

DEECA – GIS data for project activity reporting

Protecting Victoria's
Environment –
Biodiversity 2037

In Victoria, DEECA is responsible for the programs that support Biodiversity 2037 ('Bio2037')

The **Programs and Partnerships Branch** manages the following programs:

- Protecting Biodiversity (PB)
- Weeds and Pests on Public Land (WPPL)
- Peri-urban Weed Management Partnerships (PWMP)
- Deer Control Program (DCP)
- Nature Fund
- Icon Species
- Faunal Emblems Program (FEP)
- Biodiversity Flood Recovery (BFR)
- Environmental Volunteering
- Victorian Landcare Program
- Port Phillip Bay Fund (PPBF)
- TO Caring for Country (CfC)
- Wildlife Rehabilitator Grants (WRG)
- BushBank

Most of these programs are required to report on-ground activities that support Bio2037 biodiversity protection

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For most of these programs, the individual projects undertake work on the ground (**activity**).

Activity data is recorded and analysed to ensure that on-ground work is contributing to the targets set in Bio2037.

All activity contributes to Bio2037 targets. In simple terms, the on-ground work can be separated into 2 categories

Category 1: Contributing To Target areas (CTT)

Generally, these are areas of specific control activity or habitat regeneration, and include:

- Feral animal control (Deer, Pig, Rabbit, Fox, Cat, *and others*)
- Invasive weed control (various weed species)
- Revegetation of native plant species

These actions can be reported as areas (in Hectares)

Category 2: Threatened Species Actions (TSA)

These are actions undertaken in the field at various sites, for specific species, and may include:

- Relocation of species to a new location
- Installation of artificial nesting hollows
- Community engagement events or construction of new signage

These actions are generally reported as numbers (not hectares), relating to (a) actions and (b) sites / locations

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How is the activity data reported?

With most projects, there are targets specified in the Project Plan that need to be met for the project to be acquitted.

- For **CTT**-based projects, this is the area in hectares
- For **TSA**-based projects, this is the number of actions

To fulfil the two processes of (a) Acquittal and (b) Bio2037 Reporting, DEECA needs to be supplied with **spatial data files** of these activities, so that we can ensure that the activity proposed in the Project Plan matches what was actually done in the field.

Preferred method of reporting:

This is done via the '**spatial reporting**' mechanisms DEECA has set up to capture data for Bio2037

The system developed is designed for projects to submit the spatial data that is used to

- acquit projects; and
- be included in Bio2037 reporting

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Where is the Activity Reporting documentation?

All the relevant information for spatial data supply to DEECA can be found on the web site, here:

www.environment.vic.gov.au/biodiversity/activity-data

[Google search string: **DEECA activity reporting**]

Contributing Biodiversity Activity Data

Organisations provide biodiversity management activity data to DELWP as part of a DELWP funding/program agreement obligation or by voluntary contribution. Activity data provided by organisations/programs is used to determine progress in achieving the [Biodiversity 2037 Plan](#) contributing targets reported bi-annually and in the five-yearly [State of the Environment Report](#). This data also informs and verifies models used to determine the best places to take cost-effective actions.


When activity data reporting is a requirement under a DELWP funding agreement, the project investor/program lead will specify reporting requirements for that project.

Organisations/programs not under DELWP funding or program agreements can volunteer to provide activity data if they would like their activities to contribute to [Biodiversity 2037](#).

Providing biodiversity activity data voluntarily to DELWP is most suitable for medium to large organisations who can support their delivery partners in accurately recording their projects and activities.

In other cases, data can be submitted by using DELWP biodiversity information systems (ActivityKit and STAR) or by providing shapefiles that meet the [Biodiversity 2037 activity data requirements](#). An ESRI geodatabase format consistent with the DELWP Output data standard can be used by organisations such as Catchment Management Authorities that are familiar with the format and language.

Reported activities must meet delivery standards described in agreements. DELWP's [Output Delivery standards](#) are the minimum standard where not specified in an agreement. Delivery standards and guidance, as they relate to Biodiversity 2037, will be updated over time. An initial development is the [Re-vegetation Plant Provenance Information Sheet](#) that describes how to consider the changing climate when selecting stock for planting.



Shiny Daisy-Bush planting and monitoring. Credit: DELWP

Link to the
“Biodiversity 2037 activity data requirements”
document

Protecting Victoria's Environment – Biodiversity 2037

[Biodiversity 2037 Activity data requirements v1.0](#)

Many Victorians contribute to biodiversity protection and enhancement. To account for these contributions and measure progress against Biodiversity 2037 these activities are mapped along with key activity information. The Biodiversity 2037 activity data tables contain the fields and values important for understanding activities delivered for biodiversity benefit. The activity data tables cover project and activity management information; who is involved in delivery; activity delivery details such as standards of delivery, timing, and frequency.

