



Healthy Land, Healthy Rivers

Introductory Guide to Property Management Planning in Logan



Working together for
healthy land and healthy rivers





Contents

Contents	1
Definitions	2
Why should I develop a property management plan?	3
The planning process	4
STEP 1: What is my vision for my property?	5
STEP 2: What does my property look like now?	6
STEP 3: What are my goals and objectives?	9
STEP 4: Create the action plan	12
STEP 5: Budget and cash flow	13
STEP 6: Turning your property management plan into reality	15
Appendix 1 List of resources to help your property planning process	16
Appendix 2 Maps provided by Logan City Council	18
Appendix 3 Basic property management planning template	19
Appendix 3 Example of a cash flow estimate	21



Definitions

Contour line

Line on a map joining points of equal height above or below sea level.

Logan Planning Scheme 2015

A statutory document that helps Council to manage population growth, plan for a sustainable future for the City of Logan and guide the way land is used and developed across the city.

Conservation Incentives Program (CIP)

A program that provides landowners in the City of Logan with an opportunity to enter into a range of informal or formal partnerships with Council. The program includes Land for Wildlife, Voluntary Conservation Agreements and Voluntary Conservation Covenants.

Ecotourism

Tourism directed towards natural environments. Often intended to support conservation efforts and observe wildlife.

EnviroGrants

Logan City Council's (LCC) environmental grant program which aims to enhance and protect the natural environment and foster environmentally sustainable practices across the City of Logan through community awareness and participation.

Land for Wildlife

A voluntary program that encourages and assists landholders to manage wildlife habitat on their properties. Landholders can learn about native plants, animals and ecosystems, access advice on managing threats such as weeds and pests and receive conservation incentives.

National Landcare Programme

A program that helps to drive sustainable agriculture as well as supporting the protection, conservation and rehabilitation of Australia's natural environment. Volunteer community Landcare groups can access funding support to undertake sustainable management of the natural environment.

Riparian areas

Vegetation, habitats or ecosystems that are dependent on or adjacent to bodies of water (eg. creeks, lakes).

Topography

The natural and artificial physical features of an area (eg. slope, direction of overland water flow).



Why should I develop a property management plan?

Our rural and semi-rural landscapes are a major feature across Logan and a key liveability characteristic for our community. The health of our rivers is significantly impacted by how this land is managed. From a rural production point of view, poor land management can translate to lost pasture productivity, increased input costs and reduced flood/drought resilience.

Practical and easily implemented land management practices can improve the environmental condition of your property in a way that supports, improves or value-add to the farm business.

Developing a **property management plan (PMP)** is one of the most effective ways to help you achieve your desired outcomes for your property.

Furthermore, a well-thought-out plan can help you identify opportunities for participation in incentive programs such as the conservation incentives program (CIP), Landcare or the Logan City Council (LCC) EnviroGrants program.

A written **PMP** provides an organised way to turn your vision into reality and can help you:

- focus goals
- create realistic budgets and timeframes
- understand the capability of your property to support your business or lifestyle
- sustain or improve the environmental condition of your land.
- sustain or improve the productivity of your land.
- apply for funding grants for on-ground actions.

This basic guide provides a step-by-step process on developing a **PMP** for your property. As you work through the steps, you will need to take time out to refer to Logan City Council, or external websites to help you create your plan. The **Healthy Land, Healthy Rivers** webpage, www.logan.qld.gov.au/hlhr, provides supporting information and updates on property management planning topics and a list of further web resources is included in Appendix 1 of this document.

The planning process

Property management plans can be as simple as a map with a few pages outlining key actions or a more detailed report covering all aspects of farm business and natural resource management. The more time you spend in developing a detailed **PMP**, the more useful it can be in achieving your vision.

