



Council / Operational Procedure

PROCEDURE NUMBER PUBLIC NOTIFICATION OF WEED TREATMENT PROCEDURE

This procedure relates to COS Operational Weed Management Policy 2020.

PURPOSE

This procedure outlines the process undertaken by Colac Otway Shire Council to ensure communities within Colac Otway Shire are notified of upcoming weed spraying works undertaken as part of Council's weed management operations.

SCOPE

<<Describe the coverage of the procedure, that is who or what it applies to and the extent of activities that it covers.>>

Colac Otway Shire Council's Public Notification of Weed Treatment Procedure should be referred to and incorporated into all of Council's weed management operations. This procedure therefore applies to all weed treatment programs auspiced, undertaken or contributed to by Colac Otway Shire Council, and it is binding upon Councillors, Council Officers, contractors and consultants, while engaged by Council, and any volunteers involved with works associated with these programs.

DEFINITIONS

<<Provide a list and brief description of key terms used in the procedure.>>

Term	Definition
Herbicide	Any chemical used for the control of weeds. Under Victorian legislation, there are controls on the use of agricultural chemicals, which include requirements for keeping records of chemical applications.
Roadside furniture	All fixtures in the road and road reserve, namely drainage culverts, guideposts, signs and guardrails.
Shoulder maintenance	Works conducted on the shoulder of roads prior to construction, re-sheeting or re-sealing.
Weed	An invasive plant growing in a context where it has adverse effects on environmental, economic or community-based values. This Policy recognises that what constitutes a 'weed' varies depending on the management context. In all cases, it is a plant growing 'in the wrong place', namely where it threatens or

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	degrades the designated land use or where it may readily spread to degrade other land.
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REFERENCES

<<List any references (documents or acts/legislation)>>

This procedure is governed by the following Legislation and Statutory Regulations:

- *Catchment and Land Protection Act 1994 (CaLP Act)*
- *Agricultural and Veterinary Chemicals (Control of Use) Act 1992*
- *Agricultural and Veterinary Chemicals (Control of Use) Regulations 2007*
- *Occupational Health and Safety Act 2004*
- *Occupational Health and Safety Regulations 2007*
- *Public Health and Wellbeing Act 2008*
- *Public Health and Wellbeing Regulation 2009*
- *Safety Data Sheets (SDS) – All chemicals used by Council are bound by the product specific SDS from a legislative perspective. The SDS highlight how a chemical is to be used and stored, and safety requirements for the public and those applying it.*

PROCEDURE

<<Describe the step by step actions that will be undertaken to implement the policy. The actions should be specific and clearly written. They should not include detailed descriptions of routine processes and timelines, forms and templates which may be subject to frequent modification. The actions should tell users how to, and who will, implement the procedure.>>

Public notification is an important component of ensuring that Council’s weed management operations remain accountable and transparent. Council is committed to notifying communities within Colac Otway Shire of upcoming spraying works by publishing this information in the form of a public notice on Council’s website, to be updated at minimum twice per year. Attention is drawn to newly published information via a media release and/or social media. The process followed by Council for public notification is outlined below.

Additional public notification methods where herbicides are applied may also be undertaken, and these include signage and the use of marker dyes, so that treated weeds can be easily identified in the period between application and die-off. The focus of this procedure, however, is the published component of Council’s notification of upcoming spraying works.

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Council has established an 'Upcoming Weed Control Works' Webpage, under the project updates part of the Colac Otway Shire Council website (<https://www.colacotway.vic.gov.au/Works-Projects/Upcoming-Weed-Control-Works>) Information included as part of the public notice is:

1. location of spraying;
2. the active chemical constituent(s) of the herbicide(s) being applied;
3. and an indicative timetable of spraying.

INFORMATION PUBLISHED AS PART OF PUBLIC NOTIFICATION OF COUNCIL WEED MANAGEMENT OPERATIONS (Heading 2)

- Timing of treatment
- Name of Road/Reserve/Public Open Space & locality
- Target weeds being treated and/or purpose of works being undertaken
- Active Chemical Constituent/s of herbicides being applied

NOTIFICATION PROVIDED UNDER TWO DISTINCT CATEGORIES:

1. Environmental Weed Control Program 2019-20 - Upcoming Weed Control Works

Under the Environmental Weed Control Program, Colac Otway Shire Council engages contractors to undertake targeted treatment of noxious weed infestations to protect road reserves and other environmental reserves throughout the shire with significant environmental values, such as high-quality remnant indigenous vegetation and threatened species.

2. Services and Operations - Weed Control Program 2019-20 - Upcoming Weed Control Works

MEDIA RELEASES & USE OF SOCIAL MEDIA

RELATED DOCUMENTS

<<List documents that relate to the policy and where they are located, eg website, intranet, CM reference.>>

- **COS Operational Weed Management Policy**

- Document location: *D20/96806*

- **Weed Treatment Exemption Procedure**

- Document location: *D20/96845*

- **Weed Treatment Exemption Register**

Document title: Properties to notify before treatment commences and or where no treatment may occur - Previously called No Spray register

- Document location: *D18/83848*

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DOCUMENT CONTROL

Procedure owner	Manager, Environment and Community Safety Manger, Services and Operations	Division	Development and Community Services Infrastructure and Leisure Services
Date adopted by Executive		Policy Number	OD – 01
File Number		Next review date	

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