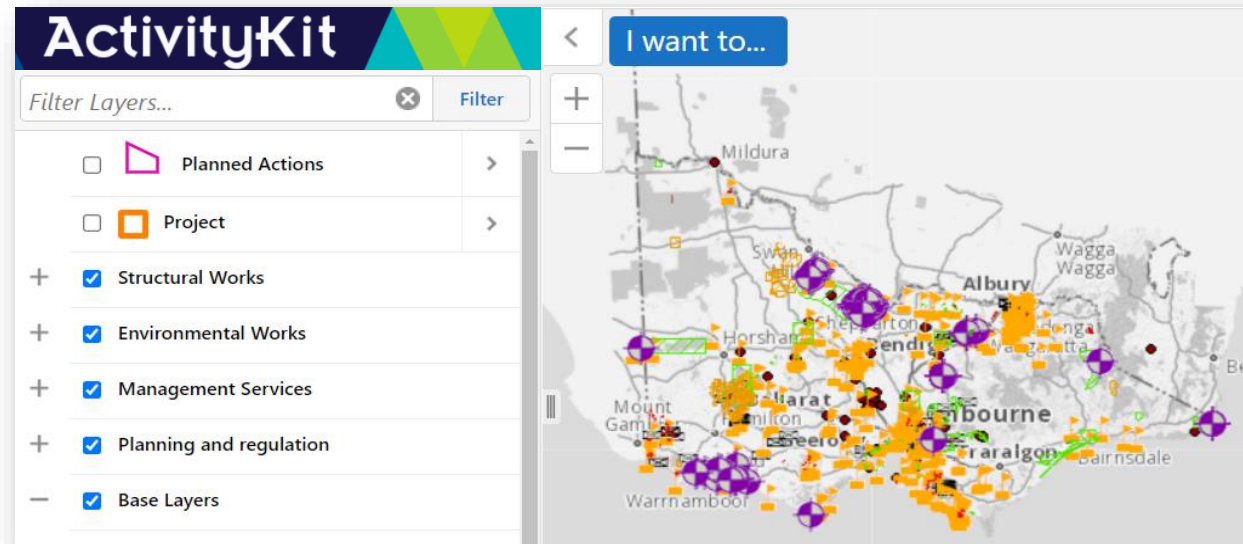
Attribute description	Common attributes
Description of attributes (fields) that apply to all or most of the Activity tables.	Fields and values that apply to each activity below.
Animal control	Partnership
Pest animal or overabundant exotic or native wildlife management.	Fields and values about formal partnerships developed.
Assessment	Plan
Assessments for information gathering that may or may not lead to management actions.	Plans developed to guide management.
Campaign	Program
Large scale, active and organised behaviour change activities.	Programs delivered for biodiversity benefit.
Earth works	Publication
Earthworks for environmental management.	Key print and electronic communications materials.
Ecological thinning	Research and monitoring
Thinning to improve structure / composition of native vegetation.	Research and monitoring to fill knowledge gaps.
Engagement event	Revegetation and restoration
Events for engaging communities.	Revegetating or restoring (often cleared) land, and marine and coastal environments.
Erosion control	Rubbish removal
Fields and values about activities to control erosion.	Fields and values about rubbish removal activities.
Fence	Seed funding
Construction and maintenance of fences.	Funding initiatives for establishing development programs.
Fire	Terrestrial structure
Fields and values about the use of fire.	Structures installed and maintained on land.
Grazing management	Threatened species response
Changes to grazing management practices.	Actions taken to manage threatened species.
Habitat feature	Water
Artificially creating habitat for native animals.	Environmental or cultural water management.
Management agreement	Waterway structure
Agreements for the conservation of land and/or biodiversity.	Structures installed and maintained in waterways.
Marine structure	Weed Control
Structures installed and maintained in marine environments.	Weeds, overabundant or out of range native plant management.
Monitoring structure	Wildlife emergency response
Structures and locations for monitoring and surveillance.	Actions taken in response to wildlife emergencies.

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Use of ActivityKit for DEECA spatial reporting

For organisations with limited GIS capability, DEECA does provide an online mapping system to input activity data: **ActivityKit**

HOWEVER: ActivityKit is not the preferred option for supply of Bio2037-compliant spatial data, as the system does not yet include all the Bio2037 attributes



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What needs to be reported?

For Bio2037 targets, the following activities need to be reported

Animal control Pest animal or overabundant exotic or native wildlife management.	Partnership Fields and values about formal partnerships developed.
Assessment Assessments for information gathering that may or may not lead to management actions.	Plan Plans developed to guide management.
Campaign Large scale, active and organised behaviour change activities.	Program Programs delivered for biodiversity benefit.
Earth works Earthworks for environmental management.	Publication Key print and electronic communications materials.
Ecological thinning Thinning to improve structure / composition of native vegetation.	Research and monitoring Research and monitoring to fill knowledge gaps.
Engagement event Events for engaging communities.	Revegetation and restoration Revegetating or restoring (often cleared) land, and marine and coastal environments.

Erosion control Fields and values about activities to control erosion.	Rubbish removal Fields and values about rubbish removal activities.
Fence Construction and maintenance of fences.	Seed funding Funding initiatives for establishing development programs.
Fire Fields and values about the use of fire.	Terrestrial structure Structures installed and maintained on land.
Grazing management Changes to grazing management practices.	Threatened species response Actions taken to manage threatened species.
Habitat feature Artificially creating habitat for native animals.	Water Environmental or cultural water management.
Management agreement Agreements for the conservation of land and/or biodiversity.	Waterway structure Structures installed and maintained in waterways.
Marine structure Structures installed and maintained in marine environments.	Weed Control Weeds, overabundant or out of range native plant management.
Monitoring structure Structures and locations for monitoring and surveillance.	Wildlife emergency response Actions taken in response to wildlife emergencies.