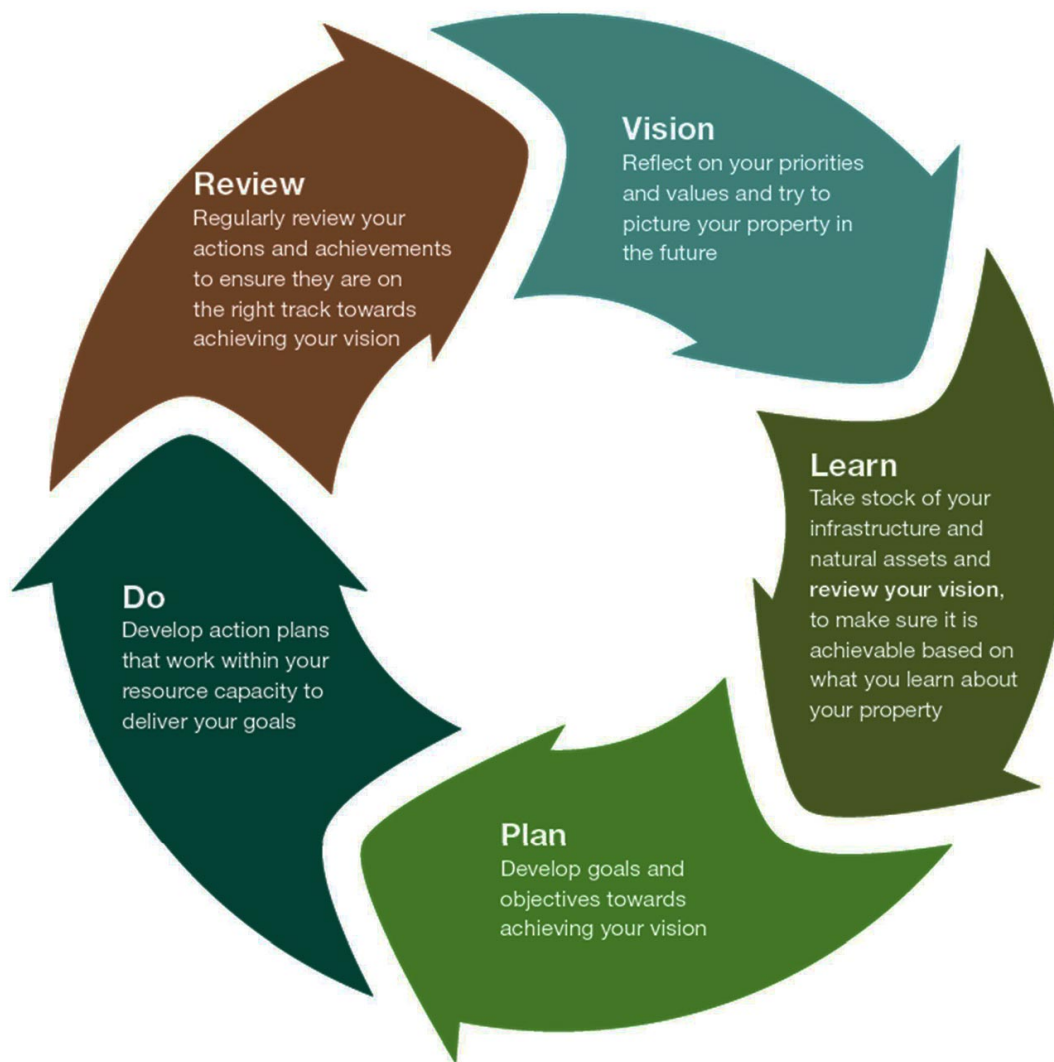


Figure 1 Property management planning process.



STEP 1: What is my vision for my property?

Thinking about how you picture your property and your lifestyle in the future is the FIRST STEP towards developing a successful PMP. This process helps you think about what your property is capable of in the long term and what infrastructure and natural resources you may need to achieve your vision.

It's important to note that as you gain a better understanding of your property characteristics, you may **re-evaluate, refine or re-imagine your vision** to better reflect your property's capacity.

