

# Project Summary

## Stage 1 to Stage 3

Project Name	Maria Creek Invasive Species Control Project
Recipient	AUSTRALIAN RAINFOREST FOUNDATION
Funded by	Caring for Our Country 2 Target Area Grants - 2013/14
Funding	\$775,500.00
Project start	30 Jun 2013
Project finish	29 Jun 2016
Grant ID	X0000004168G
External ID	TAGEO114P2-00326
Current report status	Stage 3 submitted for approval
Summary generated	2019-11-21 23:21:56
Summary generated by	
Position / role:	MERIT user

## Project Overview

The Project will reduce and prevent the spread of invasive weed species into new habitats from private land located in the Mission Beach Cassowary Corridor, adjacent to the World Heritage Listed Wet Tropics of Queensland. The Project will also increase landscape resilience and that of several populations of nationally significant species at risk on the property, by extending and recovering habitat range and reducing risks.

## Activity status summary

	Planned	Started	Finished	Deferred	Cancelled
Stage 1	0	0	6	0	0
Stage 2	0	0	8	0	0
Stage 3	0	0	9	0	0

## Project risks

No risks were recorded for this project as of the end of the selected stage(s).

## Progress against activities

### Stage 1

#### Output 5: Stage One monitoring and evaluation. Activity 5: Conduct end of period monitoring report including project diary and photo point updates.

Activity type	Progress, Outcomes and Learning - stage report
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	31-01-2014
End date	07-02-2014

### Overview of Project Progress

Progress against planned activities and outcomes:

Successes, challenges and adaptations:

### Environmental, Economic and Social Outcomes

Environmental outcomes of the project for this stage:

Social outcomes of the project for this stage:

Economic outcomes of the project for this stage:

### Implementation Update

Activity implementation for this stage:

Details of adaptations and variations from the plan:

Have you had any notifiable Workplace Health and Safety incidents during the reporting period?:

## Lessons Learned and Improvements

Lessons learned for this stage:

Improvement actions to be implemented:

Comments / Notes:

## Output 5: Stage One monitoring and evaluation. Activity 5: Conduct end of period monitoring report including project diary and photo point updates.

Activity type	Project Administration
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	31-01-2014
End date	07-02-2014

## Administration Activities

Please list the numbers of people involved in undertaking each relevant type of administration activity and the average time spent per person:

Type of administration activity:	No. of people:	Ave. time per person (Hrs):	Ave. total time spent (Hrs):	Notes:
Update / submit Project MERI Plan	1	8	8	
		Total time spent undertaking project administration activities (Hrs)	8	

Comments / Notes:

## Participant Information

Total no. of participants (ie. not employed on project):	0	No. of new people attending project events or activities:	0	No. of community groups (non delivery partners) participating:	0
No. of Indigenous participants (ie. not employed on project):	0	No. of farming entities participating in project activities for the first time:	0	No. of Indigenous on-country visits:	0

## Output 4: Review Budget Template and Activity Template. Activity 4: Review budget v actual income and expenditure and activity actual v proposed for possible adjustment in subsequent project period.

Activity type	Project Administration
Status	finished
Major theme	Building natural resource management community skills, knowledge and engagement
Start date	20-01-2014
End date	31-01-2014

## Administration Activities

Please list the numbers of people involved in undertaking each relevant type of administration activity and the average time spent per person:

Type of administration activity:	No. of people:	Ave. time per person (Hrs):	Ave. total time spent (Hrs):	Notes:
Update / submit Project MERI Plan	1	8	8	
		Total time spent undertaking project administration activities (Hrs)	8	

**Comments / Notes:**

Reviewed budget v actual income and expenditure and activity actual v proposed for possible adjustment in subsequent project period. No adjustments required for this period

**Participant Information**

Total no. of participants (ie. not employed on project):	1	No. of new people attending project events or activities:	0	No. of community groups (non delivery partners) participating:	0
No. of Indigenous participants (ie. not employed on project):	0	No. of farming entities participating in project activities for the first time:	0	No. of Indigenous on-country visits:	0

### Output 3: Two Interviews for trainers and project supervisors. One desktop research activity to identify NRM Training Academy course outline. Activity 3: Desktop research of appropriate RTO's that can provide accredited training appropriate to the Project and its location; contact with possible trainers

Activity type	Project Administration
Status	finished
Major theme	Building natural resource management community skills, knowledge and engagement
Start date	10-01-2014
End date	31-01-2014

**Administration Activities**

Please list the numbers of people involved in undertaking each relevant type of administration activity and the average time spent per person:

Type of administration activity:	No. of people:	Ave. time per person (Hrs):	Ave. total time spent (Hrs):	Notes:
Meeting / meeting administration	2	25	50	
Desktop information gathering	1	38	38	
		Total time spent undertaking project administration activities (Hrs)	88	

**Comments / Notes:**

Desktop research of appropriate RTO's that can provide accredited training appropriate to the Project and its location has been undertaken. 2 meetings with partners and project supervisors undertaken to plan training.

**Participant Information**

Total no. of participants (ie. not employed on project):	1	No. of new people attending project events or activities:	0	No. of community groups (non delivery partners) participating:	0
No. of Indigenous participants (ie. not employed on project):	0	No. of farming entities participating in project activities for the first time:	0	No. of Indigenous on-country visits:	0

### Output 1: Three Project planning meetings and site inspections. Activity 1: Inspection of project site and mapping of possible access and site security and storage locations. Obtaining quotes for land

Activity type	Project Administration
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	06-01-2014
End date	31-01-2014

**Administration Activities**

Please list the numbers of people involved in undertaking each relevant type of administration activity and the average time spent per person:

Type of administration activity:	No. of people:	Ave. time per person (Hrs):	Ave. total time spent (Hrs):	Notes:
Steering group / working group established	5	12	60	
Meeting / meeting administration	2	80	160	
Meeting / meeting administration	4	24	96	
		Total time spent undertaking project administration activities (Hrs)	316	

**Comments / Notes:**

3 Site inspections undertaken but hampered by the start of the tropical wet season, making access difficult. Land survey quotes obtained and Project working group formalised. Administration meeting 1 undertaken with ARF Board and contractors. Administration meeting 2 undertaken with ARF financial team and auditor to set up ledger and internal reporting mechanisms. Steering group established with Choice Management Australia regarding Indigenous participation.

**Participant Information**

Total no. of participants (ie. not employed on project):	3	No. of new people attending project events or activities:	3	No. of community groups (non delivery partners) participating:	1
No. of Indigenous participants (ie. not employed on project):	1	No. of farming entities participating in project activities for the first time:	1	No. of Indigenous on-country visits:	1

**Output 2: Three partnership meetings and skill/course selection of units. Activity 2: Meetings with Choice Australia Management staff to prepare a list of skills and requirements for trainees and employees to be engaged in the project; preparation of course outline for NRM Training Academy.**

Activity type	Project Administration
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	20-01-2014
End date	31-01-2014

**Administration Activities**

Please list the numbers of people involved in undertaking each relevant type of administration activity and the average time spent per person:

Type of administration activity:	No. of people:	Ave. time per person (Hrs):	Ave. total time spent (Hrs):	Notes:
Meeting / meeting administration	3	6	18	
		Total time spent undertaking project administration activities (Hrs)	18	

**Comments / Notes:**

3 meetings with Choice Australia Management staff to prepare a list of skills and requirements for trainees and employees to be engaged in the project; preparation of course outline for NRM Training Academy undertaken

## Participant Information

Total no. of participants (ie. not employed on project):	2	No. of new people attending project events or activities:	0	No. of community groups (non delivery partners) participating:	0
No. of Indigenous participants (ie. not employed on project):	0	No. of farming entities participating in project activities for the first time:	0	No. of Indigenous on-country visits:	0

## Stage 2

### Activity 7: Conduct end of period monitoring report including project diary and photo point updates.

Activity type	Project Administration
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	02-01-2014
End date	30-06-2014

## Administration Activities

Please list the numbers of people involved in undertaking each relevant type of administration activity and the average time spent per person:

Type of administration activity:	No. of people:	Ave. time per person (Hrs):	Ave. total time spent (Hrs):	Notes:
Update / submit Project MERI Plan	1	20	20	
		Total time spent undertaking project administration activities (Hrs)	20	

### Comments / Notes:

All activities proposed in the MERI Plan have been undertaken along with the bringing forward of some activities from future stages and the expanded training intake of Indigenous trainees from six to 12 out of a possible 25.

Activity 8 from Stage 3 – the collection of information for weed ID cards and a weed manual, was undertaken in Stage 2, because the changed approach to site preparation previously mentioned and the impact of considerable wet weather on local weed growth provided an excellent opportunity to photograph targeted weeds in many stages- from germination, gross infestation, maturity, flower and seed setting. It also provided excellent field experience in dealing with these weeds by a variety of methods, for the Indigenous trainees. As a result, part of Activity 1 in Stage 3 (poisoning of weeds by various methods) was also brought forward.

