



SEB Management Plan Template Instructions

Updated August 2023

INTRODUCTION

A Native Vegetation Council (NVC) management plan template is to be used for Significant Environmental Benefit (SEB) areas to be established in relation to vegetation clearance or SEB credit approvals under the *Native Vegetation Act 1991* or *Native Vegetation Regulations 2017*.

Two templates are available: one for *simple* sites with basic management requirements and another for *complex* sites. If the following apply, the template for complex projects should be used, otherwise use the template for simple sites:

- Revegetation is to be established or
- Ecological burning or ecological grazing will be carried out

Either the simple or complex template may be used as a guide to develop management plans relating to SEB grant-funded sites, although some recitals/conditions stated in the template may require altering to suit the nature of the grant funding conditions.

How to Complete the Management Plan

1. The proposed SEB area must first be assessed in accordance with the Bushland or Rangeland Assessment method.
2. The Management Plan should then be completed in accordance with the instructions provided in this document.
3. Refer to the *Example Management Plan* and standard *Management Actions* excel template (available on the DEW website).

For more information

Native Vegetation Branch

Department for Environment and Water

T (08) 8303 9777

E nvc@sa.gov.au

www.environment.sa.gov.au/nativevegetation

4. Provide an amount of information proportionate with the size of the area and the complexity of the management issues.
5. Delete *red instructional text*; add or delete extra rows in tables and add appendices, photographs or references to clarify methods or issues if needed. Do not change headings or heading numbering.

TITLE PAGE

- The 'SEB Area Reference Name' is used to distinguish the current SEB Management Plan from any previous SEB Management Plans (or future plans) that may be made for other SEB areas on the same property. The name could, for example, be the Block name, a Paddock name or a suitable reference number.
- The 'Application Number' is determined by the NVB once an application for clearance, credit or a grant is submitted; leave blank until the number is known
- Registered Proprietors are the owners of the land on which the SEB area is located. For local councils with care and control of dedicated crown land, this is the local council. For lessees of a Pastoral Lease, this is the lessee.
- Unless otherwise indicated by the NVC, the first 10 years of management begins on the date when the SEB site or grant has been approved by the NVC in its Decision Notification.

SECTION 1. RECITAL

- Recitals are standard clauses and should not be changed unless to align with specific conditions set by the NVC.

Note: In the case of an SEB grant site, the site will not be legally protected in perpetuity unless so agreed by both the land owner and the NVC, with a Heritage Agreement or other appropriate Management Agreement noted on the land title. Therefore please consider that Clause 3 and any references to the ongoing nature of the plan may require rewording or deleting depending on the conditions of the grant funding agreement.

SECTION 2. SEB AREA

Land Owner and Location Details

- The property name is that of the whole property (if not named, enter 'NA').

- Site manager/provider – if a person who is not the owner is responsible for the site management then add their contact details. If the manager is an accredited Third Party Provider, also add the organisational details.
- Landscape Board regions - see Naturemaps (Administrative Boundaries > Administration > Landscape Management Regions).
- The local government area can be found on Naturemaps (Administrative Boundaries > Administration > LGAs).
- IBRA (Interim Biogeographic Regionalisation for Australia) regions, sub-regions and associations can be found on Naturemaps (Landscapes > Bioregions).
- Total SEB area should be the total hectares within the defined boundary of the SEB site(s), whether vegetated or not, unless exclusion zones have been agreed (e.g. ensure easements and road reserves are excluded from SEB areas).
- SEB points (total) – as assessed using Bushland or Rangeland Assessment Method; points are usually not relevant for SEB grant sites

Land Parcels

- Fill in the location details as they relate to *all* of the title/s and parcels in which the SEB area is located
 - The title reference may, for example, be a CT (Certificate of Title) or CL (Crown Lease)
 - Dedicated Crown land, Crown Records and some other lease titles may not be eligible as SEB areas so check with the Native Vegetation Branch.
- Site ID refers to Vegetation Association sites as described in Part 3 – Biodiversity

Introduction and SEB Area Description

Background/reason for establishing the SEB area

- If the SEB area is being established to directly offset clearance, state the clearance application number and brief overview of clearance application.
- If SEB credit is being proposed independently of a clearance application, state 'for the purposes of establishing SEB credit'; if part of a Biodiversity Credit Exchange round, state the application number and region.
- If the Plan is addressing management of vegetation as part of an SEB grant, refer to project title and grant round.