Start by asking yourself, "What do I value and what do I want my property and lifestyle on my property to look like in 5, 10, or more years from now?"

Things to consider:

- the time and money you can afford to invest
- the level of income you may want to generate from your property
- the future value of the property
- finding a balance between a healthy environment and agriculture
- where your property sits in the surrounding landscape
- the city's planning scheme requirements and applicable state and federal legislation.

Here are hypothetical examples of two properties that would benefit from property management planning:

Steve's 40 hectare property has been in his family for 80 years. It was previously part of a larger dairy farm and has been heavily grazed over several decades. He currently runs 20-head of Jersey cows who provide milk for a milk co-operative and is thinking about diversifying the business. Steve's vision is to create an alternative income as well as continuing to supply milk to the co-op. He would also like to make the maintenance of his property cost neutral. Steve would like to develop a PMP to support the development of his business plan.

Sally and Tom Smith recently bought their 2 hectare property and settled there after moving from the city. They have always wanted to have horses and live closer to nature. Their vision is to increase native flora and fauna across the property. They are keen to find a way to support their vision while being able to ride their horses on the property and in the local area.

Both property owners have decided to undertake the property management planning process to see if and how they can achieve their visions.

STEP 2: What does my property look like now?

Get yourself a property map

Finding where your property is in the landscape and creating a map is an important SECOND STEP in the PMP process. Mapping your property will help you better understand its potential and will allow you to identify:

- built infrastructure (sheds, house, cattle yards)
- natural assets and features (creek lines, dams, soil type, topography, vegetation)
- risks/concerns that you need to consider
- native and domestic animal needs/requirements.

It's also worthwhile to check out the Logan City Council Planning Scheme to ensure your property goals align with the land use constraints for your area.

Logan City Council can help you with developing a map of your property. Contact the Health, Environment and Waste (HEW) Branch at LCC (Environment@logan.qld.gov.au) or visit the Healthy Land, Healthy Rivers webpage to obtain a property map report and aerial photo (either A3 or A2 size).

The standard map report will include:

- 2 x aerial photos of your property (one can be used to draw on)
- contour lines and creek lines
- vegetation mapping classifications.

Optional information you may request includes:

- ecological significance map
- geology map
- soils map.

When emailing HEW, please include:

- your location details (lot and plan number)
- your name
- contact phone number
- your postal address (if you prefer this option of delivery instead of email)
- your email address
- aerial photo size preference: printed A3 and/or digital A2 (to be printed at owner's expense)
- any additional information you think might help us provide the right maps.

An example of the type of map report that LCC produces is provided in Appendix 2.

Gather information about your property

The easiest way to do this is to draw directly on your map by hand. We'll provided you with two copies in case you need to start over. On the aerial photo map, you'll want to **note down the location of natural assets and built infrastructure**. Natural assets could include native vegetation and habitat, waterways, paddocks, dams, soils. Built infrastructure includes fences, watering troughs, buildings, vehicle tracks etc. You may also find it easier to tackle the planning process by dividing up your property into sections according to your PMP goals. For example, the map in Figure 2 has been divided into five sections depending on the goal for each of those areas. The goal for section E might be about establishing more native vegetation whereas the goal for section D might be about establishing a healthy native pasture for grazing horses.