In addition, modifications to the range of site preparation methods proposed in Activity 5 came from consultation with appropriate local bodies and consultants, resulting in a better approach to land rehabilitation, soil carbon fixing and soil improvement prior to revegetation. Contact was also made with adjoining neighbours of the Project site in planning for the first field day. (Part of Activity 7 in Stage 3 commenced). One Project diary and 12 trainee log books were updated. Two photo points were updated.

## Participant Information

Total no. of participants (ie. not employed on project):	0	No. of new people attending project events or activities:	0	No. of community groups (non delivery partners) participating:	0
No. of Indigenous participants (ie. not employed on project):	0	No. of farming entities participating in project activities for the first time:	0	No. of Indigenous on-country visits:	0

### Activity 6: Review budget v actual income and expenditure and activity actual v proposed for possible adjustment in subsequent project period.

Activity type	Project Administration
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	02-01-2014

**Administration Activities**

Please list the numbers of people involved in undertaking each relevant type of administration activity and the average time spent per person:

Type of administration activity:	No. of people:	Ave. time per person (Hrs):	Ave. total time spent (Hrs):	Notes:
Update / submit Project MERI Plan	1	20	20	
		Total time spent undertaking project administration activities (Hrs)	20	

**Comments / Notes:**

The budget v actual income and expenditure and activity actual v proposed was reviewed at 30 June 2014, the end of Stage 2. Both the Progress Report and the Financial Report for the 2013/14 financial year were completed. All activities proposed in the MERI Plan have been undertaken along with the bringing forward of some activities from future stages. As a result of undertaking all activities and taking advantage of weather opportunities, all funds received have been expended at 30 June, creating a potential cash flow problem in the 2014/15 financial year.

It is requested to bring forward the Milestone 10 payment (post 30 June 2013/14 FY financial report -\$133,000) to coincide with Milestone 6 payment (post 30 June 2013/14 FY Progress report \$66,500) into July 2014.

**Participant Information**

<b>Total no. of participants (ie. not employed on project):</b>	0	<b>No. of new people attending project events or activities:</b>	0	<b>No. of community groups (non delivery partners) participating:</b>	0
<b>No. of Indigenous participants (ie. not employed on project):</b>	0	<b>No. of farming entities participating in project activities for the first time:</b>	0	<b>No. of Indigenous on-country visits:</b>	0

**Activity 5: 6 hectares of degraded land is prepared for planting using mechanical removal and hand mechanical spraying, burning as appropriate and slashing and hand pulling of weeds, spot spraying and small equipment shroud spraying. Cultivation of weed area and application of appropriate poisons in preparation for planting**

<b>Activity type</b>	Site Preparation
<b>Status</b>	finished
<b>Major theme</b>	Conserving and protecting species and ecosystems (matters of national environmental significance)
<b>Start date</b>	02-01-2014
<b>End date</b>	30-06-2014

**Site Preparation Actions**

Please indicate the area and nature of works carried out on the site to prepare it for undertaking another activity.

Ground preparation works:	Area prepared (Ha):	Associated follow-up activity:	Comments / Notes:
Herbicide spot spray	2	Revegetation	2 hectares of degraded land is prepared for planting by spot spraying, slashing and hand pulling of weeds, in preparation for planting
Herbicide broadscale only	2	Revegetation	Three hectares of degraded land is prepared for planting by herbicide application by broadscale application
Scalping	1	Other (specify in notes)	One hectare of land is scalped using an excavator to enable the use of fire to remove sprayed weeds i.e. creating fire breaks
<b>Total area of site preparation works (Ha):</b>	5		

**Weed Treatment Details**

<b>Treatment objective:</b>	Local / regional eradication	<b>Type of treatment event:</b>	Initial treatment
<b>Describe the assets or production values to be</b>	Existing vegetation can compete as weeds/rubbish are removed. Site maintenance is budgeted for in the Project	<b>Main activity partner:</b>	No delivery partner

**LEX:26328**  
**Treatment area (Ha):** 5  
**Length of riparian or roadside area treated (Km):** 0  
**Approximate treatment cost (\$/Ha):** 6000

**If chemical treatment, please provide details (chemical & application rate):**  
 Glyphosate applied at label strength for particular weed (Grass) 1:100 of Glypho 360 and Grazon applied at label strength for woody weeds at 30mls to 15L knapsak

Target species:	Reproductive status at the time of treatment:	Plant health at the time of treatment:	Control status:	Treatment method:
Chromolaena odorata	Vegetative & Mature (VGTV)	Healthy	Active Infestation	Chemical control - Foliar spraying
Senna obtusifolia	Flowering (FLWG)	Healthy	Active Infestation	Chemical control - Cut and swab
Megathyrsus maximus var. maximus	Vegetative & Mature (VGTV)	Healthy	Active Infestation	Chemical control - Foliar spraying
Brachiaria decumbens	Vegetative & Mature (VGTV)	Healthy	Active Infestation	Chemical control - Foliar spraying
Lantana camara	Flowering (FLWG)	Healthy	Active Infestation	Chemical control - Cut and swab

**Comments / Notes**

Grass infestation is treated with glyphosate according to the label strength for the particular weed and the amount of active ingredient in the herbicide, which varies by brand. The confines of the site required hand spraying rather than mechanical removal apart from access tracks. Consultation with the Cassowary Coast Regional Council environmental team and local consultant was very beneficial in modifying site preparation activities to fit local site conditions and once the initial spray has taken effect, further site preparation modifications may be undertaken to better deliver Project outcomes. Die back was slow due to weather conditions which prevented cultivation and therefore burning will be undertaken unless further inspections result in the dead grass being used as much. This decision will be taken in consultation with the Council and expert advisers as the grass dies. After the formal land survey, the area of degraded land was adjusted from the original estimate of six hectares to five. This adjusted treatment area is reflected in the Site Preparation and Weed Treatment tables above.

**Participant Information**

<b>Total no. of participants (ie. not employed on project):</b>	0	<b>No. of new people attending project events or activities:</b>	0	<b>No. of community groups (non delivery partners) participating:</b>	0
<b>No. of Indigenous participants (ie. not employed on project):</b>	0	<b>No. of farming entities participating in project activities for the first time:</b>	0	<b>No. of Indigenous on-country visits:</b>	5

**Photo Points**

Photo point location:	Photo(s)
<b>Point of interest #1</b> Top of cleared area photo point #1 Latitude : -17.802955246935866 Longitude: 146.04372296142583 Bearing :	
<b>Point of interest #2</b> Bottom of cleared area photopoint #2 Latitude : -17.802933772644355 Longitude: 146.03933264923103 Bearing :	

**Activity 4: Scientific study previously undertaken (“Ecological Values of Lot 5 Leo Rd, Tucker 2007) is updated and weed location and type mapped. Photo points established, marked and GPS’d. Rehabilitation plan is prepared and trees for revegetation are ordered from commercial nursery and local seed collection commenced.**

<b>Activity type</b>	Management Plan Development
<b>Status</b>	finished
<b>Major theme</b>	Conserving and protecting species and ecosystems (matters of national environmental significance)
<b>Start date</b>	02-01-2014
<b>End date</b>	30-06-2014

**Plan Development Details**

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Type of planning being undertaken:	Property, Reserve or Site management plan	Area of plan coverage (km2):	0.59
Name of the plan being developed:	Update to the natural values of Lot 5 Leo Road	Date that the plan was completed:	05-06-2014
Is this a new Plan or a revision of an existing Plan?:	Revision of an existing plan	<b>Please attach a copy of the Plan document via the Admin tab</b>	
Version number of the plan being developed:	2		

**Describe what you are doing in this planning activity:**

Reviewing and updating the vegetation survey, condition of the disturbed and undisturbed areas and proposing a plan of rehabilitation

**Comments / Notes:**

One scientific study previously undertaken has been updated and on-site weed location and weed type has been mapped. Two photo points were established, marked and GPS'd. (see attached file Update\_Report.doc)  
Two meetings were held with the environmental manager of Cassowary Coast Regional Council and five meetings held with a revegetation consultant in order to draft a rehabilitation plan of action. The original site preparation methodology proposed by ARF is reviewed in consultation with these people and reflected in the rehabilitation plan. 10,000 seedlings for Stage 1 revegetation are ordered from commercial nursery and local seed collection commenced for the remainder of the stock.

**Participant Information**

Total no. of participants (ie. not employed on project):	0	No. of new people attending project events or activities:	1	No. of community groups (non delivery partners) participating:	1
No. of Indigenous participants (ie. not employed on project):	0	No. of farming entities participating in project activities for the first time:	1	No. of Indigenous on-country visits:	1

**Activity 3: 59(ha) Contractors engaged to undertake site works to gain access in preparation for invasive species control works, i.e. land survey and boundary identification, road access, site security, storage facilities constructed. Rubbish removed and boundary fencing repaired. Work place based training for Indigenous persons in the training program integrated into these activities as appropriate.**

Activity type	Site Preparation
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	02-01-2014
End date	30-06-2014

**Site Preparation Actions**

Please indicate the area and nature of works carried out on the site to prepare it for undertaking another activity.

