

Rural Landholder Initiative SITE ACTION PLAN.

1. Landholder details

Name	
Phone	
Email	
Postal address	

This site action plan has been developed to guide the contractor and landholder to implement actions on the landholder's property to meet biodiversity enhancement objectives as funded under the Lismore City Council's Rural Landholder Initiative.

The site-specific action plan makes recommendations for on-ground rehabilitation and provides guidance for the landowner/s on the ecological restoration and ongoing management of habitat utilised by native flora and fauna on the property.

2. Property Information

Property Name	
Property Address	
Lot & DP: (all)	
Area (ha)	
Land Use/s	

3. Property Vision and Project Site Aims

Property Vision

What is the overall vision for the property and its management? e.g. To enhance the resilience of native vegetation and create habitat connectivity, while producing a viable commercial macadamia crop.

Aims of the Project Site/s

The aim of your project is the reason for the project or activity to exist.

e.g.: To establish ecologically functioning corridors between patches of remnant vegetation using a range of active revegetation and regeneration techniques.

4. Site Action Plan

a. Property Map

Provide a map showing:

- Management zones (sites) to implement on-ground works (Management zones should be numbered in order of priority or stages of on-ground works)
- Property boundaries
- Existing and proposed fences, watering points, crossings, vegetation types (where relevant) etc.
- Mapped High Conservation Value corridors and areas
- Other relevant information to the sites associated with this plan.

b. Management Zones Descriptions

Provide a brief description for each Management Zone including summary of site characteristics (e.g. riparian, hillslope, or wetland).

Does the site indicate any High Conservation Values? (e.g. as per the Lismore City Council Biodiversity Management Strategy)

Management Issues for consideration may include:

- Native vegetation management
- Threatened species habitats – Are any threatened species habitat areas likely to be present
- Priority Weeds
- Stream and watercourse issues
- Surface run off/ drainage issues
- Stormwater management
- Stabilization of soils
- Erosion and sediment control
- Grazing
- Fragmentation and retention of corridors
- Creation or/and maintenance of Asset Protection Zones
- Inappropriate land uses

Complete a *Vegetation Rapid Assessment* (Appendix 1) for each management zone.

Include Reference Photopoints (refer to photo point set up at Section 6a).

Include any additional details such as species planting lists and restoration strategies to be applied.

5. MANAGEMENT ZONE IMPLEMENTATION STRATEGY

An implementation strategy is to be developed for each management zone. Focus is on works committed in this funding project. Other current and future works can be included but should be noted as “outside the scope of this project”. This table will form the basis of work activities within this project funding. Please ensure information is accurate with completed budgets and work activities, **as this will form the agreed quote between the Contractor and Lismore City Council**. All costs should exclude GST.

Table 1. Contractor Project Works Schedule

Management Zone	Activity/works to be undertaken in the zone. For example, site consultation; site preparation; primary works; maintenance inc monitoring.	Estimated dates for works In chronological order	Contractor Labour	Resources supplied	COST ex GST (funded budget items only)
			Contractor hours	E.g. tools, mulch, machinery, trees	
1	Site visit and planning with the landholder				
	Site Preparation (describe):				
	Primary Works (describe):				
	Immediate Maintenance works (Include monitoring):				
	(insert additional sections as needed)				TOTAL (ex GST)

Table 2. Landholder Project Works Schedule

Management Zone	Landholder Inkind and Actuals Activity/works to be undertaken in the zone.	Estimated dates for works	Inkind Landholder Labour At \$35/h	Resources supplied. Actuals and inkind. See notes below	Total Value of landholder inkind and actual
1	Site planning:				
	Site Preparation (describe):				
	Primary Works (describe):				
	Immediate Maintenance works: within 12 months (Include monitoring):				
	Estimate of Ongoing Maintenance Works (3-5 year program)				
Add sections as needed					Total \$

Note that:

- In-kind contributions should, at a minimum, match funding provided by Council.
- Cash contributions towards the project may include the landholder paying for external labour.
- Materials and external labour should be calculated at cost.
- In-kind labour/time contributions should be calculated at \$35/hr, or \$350/day.
- Small machinery and tools (e.g. chainsaw, brushcutter) should be calculated at up to \$75/day.
- Large machinery (e.g. excavator, tractor, backhoe) should be calculated at up to \$150/hr.
- Ongoing maintenance as a general rule is \$100/year for each \$1000 of initial funded work.
- Funding from other Environmental grants cannot be used as part of a contribution
- Activities already started or completed cannot be claimed as an in-kind contribution to the project.

Table 3. Measurable Outputs of Project

Indicate Targets relevant to the project site – estimate at the beginning of the project

SUMMARY OF ACTION PLAN TARGETS	Unit	(numbers/ha/length)
Area revegetated with native vegetation (not targeted koala habitat)		Number of hectares
Number of plants/trees planted (not including koala trees)		Number
Area revegetated with koala habitat		Number of hectares
Number of koala trees planted		Number
Length of fencing installed		Number of metres
Area of native vegetation under weed management/restoration		Number of hectares
Area of koala habitat under weed management/restoration		Number of hectares
Length of riparian area restored		Number of metres
Length of riparian area excluded from stock		Number of metres
Off-stream watering units (e.g. trough)		Number
In-kind contributions from landholders – labour and materials (\$ value)		Dollars
Other measurable Output		

Table 4. Maintenance Plan for Landholder On-going Work at the Site

Please include a plan to guide the landholder on works required to establish the site as a low maintenance regime. Timing and number of visits, and activities undertaken will differ according to the site.

Time frame	Activity Description

6. MONITORING and REPORTING

Reporting must be provided to the Rural Landholder Initiative Project Officer on the agreed dates associated with the works schedule as set out in the Contract. Payments will be scheduled with these reports.

a. Photo Monitoring

Each Project needs at least 2 Photo Points established.

Four Monitoring photos for each point will be collected during the project time.

1. BASELINE photos must be taken before the commencement of the work. The photo should be set up with a permanent star picket for the camera, and a board to display site information on a temporary stake. Mark the photopoints on the Property Map. Record the site number, bearing, date, Lat/Longitude (GPS location), a description of the site photo.
2. End of 6 months primary works
3. End of 12 months work
4. Final report – 24 months work

The Environmental Trust provide specific guidelines for recording photopoints (additional guidelines supplied). These records need to be kept for this project to meet our funding obligations. The template on the following page covers the requirements for monitoring for the Trust grant.

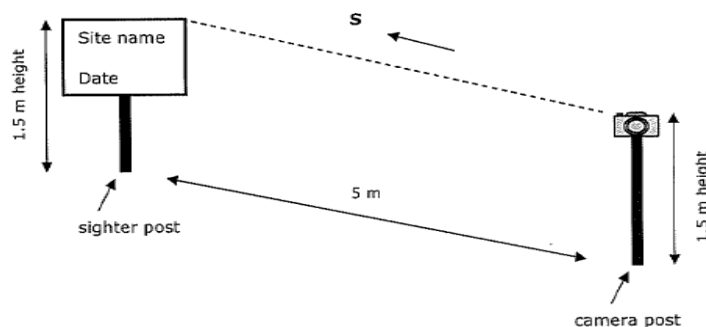


Figure 1. Establish a photopoint reference at each zone using a permanent post for the camera.