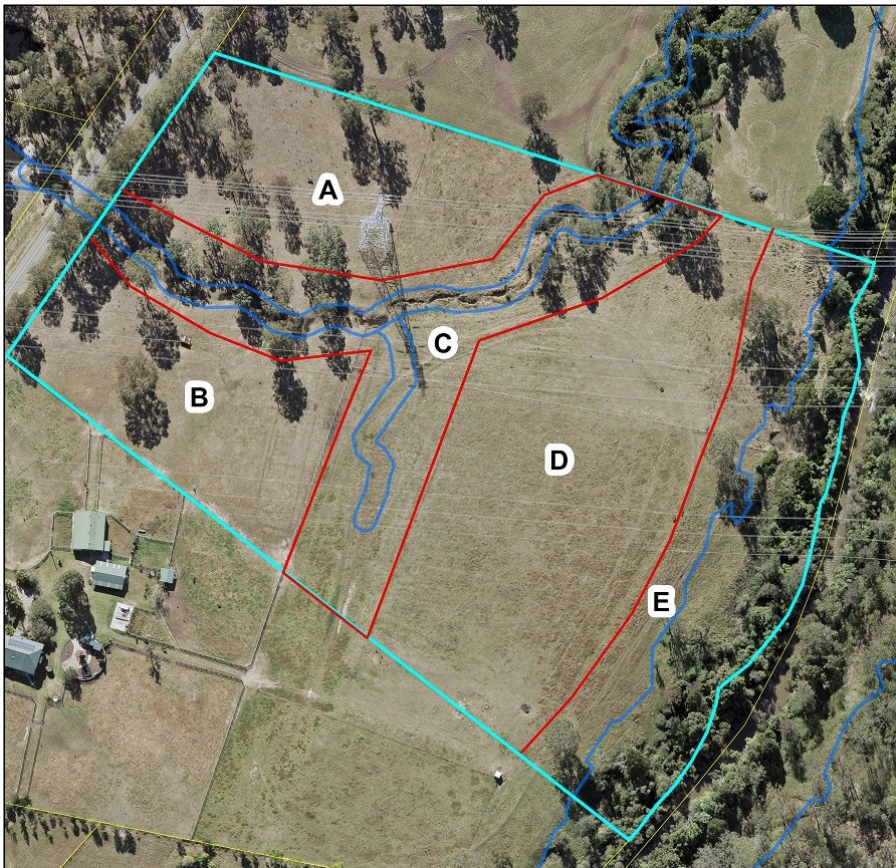



Figure 2 Property map divided into five sections depending on management plan goals.

It is also important to gather information about the topography (eg. slope, direction of overland water flow) and climate (available at www.bom.gov.au/climate/data/) of your property. Getting to know these characteristics of your property will help determine the capability of your land to support your day to day business and your long-term vision. Remember to include long-term seasonal observations.



Understanding the soils and the way water moves across the land can inform important decisions around the location of fencing, pasture productivity and critical spots to maintain or establish vegetation. These characteristics can vary quite a bit across your property. Your **PMP** will help you place each land use in the most suitable spots. Appendix 1 lists resources available from the QLD Government that can help you gain a better understanding of soils and your property.

Let's check in with Sally and Tom Smith to see what they've learnt about the soils on their property:

Sally and Tom have found out that their soil type is an alluvial loam. They have read about alluvial loam in the field manual mentioned above and are surprised to find the recommended stocking rate is four hectares per beast, which is quite a bit less than they had hoped. Since they only have 2 hectares at present, they decide to investigate the options available for keeping the two horses they both desire, including hand feeding or agisting for part of the year.

Council's Healthy Land, Healthy Rivers webpage has some relevant factsheets and resources to help get you started. Information in the webpage includes:

- links for best practice stock management including stocking rates for soil types
- native plant and animal identification and management advice
- weed identification and management advice
- riparian vegetation management advice
- hydrology - ie. water movement and availability across your property
- relevant licencing and permit requirements
- local geography, topography, geology and soil characteristics
- LCC Conservation Incentives Program.

Information on the environmental and land management workshops regularly hosted by Logan City Council is also available on the webpage.

STEP 3: What are my goals and objectives?

Now that you have taken inventory of your property assets, geography and natural features and reflected on the appropriateness of your vision, it's time to set some **goals and objectives** to help achieve this vision. A basic template for you to write your own goals and objectives has been provided in Appendix 3

Goals:

Something which you try to achieve

Objectives:

a specific target to set in the short term to help you reach your goals

Goals

Your goal setting should consider these four themes:

1. natural resource goals
2. lifestyle goals
3. financial goals
4. production goals.