Ground preparation works:	Area prepared (Ha):	Associated follow-up activity:	Comments / Notes:
Physical clearing	2	Debris Removal	Three contractors were engaged to undertake the site works to enable the 59 hectares to be prepared for rehabilitation. Three x 1m3 loads of rubbish were removed to the Council Dump one 50m2 area of Siam weed hand pulled.
Other (specify in notes)	56	Public Access and Infrastructure	One land survey of the 59 ha block and 1.2k ms of boundary identification was undertaken., One road access clearing established and site security works achieved. Two new storage facilities were located within the ARF inventory and allocated to the project.
Other (specify in notes)	1	Fencing	50 meters of repairs to critical boundary fencing on the eastern side was undertaken.
Other (specify in notes)	0	Other (specify in notes)	Workplace training of four indigenous persons in the training program was integrated into these activities.
Total area of site preparation works (Ha):	59		

**Weed Treatment Details**

Treatment objective:	Manage threats to priority environmental assets	Type of treatment event:	Initial treatment
Describe the assets or	Existing vegetation can compete as weeds/rubbish are	Main activity partner:	No delivery partner



production LEX-20326 protected and the expected public benefits:	removed. Site maintenance is budgeted for in the Project and this will maintain the environmental values.	Document 4	boundary of the project site for Page 9 of 97
Treatment area (Ha):	59	area:	northerns cleared area for the fence repairs and some minor weed treatment
Length of riparian or roadside area treated (Km):	0	If chemical treatment, please provide details (chemical & application rate):	
Approximate treatment cost (\$/Ha):	508		

Target species:	Reproductive status at the time of treatment:	Plant health at the time of treatment:	Control status:	Treatment method:
Chromolaena odorata	Flowering (FLWG)	Healthy	Active Infestation	Manual control - Hand pulling
Senna obtusifolia	Flowering (FLWG)	Healthy	Active Infestation	Manual control - Hand pulling

**Comments / Notes**  
 This Activity is predominately site preparation before weed control can take place. However, while on site a number of individual plants of Chromolaena odorata and Senna obtusifolia and werehand pulled. The treatment cost per hectare relates to all components of the Activity, including the cost of land survey, equipment hire and field staff and trainees.

### Participant Information

Total no. of participants (ie. not employed on project):	0	No. of new people attending project events or activities:	3	No. of community groups (non delivery partners) participating:	0
No. of Indigenous participants (ie. not employed on project):	0	No. of farming entities participating in project activities for the first time:	0	No. of Indigenous on-country visits:	1

### Photo Points

Photo point location:	Photo(s)
<b>Point of interest #1</b> Top of cleared area photo point #1 Latitude : -17.802955246935866 Longitude: 146.04372296142583 Bearing :	
<b>Point of interest #2</b> Bottom of cleared area photopoint #2 Latitude : -17.802933772644355 Longitude: 146.03933264923103 Bearing :	

**Activity 2: Training curriculum developed and documented. Accredited and workplace training modules purchased as required and or written. Two supervising trainers appointed and non-field based training undertaken for up to 25 Indigenous persons. In-field practical experience delivered across various field conditions.**

Activity type	Training and Skills Development
Status	finished
Major theme	Enhancing Indigenous people's capacity for natural resource management
Start date	02-01-2014
End date	30-06-2014

### Training Details

Please enter details of formal training courses attended by project participants.

Type of course attended:	Course title:	Course qualification level:	No. of people who completed the course:
Other vocational skills - short course (specify)	Conservation and land management	AQF Level 2 – Certificate II	12
Total No. of attendees completing courses:			12

**Comments / Notes:**  
 One training curriculum was written in line with the nationally accredited Conservation and Land Management Certificate modules (level II and III) through ARF's Forest Guardians

The 15 accredited and workplace training modules were purchased and/or written by two appointed trainers and an agreement established with the RTO for future accreditation. Four supervising trainers were then appointed, providing additional resources for increased class numbers and back up. 40 classroom based training sessions and 30 extensive field experience and practice days were undertaken for the first 12 of the 25 Indigenous persons targeted for NRM training throughout the Project period. This involved two intakes of trainees over the 1 April to 30 June 2014 period. In-field practical experience was delivered across six field conditions from intensive weed infestation requiring varying chemical and other weed control methods to fence repairs and plant and equipment maintenance, track construction, bush carpentry and revegetation during this period. (See also attached file - Indigenous Report1.doc)

### Skills Development

<b>How have the skills and learning outcomes of participants in this project been applied?:</b>	Managing teams, More responsibility, New employment opportunities, Able to do tasks requiring licenses
<b>Notes / Comments:</b>	Three of the skill sets learnt, i.e. applying chemicals, identifying weeds and fencing are particularly relevant to both the Project and to ongoing employment in conservation as well as the agriculture and government sectors

### Participant Information

<b>Total no. of participants (ie. not employed on project):</b>	2	<b>No. of new people attending project events or activities:</b>	1	<b>No. of community groups (non delivery partners) participating:</b>	1
<b>No. of Indigenous participants (ie. not employed on project):</b>	0	<b>No. of farming entities participating in project activities for the first time:</b>	0	<b>No. of Indigenous on-country visits:</b>	2

## Activity 1: Site specific spray, pumping and site preparation machinery and equipment purchased or rented for project.

<b>Activity type</b>	Project Administration
<b>Status</b>	finished
<b>Major theme</b>	Conserving and protecting species and ecosystems (matters of national environmental significance)
<b>Start date</b>	02-01-2014
<b>End date</b>	30-06-2014

### Administration Activities

Please list the numbers of people involved in undertaking each relevant type of administration activity and the average time spent per person:

Type of administration activity:	No. of people:	Ave. time per person (Hrs):	Ave. total time spent (Hrs):	Notes:
Order / purchase equipment, plants, seed, wire, posts etc	1	38	38	
		Total time spent undertaking project administration activities (Hrs)	38	

**Comments / Notes:**  
Six items of site preparation plant and equipment already owned by ARF were upgraded by the replacement of parts and repairs, preventing the need for acquisition or rental at this stage. The items included Ford tractor, grader/ripper, Kubota tractor, slasher, trailer mounted Quickspray unit, field generator, water pumps and fencing equipment. A further assessment of the condition of this plant and equipment and any necessity to acquire or rent replacements will be made during Stage 3 Activities in the July to December 2014 period.

### Participant Information

<b>Total no. of participants (ie. not employed on project):</b>	0	<b>No. of new people attending project events or activities:</b>	0	<b>No. of community groups (non delivery partners) participating:</b>	0
<b>No. of Indigenous participants (ie. not employed on project):</b>	0	<b>No. of farming entities participating in project activities for the first time:</b>	0	<b>No. of Indigenous on-country visits:</b>	0

Activity type	Progress, Outcomes and Learning - stage report
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	02-01-2014
End date	30-06-2014

**Overview of Project Progress**

<b>Progress against planned activities and outcomes:</b>	The Project has progressed in accordance with the plan with all activities being undertaken as planned during this Stage 2
<b>Successes, challenges and adaptations:</b>	The challenge for any NRM project in the Wet Tropics is the weather. During the first six months of 2014, twice the annual average rainfall occurred. This required an adaptation of project activities. The risk management strategies for the Project took into account these weather events and some activities could be conducted under tarpaulin cover or in indoors sheds and the like, but in the end we were forced to simply train and undertake many activities in the rain. The purchase of wet weather clothing and the change from spraying to hand pulling weeds also was a result of this adaptation. Some future stage activities such as the compilation of weed data and photos for weed ID cards was brought forward and could be conducted either indoors or in the rain.

**Environmental, Economic and Social Outcomes**

<b>Environmental outcomes of the project for this stage:</b>	The major environmental outcome is the achievement of the initial site preparation of the degraded land. These activities included the land survey and production of a registered survey plan. This led to correct boundary identification and the construction of access to the site. The revision of a previous scientific study of the land was undertaken and this produced the mapping of the weed location and type; and the production of a rehabilitation strategy. Initial weed treatment of hand pulling and spot spraying was backed up with broadscale spraying, which has led to the completion of site preparation to stage 1. This will enable future burning or mulching to occur prior to revegetation in future stages.
<b>Social outcomes of the project for this stage:</b>	The Project has a significant component of Indigenous capacity building in NRM skills. During this stage, 12 Indigenous persons were put through a Conservation and Land Management Training course. In addition, 40 classroom based training sessions and 30 extensive field experience and practice days were undertaken for the first 12 of the 25 Indigenous persons targeted for NRM training throughout the Project period. This involved two intakes of trainees over the 1 April to 30 June 2014 period. In-field practical experience was delivered across six field conditions from intensive weed infestation requiring varying chemical and other weed control methods to fence repairs and plant and equipment maintenance, track construction, bush carpentry and revegetation during this period.
<b>Economic outcomes of the project for this stage:</b>	The economic outcome for the Project is that the budget has been fully expended in meeting all of the Project outcomes for this stage.