TEMPLATE PHOTO MONITORING (funding requirements)

Zone/Site #:	Description of Zone/Site:	
Bearing:		
Lat:		Long:
Insert Images:		
BASELINE PHOTO (before works) Date:		
6 MONTHS REPORT PHOTO Date:		
12 MONTH REPORT PHOTO Date:		

FINAL REPORT PHOTO Date:	

b. Completion of Primary Works Report template

The Contractor is to provide a written report to Lismore City Council Rural Landholder Initiative Extension Officer at completion of the primary works. An email or other written form of correspondence is sufficient and should include the following details:

- Project (Landholder) Name
- Date and Stage of Report
- Contractor name
- Update of progress of the project (TABLE)

MEASURABLE Progress against plan targets	Comment on relevant <u>target achieved and site condition</u> after Primary Works
Number of plants/trees planted (not including koala trees)	
Area revegetated with native vegetation	
Number of koala trees planted	
Area revegetated with koala habitat	
Length of fencing installed	
Area of native vegetation under weed management/restoration	
Area of koala habitat under weed management/restoration	
Length of riparian area restored	
Length of riparian area excluded from stock	
Off-stream watering units (e.g. trough)	
In-kind contributions from landholders – labour and materials (\$ value)	
Other measurable Output	

- Any changes in the Implementation Strategy as a result of adaptive management
- Any records of threatened flora or fauna species, and
- Daily record sheets,
- Photopoint photos.

c. Final Report template

The Contractor is to provide a written report to Lismore City Council Rural Landholder Initiative Extension Officer at completion of the project to report on progress of the work and maintenance on the site. An email or other written form of correspondence is sufficient and should include the following details:

- Project (Landholder) Name
- Date and Stage of Report
- Contractor name
- Update of progress of the project (TABLE)

MEASURABLE Progress against plan targets	Comment on relevant <u>target achieved and site condition</u> after 12 months (or end of project)
Number of plants/trees planted (not including koala trees)	
Area revegetated with native vegetation	
Number of koala trees planted	
Area revegetated with koala habitat	
Length of fencing installed	
Area of native vegetation under weed management/restoration	
Area of koala habitat under weed management/restoration	
Length of riparian area restored	
Length of riparian area excluded from stock	
Off-stream watering units (e.g. trough)	
In-kind contributions from landholders – labour and materials (\$ value)	
Other measurable Output	

- Any changes in the Implementation Strategy as a result of adaptive management
- Any records of threatened flora or fauna species, and
- Recommendations regarding the ongoing management of the site, especially with regard to the landholder maintaining the site into the future,
- Daily record sheets,
- Photopoint photos.

Appendix 1. RURAL LANDHOLDER INITIATIVE Site Vegetation Rapid Assessment/Monitoring

Assessment to be carried out for each management zone.

Site - Name		Area in ha
Date		
Observer		
GPS coordinates		

Dominant Vegetation Community and /or Endangered Ecological Communities				
Threatened Species known or likely to be present				
Vegetation Structure and Composition				
Strata	Native (%)	Exotic (%)	Overall (%)	List 3 Dominant Species present
Emergent				
Upper				
Mid				
Lower				

1. Native Regeneration Score		Additional Descriptive Detail		
Common	4			
Patchy	3			
Minimal	2			
None	1		Score 1	

2. Weed Density Score		Additional Descriptive Detail		
Few to no weeds <5%	5			
Light or scattered or restricted to edges (5-20%)	4			
Common, but patchy/scattered (20-50%)	3			
Heavy - excluding canopy (>50%)	2			
Heavy - including canopy (>50%)	1		Score 2	

3. Weed Severity		Additional Descriptive Detail		
No problem weeds	5			
Mostly minor weeds	4			
Minor and moderate weeds	3			
Mostly moderate, +/- major weeds	2			
2 or more major weeds	1		Score 3	

4. Connectivity - Links Score				
links on 3 sides	4			
links on 2 sides	3			
links on one side	2			
isolated	0			
			Score 4	

5. Connectivity - To Patches Score				
Connected to patch >100ha	4			
connected to patch 50-100ha	3			
isolated but remnant >10ha within 1km	2			
none of the above	0			
			Score 5	

6. Habitat features (hollows, logs, coarse woody debris, thickets, koala feed trees, rocks, riparian etc)				
Abundant	4			
common	3			
few	2			
none	0		Score 6	

Total (1- 6)	0
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APPENDIX 2: Daily Record Sheets

Contractor to provide preferred format