Let's check in with **Steve** and **Sally and Tom Smith** again:

After determining the suitability of his property to continue with his dairy business, **Steve** has identified that his small creek has a rapidly eroding bank. Steve has also identified that an unused dairy shed may have potential as a "farm stay" building and has decided to contact the Logan City Council Business Support Program for advice around developing this opportunity. Steve has decided that a number of goals need to be set now, including:

1. natural resource goal: To have a clean and healthy creek
2. lifestyle/Financial goal: To open the property to farm stay visitors
3. financial goal: To reduce the burden of farm maintenance costs.

Through discussions with his neighbours about recent projects they have participated in, Steve has also decided to investigate Logan City Council's EnviroGrants program as a way to get support to improve the health of the creek corridor running through his property.

The Smiths have learned that the size, soil type and pasture quality of their property is only suitable for horses with significant additional inputs of feed. However, they want to keep feed costs down in the long run and employ sustainable horse-keeping practices so they have decided to work on improving the health of their paddock first and investigate agistment options before getting a horse. They have also discovered some high value patches of native vegetation require some weed control. The Smiths have also learned that their property is very close to a conservation park. They have decided to join the local 'Friends of the conservation park' organisation to learn more about the native flora and fauna and the types of plants they may want to plant on their property to increase habitat. They have also talked to the neighbours and have found out about the Conservation Incentives Program that is run through Logan City Council.

The Smiths goals are being set now and include:

1. natural resource goal: To have a healthy natural environment that supports and attracts native species
2. lifestyle goal: To be able to keep one or two horses either on-site or nearby
3. financial goal: To reduce the ongoing cost burden of weed management and horse-keeping.

The focus of your goals should be a clear reflection of your property vision. It's also good to identify property 'hot spots' which may require more immediate or intensive action. For example, a rapidly eroding stream bank or an area of high value native vegetation.

Make sure your goals are clear and always focused on achieving your vision. It is a good idea to regularly review your goals to make sure they are consistent with your vision and capabilities.

Objectives

The next planning task is to develop a series of objectives to help you achieve your goals!

These objectives will help you target the actions you need to undertake to achieve your property goals.

The goals and objectives of our property owners - **Steve and Sally and Tom Smith** - are outlined in Tables 1 and 2.

Table 1 Example of a goal and objectives set by property owner Steve.

Goal 1: To have a clean and healthy creek	
Objective 1	Exclude cattle from the creek and establish off-stream watering
Objective 2	Identify the plant species along the creek

Table 2 Example of a goal and objectives set by property owners Sally and Tom Smith.

Goal 1: To have a healthy natural environment that supports and attracts native	
Objective 1	Undertake weed management in areas assigned to native bushland
Objective 2	Improve native species pasture productivity and health

Prioritising objectives

Once you have a set of objectives for each of your goals, you'll want to compare the difficulty, impact and resource requirements of each objective to determine how best to proceed.

Table 3 shows how the **Smiths** might compare their objectives. They've used a simple scoring system to rank each consideration from 1 to 5 (1 being least, 5 being most) for difficulty, time and money. In this case, the lowest total score will show which objective is more feasible.

How you decide to actually score your objective considerations is entirely up to you. The most important outcome is that each score allows you to *realistically compare* the order of achievability for your objectives. This will in turn help achieve the best overall result from your investment in time and money.

Table 3 Example of the approach undertaken by the Smiths to prioritise their objectives

Objective	Difficulty	Positive Impact (1=most, 5=least)	Time	Money	Total score
Undertake weed management in areas assigned to native bushland	2	4	2	2	10
Improve native pasture productivity and health	4	1	4	4	13

From this exercise, the **Smiths** have decided to undertake weed management first and work on a long term plan to improve their pasture to better support horse grazing.