**Implementation Update**

<b>Activity implementation for this stage:</b>	The activities were implemented by physical in field work, largely focussed on preparation of the site. Both mechanical and manual weed control and site preparation methods were adopted. Indigenous training was conducted at a remote field location with interspersing days in the field practising learnt techniques in NRM.
<b>Details of adaptations and variations from the plan:</b>	When necessary, the activities were moved in their initial order so that jobs not affected by wet weather could be done in the rain and other activities such as planning were conducted during periods of particularly wet weather. Monitoring and evaluation of all aspects of the Project stage was conducted by management each Friday, which led to the changes mentioned. Two Indigenous trainees chose not to continue with the training and they were replaced by two that had been training with the team as support members. This provided for instant replacement of the class numbers without the need for a four hour travel turn around to the project site and was a strategy put in place during an early review of the program at week 4..
<b>Have you had any notifiable Workplace Health and Safety incidents during the reporting period?:</b>	

**Lessons Learned and Improvements**

<b>Lessons learned for this stage:</b>	The main lesson learnt from the monitoring and evaluation was that there needs to be strategies in place to deal with weather events, when the project is a land rehabilitation one. The Program activities, while to a degree, need to follow on one from the other, also need to be flexible enough to be brought forward to account for weather events. For example, it is not possible to plant the revegetation trees in land that has not been prepared and if weather prevents this activity, then training and site works can focus on fence repairs and track construction, which with some equipment change, can be conducted in wet weather. Similarly, if it is not safe to use chainsaws in certain weather conditions, then the work can be accomplished with hand tools.
<b>Improvement actions to be implemented:</b>	The major improvement to the Project that has been implemented is the weekly review and forward planning rather than a monthly review. Meetings of key personnel with all participants at the end of the week, enables future activities and the consequent ordering of materials or use of plant and equipment to be fluid and responsive to weather events.
<b>Comments / Notes:</b>	The Project has also engaged with the relevant local government authority and in particular their environmental team. This has resulted in improvements to the way the site is prepared and may lead to greater efficiencies in the following stages of the Project

**Stage 3**

Activity type	Research
Status	finished
Major theme	Building natural resource management community skills, knowledge and engagement
Start date	01-07-2014
End date	31-12-2014

### Research Information

Type of research being undertaken:	Other (specify in notes)
Name of the research project:	Compile weed ID cards and Manual
Research objectives:	Provide information on weed management to local community
List the project collaborators:	Cassowary Coast Regional Council
Comments / Notes:	Information on the identification and control of weeds was collected from Biosecurity Queensland and herbicide manufacturers and new photos of three of the key invasive weeds were updated. However, after consultation with local community members and farmers, it is proposed to produce, water proof, weed identification cards, but make the treatment and use of herbicides available via the internet with a dedicated web presence, rather than a printed paper folder. This will enable easier and less expensive updates to treatments and updates on herbicides as they are modified and as new herbicides and application practices are modified over time. This activity will be carried forward to Stage 4.

### Participant Information

Total no. of participants (ie. not employed on project):	0	No. of new people attending project events or activities:	0	No. of community groups (non delivery partners) participating:	0
No. of Indigenous participants (ie. not employed on project):	0	No. of farming entities participating in project activities for the first time:	0	No. of Indigenous on-country visits:	0

## Activity 7: Two field days conducted for local community in NRM skills and techniques

Activity type	Community Participation and Engagement
Status	finished
Major theme	Building natural resource management community skills, knowledge and engagement
Start date	01-07-2014
End date	31-12-2014

### Event Details

Note that the target measure for 'No. of events' is calculated as the number of rows in this table. Please enter a separate row for each event.

Please list the details of each event run as part of this activity:

Type of event:	Purpose of event:	Main industry type addressed:	Topics covered:	Event Duration (Hrs):	Notes:
Field day activity	Awareness raising event (eg. demonstration, field day, or study tour)	Environmental management	deferred activity	0	
			Total event hours for this activity:	0	

Delivery partners:	No delivery partners	No. of groups supported financially:	0
		Comments / Notes:	The conduct of field days for the community was postponed because the dry weather prevented the relevant activities such as weed identification and control and revegetation techniques being undertaken. Field days will be deferred until Stage 4.

### Participant Information

Total no. of participants (ie. not employed on project):	0	No. of new people attending project events	0	No. of community groups (non delivery	0
--	---	--	---	---------------------------------------	---

Indigenous participants (ie. not employed on project):

No. of farming entities participating in project activities for the first time: 0

participating: No. of Indigenous on-country visits: 0

## Materials Provided to Participants

No. of unique materials produced: 0

No. of Material Recipients: 0

No. of Displays at the event: 0

## Activity 9: Details regarding progress, outcomes and learnings

Activity type	Progress, Outcomes and Learning - stage report
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	01-07-2014
End date	31-12-2014

## Overview of Project Progress

<b>Progress against planned activities and outcomes:</b>	During the period a number of activities were unable to be completed due to the impact of two significant events. The first was the long and unseasonal, hot dry weather that was experienced throughout the entire period of Stage 3; and the second was the need to undertake works to enable vehicle access to the site. However many activities were completed including the access works, weed poisoning, establishment of a water supply, the collection of seeds for revegetation and then grow out of the first 10,000 seedlings for future planting. Site preparation was partly complete.
<b>Successes, challenges and adaptations:</b>	Despite the impact of the weather the site access was improved by grading and topping enabling access in all weather conditions; the weed infestation was successfully treated and a water supply installed; changes were made to improve Indigenous training through a new partnership; and paper technology was replaced with electronic in preparation for the distribution of weed management information. The ARF also contributed \$44,110 in cash to the project.

## Environmental, Economic and Social Outcomes

<b>Environmental outcomes of the project for this stage:</b>	The environmental outcomes were:- The completion of clearing and grading to create fire breaks and site access to enable weed spraying; weed spraying and hand removal to all infested areas; die back of sprayed weeds; collection and grow out of species for revegetation; installation of a 10,500 litre water supply.
<b>Social outcomes of the project for this stage:</b>	The social outcomes were:- The completion of training and assessment as competent of eight Indigenous trainees in units of conservation and land management; the engagement of a new training partner Break Thru People Solutions; and the contact for future support with a neighbouring farmer.
<b>Economic outcomes of the project for this stage:</b>	The project budget is underspent by \$10,851 largely due to the postponement of some activities due to weather, however the ARF has contributed \$44,110 cash to the project over the budget in the MERI Plan for proponent's contributions.

## Implementation Update

<b>Activity implementation for this stage:</b>	<p>During Stage 3, the ARF managed to upgrade the site access commenced in Stage 2. This involved the further use of heavy machinery to reform the access tracks, cut drainage channels and apply crushed rock to the track surfaces. (A PDF File 'Photos for Stage 3' will be uploaded).</p> <p>A 10,000 litre water supply was also installed and a water line taken to a point in the cleared area where herbicide mixing and filling of spray equipment, plus the delivery of plant stock, could be undertaken.</p> <p>A training activity for 14 persons, of whom eight were Indigenous, was undertaken at the Project Site in partnership with Break Thru People Solutions.</p>
<b>Details of adaptations and variations from the plan:</b>	<p>During this Stage 3, the ARF completed the training of nine Indigenous trainees and the certification of eight of this group, through Choice Australia Management. During December 2014, the ARF established a partnership with Break Thru People Solutions to replace Choice Australia Management in the training of Indigenous participants in accordance with the MERI Plan.</p> <p>Information on the identification and control of weeds was collected from Biosecurity Queensland and herbicide manufacturers and new photos of three of the key invasive weeds were updated. However, after consultation with local community members and farmers, it is proposed to produce water proof, weed identification cards, (as previously advised) but make the weed treatment and use of herbicides in their control available via the internet with a dedicated web presence, rather than a printed paper folder.</p> <p>This will enable easier and less expensive updates to treatments and updates on herbicides as they are modified and as new herbicides and application practices are modified over time.</p> <p>The hot dry conditions made burning the poisoned weeds at the Project site dangerous. Discussions with local farmers and the Rural Fire Service convinced ARF that burning the weed trash was not appropriate at this time. Also, as the trash was significant in volume, mechanical ploughing or other methods of trash removal or 'ploughing in' was not possible.</p> <p>This meant that ripping planting trenches and subsequent planting of revegetation stock could not be undertaken during this Stage. Revegetation stock is being held at the nursery.</p>

Information on the identification and control of weeds was collected from Biosecurity Queensland and herbicide manufacturers and new photos of three of the key invasive weeds were updated. However, after consultation with local community members and farmers, it is proposed to produce water proof, weed identification cards, (as previously advised) but make the weed treatment and use of herbicides in their control available via the internet with a dedicated web presence, rather than a printed paper folder.

