

BLANK DATASHEETS & TEMPLATES

Inside you'll find ...

Monitoring Mini Plan Template

Photo Record Datasheet

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Wetland 'WOF' Datasheet – Condition
Wetland 'WOF' Datasheet – Perimeter

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Vegetation Plots Datasheet

Monitoring Report Template

Animal Pest Datasheet

Word templates for each are also available for download with this kit from the NZ Landcare Trust website.



WETmak

WETLANDS MONITORING
AND ASSESSMENT KIT

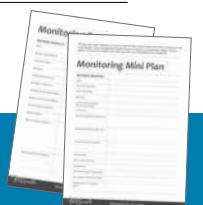
TIP: Mini plan is best completed as a team for each WETMAK module. Module instructions will help you to fill in the Mini plan. Write 'not applicable' in fields that are not relevant to your particular module. You may need to visit the site to complete some fields, e.g. where you will establish plots/ photopoints.

Monitoring Mini Plan

WETMAK MODULE:	
DATE:	
PLAN PREPARED BY:	
WETLAND NAME:	
SIZE (ha):	
SIZE OF AREA COVERED BY MINI PLAN (ha):	
LOCATION:	
OUR RESTORATION OBJECTIVE:	
OUR MONITORING OBJECTIVE:	
WHAT WE WILL MEASURE:	
HOW OFTEN:	
WHAT TIME OF YEAR:	
START DATE:	
FINISH DATE (if not indefinite):	
HOW MANY PLOTS/ STATIONS:	



WHERE WE WILL COLLECT DATA:	
HOW WE WILL MARK PLOTS/LINES:	
HOW WE WILL COLLECT DATA:	
HOW WE WILL STORE DATA:	
HOW WE WILL ANALYSE DATA:	
HOW WE WILL REPORT DATA:	
DETAILS:	



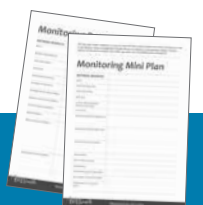
SAFETY NOTICES:	
MANAGEMENT NOTES:	

MAP (if relevant):



Monitoring Report

WETMAK MODULE:	
DATE:	
REPORT PREPARED BY:	
WETLAND NAME:	
LOCATION:	
MONITORING PERIOD:	
NUMBER OF REPEATS:	
NUMBER OF PLOTS/ STATIONS:	
AREA OF WETLAND COVERED:	
% OF WETLAND COVERED:	
MAIN FINDING:	
RESULTS/ CONCLUSIONS:	



<p>MANAGEMENT RESPONSES:</p>	



Photo Record Datasheet

SITE NAME:

LOCATION:

RECORDER:

DATE:

CAMERA TYPE:

GPS TYPE:

PHOTO NUMBER(S)	GPS co-ords (NZTM) or waypt	COMPASS BEARING (°)	TIME	NOTES (incl. description of where photo was taken, Photopoint # etc)
	E N			
	E N			
	E N			
	E N			
	E N			

For PHOTO NUMBER, write the unique number that the camera will use to name the image file. Don't use whatever shot number the camera is up to (e.g. shot number 23 out of 25 shots), because if you delete any images those numbers change. The photo number will probably be a 4 digit number – use the display options on your camera to find out which image number you are about to take and record that on this datasheet. Note: photos from same waypoint can be clustered per line e.g.

PHOTO NUMBER(S)	GPS co-ords (NZTM) or waypt	COMPASS BEARING (°)	TIME	NOTES (incl. description of where photo was taken, Photopoint # etc)
DC 001-021	E 1783653 N 5989582	130°	11.32 – 11.45 am	Overview of willow in western tributary, shot taken from metal path at junction with boardwalk loop track.



Wetland 'WOF'

Datasheet – Pressure

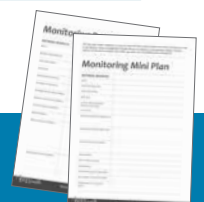
SITE NAME:

LOCATION:

RECORDER:

DATE:

Wetland catchment pressure index		
Pressure (see section 4 in the Wetland 'WOF' Check module for full descriptions)	Comment	Score*
<p>Modifications to catchment hydrology</p> <p>0 None all in mature native vegetation</p> <p>1 Most in regen native veg, minor modification</p> <p>2 Mostly pasture, few impervious surfaces</p> <p>3 Plantation forest, irrigated crops, or pasture with abundant drains (e.g. dairy), or urban park/ golf course</p> <p>4 Most in light housing, or part is densely urbanised</p> <p>5 Over 75% of catchment is densely urbanised</p>		
<p>Water quality decline in catchment</p> <p>0 No apparent or likely decline</p> <p>1 Good water quality</p> <p>2 Possible mild pollution</p> <p>3 Probable moderate pollution</p> <p>4 Probable severe pollution</p> <p>5 Severe pollution</p>		
<p>Mammalian predators in catchment</p> <p>0 No mammalian predators in catchment (e.g. island or predator fence)</p> <p>1 Few in catchment, intensive control, some key pests absent</p> <p>2 Mod. numbers, some regular control, very little suitable habitat (<25%)</p> <p>3 Mod - high, little control and little suitable habitat (<50%), or regular control but a lot of suitable habitat (>50%)</p> <p>4 High numbers of most, little control and a lot of suitable hab (>50%).</p> <p>5 Very high, no control, a lot of suitable habitat (>50%)</p>		