STEP 4: Create the action plan

Now that you have compared your objectives, it's time to develop specific action plans to help meet those objectives. Each action plan you create should focus on something quite specific and should be achievable within any time and financial restrictions you might have. Appendix 3 provides a basic template for setting out your goals, objectives and action plans.



Figure 3 Pathway to achieving your vision

The resources listed in Appendix 1 will help you decide on the best actions to help you achieve your objectives. Here's how property owner Steve might assign his actions:

Table 4 Example of how property owner Steve has assigned his actions

Objective 1	Action number	Action description
To exclude cattle from the creek	1	Create a costed plan for installing fencing to exclude cattle from the creek
	2	Apply for a Logan City Council EnviroGrant to help fund the fencing project
	3	Install off-stream watering points
	4	Install fencing

Tip:

action-planning for your goals can set you up well to apply for a Logan City Council EnviroGrant!

Check out www.logan.qld.gov.au/envirogrants for more info.

Next, you will need to create a plan for how you will complete each action. **Table 5** provides an example of the first step in Steve's action plan to meet his creek objective.

Table 5 Example of how property owner Steve might create his action plan

Action item	Completion date	\$ investment	Time investment	Priority
Install an additional water trough in the north west paddock	March	Dozer hire \$800 Trough \$300 Poly pipe etc. \$100	2 days	High

Great work! So far you've:

- gathered all relevant property **information**
- reassessed your **vision** for your property
- set out your **goals** and **objectives**, and
- created your **action plan** for achieving these objectives.

The next (and possibly most important) step is to tackle the budget!

STEP 5: Budget and cash flow

To ensure the success of your property plan it's important to know you can afford to deliver your proposed actions.

Your budget may just be a summary of your action costs from Step 4 - **in which case you may be happy to wrap up your planning process here and proceed directly to Step 6.**

If you are interested in developing a more detailed cash flow accounting that includes all income streams in addition to property maintenance and action costs, this next section is for you.

Let's look first at where you'll need to invest. Once you've determined this, it's a good idea to examine the income/cash flow side of your property management

i Understand your property management costs

A good starting point is to consider your day-to-day property maintenance costs. These might include infrastructure repairs, weed and erosion control, and equipment maintenance.

Other cost categories might include animal husbandry, new or replacement equipment, new infrastructure, or vegetation development such as pasture or native flora development.



ii Identify new income opportunities

As you learn more about the capabilities of your property, you may start to think about the opportunities for generating income - to perhaps simply cover your maintenance costs, or as an additional lifestyle contribution.

Opportunities might include:

- raising / breeding animals
- growing crops, fruit, vegetables, or flowers
- ecotourism - eg. Farm tours or farm stays.

Things to consider as you think about new income opportunities include:

- your property vision
- land and location suitability
- council planning scheme constraints
- start-up and ongoing costs
- ongoing time investment and physical effort.

Once you have a specific income opportunity in mind, you should consider preparing a detailed business plan to test the validity of your thinking.

Contact the Logan City Council Business Support program on 3412 4888 or LOED@logan.qld.gov.au for further advice on identifying and developing new business opportunities.

iii Develop a cash flow chart

Now you have a set of goals and action plans, considered your property management costs and thought about identifying new income opportunities, it's time to build a cash flow chart. An example of a cash flow chart can be found in Appendix 3. As you assemble your chart, consider:

- on-hand capital
- disposable income you will assign to your property management plan from off-property work or on-property revenue streams
- loans or grants
- property maintenance and capital project costs.



STEP 6: Turning your property management plan into reality

To ensure the success of your property management plan, it's important to be flexible and revisit your goals and action plans, to ensure they are prioritised, as well as being balanced across your lifestyle, financial, production, and natural resource needs.

To improve delivery of your property management plan, it's a good idea to stay updated on current best practice property management advice. See the list of resources in Appendix 1 or check out one of Council's regular workshops offered across a variety of land management topics (www.logan.qld.gov.au/hlhr)

Finally, being open-minded and ready to adapt or update your vision/goals as you regularly (eg. every 1 to 3 years) review your PMP is the best way to ensure you are on track to achieving your property vision.