This will enable easier and less expensive updates to treatments and updates on herbicides as they are modified and as new herbicides and application practices are modified over time.

The dry conditions resulted in the movement away from the project site of feral pigs, previously found on the property. Feral pigs travel considerable distances in search of water and there was no indication of pigs on the property during the July to December period. The construction of feral pig traps was commissioned but their installation postponed during this Activity Period.

Have you had any notifiable Workplace Health and Safety incidents during the reporting period?:

## Lessons Learned and Improvements

Lessons learned for this stage:

Strategies for dealing with weather events were developed as part of the risk assessment for the project. Much of the planned site preparation has been completed and the remainder can be undertaken at short notice once the weather improves. In the meantime other activities have been assessed and improved, particularly the move from paper to electronic technology in the distribution of weed management information.

Improvement actions to be implemented:

New relationships in regard to Indigenous training will be implemented with Break Thru People Solutions. The use of aerial spraying will be implemented to save time and cost in 2015. Electronic technology will replace some paper technology in the development of Community NRM skills.

Comments / Notes:

## Activity 2: Placement of two feral pig traps at appropriate locations to trap invasive species.

Activity type	Pest Management
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	01-07-2014
End date	31-12-2014

## Pest Management Details

Activity partner(s):	No delivery partner	Treatment objective(s):	Manage threats to priority environmental assets	Cost of treatment / Ha.:	0
				Total treatment area (Ha):	0
				Type of treatment event:	

Describe how partner contributions will offset private gains and how achieved public benefits will be maintained:

This activity has been deferred to Stage 4 due to the impact of weather events during Stage 3

Please :

Target species:	Priority status:	Pest management method:	Treatment incentive method:	No. of individuals OR colonies killed / removed:	No. unknown:	Area covered by treatment (Ha):	Estimated pest density before treatment (No./Ha):
Sus scrofa	Pest identified as a priority in regional / protected area plan	Trap & cull	No incentive program applicable	0		59	10

Comments / Notes:

The dry conditions resulted in the movement away from the project site of feral pigs, previously found on the property. Feral pigs travel considerable distances in search of water and there was no indication of pigs on the property during the July to December period. The construction of feral pig traps was commissioned but their deployment postponed during this Activity Period.

Trapping activities will be reviewed in Stage 4, following the onset of the wet season and the indication that pigs are again using the Project Site or are active in the area.

## Fence Details

Enter the details of any fencing erected by this activity, if applicable

Fence Type:	None	Purpose of fence:	Protection of ecologically sensitive areas
Length of fence (Km):	0		
Area protected by erected	0		

Fence cost (\$/Km): 0

Comments/Notes:

**Participant Information**

Total no. of participants (ie. not employed on project):	0	No. of new people attending project events or activities:	0	No. of community groups (non delivery partners) participating:	0
No. of Indigenous participants (ie. not employed on project):	0	No. of farming entities participating in project activities for the first time:	0	No. of Indigenous on-country visits:	0

**Photo Points**

Photo point location:	Photo(s)
<b>Point of interest #1</b> Top of cleared area photo point #1 Latitude : -17.802955246935866 Longitude: 146.04372296142583 Bearing :	
<b>Point of interest #2</b> Bottom of cleared area photopoint #2 Latitude : -17.802933772644355 Longitude: 146.03933264923103 Bearing :	

**Activity 3: Photo point recording and photography of field activities. Details of works undertaken recorded into management plan template.**

Activity type	Site Monitoring Plan
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	01-07-2014
End date	31-12-2014

**Planned Monitoring Approach**

The section is for recording information about the monitoring methodologies and approach that you are planning to undertake for this project. It may include one or several methodologies on different activity areas within the site.

Please indicate what assessment / monitoring methodology(s) you are planning to use on each of the areas which you are intending to monitor.

Type of monitoring activity planned:	Monitoring approach:	No. of monitoring areas of type within the site:
Other (specify in notes)	Photo point photography	2

**Notes**

The two photopoints established in Stage 1 were used to record photographic updates of the Project Site and activities (see file 'Photopoint timeline 2014 attached to this report'). Project Management Plan and MERI Report was updated.

**Activity 1: Poisoning of weeds by manual and mechanical methods, burning and cultivation and application of appropriate herbicides continues in 6 hectares of cleared areas. Hand treatment to invasive species in other 53 hectares of project site commences using NRM team from trainees.**

Activity type	Weed Treatment
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	01-07-2014
End date	31-12-2014

<b>Treatment objective:</b>	Local / regional eradication	<b>Type of treatment event:</b>	Follow-up treatment
<b>Describe the assets or production values to be protected and the expected public benefits:</b>	Existing vegetation can compete as weeds and rubbish are removed. On going maintenance will maintain environmental values.	<b>Main activity partner:</b>	No delivery partner
<b>Treatment area (Ha):</b>	5	<b>Locality of the treatment area:</b>	Northern end of the project site
<b>Length of riparian or roadside area treated (Km):</b>	0	<b>If chemical treatment, please provide details (chemical &amp; application rate):</b>	Glyphosate applied at label strength (1:100 Gladiator 360) and Grazon at 40mls per knapsack.
<b>Approximate treatment cost (\$/Ha):</b>	6000		


Target species:	Reproductive status at the time of treatment:	Plant health at the time of treatment:	Control status:	Treatment method:
Chromolaena odorata	Vegetative & Mature (VGTV)	Healthy	Active Infestation	Chemical control - Foliar spraying
Senna obtusifolia	Vegetative & Mature (VGTV)	Healthy	Under control	Chemical control - Cut and swab
Megathyrus maximus var. maximus	Vegetative & Mature (VGTV)	Healthy	Under monitoring	Chemical control - Foliar spraying
Brachiaria decumbens	Vegetative & Mature (VGTV)	Healthy	Under monitoring	Chemical control - Foliar spraying
Lantana camara	Flowering (FLWG)	Healthy	Active Infestation	Chemical control - Cut and swab

**Comments / Notes**  
 Six hectares degraded land was treated with herbicides to poison the weeds. This was undertaken in three stages, viz; aerial spraying of the site, hand spraying by mechanical spray and follow up spot spray by knapsack. Weed inspection of the other 53 hectares of project site was undertaken by ARF and some herbicide applied to edge areas of the remnant forest (approx. 1 ha in total). One team of 14 trainees, of which eight were indigenous, were used to follow up spray the six hectares in a training exercise over one day. 400 litres of herbicide was applied using mechanical and knapsack methods. (Refer to file "Project Update Stage 3")

**Participant Information**

<b>Total no. of participants (ie. not employed on project):</b>	1	<b>No. of new people attending project events or activities:</b>	14	<b>No. of community groups (non delivery partners) participating:</b>	0
<b>No. of Indigenous participants (ie. not employed on project):</b>	8	<b>No. of farming entities participating in project activities for the first time:</b>	0	<b>No. of Indigenous on-country visits:</b>	0

**Photo Points**

Photo point location:	Photo(s)
<b>Point of interest #1</b> Top of cleared area photo point #1 Latitude : -17.802955246935866 Longitude: 146.04372296142583 Bearing :	 <p>Title: Looking_down_hill_2_Oct_2014.jpg                      Date Taken: 2014-12-30T14:00:00Z                      Attribution :                      Notes:                      File Name: Looking_down_hill_2_Oct_2014.jpg                      File Size: 89.44 KB</p>



**Point of interest #2**  
 Bottom of cleared area photopoint #2  
 Latitude : -17.802933772644355  
 Longitude: 146.03933264923103  
 Bearing :



Title: 0\_Looking\_up\_hill\_Oct\_2014.jpg  
 Date Taken: 2014-12-30T14:00:00Z  
 Attribution :  
 Notes:  
 File Name: 0\_Looking\_up\_hill\_Oct\_2014.jpg  
 File Size: 187.89 KB

### Activity 4: Mechanical ripping of planting trenches, Hand drilling in areas not suitable for mechanical equipment and first planting of 10,000 trees using 5FTE Indigenous persons.

