the capacity as taskforce member with the CMI Membership, unless prior written approval is provided by the CMI Executive.
- c) Co-Chairs will maintain regular communication with CMI and CMI liaison and respond promptly to reasonable requests for information.