Appendix

Appendix 1 List of resources to help your property planning process

Logan City Council Programs

1. LCCI Conservation Incentives Program (CIP)

Provides landowners in Logan City with an opportunity to enter into a range of informal or formal partnerships (eg. Land for Wildlife) with Council. Landholders receive financial and/or in-kind support (eg. Technical advice, workshops and newsletters) toward helping them achieve their conservation goals.

For more information visit www.Logan.qld.gov.au/CIP

2. LCC EnviroGrants Program

Funding grants available to community members to undertake activities that enhance and protect the natural environment and foster environmentally sustainable practices across the City of Logan.

For more information visit www.logan.qld.gov.au/envirogrants

3. LCC Healthy Land Healthy Rivers program

HLHR provides landholders with advice and support to undertake practical and easily implemented sustainable land management practices. The program offers property owners a number of tools to encourage improved environmental condition in a way that supports or value-adds to the farm business. Through this program, landholders can access factsheets and resources on a variety of land management topics.

For more information visit www.logan.qld.gov.au/HLHR

4. LCC Business Support program

The Logan Office of Economic Development (LOED) provides information, advice and support on identifying and developing business opportunities within the City of Logan. Contact the Business Support Program on 3412 4888 or LOED@logan.qld.gov.au

Additional Council resources

Weed management: www.logan.qld.gov.au/weeds

Environmental events and activities: www.logan.qld.gov.au/environmentalevents

Planning and development information: www.logan.qld.gov.au/planning-and-building

Local laws and permits information: www.logan.qld.gov.au/laws-and-permits



External programs and resources

1. **Healthy Land and Water (formerly Healthy Waterways and SEQ Catchments)**

Not for profit organisation that provides advice, training, workshops and support to landholders across South East Queensland.

For more information visit www.hlw.org.au

2. **Land for Wildlife**

Land for Wildlife is a voluntary program that encourages and assists landholders to manage wildlife habitat on their properties. Through Land for Wildlife you can learn about native plants, animals and ecosystems on your property, and get advice on managing threats such as weeds and pest animals.

For more information visit www.lfwseq.org.au

3. **Bureau of Meteorology climate data online**

For daily, monthly, and historical weather statistics and observations visit <http://www.bom.gov.au/climate/data/>

4. **The QLD Government soil management information website**

Find information and advice on a range of soil management topics:

www.qld.gov.au/environment/land/soil/

[QLD Soil Conservation Guidelines:](http://publications.qld.gov.au/dataset/soil-conservation-guidelines)

publications.qld.gov.au/dataset/soil-conservation-guidelines

[Moreton Region Land Management Field Manual:](http://publications.qld.gov.au/dataset/moreton-region-land-management-manual-mfm)

publications.qld.gov.au/dataset/moreton-region-land-management-manual-mfm

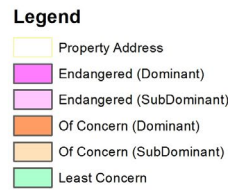
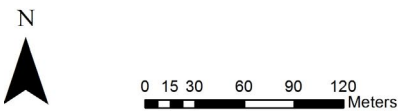
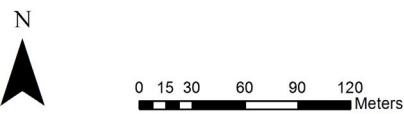
5. **Catchments and Creeks Soil Erosion Resource Library**

For technical information on waterways, stormwater management, and erosion & sediment control practices.

For more information visit www.catchmentsandcreeks.com.au/

Appendix 2 Maps provided by Logan City Council

Two of the property maps provided by Logan City Council are shown below. Map A shows the property boundary, the waterway corridors (blue) and the contour lines (in brown). Map B shows the property boundary and the extent of remnant vegetation (light green).



