



Peel-Harvey Natural Assets Agreement

NLP Natural Assets Project Reporting Template

Project ID: A0000011569G – NLP-RI 17

Project No.: 9132_NA_CEG2_BOU_008

Project Name: *Restoring Ecological Linkages of the Ngwayir
(Western Ringtail Possum)*



Table of Contents

Introduction	3
Document version control.....	4
General information	4
Project Partners/Stakeholders	4
Project planning and risk management	5
Milestone schedule	7
Project site map.....	10
Milestone reporting.....	12
Revegetation	12
Infrastructure	22
Activity photos – Promotional and other	15
Stage Photo monitoring	16
Project budget In-kind	22
Evaluation	43
Outcomes	45
Lessons learnt.....	46
Checklist when zipping documents.....	46
Permission to make your Report public.....	46

Introduction

This is the third version of the *Project stage report – Monitoring template* that the PHCC is developing. The aim is to have a standard report that meets the needs of different funding partners, e.g. the Australian Government's MERIT, and of PHCC's monitoring through GRID, without putting an increased monitoring and reporting burden on our delivery partners.

In the short term we are endeavouring to reflect the established reporting requirements of the *Rivers 2 Ramsar Project*, for both GRID and MERIT, whilst incorporating any additional MERIT reporting requirements of the Australian Government for the NLP funded projects.

This template is provided to guide your project delivery and reporting as the project commences. The template and reporting approach will be reviewed and adjusted where necessary to meet Australian Government reporting requirements.

We are keen to streamline reporting processes and welcome your feedback.

The Report is comprised of a number of sections including:

- Recording of in-kind, approvals/consultation, risk management and comments
- Checklists for the on-line reporting requirements for GRID and MERIT reporting information. Please note: Not all project proponents will be requested to report into GRID. Please report directly into the form if you do not have access to GRID and tick the "no" box.

For more information and/or support on the use of GRID please contact: Kim Wilson or Jo Garvey.

Document version control

Reporting Stage	Date Submitted	Author	PHCC Officer Approved	Latest version
NA Stage 1 (Jul - Dec 2017)	18/10/17	M Horton		
NA Stage 2 (Jan – March 2018)	22/4/18	M Horton		
NA Stage 3 (Apr- May)	31/5/18	M Horton		

General information

Project Title:	Restoring Ecological Linkages of the Ngwayir (Western Ringtail Possum)	
Project No:	9132_NA_CEG2_BOU_008	
Project location including major road:	Rope Bridge - Lot 1939 Gum Nut Ave to Lot 613 Durham Cr Dawesville Bouvard Corridors – R35025 716 Estuary	
Site of Investment (GRID SOI) No:	BOU008_PHCC_2017	
Project site GPS co-ordinates:	372566 373615	6388029 6384524
Organisation:	Bouvard Coastcare Group Inc	
Author Name:	Mel Horton	

Project Partners/Stakeholders

Group/ Individual	Role	Category
City of Mandurah (CoM)	Stakeholder	Other (please specify)
Friends of Warragup Springs	Partner	Local Landcare/Farmer group
Allison Dixon	Other (Please specify)	Consultant

Project planning and risk management

Project Consultation/Approvals (Describe any consultation activities conducted during this reporting period, for example with government agencies, landholders, community groups or others.)			
Date reported	Who did you consult with?	Method of consultation	Outcome of consultation
22/7/17	Neighbouring & Local Residents	Door knocking	Fully supported.
17/8/17	Allison Dixon	Bridge plans review meeting	Some design changes requested & incorporated.
6/2/18	CoM Building License	Application	Approved
Project Planning activities			
Date reported	Activity	Outputs	Outcomes
14/7/17	Create notification leaflet	Leaflet	See Leaflet here
20/7/17	Create online Quiz, Survey & Possum project web page	Web page & online surveys	See webpage here 14 respondents to survey all positive 30 respondents to quiz – see results
31/7/17	Create presentation for drey building workshop	Presentation	See presentation here
18/10/17	Project management bridge plans & costings	Plans & Costings	See Plans (001 , 002 , 003) produced by WML See Costings by Trevor Philips & Assoc
15/12/17	Requests for bridge building quotations	Quotations obtained from Cornhill Building and Go2 Group	See Cornhill quotation See Go2Group quotation
15/3/18	Project management bridge opening preparation	Invitation Signage	Complete – opening date of Saturday 28/4/18 5pm
Plans and other guiding docs: (List any plans or other guiding documents relevant to actions completed in this reporting period).			
Date reported	Document		
18/10/17	See Plans Plan-1 Plan-2 Plan-3		
18/10/17	See Costings here		
15/12/18	See quotations here – Go2 Group & Cornhill Building		

Project Risk Management		
Have you provided your project Risk Management Plan?		Yes/No
		Yes
Have you reviewed your Risk Management Plan in this reporting period? <i>(Provide a short summary of any changes in assessed risk or management measures.)</i>		
Date reported	Description	
22/7/17	Risk 3 – Community residential objections to bridge – no objections.	
19/10/17	Risk 2 – Planting doesn't take – monitoring showed very hot weather & interference from local kids in Corridor A caused the death of some planting stock. These were replaced and plastic sleeves added for protection which has worked well. A regular maintenance plan is now in place.	
18/10/17	Risk 4 – Project plan delays – requesting an additional time for Milestones 1 & 2.	
15/12/17	Risk 4 – Project cost overrun – Needed additional income/donations – resolved thanks to proper due diligence regarding costings and quotes and additional grant assistance from PHCC and City of Mandurah.	
Activity Risk management <i>(When site risk assessments (JSA) were undertaken for each site activity,)</i>		
Were any risks identified that were difficult to mitigate or affected project delivery?		
Date reported	Description	
15/12/17	Risk 4 – Project plan delays – requesting an additional time for Milestones 1 & 2.	