<p>Introduced herbivores</p> <p>0 None (catchment on pest-free island or inside predator fence)</p> <p>1 A few species (1-4) in low numbers (regular, comprehensive pest control and/or low stocking rate for farm animals)</p> <p>2 Lots of species (>4) but all in low numbers (regular, comprehensive pest control and/or low stocking rate)</p> <p>3 A few species (1-4) and some in high numbers (selective pest control and/or moderate stocking rates)</p> <p>4 A few species (1-4) but all in high numbers (little or no pest control and/or high stocking rates)</p> <p>5 Lots of species (>4) and in high numbers (no pest control, and/or high stocking rate)</p>		
<p>Key undesirable plant species in catchment</p> <p>0 None</p> <p>1 A few (1-3)</p> <p>2 1-4 undesirable species in low amounts</p> <p>3 5+ in low amounts</p> <p>4 5+ in moderate amounts</p> <p>5 Catchment dominated by weeds</p>		
<p>% catchment in introduced vegetation</p> <p>0 None – all catchment in native veg</p> <p>1 < 25% of the catchment introd veg</p> <p>2 25–49% of the catchment introd veg</p> <p>3 50–74% of the catchment introd veg</p> <p>4 > 75% of the catchment introd veg</p> <p>5 Whole catchment is non-native veg</p>		
<p>Wetland isolation</p> <p>0 < 100 m from other wetlands</p> <p>1 101-500 m to nearest wetland</p> <p>2 501 m - 1 km to nearest wetlands</p> <p>3 1.01 - 2 km km to nearest wetlands</p> <p>4 2.01 – 4.9 km km to nearest wetlands</p> <p>5 No other wetland within 5 km radius</p>		
<p>Total pressure index (high score = high pressure on site)</p>		/35

* Assign degree of pressure as follows: 0=v. low/ none, 1=low, 2=medium, 3=high, 4=v. high, 5=extreme



Completed example: (blank word version also available from NZ Landcare Trust website)

Wetland 'WOF'

Datasheet – Condition

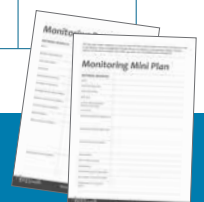
SITE NAME:

LOCATION:

RECORDER:

DATE:

Wetland condition index				
Indicator	Indicator components	Comment (see section 5 in the Wetland 'WOF' Check module for full descriptions)	Score 0– 5*	Average score
Change in hydrology	Impact of artificial structures			
	Water table depth			
	Dry-land plant invasion			
Change in water/soil quality or state (physico chemical parameters)	Degree of sedimentation/erosion			
	Nutrient levels			
	von Post index			
Change in ecosystem intactness	Loss in area of original wetland			
	Recent vegetation damage/clearance			
	Fish barriers/connectivity			



Change in amount of animal damage and harvest by humans	Damage by stock or feral hoofed animals			
	Introduced predator impacts on wildlife			
	Harvesting levels			
Change in dominance of native plants	Introduced plant canopy cover			
	Introduced plant understorey cover			
Total wetland condition index (high score = wetland in good condition)				/25

* Assign **degree of modification** as follows (if answer is ‘don’t know’ calculate average excluding that indicator component): 5=v. low/ none, 4=low, 3=medium, 2=high, 1=v. high, 0=extreme



Completed example: (blank word version also available from NZ Landcare Trust website)

Wetland 'WOF'

Datasheet – Perimeter

SITE NAME:

LOCATION:

RECORDER:

DATE:

Edge condition			
Indicator¹	Descriptor	Notes (e.g. what species?)	Score*
Animal Damage	0 Animal (e.g. cattle, sheep, horse, deer, pig) trampling and/or grazing is severe around most of the perimeter, in places the actual wetland edge is hard to make out		
	2.5 A few patches of severe trampling and/or grazing at the edge, or light damage around much of the edge		
	5 No animal damage (note if this is because wetland is securely fenced, or surrounded by wide drains, or not in grazing land)		
Weeds	0 Most of the edge plants are weeds (non-native species), in any vegetation tier (canopy, shrub layer, ground layer)		
	2.5 Many exotic species (>3), or extensive patches of weeds, but mostly native plants at the edge		
	5 No weeds, or a few 2-3 or exotic plants scattered around the edge (ignore weeds in pasture adjacent to the wetland)		
Canopy dieback	0 Severe dieback, many large patches (> 3 strides long) of dead/ dying native plants, or smaller patches scattered around most of the edge		
	2.5 Occasional small patches (< 3 strides long) of dieback, or occasional dead native plants scattered at edge, or many plants with moderate dieback (< half plant is dead)		
	5 No apparent die-back on edge zone (first 3 m), or occasional native plants showing some dieback		



Buffer	0	No buffer, or small portion (<25% of wetland) has forest or scrub buffer > 10 m wide		
	2.5	25-75% of wetland has forest or scrub buffer > 10 m wide		
	5	75-100 % of the wetland has forest or scrub buffer > 10 m wide		
Drains	0	Drains around or extending from the wetland with water visibly seeping from the sides and/or flowing along the drain.		
	2.5	Drains present, and some flow of water but little side seepage.		
	5	No perimeter drains, or old drains present but mostly filled with sediment and vegetation, or still water.		
TOTAL SCORE			/25	

* High score means edge is in good condition.