Note: This map contains information based on the State remnant vegetation mapping. Regulation exist in regard to the clearing of remnant vegetation . Please contact Council for further information.



Appendix 3 Property management planning template

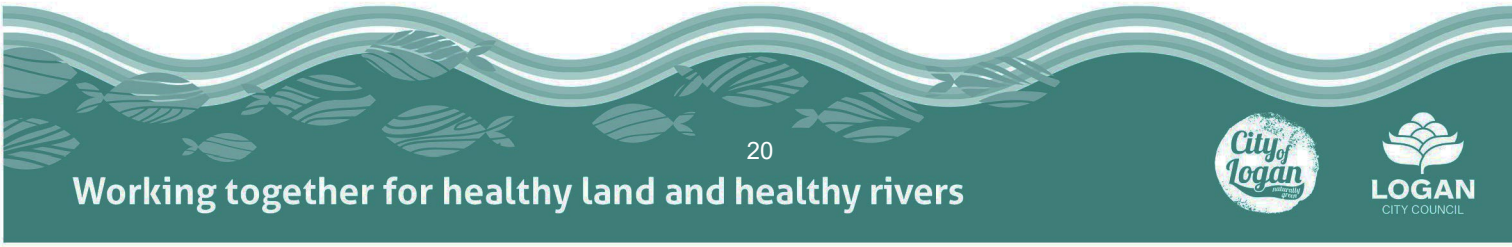
Here's a basic template to help get you started on developing some actions, objectives and goals to support achieving your vision. Repeat these tables for all your goals.

Property vision:

<u>Goal 1</u>	
Objective 1	Action 1
	Action 2
	Action 3
Objective 2	Action 1
	Action 2



Action items for goal 1	Completion date	Cost	Time



Appendix 4 Example of a cash flow estimate

Year-1	CASH FLOW ESTIMATES												
	Jul 2016	Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	Total
Cash on hand (beginning of month)	\$0	\$2,980	\$3,340	\$3,500	\$2,260	\$2,620	\$280	\$40	\$200	\$2,250	-\$800	-\$550	
Cash on hand (end of month)	\$2,980	\$3,340	\$3,500	\$2,260	\$2,620	\$280	\$40	\$200	\$2,250	-\$800	-\$550	-\$500	
CASH RECEIPTS													
Transfers from Disposable Income	\$3,500	\$480	\$480	\$480	\$480	\$480	\$480	\$480	\$850	\$850	\$850	\$850	\$10,260
Property Development Loan									\$25,000				\$25,000
TOTAL CASH RECEIPTS	\$3,500	\$480	\$480	\$480	\$480	\$480	\$480	\$480	\$25,850	\$850	\$850	\$850	\$35,260
Total cash available	\$3,500	\$3,460	\$3,820	\$3,980	\$2,740	\$3,100	\$760	\$520	\$26,050	\$3,100	\$50	\$300	
CASH PAID OUT	\$0												
Day-to-day property maintenance													
Infrastructure repairs			\$120			\$120			\$120			\$120	\$480
Weed control							\$200	\$200					\$400
Erosion control									\$1,200				\$1,200
Equipment maintenance	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$480
Animal husbandry													
Food and nutritional supplements	\$80	\$80	\$160	\$80	\$80	\$160	\$80	\$80	\$160	\$80	\$80	\$160	\$1,280
Health care	\$400			\$400			\$400			\$400			\$1,600
Equipment acquisition													
400l spray tank						\$2,500							\$2,500
New infrastructure													
Weed control tracks				\$1,200									\$1,200
Solar Bore (incuding drilling)									\$23,000				\$23,000
2 watering points										\$1,700			\$1,700
Development Loan repayments									\$480	\$480	\$480	\$480	\$1,920
TOTAL CASH PAID OUT	\$520	\$120	\$320	\$1,720	\$120	\$2,820	\$720	\$320	\$23,800	\$3,900	\$600	\$800	\$35,760

