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**Australian Government**

**NATIONAL ACTION PLAN FOR SALINITY AND WATER QUALITY (NAP)  
 NATURAL HERITAGE TRUST (NHT)  
 NATIONAL LANDCARE PROGRAMME (NLP)**

**QUARTERLY FINANCIAL REPORT – SUBMITTED TO SOUTH COAST NRM INC**

**Quarter: January to 31 March 2008**

Project ID	033146a
Project Title	State-Wide seed conservation strategy for threatened species, threatened communities and biodiversity hotspots
Contact	Ms Anne Cochrane
Delivery Organisation	Department of Environment and Conservation
Address	120 Albany Hwy ALBANY WA
Phone	9842 4526
Contact Details	Mobile 0429698644
Email	anne.cochrane@dec.wa.gov.au

**PART A**

**Summary of Funding**

**ALL FIGURES ARE GST EXCLUSIVE**

Total Funding Approved (GST Excl)	<b>A</b>	259,500.00	
Funding paid to 31 Dec 2007	<b>B</b>	227,000	
Funding paid 1 Jan to 31 Mar 08	<b>C</b>	25,000	
Funding paid to date	<b>D</b>	252,000	B+C
Funds yet to be distributed	<b>E</b>	7,500	A-D

**TO BE COMPLETED BY PROPONENT**

**Acquittal of Funding**

Amount on hand as at 31 Dec 2007 (refer to previous report)	<b>F</b>	3,975.93	
Amount received from South Coast NRM 1 Jan to 31 Mar 08	<b>G</b>	25,000.00	
Amount received from other sources 1 Jan to 31 Mar 2008	<b>H</b>	262.99	
Expenditure Amt for 1 Jan to 31 Mar 2008	<b>I</b>	19,527.30	
Funds on Hand as at 31 Mar 2008	<b>J</b>	9,711.62	<b>F+G+H-I</b>

Figure (H) to include interest accrued and other income for the project.

**Funds Required**

Estimated Expenditure 1 Apr to 30 Jun 2008	<b>K</b>	17,211.62	*
Estimated Funds from other sources 1 Apr to 30 Jun 2008	<b>L</b>		
Funds on Hand as at 31 Mar 2008 (same as J above)	<b>J</b>	9,711.62	
Net Funds Required	<b>M</b>	7,500.00	<b>K-L-J</b>
Scheduled funding as per Payment Schedule (Quarter Commencing 1 Apr 2008)	<b>N</b>	7,500.00	**

Figure (M) may be negative.

\* Please provide further information in following section

\*\* Please note that a variation must be applied for if Net Funds Required (M) is greater than the Scheduled payment (N) by more than 5%. If Funds Required is a negative or less than the Scheduled payment, then a formal variation is not required. Only invoice for the required amount (rounded to nearest thousand is acceptable). If the amount is very close to the scheduled payment, you may invoice for the scheduled amount.

### Estimated Expenditure

Please provide a breakdown of the expected expenditure for the quarter 1 April to 30 June 2008 and how it is intended to be utilised. ALL FIGURES ARE GST EXCLUSIVE.

ie: On ground works, FTEs, purchase of equipment, promotional materials/events etc.

Please add further rows as required

Proposed Expense		Amount
Employment	1 FTEs	\$ 16,573
Administration		\$
On Ground Works		\$
Consultants		\$
Other	Materials	\$ 638
<b>TOTAL</b>		<b>\$ 17,211</b>

ALL FIGURES ARE GST EXCLUSIVE

## PART B

### Quarter 1 January to 31 March 2008

**Project summary** (copied by South Coast NRM Inc from the current Project Schedule)

#### Project description:

The activity outcomes will improve the status of threatened ecological communities, biodiversity hotspots and flora throughout the State, providing material for in situ recovery actions and further seed research. The work undertaken will be consistent with completed, draft or proposed Interim Recovery Plans and Recovery Plans that describe management actions. The work will be undertaken by skilled staff from the Department of Conservation and Land Management's Threatened Flora Seed Centre with assistance from Departmental Conservation Officers and community members. This activity offers a multi-regional, multi-year approach to delivering a major biodiversity conservation outcome. The results will be communicated to all NRM Regional Groups and can provide the template for a national seed conservation approach.

#### Key Investment Areas:

Increase the level of protection of native flora by obtaining seed for long term conservation of 100 species per annum across the identified target areas.

The implementation of fundamental recovery processes for threatened flora, ecological communities and biodiversity hotspots by providing seed-based genetic resources for future in situ restocking.

Provide important data for recovery plans and interim recovery plans for threatened flora, ecological communities and biodiversity hotspots through seed acquisition.

Gain understanding of biological process underpinning recovery and rehabilitation of plant species through seed investigation studies.

Improve the skill-base of community members and stakeholders in seed conservation.

Improve public awareness of seed conservation.

Implement an integrated and consistent approach to collecting seed, taking into account seasonal influences across the regions.

Use existing data and resources to more effectively collect and conserve seed material.

Instigate regular monitoring of material to understand the biology of native species from threatened communities and biodiversity hotspots.

Provide training to community members in correct methods for seed collection.

Foster an appreciation and awareness of ex situ conservation and its role in the recovery of threatened species and communities.

Develop work plan and seed collection strategy building on existing data and resources.

Field collection of 100 species per annum across the identified target areas.

Gather data on seed biology and ecology.

Process and store seed under safe seed bank conditions.

Implement seed investigation studies in the laboratory.

Involve community members from all regions in seed collection activities.

Instigate public and community awareness for seed conservation activities through development of promotional material and media releases.

#### **Milestone for quarter ending 31 December 2007**

Collection of seed (50 species)

#### **Milestone for quarter ending 31 March 2008**

Collection of seed (50 species). Two community members trained in remaining 3 regions. Development of awareness of seed conservation activities. Monitoring and evaluation of collections.

#### **Milestone for next quarter ending 30 June 2008**

Final report completed.

#### **South Coast NRM Inc Project Liaison Contact**

Deon Utber

9842 4546

deon.utber@dec.wa.gov.au

### **Section 1: Progress for the quarter**

#### 1a: Summary

*Provide a brief summary of activity for the quarter in relation to the Project's deliverables - including the Project's Objectives, Outputs and Key Investment Areas as listed above. Provide up to 1/2 of a page. Do not use acronyms.*

Over the past quarter 56 collections representing 40 species were made. Sixteen off these collections were Declared Rare Flora, 26 Priority listed flora and 14 collections were of common species collected from Threatened Ecological Communities or Biodiversity Hotspots around the State. In total 14 families and 20 genera are represented in those 56 collections. Twenty-three collections were made in the South Coast Region, extending from Mt. Lindesay in the west to Mt. Ragged in the east. Seven collections were made in the Rangelands (Goldfields flora), 25 from the Avon Wheatbelt Region and one collection was made in the Swan Region. A new population of the Priority 3 listed *Acacia sedifolia* subsp. *pulvinata* was discovered in Rockview Nature Reserve, south of Dragon Rocks Nature Reserve in the Avon Wheatbelt Region. Informal discussions with local farmers in the Wheatbelt area raised awareness of seed conservation activities and how it supports the conservation of flora in the wild.

Samples from three collections made during the past quarter will be used in the recovery of a critically endangered species (*Hemigenia ramossissima*) from the Avon Wheatbelt.

Duplicates seed samples of 41 species collected through this project were sent for safe keeping to the Millennium Seed Bank in the UK in the last quarter (3 consignments).

To date more than 10 kilograms or 6.7 million seeds have been collected and stored through the project, although only one half of all collections have been cleaned, counted and stored to date, indicating that the intake of seed is likely to be twice that when all processing has been completed.

#### 1b: Milestones

*State if the milestone for the quarter has been achieved or to what extent it has not been achieved. Also briefly describe the progress against the milestone and any outcomes. Please also comment on progress in relation to the next quarter's milestone. If you have outstanding obligations in relation to last quarter's milestones please also provide comments here.*

- More than 50 collections of seed have been made over the past quarter.
- A range of collections have been tested for germination in the last quarter.
- The community awareness is being raised with the publication of a *Landscape* article on the State seed conservation project which is supported through the South Coast Natural Resource Management Inc. Other publications are in preparation.
- A community member from the South Coast region was trained over one week in the previous quarter (Oct-Dec 2007) as was an indigenous cadet from the Rangelands region (Pilbara). No new community members were trained during the past quarter.

#### 1c: Outputs for period (1 Jan – 30 Jun 2008)

*NB: Briefly describe the progress against the Outputs for this period.*

One seed bank for conservation continues to be maintained and added to through ongoing collections of seed from Western Australia's Rare, Threatened and Priority flora and from flora from Threatened Ecological Communities and Biodiversity Hotspots. Community members and other stakeholders continue to be trained, informally as volunteers or else through more

formal course such as the Flora Management Course presented in September 2007, offered to Department of Environment and Conservation staff. At every opportunity there are attempts to increase public awareness of the issues surrounding seed conservation as a means of safeguarding plant diversity. Publicity material is being created (eg. brochures and a poster) as often as possible and presentations made at conferences and Rare Flora Recovery meetings that inform the public and other stakeholders of the value of conserving plant material.

**Section 2: Lessons learned to date**

Briefly describe the lessons that have been learned to date - if not reported previously. (Up to 1/4 of a page).

As described in previous reports

**Section 3: Promotional opportunities and highlights**

Briefly describe any promotional opportunities and highlights - including good news stories.

Please send any promotional documents (e.g. Media releases sent to the paper, Brochures etc.) as a separate file (MS Word or compressed PDF is preferred).

An article has been published in the Department of Environment and Conservation's *Landscape* magazine on achieving global flora targets. This good news story demonstrates how seed conservation in Western Australia, which is supported by the South Coast Natural Resource Management Inc, is making a difference to biodiversity conservation in the State. This publication is well read by the West Australian public as well as having a good readership nationally and internationally.

**Section 4: Impact on the community to date**

Briefly describe the impact that this project has had on the community to date – only include impacts that have not been reported previously under this section. (Up to 1/4 of a page).

The impact of this project on the community has previously been reported

**Section 5: Unresolved project issues or risks that need mitigating**

Briefly list any unresolved project issues that require attention or risks that need mitigating (by either the Delivery Organisation, South Coast NRM Inc or other partners/stakeholders).

N/A

**Section 6: Performance checklist (black or white reporting)**

Deliverable/Service	YES / NO only	Action required if "NO"	Notes: (Notes are required only if the answer is "NO." Briefly explain reasons why and planned actions following discussions with Subprogram Leader/Project Liaison Officer to rectify situation)
Is the project on track for the successful completion of its objectives by the project end date - as per the contract?	YES	Discuss with Project Liaison Officer	
Is the project on track for the successful delivery of its Key Investment Areas by the project end date - as per the contract?	YES	Discuss with Project Liaison Officer	
Have all contracted Outputs been fully achieved to date - as per the contract's Output Table?	YES	Variation Discuss with Project Liaison Contact	
Have the Milestones for the quarter been fully achieved?	YES	Variation Discuss with Project Liaison Contact	
Based on current knowledge, will the next quarter's Milestones be fully achieved?	YES	Discuss with Project Liaison Contact	
Are all planned M&E arrangements established?	YES	Discuss with Project Liaison Contact	

**Section 7: Project Personnel**

Please provide information on the personnel for which this project provides funding.

How many FTE did this project originally intend to engage or employ? (This must include in-kind personnel as detailed in the Budget or Project Schedule. Please mark "in-kind" next to name)			
For those currently employed staff or currently engaged consultants/contractors, please list full time equivalency (FTE), full name and contact details. Please list the key (primary) project contact in the first row.			
FTE	Full Name	Phone / Mobile	Email
0.2	Anne Cochrane	98424526 / 0429698644	anne.cochrane@dec.wa.gov.au
1.0	Todd Erickson	93340502 / 0438910041	todd.erickson@dec.wa.gov.au
If applicable, please describe the arrangements to fill, and/or the timeframe for filling, any vacant positions or consultancies?  N/A			
<b>Section 9: Is a variation to the current Project Schedule, Outputs Table or Budget required?</b>			<b>NO</b>
<p>If the project has not fully achieved the Milestones or Outputs for the reporting period then a request to vary the Project Schedule or Outputs table <b>MUST</b> be submitted with this report. NB: Any reduction or change to these deliverables is likely to affect the Budget also (refer below).</p> <p>The Delivery Organisation is to keep within the budget line items in the approved budget. A variance from the approved budget of 5% between line items (Employment costs, Direct inputs, Other projects costs, and Monitoring and Evaluation) is allowed. Capital costs, Assets and Equipment cannot be moved between items and the total cannot be changed without the written permission of South Coast Natural Resource Management Inc.</p> <p>It is recommended that any forecasted variation to the contract be discussed with the Project Liaison Contact.</p> <p>Please contact the South Coast Natural Resource Management Inc Contract Management Office to obtain a variation form and an electronic copy of your contract documents so that you can amend the documents (in track changes mode) to reflect this new information. Please prepare these required documents in consultation with South Coast NRM's Project Liaison Contact.</p> <p><b>IMPORTANT:</b></p> <ul style="list-style-type: none"> <li>It is a contractual requirement to notify South Coast NRM's at the earliest opportunity if the project is not on track. This requirement is not necessarily tied to the quarterly reporting process; processing these variations in advance of the quarterly reporting period is preferred.</li> <li>Variations will NOT be considered unless adequate information is provided and the prescribed process is followed.</li> <li>Failure to report factually on project performance, including the need for variations, will be deemed as a serious breach of contract conditions and appropriate action may be taken.</li> </ul>			
<b>Section 10: Have you purchased any approved assets with Funding during the last quarter?</b>			<b>NO</b>
<p>If <b>YES</b>, please list here individual items that cost <u>\$500 or more</u>, the date the item was purchased and the disposal intention at the conclusion of the Project. I.e: Community use, transfer to another project, sale/auction etc. <i>Do not list items under leasing arrangements.</i></p> <p>Please list any items not previously reported (for whatever reason) for South Coast NRM Inc's Asset Register. Please advise the disposal intention at the conclusion of the Project. I.e: Community use, transfer to another project, sale/auction etc. <i>Do not list items under leasing arrangements.</i></p>			
<b>Section 11: In your opinion, has any intellectual property been created that has the potential for exploitation and/or commercialisation, and for which the Intellectual Property Rights should be legally protected under Statutory and/or Common Law?</b>			<b>NO</b>
If <b>YES</b> , please describe here.			

If **YES**, please also contact Deon Utber at [deon.utber@dec.wa.gov.au](mailto:deon.utber@dec.wa.gov.au) to discuss this further.

**Section 12: Special reporting requirements**

Please provide the following details:

**DECLARATION BY DELIVERY ORGANISATION**

In my opinion the amounts shown on this financial report were spent in accordance with the terms of the Contract Agreement.

Anne Cochrane

Senior Research Scientist

9/04/2008

Signature of Authorised  
Representative

Name

Position

Date

**IMPORTANT  
NOTE:**

Please ensure that both an e-copy of your Final version is sent to [reports@southcoastnrm.com.au](mailto:reports@southcoastnrm.com.au) and a signed hard-copy of this report is submitted by mail or fax to the South Coast Natural Resource Management Inc Office 39 Mercer Road, ALBANY WA 6330  
Fax: 9845 8538 Attn: Reports  
(accompanied by a tax invoice if appropriate)  
by the due date stated in the covering letter