Risk Management Stage Review <i>(Please review your Project Risk Management Plan against this Stage's activities)</i>					
Provide copies of Activity risk assessments/Safety analysis sheets					
Date reported	Identified threats or assumptions	Project Risk (H, M, L)	Has the threat/risk occurred?	Management activity you undertook <i>(if applicable)</i>	Revised risk level
18/10/17	Risk 4 <i>(as above)</i>	M	Yes	As above	M-H
15/12/17	Risk 4 <i>(as above)</i>	H	Yes	As above	M-H

Milestone schedule timeline

Milestone	Details	2017		2018
		Jul-Sep	Oct-Dec	Jan-Mar
Community awareness: ACTIVITY 1	1) Implement media strategy and advertise volunteer opportunities 2) 2 media releases – print and radio 3) 2 flyers and/or ads 4) 5 social media posts	Y	Y	Y
Community survey and consultation regarding rope bridge:	1) Email online survey 2) Printing 3) Door-knocking (labour/volunteer hrs) 4) Advertising	Y		
Community Tree Planting in (2) Bouvard Corridors: ACTIVITY 2	1) 1.2ha (0.5ha + 0.8ha) 2) 100 tubestock seedlings 3) Min attendance of 10*	Y		
Rope bridge design:	1) Complete building and design certification process for the rope bridge: 2) Building certification 3) Structural design certification	Y		
Interpretative signage:	1) Commence drafting interpretive signage and provide proofs to stakeholders 2) 3 interpretive signs in CoM design specifications (Note*: signage must acknowledge Australian Government and PHCC funding as per Agreement 8.4c, page 9)	Y		Y
Capacity Building: ACTIVITY 3	1) Workshop - artificial drey construction 2) Volunteer construction of dreys 3) Plant giveaways		Y	
Artificial drey installing in corridors: ACTIVITY 4	1) Overseen by consulting Fauna Relocator 2) Min. 3 volunteers engaged		Y	
Rope bridge construction: ACTIVITY 5	1) Construction of rope bridge and footings			Y
Interpretative signage:	1) Installation of interpretative signage			Y
Rope bridge unveiling event: ACTIVITY 6	1) Welcome to Country 2) Guest speakers, including Mayor			Y
Citizen science: ACTIVITY 7	1) Commence citizen science program, monitoring WRP and use of the rope bridge 2) Wildlife camera Traps 3) Min 4. Volunteers engaged			Y

Milestone	Details	2017		2018
		Jul-Sep	Oct-Dec	Jan-Mar
Reporting and acquittal:	1) Promote outcomes of the project 2) Volunteer hours 3) CoM staff hours 4) Final Report			Y

Natural Assets project - Stage 1 (Jul – Dec 2017)						
Milestone No.	Deliverable	Due Date	Description/Activity	Stage Progress Status	Comments/Evidence	Funds
1.	1 st Payment on signing of Agreement by both parties, the completion of community tree planting, design certification process for rope bridge, building certification structural design certification and receipt of 1 st milestone report and invoice.	30/07/2017	Agreements signed Tree planting complete Bridge plans complete Costings complete Building certification in progress Application for additional funding/donations in progress	Complete	10/6/17 agreements signed 13/7/17 as above 26/9/17 plans received 10/10/17 costings received 17/6/17 PHCC invoiced 15/1/18 Payment received	\$1,155.00
2.	2 nd payment on completion of rope bridge, footings, ladder and poles construction and receipt of 2 nd milestone report, evidence and Tax Invoice	31/1/18	Bridge construction delayed by plans, engineering signoffs, and costings overrun. The PHCC agreed contribution towards the bridge construction is \$12,598 plus \$15,000 additional funding. The City of Mandurah will contribute to the extra costs of building the bridge.	Complete	10/6/17 agreements signed 6/12/17 budget revised 15/12/17 variation signed 6/2/18 bridge approvals 14/4/18 bridge completed 22/4/18 PHCC invoiced & paid.	\$26,525.50
Natural Assets project - Stage 7 (Jan – March 2018)						
3.	Final payment on completion of all activities as per the Activity Description and receipt of 3 rd milestone report, evidence and confirmation all project activities have been undertaken in accordance with the agreed Schedule. Photo evidence and GPS monitoring. Receipt of a signed project Completion Form, a Tax Invoice and associated documentation.	30/03/2018	Final milestone report.	Complete	28/4/18 Bridge opening event. 28/4/18 Citizen Science possum spotting. 5/5/18 Wildlife cameras installed. 30/5/18 signage agreed.	\$190.00

Project site map

Please provide a map (sketch or attach pdf) showing area/s of works undertaken; noting positions of photo points. Please also provide the mapping data as shape files

Site A: Location for rope bridge in Dawesville (Jinatong Loop) connecting 4.99ha of remnant vegetation and crown land



Site B: Existing corridors (2) enhancement through planting and artificial drey installation



Milestone reporting:

Community Engagement - Activity 1 Community Notification & Participation

Activity – Community Participation / Engagement / Capacity building *please copy table/s when reporting multiple activities		Tick below (Office Use only)	
Feature Attributes	Description	Yes	No
Event/ Activity Title	Community Notification & Consultation	<input type="checkbox"/>	<input type="checkbox"/>
Date	21/7/17 – 23/7/17	<input type="checkbox"/>	<input type="checkbox"/>
Type of Event/Activity	Consultation	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Purpose	Awareness Raising	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Activity Partner(s)	BCCG & Westcountry Web Services	<input type="checkbox"/>	<input type="checkbox"/>
Number of Groups supported financially	Choose an item.	<input type="checkbox"/>	<input type="checkbox"/>
Length of Event/Activity	2 Days	<input type="checkbox"/>	<input type="checkbox"/>
No. of unique materials produced	4	<input type="checkbox"/>	<input type="checkbox"/>
No. of Material Recipients	200	<input type="checkbox"/>	<input type="checkbox"/>
No. of displays at the event	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Photograph Zipped	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Document Zipped – click on link for documents	Possum Bridge Leaflet Possum Survey Possum Quiz and Results BCCG Possum Project Web Page Mandurah Mail Article	<input type="checkbox"/>	<input type="checkbox"/>
Number of participants (<i>i.e. not employed on this project</i>)	45 (14 Survey respondents, 30 Quiz respondents and 30 residents engaged in discussion (some of whom then did the survey and quiz).	<input type="checkbox"/>	<input type="checkbox"/>
Number of new people attending project activities	45 (14 Survey respondents, 30 Quiz respondents and 30 residents engaged in discussion (some of whom then did the survey and quiz).	<input type="checkbox"/>	<input type="checkbox"/>
Number of community groups participating (<i>non-delivery partners</i>)	2 - Westcountry Web Services & Mandurah Mail	<input type="checkbox"/>	<input type="checkbox"/>

Number of Indigenous participants (<i>i.e. not employed on this project</i>)	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous on-country visits	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of farming entities participating in project activities for the first time	None	<input type="checkbox"/>	<input type="checkbox"/>
Comments	200 flyers were hand delivered to Possum bridge local residents and planting corridor neighbours. Door knocking, notification & discussion was carried out with 30 residents all of whom were fully supportive of the project.	<input type="checkbox"/>	<input type="checkbox"/>

Revegetation - Activity 2 Planting day

Activity – Revegetation *please copy table/s when reporting multiple activities		Tick below GRID (Office Use only)	
Feature Attributes	Description	Yes	No
Date	13/8/17	<input type="checkbox"/>	<input type="checkbox"/>
Adjacent land use	Residential houses	<input type="checkbox"/>	<input type="checkbox"/>
Landscape connectivity	Wildlife corridors x 2	<input type="checkbox"/>	<input type="checkbox"/>
Activity Partners	BCCG/CoM/Ally Dixon/Volunteers	<input type="checkbox"/>	<input type="checkbox"/>
Vegetation at time of planting	Bare grass patches in between existing mature trees	<input type="checkbox"/>	<input type="checkbox"/>
Revegetation method	Planting tube stock	<input type="checkbox"/>	<input type="checkbox"/>
Equipment used	Trowels	<input type="checkbox"/>	<input type="checkbox"/>
Three guards used? If so what type?	Initially stakes were used, then Plastic sleeves were added later during maintenance.	<input type="checkbox"/>	<input type="checkbox"/>
Area of revegetation (Ha)	1.2	<input type="checkbox"/>	<input type="checkbox"/>
Area protected (Ha)	6.2	<input type="checkbox"/>	<input type="checkbox"/>
Length of planting (m) if the site is linear		<input type="checkbox"/>	<input type="checkbox"/>
Duration of planting (Hrs)	2	<input type="checkbox"/>	<input type="checkbox"/>
Environmental benefits/ outcomes expected to be achieved	Habitat condition improvment Improved vegetation connectivity	<input type="checkbox"/>	<input type="checkbox"/>
Type of guards used	Plastic sleeve Other	<input type="checkbox"/>	<input type="checkbox"/>
Comments:	24 persons in total attended planting morning	<input type="checkbox"/>	<input type="checkbox"/>

*Please fill in attached spreadsheet (Soon to be available at www.peel-harvey.org.au)

Activity photos – Promotional and other

(e.g.: events, meetings, community engagement, etc.)



Photo details: 13/8/17 WHS briefing at the start of planting start corridor B Lat - ? Long - ?.

Activity summary:

24 attendees in total attended the planting morning on Sunday 13th August in the only few hours of sunshine in the two-week period. Attendees consisted of 13 Coastcare members, 2 CoM staff, Alison Dixon, and 8 volunteers from the community including 4 children.

The aim of the planting is to fill large gaps in the canopy of two wildlife corridors to improve vegetation connectivity and habitat condition for the western ringtail possum.

65 peppermint tree tube stock seedlings were planted with trowels into the soil with an added nutrient mix. Sticks were added to ensure they were seen to prevent accidental mowing.

Stage Photo monitoring

**please copy table/s when reporting multiple activities*

Photo #	Photo ID/ref	Date	Observer	Waypoint ID	Monitoring stakes installed (Y/N)	Projection and datum	Location		Compass Bearing (degrees)	Activity/ Comment
							Easting (long)	Northing (lat)		
1	6683.jpg	13/8/17	Mel Horton	Corridor B	Y		115°39'7.45"E	32°40'0.93"S		Before planting
2	6694.jpg	13/8/17	Mel Horton	Corridor B	Y		115°39'7.45"E	32°40'0.93"S		After planting.
3	1259.jpg	27/11/17	Mel Horton	Corridor B	Y		115°39'7.45"E	32°40'0.93"S		Monitoring
4	1262.jpg	27/11/17	Mel Horton	Corridor A	Y		115°39'8.10"E	32°40'11.04"S		Monitoring
5	0877/0880.jpg	1/12/17	Growing Towards Wellness	Corridor A	Y		115°39'8.10"E	32°40'11.04"S		Maintenance
6		22/4/18	M Horton	Corridor A	Y		115°39'8.10"E	32°40'11.04"S		Monitoring
7		22/4/18	M Horton	Corridor B	Y		115°39'7.45"E	32°40'0.93"S		Monitoring



Photo Point 1. Before *Jake & Travis in Corridor B*



Photo Point 2. After *Planting in Corridor B (taken from opposite direction)*



Photo Point 3. Monitoring *Seedlings doing well in Corridor B 27/11/17*

Photo Point 3. Monitoring *Planting doing well in Corridor B 27/11/17*



Photo Point 4. Monitoring *Seedlings doing poorly in Corridor A 27/11/17*

Photo Point 4. Monitoring *Seedlings doing poorly in Corridor A 27/11/17*



Photo Point 5. Maintenance *Seedlings replaced & bagged in Corridor A 1/12/17*



Photo Point 5. Maintenance *Seedlings replaced & bagged in Corridor A 1/12/17*



Photo Point 6. Maintenance *Seedlings growing well in Corridor A 22/4/18*



Photo Point 6. Maintenance *Seedlings growing well in Corridor A 22/4/18*



Photo Point 7. Maintenance *Seedlings growing well in Corridor B 22/4/18*



Photo Point 7. Maintenance *Seedlings growing well in Corridor B 22/4/18*

Events – Activity 3 Drey building workshop

Activity – Community Participation / Engagement / Capacity building *please copy table/s when reporting multiple activities		Tick below (Office Use only)	
Feature Attributes	Description	Yes	No
Event/ Activity Title	Drey Building Workshop	<input type="checkbox"/>	<input type="checkbox"/>
Date	27/7/17	<input type="checkbox"/>	<input type="checkbox"/>
Type of Event/Activity	Workshop	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Purpose	Awareness Raising	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Activity Partner(s)	Allison Dixon Wildlife Relocator Consultant City of Mandurah	<input type="checkbox"/>	<input type="checkbox"/>
Number of Groups supported financially	Conservation	<input type="checkbox"/>	<input type="checkbox"/>
Length of Event/ Activity	1-2 Hrs	<input type="checkbox"/>	<input type="checkbox"/>
No. of unique materials produced	6 dreys in 12 halves	<input type="checkbox"/>	<input type="checkbox"/>
No. of Material Recipients	N/A	<input type="checkbox"/>	<input type="checkbox"/>
No. of displays at the event	Presentation plus 2 displays of dreys	<input type="checkbox"/>	<input type="checkbox"/>
Photograph Zipped	See activity photos	<input type="checkbox"/>	<input type="checkbox"/>
Document Zipped	See presentation here	<input type="checkbox"/>	<input type="checkbox"/>
Number of participants (<i>i.e. not employed on this project</i>)	25 including 6 children, plus 4 project staff 29 in total	<input type="checkbox"/>	<input type="checkbox"/>
Number of new people attending project activities	25 including 6 children	<input type="checkbox"/>	<input type="checkbox"/>
Number of community groups participating (<i>non-delivery partners</i>)	Volunteers	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous participants (<i>i.e. not employed on this project</i>)	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous on-country visits	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of farming entities participating in project activities for the first time	None	<input type="checkbox"/>	<input type="checkbox"/>
Comments	See below	<input type="checkbox"/>	<input type="checkbox"/>

Activity photos – Promotional and other

(e.g.: events, meetings, community engagement, etc.)



Photo details: *Drey building workshop.*

Activity Feedback (*summary for media communication*):

We are holding seminars for volunteers to provide information on the ringtail possum including this drey building workshop. The dreys built at this workshop will be numbered and placed in our planting corridor where we planted additional peppermint seedlings on Sunday 13th August. At this event we had a number of volunteers and along with a number of children who were instructed on how to ensure the possum dreys they created would be solid enough to support the baby possums.

Events – Activity 4 Drey Installation – Possum night spotting

Activity – Community Participation / Engagement / Capacity building *please copy table/s when reporting multiple activities		Tick below (Office Use only)	
Feature Attributes	Description	Yes	No
Event/ Activity Title	Possum Spottings Corridor A & B	<input type="checkbox"/>	<input type="checkbox"/>
Date	17/8/17 & 23/10/17	<input type="checkbox"/>	<input type="checkbox"/>
Type of Event/Activity	Workshop	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Purpose	Skills/Training	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Activity Partner(s)	Allison Dixon Wildlife Relocator Consultant BCCG x 2	<input type="checkbox"/>	<input type="checkbox"/>
Number of Groups supported financially	Conservation	<input type="checkbox"/>	<input type="checkbox"/>
Length of Event/ Activity	7-8 Hrs	<input type="checkbox"/>	<input type="checkbox"/>
No. of unique materials produced	None	<input type="checkbox"/>	<input type="checkbox"/>
No. of Material Recipients	None	<input type="checkbox"/>	<input type="checkbox"/>
No. of displays at the event	None	<input type="checkbox"/>	<input type="checkbox"/>
Photograph Zipped	See activity photo below	<input type="checkbox"/>	<input type="checkbox"/>
Document Zipped	See spotting record Corridor A See spotting record Corridor B	<input type="checkbox"/>	<input type="checkbox"/>
Number of participants (<i>i.e. not employed on this project</i>)	1	<input type="checkbox"/>	<input type="checkbox"/>
Number of new people attending project activities	1	<input type="checkbox"/>	<input type="checkbox"/>
Number of community groups participating (<i>non-delivery partners</i>)	Volunteer	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous participants (<i>i.e. not employed on this project</i>)	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous on-country visits	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of farming entities participating in project activities for the first time	None	<input type="checkbox"/>	<input type="checkbox"/>
Comments	See below	<input type="checkbox"/>	<input type="checkbox"/>

Activity photos – Promotional and other

(e.g.: events, meetings, community engagement, etc.)