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What data is required?

For each activity, the data needs to have firstly a set of ***common details***...

Reporting standard name and version	Year activity delivered	Fund Source	Project Id	Delivery agent	Delivery agent name	Planned management outcome	Environment
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...and secondly – depending on the activity – a set of ***activity-specific details***

Title	Purpose	Type	Treatment area (hectares)	Species	Species common name	No. of individuals	On ground works agent (Agent doing the work/delivery)	On ground works agent name	Total volunteer number	Total volunteer hours
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These details are included in the spatial data as *data attributes*

Attribute lists are included in the “**Biodiversity 2037 activity data requirements**” document

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How do projects ensure they are submitting correct data?

We need 'standardised' spatial data for all activities.

DEECA's spatial platform is **ArcGIS**, and so the data format required is:

Shapefile

There are 3 forms of spatial data that can be included:



Polygons (areas of activity, *such as weed & pest animal control or revegetation*)



Lines (lineal boundaries, *such as predator exclusion fences*)



Points (sites of activity, *such as points of species re-location*)

- ✓ DEECA has developed a 'template' data file for the **Shapefile** data
- ✓ The template files are pre-populated with all the attribute fields required for Bio2037 reporting

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Where are the spatial data templates?

The spatial data templates for Shapefiles can be found on the same DEECA activity data web page:

Provide activity data using geographic information systems

Organisations that have existing Geographic Information Systems (GIS) capability can use their existing systems to map their activities and supply activity data to DELWP using shapefiles or geodatabase templates that are provided.

Provide activity data using the 'Biodiversity activity data requirements' shapefile templates



Provide activity data using the output data standard geodatabase template



[Biodiversity 2037 activity data requirements \(Bio2037v1.0\) – shapefile templates \(ZIP, 61KB\)](#)

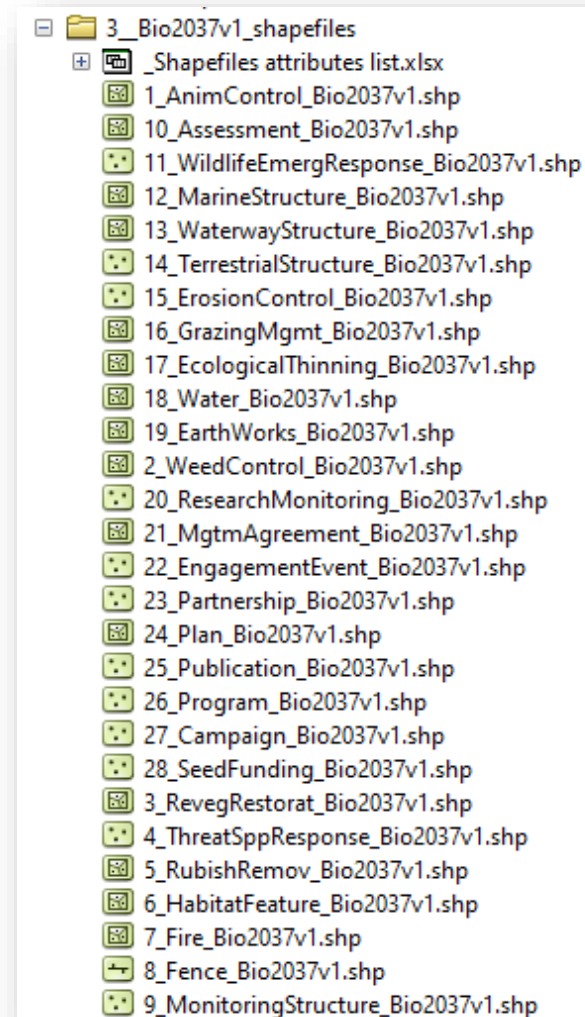
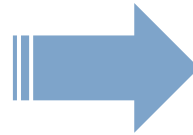
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What files are in the templates?

Templates are supplied as a ZIP file.

The data in the spatial templates includes separate files for each activity.

So the shapefile template ZIP file will contain each of these...

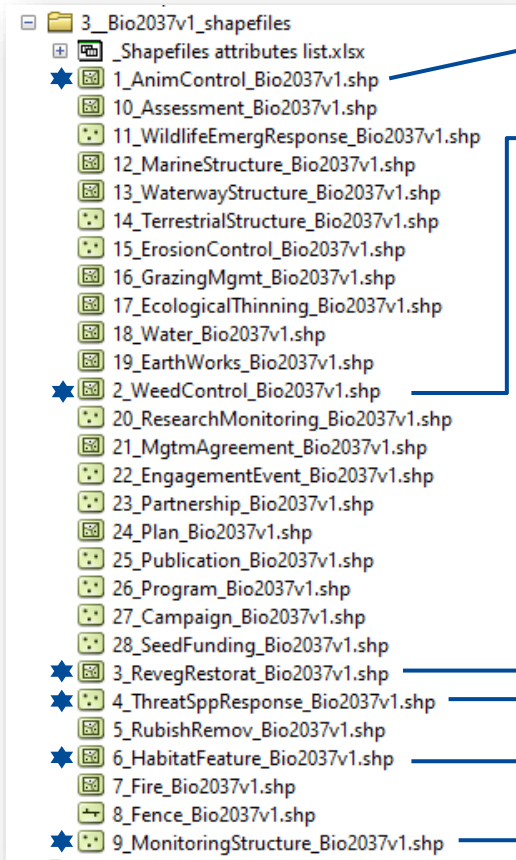


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Which template do I use for different activities?