Activity type	Revegetation
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	01-07-2014
End date	31-12-2014

#### Revegetation Details

Please list the numbers of each species planted during this activity and any additional information that you can that is relevant:

Species:	No. Planted:	Seed Sown (Kg):	Type of stock	Structural Layer	Mature height	Stock Provenance	Cost / unit (\$)
Melicope elleryana	0	0	Tube	Overstorey	> 2 metres	local	2
Total Seedlings Planted:	0	Total Seed Sown (Kg):	0				

<b>Vegetation at time of planting:</b>	Exotic grassland/pasture	<b>Environmental benefits / outcomes expected to be achieved:</b>	Improved vegetation connectivity	<b>Type(s) of guard used</b>	None
<b>Revegetation method:</b>	Hand planting				
<b>Equipment used:</b>	not undertaken see notes				
<b>Adjacent landuse:</b>	Livestock				
<b>Landscape connectivity:</b>	Isolated grassland >1km from other remnants				
<b>Area of revegetation works (Ha):</b>	0				
<b>Length of planting (metres) - if site is linear:</b>	0				
<b>Duration of the activity (hours):</b>	0				

#### Comments / Notes:

Unfortunately, during this Stage, the weather was unseasonably hot and dry, right up to the end of December. The hot dry conditions made burning the poisoned weeds dangerous. Discussions with local farmers and the Rural Fire Service convinced ARF that burning the weed trash was not appropriate. As the trash was significant in volume, mechanical ploughing or other methods of trash removal or 'ploughing in' was not possible. This meant that ripping planting trenches and subsequent planting of revegetation stock could not be undertaken. Some indication of wet season rain was evident at the end of December. However, the onset of the wet season will need to be confirmed before the trash burn and planting can be commenced in Stage 4. See further details in uploaded file 'Project Update Stage 3\_2014'

#### Participant Information

<b>Total no. of participants (ie. not employed on project):</b>	0	<b>No. of new people attending project events or activities:</b>	0	<b>No. of community groups (non delivery partners) participating:</b>	0
<b>No. of Indigenous participants (ie. not employed on project):</b>	0	<b>No. of farming entities participating in project activities for the first time:</b>	0	<b>No. of Indigenous on-country visits:</b>	0

## Photo Points

Photo point location:	Photo(s)
<b>Point of interest #1</b> Top of cleared area photo point #1 Latitude : -17.802955246935866 Longitude: 146.04372296142583 Bearing :	
<b>Point of interest #2</b> Bottom of cleared area photopoint #2 Latitude : -17.802933772644355 Longitude: 146.03933264923103 Bearing :	

### Activity 5: Review budget v actual income and expenditure and activity actual v proposed for possible adjustment in subsequent project period.

Activity type	Project Administration
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	01-07-2014
End date	31-12-2014

#### Administration Activities

Please list the numbers of people involved in undertaking each relevant type of administration activity and the average time spent per person:

Type of administration activity:	No. of people:	Ave. time per person (Hrs):	Ave. total time spent (Hrs):	Notes:
Financial planning	3	4	12	
		Total time spent undertaking project administration activities (Hrs)	12	

#### Comments / Notes:

The budget v actual income and expenditure was reviewed and an amount of \$10,851 remains unspent , largely due to the lack of activity because of the impacts of the weather. (See also Interim Financial Report file uploaded)

#### Participant Information

Total no. of participants (ie. not employed on project):	0	No. of new people attending project events or activities:	0	No. of community groups (non delivery partners) participating:	0
No. of Indigenous participants (ie. not employed on project):	0	No. of farming entities participating in project activities for the first time:	0	No. of Indigenous on-country visits:	0

### Activity 6: Conduct end of period monitoring report including project diary and photo point updates.

Activity type	Project Administration
Status	finished
Major theme	Conserving and protecting species and ecosystems (matters of national environmental significance)
Start date	01-07-2014
End date	31-12-2014

#### Administration Activities

Please list the numbers of people involved in undertaking each relevant type of administration activity and the average time spent per person:

Type of administration activity:	No. of people:	Ave. time per person (Hrs):	Documental time spent (Hrs):	Notes:
Update / submit Project MERI Plan	1	40	40	
		Total time spent undertaking project administration activities (Hrs)	40	

**Comments / Notes:**

End of period reporting was undertaken and updates made to the photo-recording and project diary (MERIT Report)

**Participant Information**

Total no. of participants (ie. not employed on project):	0	No. of new people attending project events or activities:	0	No. of community groups (non delivery partners) participating:	0
No. of Indigenous participants (ie. not employed on project):	0	No. of farming entities participating in project activities for the first time:	0	No. of Indigenous on-country visits:	0

**Supporting documents**

Name	Type	Stage
Photos of Training stage 3	.pdf	Stage 3
Photopoint Timeline 2014	.pdf	Stage 3
Project Update Stage 3-2014	.pdf	Stage 3
Photo point # 2	image	
Photo Point #1	image	
Update_Report PDF	.pdf	
Indigenous Report1	.docx	
Academy1	.docx	
Site Prep	.pdf	
Photos of Training	.pdf	

<b>Financial Report for the Period:</b>	<b>3/12/2013</b>	<b>to</b>	<b>31/01/2014</b>	<b>Yr 1</b>
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<b>Funding Program:</b>	Caring for our Country: Target Area Grants 2013-14												
<b>Project Title:</b>	Maria Creek invasive species control project												
<b>Approved Budget</b>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width: 12.5%;">Yr1</th> <th style="width: 12.5%;">Yr2</th> <th style="width: 12.5%;">Yr3</th> <th style="width: 12.5%;">Yr4</th> <th style="width: 12.5%;">Yr5</th> <th style="width: 12.5%;">Total</th> </tr> <tr> <td style="text-align: center;">297,500</td> <td style="text-align: center;">332,500</td> <td style="text-align: center;">75,000</td> <td></td> <td></td> <td style="text-align: center;">705,000</td> </tr> </table>	Yr1	Yr2	Yr3	Yr4	Yr5	Total	297,500	332,500	75,000			705,000
Yr1	Yr2	Yr3	Yr4	Yr5	Total								
297,500	332,500	75,000			705,000								

<b>Clarity Project ID:</b>	TAG14-00326	X0000004168G
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Grey cells will be completed by the Commonwealth (or are formula based)  
 Clear cells are to be completed by the proponent  
 Patterned cells are to be completed by the proponent

	Commonwealth Records Show								
Prior Period	Current Financial Year							Less approved asset purchases	End of Financial Year
Approved Carry Forward From Previous Financial Year (accrual) (opening Balance)	Commonwealth Funding provided this Financial Year (accrual)	Non-commonwealth Funding provided this Financial year (accrual)	Project available funds during the Financial Year (accrual) \$	Adjustments to Prior Period Reported Expenditure or Revenue \$	Adjusted funds available for this Financial Year (accrual) \$	Funding Expended this Financial Year (accrual) \$	Closing Balance (Available less Expended) accrual \$	Amount used from proponent balance sheet record \$	Net Closing balance - A request to Carry forward funds (accrual) must be sort \$
-	59,500	-	59,500	-	59,500	36,960	22,540	-	22,540

A request to use unspent funds is required, if an amount appears in this cell at the end of a financial year.

Revenue						
Source	Variance recorded in Proponents records - prior year	Funding provided (accrual) this Financial Year (Budget this FY)	Revenue recorded in proponents records	Variance	Variance %	Explanation - Commonwealth to complete as part of it's processes
Commonwealth	-	59,500	-	59,500	100%	Signing of Agreement
Recipient Contribution	-	-	-	-	0%	
Other Contribution	-	-	-	-	0%	
<b>Total Project revenue</b>	-	59,500	-	59,500		

Activity Generated Income*		
Description	Date	Amount
e.g. Interest		
<b>Total Activity Generated Income</b>		-
All project created income is required to be disclosed		

Expenses	Annual figures for the approved project \$			Expense details from the proponents financial statements and should equal or be supported by acceptable documents prepared in accordance with Australian Accounting standards		
	Prior budget unspent prior period(s)	Budget - this FY	Funding Expended this Financial Year	Variance	Variance %	Budget Variance Explanation
Monitoring and Evaluation	-	10,000	4,520	5,480	55%	Project funding received later than planned and report period only covers one month
Administration costs	-	30,000	8,900	21,100	70%	Project funding received later than planned and report period only covers one month
Project specific activities	-	257,500	23,540	233,960	91%	Project funding received later than planned and report period only covers one month
<b>Total Project Expense</b>	-	297,500	36,960	260,540		

Asset Transactions		This table should only be included in reports where assets have been approved. Under the terms of the Funding Deed only Assets approved by the Commonwealth may be entered into					
Asset Description	Acquisition Date	Total Purchase Value	Project Portion of Purchase Value	Asset Disposed? (Y/N)	Disposal Date	Termination Value	Total Cash Returned to Project
	<b>Total</b>	-	-			-	-

<b>Accrual</b>	A book transaction rather than cash transaction i.e. The proponent may have recognised a payment @ 15 June but the cash may not have been released until 15 July - in the Financial records the expense appears @ 30 June but in the bank account it doesn't.
<b>Adjustment explanation:</b>	e.g. Interest not brought to account in previous period or an item identified in the financial process that alters the opening balance (may be positive or negative) supporting documentation would be required
<b>Activity Generated Income*</b>	Includes: a) any interest earned on the Commonwealth Funding, b) any proceeds of insurance paid to the Grantee to replace an Asset and that exceeds the Proponent's cost of replacing the Asset, or c) any income received by the Proponent as a result of its use of an Asset, that reflects the proportion of the total cost of acquiring the Asset, that was met by the Funding.
<b>Other Contribution (cash)</b>	This is only to include cash funding contributions received towards the project - it does not include 'in-kind' or existing salaried employee time.
<b>Approved Carry Forward Previous Financial Year (opening Balance)</b>	Funds that have been approved to be retained as unspent funds from a prior period for the proponent to continue to undertake the engaged activities - it should not be assumed that funds can be kept if unspent without an official approval

As authorised representatives of Australian Rainforest Foundation, we hereby confirm that all expenses detailed above were incurred in achieving the objectives for which the funding was provided.

s. 47F(1) Managing Director

16-Feb / /2014

Full name & Position:

/ /20

Full name & Position:

Project Maria Creek invasive species control project  
Comm Id TAG14-00326

Dear Sir/Madam

Through the recent Financial reporting for the period 3/12/2013 to 31/01/2014 it has been identified that 22,540 was not expensed and we request permission to use these unspent funds.