Photo details: *Scats on the ground*

Activity Feedback (*summary for media communication*):

We held two possum night spotting workshops on 17/8/17 which was a training exercise from Alison Dixon (Wildlife Relocator and project consultant) to BCCG members Mel Horton & Jason Renshaw in Corridor A. We also carried out a second spotting in Corridor B on 23/10/17. There were aimed at determining the best drey installation locations and Corridor A was selected due to the higher population density of ringtails.

Events – Activity 4 Drey Installation

Activity – Community Participation / Engagement / Capacity building *please copy table/s when reporting multiple activities		Tick below (Office Use only)	
Feature Attributes	Description	Yes	No
Event/ Activity Title	Drey Installation	<input type="checkbox"/>	<input type="checkbox"/>
Date	21/11/17	<input type="checkbox"/>	<input type="checkbox"/>
Type of Event/Activity	Workshop	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Purpose	Awareness Raising	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Activity Partner(s)	Allison Dixon Wildlife Relocator Consultant City of Mandurah, BCCG, Volunteers	<input type="checkbox"/>	<input type="checkbox"/>
Number of Groups supported financially	Conservation	<input type="checkbox"/>	<input type="checkbox"/>
Length of Event/ Activity	2 & 3 hours for A Dixon and 2 volunteers	<input type="checkbox"/>	<input type="checkbox"/>
No. of unique materials produced	4	<input type="checkbox"/>	<input type="checkbox"/>
No. of Material Recipients	4 Trees (2 Peppermint, 1 Marri, 1 Sheok)	<input type="checkbox"/>	<input type="checkbox"/>
No. of displays at the event	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Photograph Zipped	See below	<input type="checkbox"/>	<input type="checkbox"/>
Document Zipped	See Email record from A Dixon recording number of dreys and GPS locations.	<input type="checkbox"/>	<input type="checkbox"/>
Number of participants (<i>i.e. not employed on this project</i>)	3	<input type="checkbox"/>	<input type="checkbox"/>
Number of new people attending project activities	1	<input type="checkbox"/>	<input type="checkbox"/>
Number of community groups participating (<i>non-delivery partners</i>)	Volunteers	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous participants (<i>i.e. not employed on this project</i>)	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous on-country visits	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of farming entities participating in project activities for the first time	None	<input type="checkbox"/>	<input type="checkbox"/>
Comments	The drey installation attendance was disappointing however the installations went well.	<input type="checkbox"/>	<input type="checkbox"/>

Stage Photo monitoring – Drey Installation

**please copy table/s when reporting multiple activities*

Photo #	Photo ID/ref	Date	Observer	Waypoint ID	Monitoring stakes installed (Y/N)	Projection and datum	Location		Compass Bearing (degrees)	Activity/ Comment
							Easting (long)	Northing (lat)		
1		22/4/18	Mel Horton							After installation



Photo Point 1. Before *Placeholder photo*



Photo Point 1. After *Placeholder photo*

Events Activity 5 - Infrastructure

Activity – Access control/Infrastructure *please copy table/s when reporting multiple activities		Tick below GRID (Office use only)	
Feature Attributes	Description	Yes	No
Activity Partner	Local government authority	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Adjacent land use	Residential	<input type="checkbox"/>	<input type="checkbox"/>
Date	8/3/18-11/4/18	<input type="checkbox"/>	<input type="checkbox"/>
No of structures installed	1	<input type="checkbox"/>	<input type="checkbox"/>
Structures installed	Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/>
	Other: Rope Bridge		
Length of fences and boardwalks installed (Km)	20m	<input type="checkbox"/>	<input type="checkbox"/>
Contractor or Group name	Go2 Group	<input type="checkbox"/>	<input type="checkbox"/>
Activity Partners	BCCG	<input type="checkbox"/>	<input type="checkbox"/>
Volunteer hours	32 Monitoring & Management	<input type="checkbox"/>	<input type="checkbox"/>
Photograph zipped	See below	<input type="checkbox"/>	<input type="checkbox"/>
Document zipped	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Number of participants (<i>i.e. not employed on this project</i>)	0	<input type="checkbox"/>	<input type="checkbox"/>
Number of new people attending project activities	0	<input type="checkbox"/>	<input type="checkbox"/>
Number of community groups participating (<i>non- delivery partners</i>)	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous participants (<i>i.e. not employed on this project</i>)	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous on-country visits	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of farming entities participating in project activities for the first time	None	<input type="checkbox"/>	<input type="checkbox"/>
Comments	Bridge installed by Go2 Group	<input type="checkbox"/>	<input type="checkbox"/>









Events Activity 6 - Opening

Activity – Community Participation / Engagement / Capacity building *please copy table/s when reporting multiple activities		Tick below (Office Use only)	
Feature Attributes	Description	Yes	No
Event/ Activity Title	Official Opening Event	<input type="checkbox"/>	<input type="checkbox"/>
Date	28/4/18	<input type="checkbox"/>	<input type="checkbox"/>
Type of Event/Activity	Public Presentation	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Purpose	Awareness Raising	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Activity Partner(s)	Allison Dixon Wildlife Relocator Consultant City of Mandurah, BCCG, Volunteers, Press	<input type="checkbox"/>	<input type="checkbox"/>
Number of Groups supported financially	Conservation	<input type="checkbox"/>	<input type="checkbox"/>
Length of Event/ Activity	1.5 hours for total 47 attendees	<input type="checkbox"/>	<input type="checkbox"/>
No. of unique materials produced	N/A	<input type="checkbox"/>	<input type="checkbox"/>
No. of Material Recipients	N/A	<input type="checkbox"/>	<input type="checkbox"/>
No. of displays at the event	4 interpretive signs	<input type="checkbox"/>	<input type="checkbox"/>
Photograph Zipped	See below	<input type="checkbox"/>	<input type="checkbox"/>
Document Zipped	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Number of participants (<i>i.e. not employed on this project</i>)	28	<input type="checkbox"/>	<input type="checkbox"/>
Number of new people attending project activities	28	<input type="checkbox"/>	<input type="checkbox"/>
Number of community groups participating (<i>non-delivery partners</i>)	Volunteers	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous participants (<i>i.e. not employed on this project</i>)	3	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous on-country visits	1 (Harry Nannup)	<input type="checkbox"/>	<input type="checkbox"/>
Number of farming entities participating in project activities for the first time	None	<input type="checkbox"/>	<input type="checkbox"/>
Comments	Well attended event with a total of 47 attendees including 8 children/teenagers	<input type="checkbox"/>	<input type="checkbox"/>





Photo details: *Thanks by BCCG, Speech Deputy Mayor Caroline Knight, Welcome to Country by Harry Nannup of Bindjareb People, Cutting the Ribbon.*

Activity Feedback (summary for media communication):

Please see Coastal Times article [here](#).

Events – Activity 7 Community Science – Possum night spotting Base line

Activity – Community Participation / Engagement / Capacity building *please copy table/s when reporting multiple activities		Tick below (Office Use only)	
Feature Attributes	Description	Yes	No
Event/ Activity Title	Night Spotting Gumnut Reserve and Wildlife Corridor	<input type="checkbox"/>	<input type="checkbox"/>
Date	2/11/17 & 7/11/17 Gumnut Reserve 7/11/17 & 23/11/17 Wildlife Corridor	<input type="checkbox"/>	<input type="checkbox"/>
Type of Event/Activity	Workshop	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Purpose	Knowledge Evaluation	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Activity Partner(s)	Sue Harders & Jason Renshaw & Mel Horton	<input type="checkbox"/>	<input type="checkbox"/>
Number of Groups supported financially	Conservation	<input type="checkbox"/>	<input type="checkbox"/>
Length of Event/ Activity	16 hours total	<input type="checkbox"/>	<input type="checkbox"/>
No. of unique materials produced	N/A	<input type="checkbox"/>	<input type="checkbox"/>
No. of Material Recipients	N/A	<input type="checkbox"/>	<input type="checkbox"/>
No. of displays at the event	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Photograph Zipped	See below	<input type="checkbox"/>	<input type="checkbox"/>
Document Zipped	See spotting record Gumnut Reserve See spotting record Wildlife Corridor	<input type="checkbox"/>	<input type="checkbox"/>
Number of participants (<i>i.e. not employed on this project</i>)	2	<input type="checkbox"/>	<input type="checkbox"/>
Number of new people attending project activities	1	<input type="checkbox"/>	<input type="checkbox"/>
Number of community groups participating (<i>non-delivery partners</i>)	Volunteers	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous participants (<i>i.e. not employed on this project</i>)	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous on-country visits	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of farming entities participating in project activities for the first time	None	<input type="checkbox"/>	<input type="checkbox"/>
Comments	This spotting was to create a base line for following citizen science.	<input type="checkbox"/>	<input type="checkbox"/>

Events – Activity 7 Community Science – Bridge Opening Community Spotting

Activity – Community Participation / Engagement / Capacity building *please copy table/s when reporting multiple activities		Tick below (Office Use only)	
Feature Attributes	Description	Yes	No
Event/ Activity Title	Night Spotting Gumnut Reserve and Wildlife Corridor bridge opening event	<input type="checkbox"/>	<input type="checkbox"/>
Date	28/4/18	<input type="checkbox"/>	<input type="checkbox"/>
Type of Event/Activity	Field Day	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Purpose	Knowledge Evaluation	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Activity Partner(s)	Sue Harders & Jason Renshaw & Mel Horton + 3 BCCG, Allison Dixon, and 10 volunteers	<input type="checkbox"/>	<input type="checkbox"/>
Number of Groups supported financially	Conservation	<input type="checkbox"/>	<input type="checkbox"/>
Length of Event/ Activity	1.5 hours (for 17 participants = total 25.5 hrs)	<input type="checkbox"/>	<input type="checkbox"/>
No. of unique materials produced	N/A	<input type="checkbox"/>	<input type="checkbox"/>
No. of Material Recipients	N/A	<input type="checkbox"/>	<input type="checkbox"/>
No. of displays at the event	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Photograph Zipped	See below	<input type="checkbox"/>	<input type="checkbox"/>
Document Zipped	See spotting record Gumnut Reserve	<input type="checkbox"/>	<input type="checkbox"/>
Number of participants (<i>i.e. not employed on this project</i>)	10 including 4 children/teenagers	<input type="checkbox"/>	<input type="checkbox"/>
Number of new people attending project activities	13	<input type="checkbox"/>	<input type="checkbox"/>
Number of community groups participating (<i>non-delivery partners</i>)	Volunteers	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous participants (<i>i.e. not employed on this project</i>)	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous on-country visits	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of farming entities participating in project activities for the first time	None	<input type="checkbox"/>	<input type="checkbox"/>
Comments	See below	<input type="checkbox"/>	<input type="checkbox"/>



Photo details: *Full moon & Susannah Harders (BCCG) with Deputy Mayor and Possums on the bridge!*

Activity Feedback (summary for media communication): *An excellent event enjoyed by a total of 17 participants including 10 local residents with 4 children/teenagers with a total of 14 ringtail possums spotted, including 2 juveniles. Possums have since been captured on the bridge and reported by media [here](#).*

Events Activity 8 - Infrastructure

Activity – Access control/Infrastructure *please copy table/s when reporting multiple activities		Tick below GRID (Office use only)	
Feature Attributes	Description	Yes	No
Activity Partner	Local government authority	<input type="checkbox"/>	<input type="checkbox"/>
	Other:		
Adjacent land use	Residential	<input type="checkbox"/>	<input type="checkbox"/>
Date	1/4/18-31/5/18	<input type="checkbox"/>	<input type="checkbox"/>
No of structures installed	3	<input type="checkbox"/>	<input type="checkbox"/>
Structures installed	Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/>
	Other: Interpretive Signs		
Length of fences and boardwalks installed (Km)	N/A	<input type="checkbox"/>	<input type="checkbox"/>
Contractor or Group name	Key2Creative Signage	<input type="checkbox"/>	<input type="checkbox"/>
Activity Partners	City of Mandurah	<input type="checkbox"/>	<input type="checkbox"/>
Volunteer hours	16 - Design & Management	<input type="checkbox"/>	<input type="checkbox"/>
Photograph zipped	See below	<input type="checkbox"/>	<input type="checkbox"/>
Document zipped	Signage designs – view here	<input type="checkbox"/>	<input type="checkbox"/>
Number of participants (<i>i.e. not employed on this project</i>)	0	<input type="checkbox"/>	<input type="checkbox"/>
Number of new people attending project activities	0	<input type="checkbox"/>	<input type="checkbox"/>
Number of community groups participating (<i>non- delivery partners</i>)	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous participants (<i>i.e. not employed on this project</i>)	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of Indigenous on-country visits	None	<input type="checkbox"/>	<input type="checkbox"/>
Number of farming entities participating in project activities for the first time	None	<input type="checkbox"/>	<input type="checkbox"/>
Comments	Signs complete, installation pending.	<input type="checkbox"/>	<input type="checkbox"/>

Project budget In-kind

Please provide completed In-kind log as an attachment and complete the following table.

Date	Activity (Deliverable)	Actual Funding Investment \$	Recipient Investment			Stakeholders, Partners, Others			Full Project Cost/activity TOTAL \$	Comments
			Recipient name	Description	Inkind \$	Investor name	Description	Inkind \$		
21/7/17	Activity 1 (Prep) Community notification		Colin Campbell	Create web page, survey, quiz, flyer	600	CoM	Printing flyer	800	1400	From BCCG Time recording
22/7/17	Activity 1 Community notification		Mel Horton	Door knock & flyer delivery	105				105	From BCCG time recording
13/8/17	Activity 2 Corridor Planting		BCCG x 13	Planting	780	CoM x 2	Supervising	120	1440	From BCCG time recording 1440
			BCCG	Tube stock inv.		Ally Dixon Vollies x 8	Supervising Planting	60 480		Tubestock 83 Total 1523
21/7/17	Activity 3 (Prep) Drey building workshop prep	480	Mel Horton & Colin Campbell	Create presentation	180	Ally Dixon Consultant	Preparation for drey building by Ally. Cost of matrls purchased & donated by Ally	90	750	From BCCG time recording 270 Costs 480 Total 750 (Confirmed Ally email 29/3/18)
22/7/17	Activity 3 Drey building workshop	250 335	Mel Horton	Presentation Setup & attend	75 130	Ally Dixon CoM x2 CoM CoM Vollies x 25	Talk & building Setup & attend Room rental Catering Attend & build	75 180 1875	2920	BCCG Time recording 2335 Com Costs 585 Attendees & costs confirmed Bonnie 29/10/17

17/8/17 23/10/17	Activity 4 (Prep) Drey Installation corridor spotting		BCCG x 2	Possum spotting training sessions	180	Ally Dixon	Possum spotting training sessions	90	270	BCCG Time recording 270 Corridor A & B
8/11/17	Activity 4 Drey installation		BCCG x 2	On site drey installation	180	Ally Dixon	On site drey installation	90	270	BCCG Time recording 270 In Corridor A
18/10/17	Project Mgt.		Mel Horton	Manage web design, planting, admin & emails, project reports.	525				525	BCCG Time recording 525 of 1125
18/10/17	Project Mgt.					CoM	Management plans & costings	150	150	BCCG Time recording 150 of 1125
18/10/17	Bridge Plans	2640				CoM	Plans Invoice		2640	Com - over & above grant reimbursement.
18/10/17	Bridge Costing	660				CoM	Costing Invoice		660	
19/3/18	Activity 5 Bridge Construction	3000	Mel Horton & Ron Glasson	Progress photos	240	CoM	Management 3 Annual Maint.	720	3960	TBC by Eryn
1/4/18	Activity 6 (Prep) Bridge Opening	2458	Mel Horton & Colin Campbell	Invite design, emails etc.	60	CoM	Signage design & costings mgt	480	2998	TBC by Eryn
28/4/18	Activity 6 Bridge Opening	Supper 330 900	BCCG x 8	Attendance	360	CoMx6+Ally Vollies x 32 Harry N.	Attendance	315 1800	3705	Harry Nannup Bindjareb Welcome to country
2/11/17 7/11/17 23/11/17	Activity 7 Citizen Science	480	BCCG x 2+	Spotting events x 3	225	CoM x 2 Vollies x 10	Bridge site visit, camera setup etc. + ongoing	1440 450 1000	3595	BCCG Time recording 2665 of 4650
18/10/17	Project Mgt.		Mel Horton	Manage web admin, emails, project report.	120				120	BCCG Time recording 120 of 1125

Totals		11533			3670			10015	25,238	
--------	--	-------	--	--	------	--	--	-------	--------	--

Evaluation

Project Evaluation	
Were the project activities performed as planned?	
Date reported	Description
31/5/18	<i>All activities were performed as planned.</i>
Did the activities achieve the intended objective?	
Date reported	Description
31/5/18	<i>Yes, the activities engaged the local residents, successfully improved native flora, built the bridge, and installed dreys for ringtail possums.</i>
What benefits has the project achieved?	
Date reported	Description
31/5/18	<ol style="list-style-type: none"> <i>1. Improved community awareness and engagement into the critically endangered ringtail possum.</i> <i>2. Successfully linked an isolated wildlife reserve to a wildlife corridor and additional feeding grounds.</i> <i>3. Additional vegetation and drey homes for the ringtail possum.</i>
How will benefits be maintained after the project period?	
Date reported	Description
31/5/18	<i>CoM has taken the asset ownership of the possum bridge and has allocated funding for maintenance over the next 3 years of \$3000.</i>
Were any new or novel approaches used?	
Date reported	Description
31/5/18	<i>Yes, the project was documented on the BCCG website and included online possum survey and knowledge challenge. In addition, the project time recording was carried out via jot forms on mobile phones and graphed automatically on the BCCG website. In addition the possum bridge is listed on Google maps as a tourist attraction.</i>
Is there anything you would do differently in future?	
Date reported	Description
31/5/18	<i>Yes – firstly, due to time constraints to get the application in, it wasn't possible to obtain quotes in time and our original estimates fell well short of the required funding. While this was rectified, it caused delays and considerable additional project management time. Next time quotes need to be obtained prior to putting in the application.</i>

	<i>Secondly the project reporting template is good for the reporting structure, however it is too difficult to manage in Word and the budget needs to be done in Excel.</i>
Other comments (Please date)	
<i>31/5/18 Overall this was a very successful project as it achieved all its objectives.</i>	

Activity Evaluation	
Effectiveness <i>(Describe the effectiveness of the project. Did it achieve its objective, in what ways did it meet, exceed or fall short of expectations?)</i>	
Date reported	Description
31/5/18	<i>The project did achieve its main objective which was to build the bridge which exceeded its expectation in that it was in use within days of completion. The project fell short of its expectations in that it was much more expensive than originally anticipated.</i>
Impact <i>(Describe the impacts of the project).</i>	
Date reported	Description
31/5/18	<i>The first impact is that of the positive effect on the residents who feel a sense of ownership of the bridge and now for the Gumnut reserve and the ringtail possums.</i> <i>The second impact we hope will be no dead possums on the road, time will tell.</i>
Efficiency <i>(Describe how efficient the project was in terms of cost vs outcomes, time vs outcomes etc).</i>	
Date reported	Description
31/5/18	<i>The project was less efficient than hoped due to the cost blowout which then affected the delivery time.</i>
Methodology appropriateness <i>(Describe the appropriateness of the methodology used for the project. Was it the right methodology? In hindsight, was there a better methodology available that wasn't used?).</i>	
Date reported	Description
31/5/18	<i>The methodology was fine and both Eryn from CoM and myself worked very well together.</i>
Other comments <i>(Please date)</i>	

Outcomes

Describe the outcomes achieved by the project	
Environmental Outcomes	
Date reported	Description
31/5/18	<i>An excellent result for both the flora (through the plantings) and the fauna (critically endangered ringtail possum).</i>
Social Outcomes	
Date reported	Description
31/5/18	<i>The local residents are very pleased to have the possum bridge and enjoy its kudos.</i>

Economic Outcomes	
Date reported	Description
31/5/18	<i>There are no economic outcomes from this project.</i>

Lessons learnt

Describe any lessons learnt throughout the project and improvements to be implemented			
Date reported	Activity name	Lessons learnt	Improvements to be implemented
31/5/18	<i>Original bridge cost.</i>	<i>Things always cost a lot more than you expect!</i>	<i>Need to obtain quotes prior to putting in application.</i>
31/5/18	<i>Original bridge design.</i>	<i>It can take a long time to gain consensus on design and to obtain official approvals etc.</i>	<i>Allow more time for these items.</i>
31/5/18	<i>Structural implementation</i>	<i>Things always take longer than, you expect and are often quoted!</i>	<i>Allow more time for these items.</i>

*Comments/Notes/Feedback: Please provide any feedback to assist in future project planning and delivery. Your comments will be kept confidential where appropriate.

Checklist when zipping documents

- ☐ Maps DAA ☐ Cultural consultation if required ☐ Project site maps
☐ Waypoints and Shapefiles ☐ Photo monitoring ☐ Biodiversity monitoring evidence
☐ Media/flyers/materials associated with promoting and/or advertising the project ☐ Event forms
☐ Registration/participation forms ☐ Feedback forms ☐ Landholder Funding Applications
☐ Landholder Agreements ☐ Letter of Acceptance ☐ Other evidence

Permission to make your Report public

Do you agree to the PHCC using your project as a case study or other public uses?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Do you agree to the PHCC using your photos for media and other promotional purposes?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>