Current and past land use history and events impacting the site

- Provide details of any land use or events that have impacted the vegetation in or near to the SEB area, with particular focus on matters that are likely to affect the quality of the vegetation and its likelihood to recover.
- Check with the land owner and refer to the property title (e.g. certificate of title/lease) for any encumbrances/easements etc.

General description of the features of the site

- Focus on elements that may influence the site's conservation status, habitat values, site management and restoration attempts.

Summary of conservation significance of the SEB Area

[This section is not required in a plan for simple sites – skip to [SEB Area Map](#)]

- Provide a concise summary for the whole SEB area describing the key features of importance to conservation of biodiversity. For example:
 - the size of the remnant patch(es) compared to % remnant vegetation conserved/remaining in the IBRA association
 - connectivity to other important sites
 - total number of threatened species and vegetation associations of national, state or regional importance (it is not necessary to list all threatened species and their ratings here if multiple species are present, instead refer to the table in the threatened species section).

SEB Area Map

- Insert a map (or series of maps) which clearly delineates:
 - the location and extent of the SEB area and SEB area boundary
 - the property title/parcel boundaries (cadastre)
 - the different vegetation associations (sites) as determined by the Bushland/Rangeland vegetation assessment
 - any excluded areas
- Additional maps may be inserted (e.g. to show where the site is located in reference to the property boundary, the closest town or to show greater detail of vegetation associations etc.).
- *All maps should ideally be reproducible in black and white without losing information.*

SECTION 3. BIODIVERSITY

Native Vegetation Associations

- In the first paragraph, enter the total hectares within the SEB area and total SEB points provided.
- For each site (i.e. each vegetation association as determined by Rangelands or Bushland Assessment), provide a brief summary description that focuses on the type of vegetation present and its current condition – do not include discussion of management issues or full species lists here.
- Insert a photo in the last row and resize to fit the page, making sure the features within the photo are clearly visible

Threatened fauna and flora

- List the rare and threatened plant species that were recorded in each site during the vegetation assessment, the site(s) numbers in which they were recorded and their conservation status.
- List the rare and threatened fauna species that are known to be present (from survey) and those possibly present (from database records) *and likely to use one or more of the vegetation sites* as suitable habitat. Refer to Bushland or Rangelands Assessment methods for searching database records and criteria for inclusion.
- List any vegetation associations that are listed as a Threatened Ecological Community under the *Environmental Protection and Biodiversity Conservation Act 1999*, listed within the *South Australian Provisional List of Threatened Ecosystems* (DEH 2001) and/or noted as threatened within regional plans.

SECTION 4. MANAGEMENT ISSUES AND ACTIONS

Minimum Management Obligations

- These are standard terms and the text should not be changed unless approved by the Native Vegetation Council.
- Actions relating to the minimum management obligations should also be listed in the Action Table

Threats – Weeds and Pest Animals

- Weeds are considered a management issue if they are either declared under the *Landscape SA Act 2019*, or they have a Bushland Condition Monitoring (BCM) threat rating of 3, 4 or 5 for the region in which they are located. In some instances other environmental weeds may be listed if relevant to the management required (adjust text accordingly).
- Pests are considered a management issue if they are recorded on site, or are highly likely to occur on site (i.e. evidence of their presence has been observed – scats, tracks or diggings, or there is a known population in the area) and the pest is Declared under the *Landscapes SA Act 2019*.

Other Threats and Issues Impacting on the SEB Area

- Provide detail of the threats and issues that are affecting the flora/fauna in the area, both currently and possible future impacts.
- Do not include strategies and actions for managing the issues in this section, as these are to be listed in the later sections.

Management Goals and Objectives

[This section is not required in a plan for simple sites – skip to [Action Table](#)]

Goals

- Goal statements should be used to clarify the aims of ecological grazing strategies, ecological burns and/or revegetation. They should describe what is desired to be achieved within the SEB area over the longer term (10+ years). Use high-level statements that help clarify and guide the purpose of the management.
- The overarching aim for SEB sites is to protect the native vegetation and improve vegetation condition, however different areas within the same block may be at different ‘starting points’ which may warrant different management goals (e.g. sites may be in good condition vs poor condition, or there may be previously cleared areas). Examples include:
 - Maintain Site 1 vegetation in ‘good’ condition
 - Improve the vegetation in Site 2 from ‘medium’ condition to ‘good’ condition
 - Reconstruct vegetation community X at Site 3

- If management for a particular focal species is proposed in order to achieve a significant environmental benefit, a specific goal statement may be used to clarify the long-term intent for that species. For example:
 - Re-establish a self-sustaining population of the Nationally Vulnerable plant species A within the SEB area.
 - Improve population viability of threatened native fauna species Y.
- Refer to the Example Management Plan for example goal statements.