The budget for the use of these funds follows;

Training of Indigenous participants in MRN skills	\$	75,000
Site works		45,440
Administration	\$	21,100
<b>Total</b>	<b>\$</b>	<b>22,540</b>

and the period of time that is required to complete the above activity's (which were funded for completion in the original period) is 5 months.

Yours sincerely

**s. 47F(1) Managing Director**

Authorised signatory

FOR THE PERIOD 1 DECEMBER 2013 TO 30 JUNE 2014

FINANCIAL REPORT

TAG FUND

ABN 44 073 434 563

AUSTRALIAN RAINFOREST FOUNDATION

**AUSTRALIAN RAINFOREST FOUNDATION**  
**TAG FUND FINANCIAL REPORT**  
**FOR THE PERIOD 1 DECEMBER 2013 TO 30 JUNE 2014**

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## AUSTRALIAN RAINFOREST FOUNDATION

## TAG FUND FINANCIAL REPORT

## BALANCE SHEET

AS AT 30 JUNE 2014

	30 JUNE 14
	\$
<b>ASSETS</b>	
<b>Current assets</b>	
Cash and cash equivalents	256.58
Accounts receivable and other debtors	-
Other current assets	-
<b>Total current assets</b>	<u>256.58</u>
<b>Non-current assets</b>	
Property, plant and equipment **	4,552.01
<b>Total non-current assets</b>	<u>4,552.01</u>
<b>Total assets</b>	<u>4,808.59</u>
<b>LIABILITIES</b>	
<b>Current liabilities</b>	
Accounts payable and other payables	-
<b>Total current liabilities</b>	<u>-</u>
<b>Non-current liabilities</b>	-
<b>Total liabilities</b>	<u>-</u>
<b>Net assets</b>	<u>4,808.59</u>
<b>EQUITY</b>	
Retained Surplus	4,808.59
<b>Total equity</b>	<u>4,808.59</u>

\*\* computer equipment purchased from 13-14 grant allocation - Admin and MERI budget

## AUSTRALIAN RAINFOREST FOUNDATION

## TAG FUND FINANCIAL REPORT

## INCOME STATEMENT

FOR THE PERIOD 1 DECEMBER 2013 TO 30 JUNE 2014

FUNDS:	Building Indigenous Capacity \$	Building NRM Comm Skills \$	Conserve Species & Ecosystems \$	TAG Project Total \$
<b>REVENUE</b>				
TAG Fund income	89,250.00	29,750.00	178,500.00	297,500.00
Bank Interest	228.87	-	-	228.87
<b>Total revenue</b>	<b>89,478.87</b>	<b>29,750.00</b>	<b>178,500.00</b>	<b>297,728.87</b>
<b>EXPENDITURE</b>				
Cleaning	90.91	-	-	90.91
Consultants fees	1,333.33	14,737.50	16,604.16	32,674.99
Contractors fees	74,400.37	-	32,575.34	106,975.71
Computer and IT expenses	-	-	254.54	254.54
Freight	-	22.72	-	22.72
Grocery provisions	1,683.08	-	3,162.51	4,845.59
Hire of equipment	113.91	-	640.00	753.91
Materials and supplies	2,292.79	2,487.46	32,581.16	37,361.41
Minor equipment purchases	838.30	-	13,522.24	14,360.54
Motor vehicle expenses	270.39	-	6,105.09	6,375.48
Permits and licences	169.59	-	19.14	188.73
Postage, printing and stationary	-	-	1,686.03	1,686.03
Repairs and maintenance	369.23	-	1,722.41	2,091.64
Security expenses	-	-	513.64	513.64
Signage expenses	-	-	32.10	32.10
Sundry expenses	254.46	-	927.99	1,182.45
Telephone and fax	141.81	-	608.17	749.98
Travel expenses	905.95	628.81	8,625.92	10,160.68
Wages and salaries – Admin & MERI	-	-	35,447.99	35,447.99
Wages and salaries - Project	4,154.22	11,863.01	14,317.66	30,334.89
Superannuation	2,213.03	-	4,603.32	6,816.35
<b>Total expenditure</b>	<b>89,231.37</b>	<b>29,739.50</b>	<b>173,949.41</b>	<b>292,920.28</b>
Purchase of computer equipment – Admin & MERI	-	-	4,552.01	4,552.01
<b>Net funding surplus/(deficit)</b>	<b>247.50</b>	<b>10.50</b>	<b>(1.42)</b>	<b>256.58</b>

There were no Recipient contributions or Other contributions received or expended in relation to the TAG program for the period 1<sup>st</sup> December 2013 to 30<sup>th</sup> June 2014.

**AUSTRALIAN RAINFOREST FOUNDATION**  
**TAG FUND FINANCIAL REPORT**  
**CASH FLOW STATEMENT**  
**FOR THE PERIOD 1 DECEMBER 2013 TO 30 JUNE 2014**

	\$	\$
<b>Cash flows from operating activities</b>		
<b>Inflows:</b>		
Operating grant receipts	297,500.00	
Bank interest	228.87	
<b>Outflows:</b>		
Cash paid to suppliers	<u>(292,920.28)</u>	
<b>Net cash from operating activities</b>		<b>4,808.59</b>
<b>Net cash used in investing activities</b>		-
Purchase of computer equipment (funded by Admin)	<u>(4,552.01)</u>	<b>(4,552.01)</b>
<b>Net cash used in financing activities</b>		-
<b>Net increase in cash and cash equivalents</b>		<u><b>256.58</b></u>
<b>Cash and cash equivalents as at 1 December 2013</b>		-
<b>Cash and cash equivalents as at 30 June 2014</b>		<u><u><b>256.58</b></u></u>

**AUSTRALIAN RAINFOREST FOUNDATION**  
**TAG FUND FINANCIAL REPORT**  
**STATEMENT OF UNSPENT FUNDS**  
**AS AT 30 JUNE 2014**

	\$
<b>Funds paid under this agreement that were not spent or committed as at 30 June 2014:</b>	
Westpac TAG account	<u>256.58</u>

**AUSTRALIAN RAINFOREST FOUNDATION**  
**TAG FUND FINANCIAL REPORT**  
**NOTES TO THE FINANCIAL REPORT**  
**FOR THE PERIOD 1 DECEMBER 2013 TO 30 JUNE 2014**

**1. Basis of Preparation**

The financial report has been drawn up as a special purpose financial report for the purpose of fulfilling the reporting requirements of Australian Rainforest Foundation (the Recipient) in respect of grants received by the Recipient from the Commonwealth Department of Environment.

The financial report has been prepared on an accruals basis of accounting. The financial information included in the financial report is in accordance with the books and records of the Recipient for the period 1<sup>st</sup> December 2013 to 30<sup>th</sup> June 2014.

***Goods and Services tax***

Grants received, other grant related revenue and expenditure are recognised net of the amounts of goods and services tax (GST) except where the GST is not recoverable or payable from/to the Australian Taxation Office. In these circumstances the GST is recognised as part of the expenditure/income.

**AUSTRALIAN RAINFOREST FOUNDATION**  
**TAG FUND FINANCIAL REPORT**  
**CERTIFICATE BY RECIPIENT**

I hereby certify that, for the period 1<sup>st</sup> December 2013 to 30<sup>th</sup> June 2014 in respect of the Funding Agreement between the Commonwealth Department of the Environment and Australian Rainforest Foundation:

- 1) The Funds have been used for the purpose for which they were provided; and
- 2) All terms and conditions of the Agreement were complied with.

Dated at                      this                      day of                      2014.

**s. 47F(1)**

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**s. 47F(1)**

**Managing Director, Australian Rainforest Foundation**

**AUSTRALIAN RAINFOREST FOUNDATION****TAG FUND FINANCIAL REPORT****AUDITOR'S REPORT****To the directors of Australian Rainforest Foundation****Report on the Financial Report**

I have audited the accompanying financial report, being a special purpose financial report, of Australian Rainforest Foundation in relation to the TAG Funding agreement with the Commonwealth Department of the Environment. This report comprises the balance sheet, income statement, cash flow statement, statement of unspent funds and notes to the financial report for the period 1<sup>st</sup> December 2013 to 30<sup>th</sup> June 2014, and the certificate given by Australian Rainforest Foundation (the Recipient) in relation to this financial report. The financial information included in the financial report has been prepared as prescribed within the Funding Agreement.