Different Shapefile templates should be used for different activities.

Examples include:



 1_AnimControl_Bio2037v1.shp


Pest animal control (areas in hectares)

 2_WeedControl_Bio2037v1.shp

Invasive weed control (areas in hectares)

 3_RevegRestorat_Bio2037v1.shp


Revegetation (areas in hectares)

 4_ThreatSppResponse_Bio2037v1.shp

Threatened species actions:
Species reintroduction; translocation;
Propagation; Genetic interventions

 6_HabitatFeature_Bio2037v1.shp

Man-made features:
Artificial tree hollow; Bat box;
Logs; Artificial reef

 9_MonitoringStructure_Bio2037v1.shp

Monitoring structures:
Camera trap; Song meter; Flow meter

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Typical activities that need to be reported

In any year, there are a number of specific activities that get submitted to DEECA. As an example, in the 2023-24 year's reporting, these activities included:

Animal control	Partnership
Assessment	Plan
Earthworks	Publication
Ecological thinning	Research and monitoring
Engagement event	Revegetation and restoration
Fence	Terrestrial structure
Fire	Threatened species response
Habitat feature	Water
Management agreement	Waterway structure
Management plan	Weed control
Monitoring structure	

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Quick review of GIS workflow

Spatial Data

Activity data is created either in the field during on-ground work, or from existing data sources



Instructions on how to create GIS data for funding application project areas

Create DEECA required standard 'Shapefile' GIS data for project areas

For some types of activity data not gathered in the field, instructions on how to create a Shapefile can be found on the DEECA web site

[Instructions on how to create GIS data](#)

← Click link

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Quick review of GIS workflow

GIS software

GIS software of some type needs to be used to create the Bio2037-compliant activity spatial data
There are a number of different GIS software systems available, ranging from fairly expensive to free



ArcGIS Pro

Desktop
Enterprise
Expensive



QGIS

Desktop
Open-source
Free



MapInfo Pro

Desktop
Enterprise
Expensive



Maptitude

Desktop
Online
Under \$1k

Of these, **ArcGIS Pro** and **QGIS** are the most widely used, with QGIS the best value

DEECA – GIS data for project activity reporting

Quick review of GIS workflow

Weed and Animal Control data

For Weed Control and Animal Control activity, spatial data is prepared using the guidelines set out in these documents (on web site)

Mapping and shapefiles

Guides are available for mapping weed management and animal control activities.

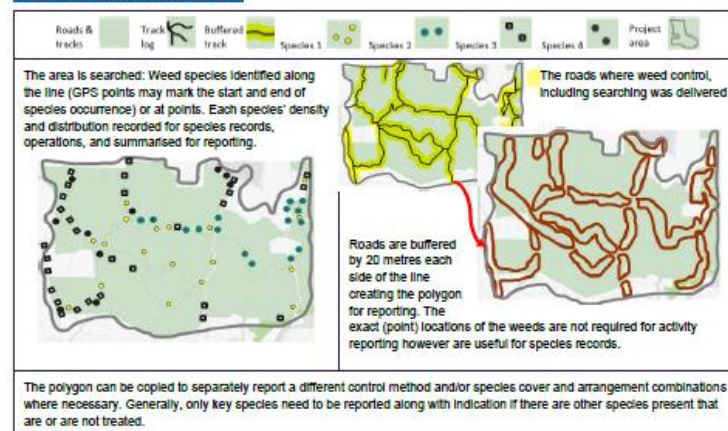
[Creating spatial features for reporting: weed control \(PDF, 525.2 KB\)](#)

[Creating spatial features for reporting: weed control \(accessible version\) \(DOCX, 2.4 MB\)](#)

[Creating spatial features for reporting: animal control \(PDF, 327.9 KB\)](#)

[Creating spatial features for reporting: animal control \(accessible version\) \(DOCX, 1.5 MB\)](#)

Table 2: A road and track (line) weed control example illustrating how to create polygons and multi-part polygons for reporting. The areas that are searched and treated are represented as weed control. Data linked to the mapped feature must be provided – see [Biodiversity 2037 Activity data requirements \(PDF, 337 KB\)](#).