Management Objectives

- Management objectives should be statements outlining how threats or issues will be addressed over the first 10 years to reach the desired goal state.
 - For example:

Goal: Improve the vegetation in Site 2 from 'medium' condition to 'good' condition
Management Objectives: <ul style="list-style-type: none"> - Improve the health and survival of regeneration of native grassland by controlled pulse grazing of stock and ensuring grazing pressure from kangaroos and pests is low in all sites. - Reduce competition from high threat weeds

- Note: The specific actions for each objective (e.g. erect fencing, control kangaroos etc) are to be listed in the Action Table and do not need to be included in the goal section.

Targets / Indicators of Success

- To help clarify the expectations about the level of management and the desired outcomes, include realistic, quantified targets and indicators of what would be observable at the site in 10 years if the management is successful.
- Specifying a target state will help to clarify the expectations for what is deemed successful at certain points in time.
- Indicators might be those used in the Bushland or Rangelands Assessment Method to describe key aspects of the vegetation or site condition.
- Indicators should generally focus on vegetation response – native fauna surveys are not required unless specified by the NVC as part of the conditions of the approval of the SEB.
- The indicators should link to the monitoring outlined in the Monitoring and Review section.

- Example targets:
 - The desired result of revegetation and natural regeneration will be an increase in native plant species diversity to resemble vegetation association X – with a target of at least 15 species covering 60% of the site by Year 5 and 20 species covering 75% of the site by year 10
 - The desired result of grazing management is to increase native grass cover – with a baseline starting at 30% in Year 1 increasing as work progresses to a target of ~35% at Year 5, then to a target of 40% at Year 10

Revegetation Plan

[This section is not required in a plan for simple sites – skip to [Action Table](#)]

- For SEB areas that include revegetation, either fill out the revegetation section or (for complicated sites) a detailed revegetation plan may be appended to the Management Plan and modify this section of the template to refer to the relevant Appendix or document (delete tables but not the entire section). Note: it is recommended that revegetation professionals are engaged at an early stage to assist with complex revegetation plans.
- Reveg Site ID – if more than one area is to be revegetated using different species or methods, use revegetation site identifiers (these may need to be unique and not the same as the vegetation association site numbers to assist in identifying different areas in maps and reports).
- Description of the key structure and composition desired:
 - Focus on the vegetation community type and structure desired in the longer term which will usually aim to mimic the pre-European vegetation community as closely as possible, unless otherwise agreed by the NVC
 - If a particular fauna species is being targeted for management, make a note of whether there is a favoured plant density (e.g. open grassy woodland vs dense shrubby woodland) or a plant species composition which is important for its habitat.
- Methods - e.g. weed control, scalping, ripping, etc
 - If the site manager requires a detailed prescription of methods, provide a citation for further information (if relevant) or add information within an appendix.
- Timing – indicate the expected season/month and year that the activity should occur in

- Species to be revegetated
 - The species should be listed in order, according to the strata in which they occur when mature.
 - Be realistic about the species recommended for planting, taking into account the likely availability of local seeds, whether establishment methods are known and whether persistence is likely given the site conditions and resources available for management.
- Target density for each species
 - Specify whether the figures given are (for example) *per hectare* or for the *total site*
 - Note: this is the number of plants that survive sufficiently long enough to be considered self-sustaining.
 - Plants will be considered established if they have survived five consecutive seasons without any assistance (i.e. watering).
 - If the target density at 10 years is different to the initial planting density, use the planting notes column to specify initial density.

Risk Management and Contingencies

[This section is not required in a plan for simple sites – skip to [Action Table](#)]

- Risks may include, but are not limited to:
 - limited site access
 - weather events (flood, drought)
 - natural occurrences (fire, disease)
 - unexpected events (revegetation failure, establishment of a new weed)
 - program or capacity changes (limited or reduced funding, change of ownership, unavailability of staff or contractors, illness).
- Likelihood is either 'low', 'medium' or 'high' chance of occurring.

Action Table

- List Management Objectives (statements outlining threats or issues that will be addressed over the first 10 years) and then the proposed actions required to meet the objective (include actions that address any identified risks)
- For each action show the approximate total cost of the action item over 10 years (state whether GST inclusive or exclusive) and the timing (e.g. season / year of plan).

- Use the '*Management Plan Actions Template*' excel spreadsheet to populate the methods fields with standard requirements.
 - If the information in the spreadsheet is not suitable for the area or a management issue has not been addressed, then fit-for-purpose information can be developed and included in the plan. Management actions should still be broadly consistent with the standard requirements as set out in the excel spreadsheet and will be reviewed by the NVC for appropriateness and sufficiency.
- Note that there is a *Weed Control Methods in Native Vegetation Template* available which describes minimum disturbance weed control methods suitable for areas of native vegetation – the principles and methods from this template may be copied into the Management Plan as appropriate (e.g. as an Appendix which may be referred to in the Action Table).
- Quantify all actions where it is realistic to set a 10 year target (e.g. km of fencing, ha of revegetation, % reduction in weed cover, number or % of rabbit warrens to be ripped).
- Cells may be merged in Column 1 if more than one 'Action' row is needed alongside an Objective (highlight cells to be merged then click Layout >Merge >Merge cells; see Example Plan for suggested layout)

Works Calendar Summary

- Shade boxes or insert 'X' to indicate the year(s) within the 10 year active management period that each action should be implemented.
- Include monitoring and reporting actions.

Management Action Map

- Ensure the map(s) clearly identify the existing features of the site and the location of works to be done (where known).
- The map(s) should ideally be reproducible in black and white without losing information.

SECTION 5. MONITORING AND REPORTING

Standard Monitoring

- This standard monitoring clause is required for all SEB areas, unless otherwise specified by the NVC – do not change the intent of the text.
- Note: a standard SEB monitoring and progress reporting template is available from the NVC.

Additional Monitoring

- This paragraph is a standard clause for clearance offset areas and SEB credit sites - do not delete.
- If the Plan is for a SEB grant-funded site, refer to the conditions of funding for any 'additional monitoring' requirements and who is responsible.

Complimentary Monitoring

[This section is not required in a plan for simple sites – skip to [Reporting and Review](#)]

- If ecological grazing is proposed to manage grassy systems – outline the monitoring required to understand both daily grazing impacts and annual or longer-term grazing effects.
- If ecological burning is proposed – outline the monitoring to determine the effects of the burning on vegetation condition and/or indicator species.
- If revegetation is proposed – monitoring should guide site management during the establishment phase and then evaluate progress towards the goal state at Years 5 and 10.
- If an SEB area is approved for the purpose of establishing or enhancing habitat for a particular species – also monitor the outcomes achieved for that particular species.
- Examples of monitoring goals and indicators are given in the Example Management Plan template.

Ecological indicators

- Indicators are the things that are to be measured/observed that will help to assess whether targets are being reached.
- Describe the methods of measuring or observing the indicators. Methods should:
 - align with Bushland/Rangelands assessment methods where suitable
 - be cited in a reference or outlined in an Appendix
 - be easily undertaken by either the site manager or an accredited consultant
- Include information about the starting baseline state; if a control or benchmark is to be used, include whether such data is available or if gathering such data forms part of the monitoring program.

Evaluation

- Monitoring should be able to inform the site manager and the NVC about the success of the management actions in achieving the management objectives in the first 10 years.
- The level of evaluation should be commensurate with the size of the SEB and complexity of management.
- To understand change and whether targets are being met, a baseline, control or benchmark state should be documented prior to the commencement of management.

Reporting and Review

- Reporting requirements as stated are standard and should not be changed unless NVC approval is given
- For SEB Grant sites, refer to conditions of funding for reporting requirements and adjust text where needed.

SECTION 6. EXECUTION OF THE PLAN

- SEB Area Reference Name should be the same as on the first page.
- Land owner signature(s) must be in place in the final approved document; signatures are not required in the draft that is submitted to the NVC, however if the author of the plan is not the land owner, the land owner should view the draft prior to submission to ensure they approve of the contents.

APPENDICES

- A complete plant species list of all known species in the SEB Area is recommended but optional.
- A fauna list is not required unless a baseline survey was carried out by request of the NVC. If fauna species information is available from previous surveys it may be added for completeness.
- The Annual Progress Report template is included with the Management Plan template – this can be removed and supplied to the land manager as a separate document if desired (NVB can supply)
- Insert additional appendices if needed to clarify methods to manage and monitor the site – include baseline, benchmark or control information if available.
- Copies of Bushland/Rangelands assessment data/scoresheets are not necessary within the Plan but may be included if it assists to provide baseline information for monitoring.