**Australian Rainforest Foundation's responsibility for the Financial Report**

The directors of Australian Rainforest Foundation are responsible for the preparation and fair presentation of the financial report in accordance with the basis of preparation described in the funding agreement, and for such internal controls as the directors determine are necessary to enable the preparation of the financial report that free from material misstatement, whether due to fraud or error.

**Auditor's responsibility**

My responsibility is to express an opinion on the financial report based on the audit. The audit was conducted in accordance with Australian Auditing Standards. These auditing standards require compliance with relevant ethical requirements relating to audit engagements, and that the audit is planned and performed to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of risks of material misstatement in the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the application of accounting policies and the reasonableness of accounting estimates made by Australian Rainforest Foundation, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my audit opinion.

**AUSTRALIAN RAINFOREST FOUNDATION**  
**TAG FUND FINANCIAL REPORT**  
**AUDIT REPORT**

***Opinion***

In accordance with the Funding Agreement which contain the requirements of Australian Rainforest Foundation in relation to the TAG Fund program funding received, in my opinion, in all material respects, the financial report presents fairly in accordance with the accounting records of Australian Rainforest Foundation, and that the funding received was spent for the purpose of the relevant Project and in accordance with the Program Funding Agreement.

***Emphasis of Matter – Basis of Accounting***

Without modifying my opinion, attention is drawn to the reference to the Funding Agreement which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Recipient's financial reporting obligations to the Commonwealth Department of Environment. As a result, the financial report may not be suitable for another purpose.

Dated at *Canons* this *2nd* day of *July* 2014.

**S. 47F(1)**

**s. 47F(1)**

**Member, Institute of Chartered Accountants in Australia (member number s. 47F(1))**

**Director/Principal**

**Remote Performance Management Pty Ltd**





1 July 2014

**CERTIFICATE**

I **s. 47F(1)** Managing Director of the Australian Rainforest Foundation, of Cairns, Queensland (ABN 44 073 464 563) hereby state that in reference to the TAG14-00326 Funding received by the Foundation in the financial year 2013-14,

- A. The \$297,500 funds received have been used for the purpose for which they were provided;  
and
- B. All terms and conditions of the Agreement were complied with.

Signed

**s. 47F(1)**

**s. 47F(1)**

**Managing Director**

## **Project Update Stage 3 1 July to 31 December 2014**

### **IMPACTS ON PROJECT ACTIVITIES**

#### **1 General**

During the period a number of activities were unable to be completed due to the impact of two significant events. The first was the long and unseasonal, hot dry weather that was experienced throughout the entire period of Stage 3; and the second was the need to undertake works to enable vehicle access to the site. The following information will detail these impacts.

#### **2 The impact of the weather**

##### **(i) Site preparation and planting**

The initial plan as expressed in Activities 2 and 4 in the MERI Plan, viz: "*Placement of two feral pig traps at appropriate locations to trap invasive species*"; and "*Mechanical ripping of planting trenches, hand drilling in areas not suitable for mechanical equipment and first planting of 10,000 trees using 5FTE Indigenous persons,*" depended on there being cool and moist conditions in the July to October period.

During the July to December period, the normal weather pattern is for cool but moist conditions during the tropical 'dry season', usually from July up until October. In these months, the conditions for site preparation and planting is normally ideal. It is usually after October, that the temperatures increase in the lead up to the tropical 'wet season,' meaning that any revegetation already in the ground would be expected to receive the tropical monsoon rains and spur on growth and consolidation.

Given this weather pattern, Activity 4 - "*Mechanical ripping of planting trenches, hand drilling in areas not suitable for mechanical equipment and first planting of 10,000 trees using 5FTE Indigenous persons,*" was planned to be undertaken in the first half of Stage 3. Unfortunately, during this Stage, the weather was unseasonably hot and dry and continued to be so right up to the end of December.

The hot dry conditions made burning the poisoned weeds at the Project site dangerous. Discussions with local farmers and the Rural Fire Service convinced ARF that burning the weed trash was not appropriate at this time. Also, as the trash was significant in volume, mechanical ploughing or other methods of trash removal or 'ploughing in' was not possible.

This meant that ripping planting trenches and subsequent planting of revegetation stock could not be undertaken during this Stage. Revegetation stock is being held at the nursery.

Some indication of wet season rain and the likelihood of a normal wet season was evident at the end of December. However, the onset of the wet season will need to be confirmed before the activities above can be commenced in Stage 4.

##### **(ii) Placement of pig traps**

Similarly, the dry conditions resulted in the movement away from the project site of feral pigs, previously found on the property. Feral pigs travel considerable distances in search of water and there was no indication of pigs on the property during the July to December period. The construction of feral pig traps was commissioned but their installation postponed during this Activity Period.

Trapping activities will be reviewed in Stage 4, following the onset of the wet season.

##### **(iii) Field days for local community in NRM skills and techniques**

The conduct of field days for the community was postponed because the dry weather prevented the relevant activities such as site preparation, weed identification and control and revegetation techniques being undertaken.

Field days will be deferred until Stage 4.

### **3 Other activities undertaken**

During Stage 3, the ARF managed to upgrade the site access commenced in Stage 2. This involved the use of heavy machinery to reform the access tracks, cut drainage channels and apply crushed rock to the track surfaces. (A PDF File 'Photos for Stage 3' will be uploaded).

A 10,000 litre water supply was also installed and a water line taken to a point in the cleared area where herbicide mixing and filling of spray equipment, plus the delivery of plant stock, could be undertaken.

A training activity for 14 persons, of whom eight were Indigenous, was undertaken at the Project Site in partnership with Breakthru People Solutions. This activity was for one 8-hour day and involved training in herbicide mixing and application to weeds on the Project area.

### **4 Changes to Indigenous Training**

During this Stage 3, the ARF completed the training of nine Indigenous trainees and the certification of eight of this group, through Choice Australia Management. The partnership between ARF and Choice Australia Management was terminated by ARF in September following a number of concerns relating to the cost of training and the ability of Choice to meet their financial contribution to the Project.

During December 2014, the ARF established a partnership with Break Thru People Solutions to replace Choice Australia Management in the training of Indigenous participants in accordance with the MERI Plan.

Two Project site visits were undertaken and 14 trainees of whom eight were Indigenous, were engaged in a full day training exercise in the application and use of herbicides.

**s. 22(1)(a)(ii)**

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**From:** s. 47F(1) s. 47F(1)  
**Sent:** Wednesday, 18 February 2015 2:42 PM  
**To:** s. 22(1)(a)(ii)  
**Subject:** Additional Information Maria Creek TAG 14-00326

**Categories:** For Action, Assessment

Hi <sup>s. 22(1)(a)(ii)</sup>

**Update of deferred activities from Stage 3**

In the period from 31 December 2014, i.e. the end of Stage 3, to present date, some of the deferred activities have been started. This information is provided to indicate that the deferral of the activities will not necessarily impact on the Project deliverables.

However, because of the delayed payments beyond the milestone dates from the Department in Stage 3, ARF carried considerable cost to continue the activities at the start of this stage. If similar delays occur in stage 4, we will be forced to stop work that incurs significant expenditure. This is problematic, as the project is largely dependent on acting when weather opportunities are favourable. In terms of our planning and commitments to suppliers, it would be beneficial to know if you anticipate delays.

**Works started****Providing training for up to 25 Indigenous trainees**

Nine completed training in Stage 3 through a partnership with Choice Australia Management. This relationship has been terminated and a new partnership established with Break Thru People Solutions. A MoU has been signed and training for 16 participants of which 12 are Indigenous has commenced in Cert III Horticulture. We are in week two now and confirmed numbers of continuing participants will sort itself out by week four. This is an 18 week course with large components of the training taking place on the Project site at Maria Creek. Two days of site set up have already been held in field since 1 January.

**Employment of 5FTE Indigenous trainees**

The top trainees from the current roster will be chosen for employment at equivalent to five full time employees for the period of the field works. The exact period required will become more clear as the site preparation works are completed and the state of the rehab area is known. This will determine the mix of mechanical vs manual site works and planting regime and hence the number of field days for the employment.

**Pig trapping**

The wet season has now arrived and a contract for the traps has been issued. They are due to be manufactured when the next payment is received. Training of Indigenous trainees in feral pig control will be incorporated into the current syllabus.

**Weed ID Cards and Manual**

Field ID cards have now been produced. The weed treatment narrative has been partly drafted and is in the process of referral to DAFF and Biosecurity Qld for latest herbicide information. It will be electronically uploaded to ARF website in stage 4.

**Field days**

A presenter has been contracted to deliver the field days. Timing will depend on site preparation works currently being undertaken, but is expected in May and June.

s. 47F(1)

Executive Director

Australian Rainforest Foundation

T: **s. 47F(1)**

PO Box 3006, Cairns, Qld 4870

E: **s. 47F(1)**