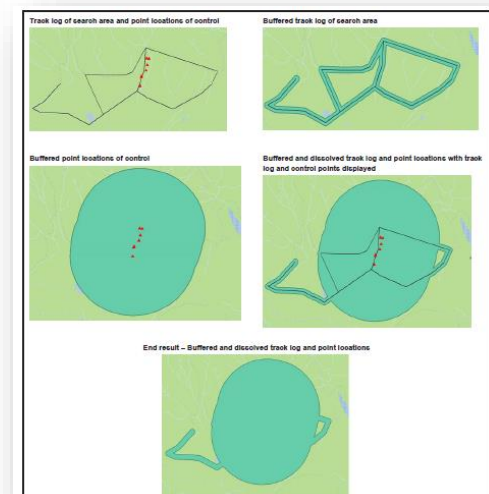


Weed Control guidelines

Table 1: Buffer extents for control at points

Species	Trap – Shoot – Remove Buffer point	Bait station Buffer point
Over abundant marine wildlife or pests	200 metres	n/a
Overabundant native herbivores (terrestrial)	500 metres	n/a
Fox	1 kilometre	1 kilometre
Feral cat	1 kilometre	1 kilometre
Goat	1 kilometre	n/a
Deer	2 kilometres	n/a
Pig	5 kilometres	5 kilometres
Feral cattle	5 kilometres	n/a
Feral horse	5 kilometres	n/a
Rabbit	See Table 2	

Animal Control guidelines



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Quick review of GIS workflow

Adding data to Bio2037 template file (ArcGIS Pro)

Copy / Paste the Bio2037 empty template file into your data folder

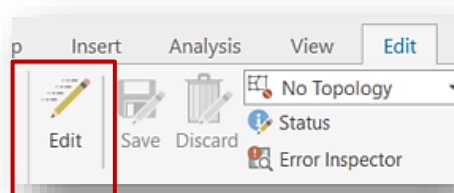
Rename it as follows:

OPPXXXX_ProjectDescription_Bio2037_2324.shp

EXAMPLE: Weed Control

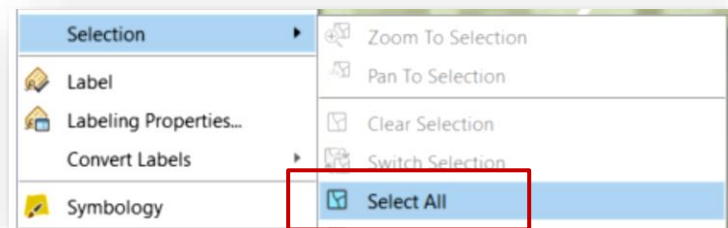
2_WeedControl_Bio2037v1.shp

Load (1) activity data file and (2) empty template file

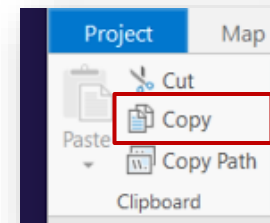


Edit mode

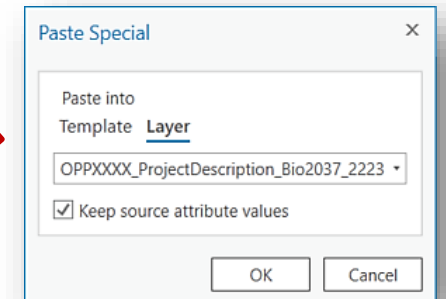
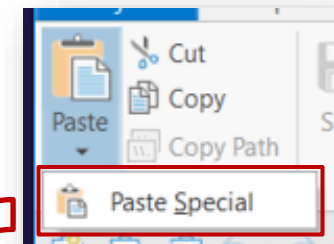
Right-click on activity data layer



'Select all'



Copy / Paste data into empty template file

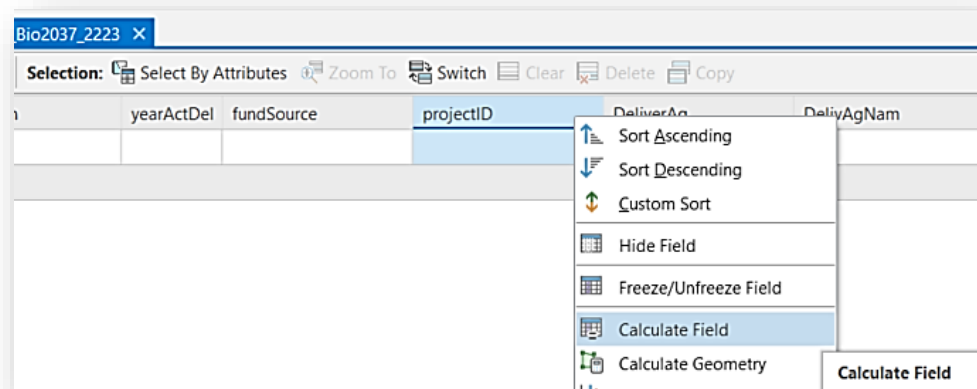


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Quick review of GIS workflow

EXAMPLE: Weed Control

Adding data to Bio2037 template file (ArcGIS Pro)



In the attribute table, either add data manually or use Field Calculator to add attributes to multiple polygons

For valid attributes, check the Bio2037 guidelines

Reporting standard name and version	Year activity delivered	Fund Source	Project Id	Delivery agent	Delivery agent name	Planned management outcome	Environment
Bio 2037 V1.0 DELWP Output data standard V2.0	Year	<ul style="list-style-type: none">Name of State Government funding programName of Federal Government funding programLocal GovernmentPhilanthropicCorporatePrivate fundingNil		<ul style="list-style-type: none">Catchment Management AuthorityCoastcareCommunity GroupDELWPFriends-Of GroupGovernment AgencyLandcareLocal CouncilManagement CommitteeNon-government OrgNot for Profit OrgParks VictoriaPrivate Land ManagerResearch OrganisationTraditional OwnerTrust for NatureVolunteersWater CorporationOther		<ul style="list-style-type: none">AmenityAccessibilityAwarenessCollaborationConnection to CountryCultural HeritageEnvironmental waterExtreme event preparednessFarm WaterGovernanceGroundwaterHabitat availableProductivitySkillsSoil propertiesSoil stabilitySpecies controlSpecies recoveryVegetation extentVegetation structure and diversityWater quality	<ul style="list-style-type: none">EstuarineMarine and CoastsRiver and streamTerrestrialWetland

Title	Purpose	Treatment method	Management Aim	Species	Species common name	Target species arrangement	Target species coverage %	Number of weed species identified	Number of weed species treated
Weed Control	<ul style="list-style-type: none">• Access/amenity• Fire protection• Protect Aboriginal/Traditional Owner cultural heritage• Protect agriculture• Protect biodiversity• Protect water	<ul style="list-style-type: none">• Biological• Chemical• Manual• Mechanical• Fire• Heat	<ul style="list-style-type: none">• Asset based protection• Containment• Eradication• Prevention	Select taxon ID from Victorian Biodiversity Atlas (VBA)		<ul style="list-style-type: none">• Scattered individuals• Small patches• Large patches• Majority coverage• Complete coverage	• Number	• Number	• Number
		<div>On ground works agent (Agent doing the work/delivery)</div> <ul style="list-style-type: none">• Contractor• Landowner• Traditional Owner• Managing organisation staff• Volunteers/community group	<div>On ground works agent name</div> <ul style="list-style-type: none">• Organisation name• Not recorded (select for contractor & Landowner)	<div>Total volunteer number</div> • Number	<div>Total volunteer hours</div> • Number				
Spatial feature	Polygon								

DEECA – GIS data for project activity reporting

Quick review of GIS workflow

Adding data to Bio2037 template file (QGIS)

Copy / Paste the Bio2037 empty template file into your data folder

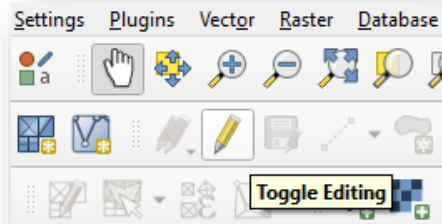
Rename it as follows:

OPPXXXX_ProjectDescription_Bio2037_2324.shp

EXAMPLE: Weed Control

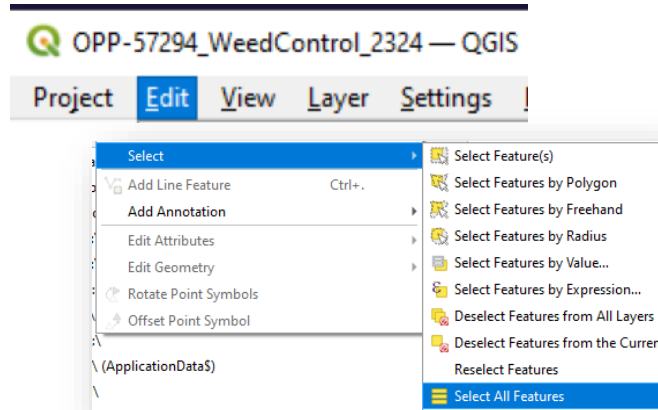
2_WeedControl_Bio2037v1.shp

Load (1) activity data file and (2) empty template file

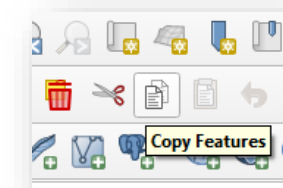


Edit mode

Highlight the activity data layer
From the top 'Edit' menu

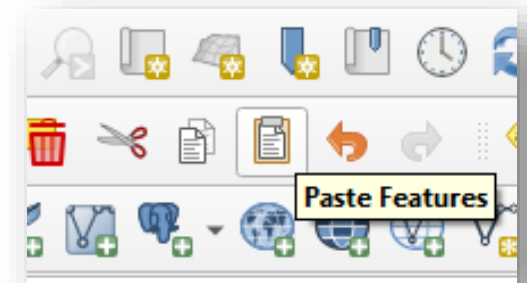


'Select All Features'



Copy features

Highlight the empty template layer



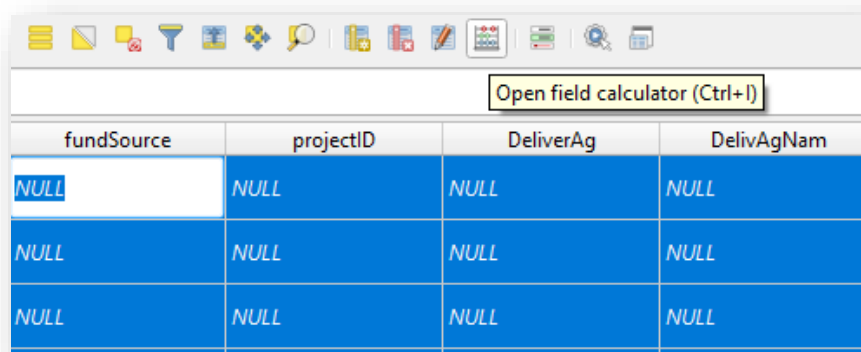
Paste features into empty template data layer

DEECA – GIS data for project activity reporting

Quick review of GIS workflow

EXAMPLE: Weed Control

Adding data to Bio2037 template file (QGIS)



fundSource	projectID	DeliverAg	DelivAgNam
NULL	NULL	NULL	NULL
NULL	NULL	NULL	NULL
NULL	NULL	NULL	NULL

In the attribute table, either add data manually or use Field Calculator to add attributes to multiple polygons

For valid attributes, check the Bio2037 guidelines

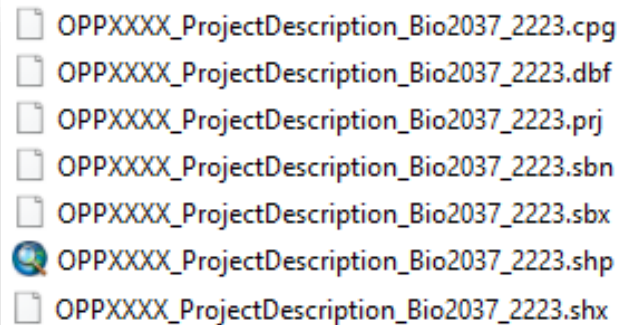
Reporting standard name and version	Year activity delivered	Fund Source	Project Id	Delivery agent	Delivery agent name	Planned management outcome	Environment
Bio 2037 V1.0 DELWP Output data standard V2.0	Year	<ul style="list-style-type: none"> Name of State Government funding program Name of Federal Government funding program Local Government Philanthropic Corporate Private funding Nil 		<ul style="list-style-type: none"> Catchment Management Authority Coastcare Community Group DELWP Friends-of Group Government Agency Landcare Local Council Management Committee Non-government Org Not for Profit Org Parks Victoria Private Land Manager Research Organisation Traditional Owner Trust for Nature Volunteers Water Corporation Other 		<ul style="list-style-type: none"> Amenity Accessibility Awareness Collaboration Connection to Country Cultural Heritage Environmental water Extreme event preparedness Farm Water Governance Groundwater Habitat available Productivity Skills Soil properties Soil stability Species control Species recovery Vegetation extent Vegetation structure and diversity Water quality 	<ul style="list-style-type: none"> Estuarine Marine and Coasts River and stream Terrestrial Wetland

Title	Purpose	Treatment method	Management Aim	Species	Species common name	Target species arrangement	Target species coverage %	Number of weed species identified	Number of weed species treated
Weed Control	<ul style="list-style-type: none">• Access/amenity• Fire protection• Protect Aboriginal/Traditional Owner cultural heritage• Fire• Protect agriculture• Protect biodiversity• Protect water	<ul style="list-style-type: none">• Biological• Chemical• Manual• Mechanical• Fire• Heat	<ul style="list-style-type: none">• Asset based protection• Containment• Eradication• Prevention	Select taxon ID from Victorian Biodiversity Atlas (VBA)		<ul style="list-style-type: none">• Scattered individuals• Small patches• Large patches• Majority coverage• Complete coverage	• Number	• Number	• Number
On ground works agent (Agent doing the work/delivery)		On ground works agent name	Total volunteer number	Total volunteer hours					
<ul style="list-style-type: none">• Contractor• Landowner• Traditional Owner• Managing organisation staff• Volunteers/community group		<ul style="list-style-type: none">• Organisation name• Not recorded (select for contractor & Landowner)	• Number	• Number					
Spatial feature	Polygon								


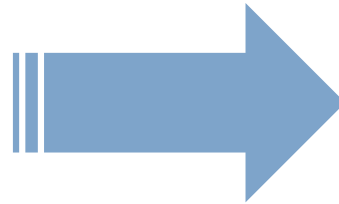
DEECA – GIS data for project activity reporting

Saving and sending Shapefiles

When a Shapefile is saved, it contains some or all of these files



- OPPXXXX_ProjectDescription_Bio2037_2223.cpg
- OPPXXXX_ProjectDescription_Bio2037_2223.dbf
- OPPXXXX_ProjectDescription_Bio2037_2223.prj
- OPPXXXX_ProjectDescription_Bio2037_2223.sbn
- OPPXXXX_ProjectDescription_Bio2037_2223.sbx
- OPPXXXX_ProjectDescription_Bio2037_2223.shp
- OPPXXXX_ProjectDescription_Bio2037_2223.shx

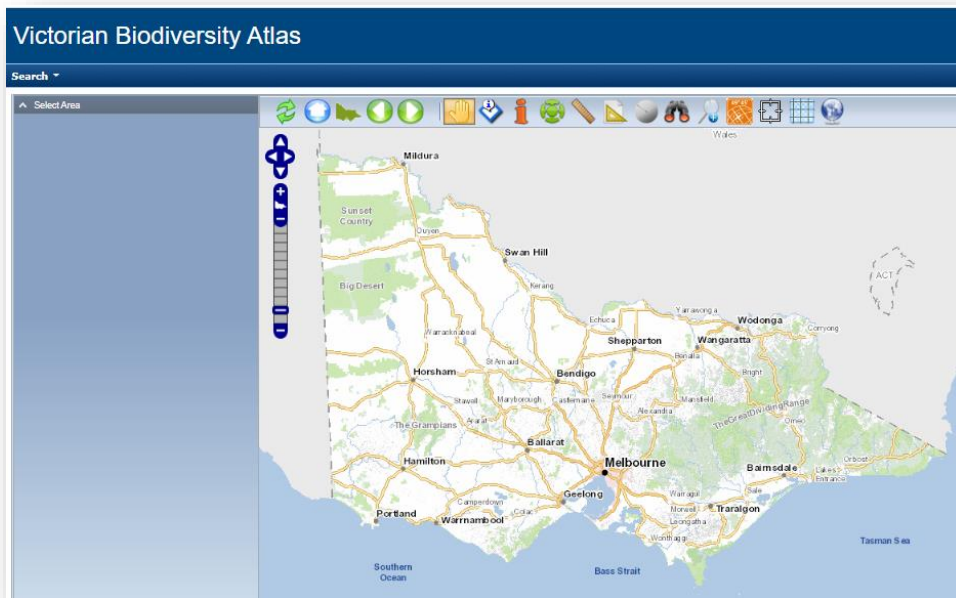


To send a Shapefile to someone else for them to use,
all the files must be zipped up into a **.ZIP** file

DEECA – GIS data for project activity reporting

Additional data for Victorian Biodiversity Atlas (VBA)

An additional requirement for most projects is to submit data relating to observation of specific flora and fauna species, for inclusion in the Victorian Biodiversity Atlas (VBA)



Instructions on how to do this are included on the next page, and also on the DEECA activity data web page, under the sections relating to Shapefile and Geodatabase file templates

Provide activity data using the 'Biodiversity activity data requirements' shapefile templates

Organisations that have Geographic Information Systems (GIS) capability can supply their activity data using the 'Biodiversity 2037 activity data requirements (Bio2037v1.0)' shapefile templates provided.

The '[Biodiversity 2037 activity data requirements](#)' document describes the fields and valid values important for understanding activities delivered for biodiversity benefit. Projects using the shapefile method will need to make sure that only valid values are entered in the spatial attributes.

[Biodiversity 2037 activity data requirements \(Bio2037v1.0\)](#) – shapefile templates (ZIP, 61KB)

[Biodiversity 2037 activity data requirements](#) (Excel, 171KB)

Please note: Some activities require the recording of a species taxon ID from the [Victorian Biodiversity Atlas \(VBA\)](#).

Find a species taxon ID: [VBA Species Checklist_23.09.2021](#) (Excel, 2.48 MB)

See how to generate an up to date VBA species checklist:

[How to generate a VBA species check list](#) (PDF, 121 KB)

[How to generate a VBA species check list \(accessible version\)](#) (DOCX, 310 KB)

DEECA – GIS data for project activity reporting

Adding species data to the Victorian Biodiversity Atlas (VBA)

VBA species observations show where wildlife is now and how this has changed over time. Species data feed into many of DEECA's biodiversity tools used for everyday decision making.

VBA is used in conservation status assessments, Habitat Distribution Models (HDMs) that feed into the Strategic Management Prospects and Native Vegetation Removal Regulations, and into our public land management, research activities and State of the Environment reporting. It will also be the main source of information to show how species are recovering post fire.

Recording species observations in VBA is a project requirement and is part of your reporting. You **must attach a species list generated from your VBA project** when providing your final report. This enables acquittal of the VBA component of your reporting.

Instructions for using VBA

Contribution of data to the VBA is open to all at: <https://vba.biodiversity.vic.gov.au/vba/#/>

First time users need to sign up as a contributor ('Sign Up' button) and complete the form. Registration approval is immediate for VicGov staff but may take a couple of days for other organisations. Once approved you will be able to add records to the VBA. Information and guides on the data standard and how to use the VBA can be accessed on the VBA web page.

To assist reporting there is a specific project created to capture translocation of species (VBA Project ID 5838) - please use this for any translocation activities. Specific details of how to record the movement of individuals are provided in the following document:

- [Translocation Guide for VBA \(PDF\)](#)

For all other survey work please create a VBA project (see guidance documents below) specifically for your program's activities - the name should include the program name (eg 'FEP2023-25').

- [How to create a project in the VBA \(PDF, 358.1 KB\)](#)
- [How to Add a survey and species records to a VBA Project](#)

The VBA web page has many videos and guidance documents to help you use the VBA: <https://www.environment.vic.gov.au/biodiversity/victorian-biodiversity-atlas/about-the-vba>

The instructions above (and on the VBA web page) provide detailed guidance for sharing species observations with the VBA.

There are Excel templates for batch upload, which is recommended if you have 5 or more surveys to add. Please email vba.help@deeca.vic.gov.au for templates and help.

For any queries or issues please email: vba.help@deeca.vic.gov.au.

DEECA – GIS data for project activity reporting

Contact

For further information regarding Bio2037 activity data reporting, contact
the **DEECA Program Lead** for the program