Vegetation Map Datasheet

SITE NAME:

LOCATION:

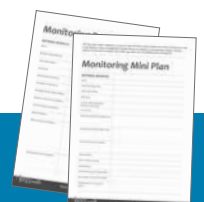
RECORDER:

DATE:

POLYGON LETTER CODE	VEGETATION TYPE ¹ (Atkinson) or LAND COVER TYPE (e.g. open water, bare mud).	BRIEF DESCRIPTION (main species, distinctive features, broad location / extent, approx % of wetland area, threats e.g. weeds etc.)

¹ Main ‘canopy’ species, use / or – for different or same height; 50-100% 20-49% (10-19%) [1-9%]

NOTES:



Weed Survey Datasheet

SITE NAME:

LOCATION:

RECORDER:

DATE:

START POINT (NZTM):

GPS TRACK NAME:

Waypoint or co-ordinates	Species	Infestation ¹	Max Height (m)	Seedlings Y,N, n/a	Notes (incl. photo numbers, habitat e.g. pond edge, if flowering etc)

¹ If species occurs sporadically, at each waypoint note either # of plants or area of spread (i.e.. x by x metres) for clump/ sward formers e.g. suckering plants that cannot be counted. Create new waypoint if same species > 10 m away.
 OR For widespread species, list the waypoint at which first encountered and note the % of wetland over which it is either:

- Dominant: many large patches > 4 sqm, or dominant component of vegetation
- Common: many small patches, not dominant
- Scattered: thinly scattered plants/small patches



Vegetation Plot Datasheet (pg1)

SITE NAME:

PLOT SIZE: _ x _ meters

LOCATION:

RECORDER:

DATE:

VEGETATION COMPOSITION¹:

VEGETATION STRUCTURE:

	Species (* for exotics)	Height (m)		Presence ✓ or –			% Cover ²	Notes ³ (e.g.dieback, #seedlings of trees/scrubs)
		Max	Avg	Top >2 m	Mid 0.3-2	Gnd <30 cm		
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
	WATER							
	BAREGROUND							
	A. SUM OF % COVER FOR ALL NATIVE SPECIES							Exclude dead %cover
	B. SUM OF % COVER FOR ALL PLANTS (LIVE ONLY)							Exclude dead %cover
	A/B*100 (IE % OF TOTAL THAT IS NATIVE VEGETATION)							Exclude dead %cover

¹ Main ‘canopy’ species, use / or – for different or same height; 50-100% 20-49% (10-19%) [1-9%]

² Either <1%, 1%, 5%, or nearest 10% ³ List approx number seedlings, e.g., <10, 20-30, +10 **Use next page if > 12 species**

REMINDER: Include overhanging vegetation. Height is for foliage, not flower stalks.



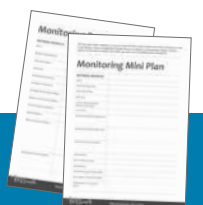
Vegetation Plot Datasheet (pg2)

SITE NAME:

DATE:

	Species (* for exotics)	Height (m)		Presence v or -			% Cover ²	Notes ³ (e.g.dieback, #seedlings of trees/scrubs)
		Max	Avg	Top >2 m	Mid 0.3-2	Gnd <30 cm		
13								
14								
15								
16								
17								
18								
19								
20								
21								
22								
23								
24								
25								
26								
27								
28								
29								
30								
	WATER							
	BAREGROUND							
	A. SUM OF % COVER FOR ALL NATIVE SPECIES							
	B. SUM OF % COVER FOR ALL PLANTS (exc. water/ground)							
	A/B*100 (IE % OF TOTAL THAT IS NATIVE VEGETATION)							

GENERAL COMMENTS:



Animal Pest Datasheet (pg1)

SITE NAME:

START POINT (NZTM):

LOCATION:

DATE Deployed:

DATE Collected/Visited:

RECORDER:

START time:

ANALYST:¹

FINISH time:

	DEVICE Type ² – Code ³	Species Detected	WAYPOINT (NZTM)	Notes
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

¹ The person who identified the pests, this may be completed in the field or back at base

² CC = chew card, WT = wax tag, TT = tracking tunnel

³ Unique device number (include ref on an aerial photo or map if possible)

Cont. next page if > 15 devices



Animal Pest Datasheet (pg2)

SITE NAME:

DATE:

	DEVICE Type ¹ – Code ²	Species Detected	WAYPOINT (NZTM)	Notes
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				

¹ CC = chew card, WT = wax tag, TT = tracking tunnel

² Unique device number (include ref on an aerial photo or map if possible)

GENERAL COMMENTS:

