



PESTICIDE USE POLICY and NOTIFICATION PLAN

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Pesticide Use Policy and Notification Plan

Introduction

This Pesticide Use Policy and Notification Plan has been prepared in accordance with the requirements of the Pesticides Regulation 1995 (the Regulation). The policy sets out how Waverley Council will notify members of the community of pesticide applications it makes or allows to be made to public places that it owns or controls and how Council intends to use and store pesticides.

The aim of this policy is to meet the community's general right to know about pesticide applications made to outdoor public places that are owned or controlled by public authorities. This policy allows members of the community to take action to avoid contact with pesticides, if they wish. Council ensures that pesticides are applied to public places in a safe, responsible manner, minimising harm to the community or the environment.

This policy and plan contains three parts that forms Council's integrated pest management policy. The three parts are:

- Policy Statement of Council's pesticide use
- Council's Notification Plan – how, when and who it notifies of pesticide use
- Pesticide Use Appendices – which demonstrates the process in which Council is to comply with current legislation requiring correct storage, use and certification of staff using pesticides.

Pesticide Use Policy

- Sets the context and framework for the Notification Plan and Pesticide Use procedures

Notification Plan

- what public places are covered by the plan
- who regularly uses these public places and an estimate of the level of use
- how and when Council will provide the community with information about its pesticide applications in public places (i.e. what notification arrangements will be used)
- how the community can access this plan
- how to get more information about how Council will let people know that pesticides will be used
- how future reviews of the plan will be conducted
- contact details for anyone wishing to discuss this plan with Council.

Pesticide Use and Storage Procedures

- How these substances are stored and accessed
- How Council meets Occupational Health & Safety (OH&S) and Environmental Legislation with regard to pesticides
- What measures are taken to ensure staff competency with regard to substances

This policy states that Council only uses pesticides in public places when necessary to eliminate noxious weeds, to protect public property from pest damage and to protect the users of public places from nuisance or danger.

Pesticide use policy

Waverley Council states within its vision and mission statements that Waverley is a place that:

Protects and enhances the natural environment for present and future generations and shares open and green space

As part of Waverley Council's commitment to the environment Council considers that there are better alternatives to the use of pesticides when controlling certain pests and weeds, however it acknowledges that at times the use of these products can be an essential element in controlling some species.

Council's effort to the protection of the environment is demonstrated through the restricted use of certain substances on properties / places owned or controlled by Council. Council considers options such as mulching or the manual removal of weeds to be a more sustainable and environmentally friendly act.

Council has obligations under the Protection of the Environment Operations Act (1997) and the Occupational Health and Safety Act (2000) with regard to the correct use and storage of pesticides and certification of staff using pesticides. In this regard the Pesticide Use Policy establishes guidelines on the types of substances Council allows. It covers how these substances are stored and accessed, how they are to be used and the levels of certification required before staff can use certain substances.

Where there is a perceived need for a new pesticide product, this policy describes the consultation process that must take place through the Environmental Services Division, Parks and Open Spaces Division and other relevant Council Officers to investigate alternatives.

Application of the Policy

This Policy applies to all employees of Waverley Council. It applies to contractors and leaseholders with respect to substances used on Council owned, occupied and managed lands. The policy also applies to associated bodies who utilise Council resources and / or obtain funding for projects associated with Council activities, such as BushCare.

Pesticides

Under the NSW *Pesticides Act 1999*, a pesticide is an 'agricultural chemical product' as defined in the *Agricultural and Veterinary Chemicals Code Act 1994* (Cwlth), namely:

'a substance or mixture of substances that is represented, imported, manufactured, supplied or used as a means of directly or indirectly:

- *destroying, stupefying, repelling, inhibiting the feeding of, or preventing infestation by or attacks of, any pest in relation to a plant, a place or a thing; or*
- *destroying a plant; or*
- *modifying the physiology of a plant or pest so as to alter its natural development, productivity, quality or reproductive capacity; or*
- *modifying an effect of another agricultural chemical product; or*
- *attracting a pest for the purpose of destroying it.'*

Some families or groups of chemical products, which are considered pesticides under current NSW legislation, are:

- Bactericides
- Baits
- Fungicides
- Genetically Modified Organisms (GMOs)
- Herbicides.

- Insecticides
- Lures
- Rodenticides
- Repellents

Notification plan

Public Places Covered by this Plan

Waverley Council proposes to use or allow the use of pesticides in the following categories of outdoors public places that it owns or controls in the Waverley Local Government Area:

- Public open spaces; eg parks, playgrounds and picnic areas and reserves.
- Sporting fields and ovals
- Cemeteries
- Public land owned or controlled by Waverley Council including:
 - road verges and road reserves
 - laneways and pathways
 - road, utility or other easements accessible to the public
 - drains
- Council controlled or owned heritage style bus shelters.
- Land within the boundary of Council owned property.
- Crown Lands controlled by Council

Although not required by the Regulation, this notification plan will also provide information on how notice will be provided to the community of pesticide use in the interiors and grounds of the following Council buildings or throughout the listed facilities:

- Library
- Childcare Centres
- Halls and Pavilions
- Chambers

Council's estimate of the level of community use, regular user groups and types of pesticide use in each of these categories of public places is summarised in the following table.

Public places	Regular user groups	Level of use of public place	Type and Frequency of pesticide application
Public Open Space (including cemeteries), reserves	Public open spaces are listed in attachment 1, their level of use is described in the Waverley Council Management Plan – that criteria is used in this instance for consistency Council staff and contractors	High	Irregular spot spraying is used where mulching or hand weeding is not an option.
Sporting fields and ovals	Organised sporting clubs and members of the public on non-scheduled use days	Medium, however dependent upon season.	Irregular spot spraying is used where mulching or hand weeding is not an

Public places	Regular user groups	Level of use of public place	Type and Frequency of pesticide application
			option.
Road verges and road reserves	Members of the public as pedestrians Council staff and contractors (contractors doing road works)	High	Irregular spot spraying is used where mulching or hand weeding is not an option.
Laneways and pathways Easements accessible to the public (e.g. road, rail, water, sewer, electricity) Drains	Members of the public as pedestrian's Council staff and contractors	High	Irregular spot spraying is used where mulching or hand weeding is not an option.
Crown land	Bondi to Bronte Coastal Walk is contained within Crown Land. This area is used by visitors Council staff and contractors	High	Irregular spot spraying is used where mulching or hand weeding is not an option.
Interiors of public buildings, indoor gardens and contained grounds: Library Bondi Pavilion Waverley Arts Centre Council run Child Care Centres Waverley Cemetery Car parks controlled by council Council Chambers Mill Hill Centre Heritage style bus shelters	Members of the public Community groups Child Care Centre users Visitors to cultural events Council staff and contractors	High	Occasion weed control (household volumes) and as part of any public gardens surrounding those buildings or facilities. Regular pest control in public facilities
Ocean Pools	Members of the public as visitors to the ocean pools Council staff and contractors	High – season dependent	Irregular spot spraying is used where mulching or hand weeding is not an option.

Notification Arrangements

This section of the plan describes how and when Waverley Council will provide notice of pesticide use in public places, including special measures for sensitive places that are immediately adjacent to the boundary of public places, arrangements for emergency pesticide applications and circumstances where notice will not be given.

These notification requirements are based on Council's assessment of:

- the level of usage of public places where pesticides may be used;
- the extent to which members of the public who are most likely to be sensitive to pesticides (e.g. young children, sick, pregnant and elderly people) and are likely to use these areas regularly;
- the extent to which activities generally undertaken in these areas could lead to some direct contact with pesticides (such as picnic areas where food is consumed; sporting or other recreational activities that result in contact with the ground);
- type of pesticide used.

Notice of pesticide use will be provided by a combination of:

- signs
- information on Council's web site (which will describe programmed, reactive and emergency pesticide use in public places);
- publication in the Wentworth Courier or similar local newspapers
- letters
- letterbox drops
- door knocking

Spot Use of Pesticides – Domestic Quantities – No Notification required

Council will use small quantities of some pesticides that are widely available in retail outlets and ordinarily used for domestic purposes (including home gardening). This will be for the minor control of indoor and outdoor insect pests using baits or aerosol spray cans and spot weed control using a wand or hand-held spray bottles.

Council **will only provide** individual notice for each spot use of pesticide application in sensitive places and playgrounds.

Public Open Space, Cemeteries and Council controlled Crown Lands

Where Council will use large quantities (ie. non-domestic quantities) the notification arrangements described below will apply to the following public place categories owned or controlled by Council within the local government area (LGA):

- public parks, gardens and cemeteries
- recreation areas such as Coastal / Cliff walks
- reserves
- playgrounds
- picnic areas
- sporting fields, ovals, related sporting facilities and areas surrounding ocean pools
- Council owned heritage style bus shelters.

In these public places, signs will be provided to the general community near the application area or main entrance(s) at least 48 hours prior to application and remain for at least 48 hours afterwards for the following pesticide uses:

- broadscale selective herbicides
- broadscale non-selective herbicides
- broadscale insecticides
- fungicides (on the relevant garden beds)
- spray termiticides and ant control
- bait termiticides (where part of an ongoing program, first use of pesticide only)
- bait bird control (where part of an ongoing program, first use of pesticide only)
- bait rodenticide (where part of an ongoing program, first use of pesticide only)

For **playgrounds** only, prior notice will be extended to 5 days by placing signs for all the above pesticide uses. For these areas only, signs will also be placed for at least 48 hours after spot herbicide or insecticide use or placement of ant control baits.

Outdoor public thoroughfares and certain easements accessible to the public

The notification arrangements described below will apply to the following categories of public place owned or controlled by Council within the LGA:

- laneways and pathways
- road shoulders, verges, road reserves and footpaths
- road, sewer and electricity easements accessible to the public
- Drains (ie. curb and gutter or open drains).

In these public places, information on the locality of programmed use of herbicides will be placed in the Wentworth Courier or similar local newspaper and posted on Council's web site every three months.

Notice is NOT required to be given where an occupier of a property that is adjacent to a category listed above uses pesticides on a part of that land that is adjacent to their property.

Certain Council buildings

Pesticide use may take place in Council chambers, Council owned libraries, community halls and centres and childcare facilities that are owned or controlled by Council. Signs will be provided near the application area or main entrance at least 48 hours prior to application and remain for at least 48 hours afterwards for the following pesticide uses:

- spot use of insecticides
- bait rodenticides
- spray termiticides
- spray ant control.

In addition, 5 days prior notice of all programmed pesticide use in Council childcare facilities will be given to operators of the facilities

Emergency pesticide applications

Emergency pesticide applications in public places may be required to deal with biting or dangerous pests such as wasps, bees, venomous spiders, fleas, bird mites or rodents (that pose an immediate health hazard). Council will, where possible, provide notice by posting signs nearby at the time of the application. If this is not possible, Council will provide information via its information line [phone 9360 8000], or by request to the person applying the pesticide. Signage will remain for 48 hours after the pesticide application.

Special measures for sensitive places

Clause 11J(1) of the Pesticides Regulation defines a sensitive place to be any:

- school or pre-school
- kindergarten
- childcare centre
- hospital
- community health centre
- nursing home
- place declared to be a sensitive place by the Environment Protection Authority (EPA) – now a part of the Department of Environment and Conservation (DEC).

Waverley Council also considers the ***Waverley Community Garden*** in Ebley Street, Bondi Junction be a "sensitive" place.

For non-emergency or programmed reactive pesticide use in outdoor public places next to sensitive places, the occupier of that sensitive place will be notified at least 5 days before the expected date or dates of broad scale herbicide or pesticide use. The notification method will be via mail, letterbox drop or notification in the Wentworth Courier or other, similar local newspaper.

Notification signs must be in place 5 days prior to the application of pesticide and remain for 48 hours following the application.

If a pesticide must be used to deal with an emergency in an outdoor public place that is adjacent to a sensitive place, Council will organise a letter box drop or door-knock in that sensitive place, preferably at least 30 minutes before application. This is so people are aware that a pesticide is about to be used to deal with a dangerous pest infestation.

Pesticide contractors and lessees of public places

Where Council uses contractors to apply pesticides on its behalf, Council will ensure that notification is made in accordance with the notification requirements of this plan. Where persons or organisations hold an existing lease on Council land that remains a public place and if they use pesticides in this area, Council will still require notification in accordance with the requirements of this plan.

What information will be provided

In accordance with clause 11L(2)(g) of the Pesticides Regulation, notice of pesticide use will include the following information:

- the full product name of the pesticide to be used, and
- the purpose of the use, clearly setting out what pest or pests are being treated, and
- the proposed date/s or date range of the pesticide use, and
- the places where the pesticide is to be used, and
- contact telephone number and E-mail address of the Council officer who people can contact to discuss the notice, and
- any warnings regarding re-entry to or use of the place, if specified on the pesticide product label or the APVMA¹ permit.

How the community will be informed of this plan

Waverley Council will advise residents of this plan and its contents by:

- making a copy of the plan available for viewing, free of charge, at its main office at the corner of Bondi Road and Paul Street
- placing a copy of the plan on the its web site
- available from its office at the Mill Hill Centre, Spring Street, Bondi Junction
- placing it on display at Council's Library, 32-48 Denison Street, Bondi Junction
- through Precinct meetings
- placing a notice in the *Wentworth Courier*
- placing a notice in other communication media used by Council or its associated groups
- placing a notice in the NSW Government Gazette

This Notification Plan will be on display for a period of 28 days.

¹ The Australian Pesticides and Veterinary Medicines Authority (APVMA), the national government body responsible for assessing and registering (or otherwise approving) all pesticide products in Australia and for their regulation up to and including the point of retail sale.

Future reviews of the plan

The notification plan will be reviewed every 3 years or when circumstances require a review of the plan. The review will include:

- a report on progress of implementing the plan
- placing the plan on public exhibition, with any proposed changes and calling for public submissions
- in the light of public submissions, making recommendations for alterations (if applicable) to the plan.

Contact details

Anyone wishing to contact Waverley Council to discuss the Notification Plan should contact the Risk Manager, on (02) 9369 8015.

To obtain details of pesticide applications in public places contact Council's Customer Service Centre on (02) 9369 8000 or access the web site: www.waverley.nsw.gov.au

Attachment 1

Notification summary table – minimum notification requirements

Public places	Notification period required	Notification style				
		Local signage	Web site / info line	Local Newspaper	Door knock	Mail - Letter box drop
Public Open Space (including cemeteries) and reserves	48 hours + 48 hours following application	✓				
	Playgrounds: 5 days + 48 hours following application	✓				
Sporting fields and ovals	48 hours + 48 hours following application	✓				
Areas surrounding ocean Pools	48 hours + 48 hours following application	✓				
Road verges and road reserves	Programmed weed control			✓		
Laneways and pathways Easements accessible to the public (e.g. road, rail, water, sewer, electricity) Drains	Programmed weed control			✓		
Crown land	48 hours + 48 hours following application	✓				
	Programmed weed control			✓		
Interiors of public buildings, indoor gardens, contained grounds and heritage style bus shelters	48 hours + 48 hours following application	✓				
Sensitive Places	Programmed weed control PLUS			✓		
	At least 5 days, + 48 hours following application	✓			On emergency application	✓
Emergency Application	On commencement of application + 48 hours following application	✓			To sensitive places adjacent	To sensitive places adjacent
Spot Use or Application of domestic quantities – NO NOTIFICATION REQUIRED unless a Sensitive Place or Playground						

Attachment 2

Schedule of public open space

Reserve	Location	Category
Andrew St Reserve	cnr Andrew St & Hewlett St, Bronte	General community use
Arnold St Reserve	cnr Arnold St & Bourke St, Queens Park	General community use
Ashley St Reserve	cnr Ashley St & Darling St, Waverley	General community use
Barnett Levy Place	cnr Dalley St & Council St, Bondi Junction	General community use
Barracluff Park	Cnr Old South Head Rd & Warners Ave, North Bondi	Park / Sportsground
Beach Rd Reserve	cnr Beach Rd & Old South Head Rd, Bondi	General community use
Belgrave St Reserve	cnr Belgrave St & Murray St, Bronte	General community use
Biddigal Reserve	Ramsgate Ave, North Bondi (north end of Bondi Beach)	Park
Blair St Reserve	cnr Blair St & Wairoa Ave, North Bondi	General community use
Bondi Park	Off Campbell Pde, Bondi Beach (back of Bondi Beach)	Park / Area of cultural significance
Bondi to Bronte Coast Walk	From North Bondi to Waverley Cemetery	Park / Area of cultural significance
Boondi Reserve	cnr Bondi Rd & Campbell Pde, Bondi Beach	Park
Brighton Bvd Reserve	Brighton Bvd, Bondi (between Brighton Bvd & Ramsgate Ave)	Park
Brisbane St Reserve	cnr Brisbane St & Bronte Rd, Bondi Junction	General community use
Bronte Park	East end of Bronte Rd, Bronte (back of Bronte Beach)	Park / Natural area (Bushland / Foreshore)
Caffyn Park	Cnr Portland St & Blake St, Dover Heights	Park
Calga Rd Closure	cnr Calga Rd & Macpherson Rd, Bronte	General community use
Calga Reserve	Calga Ave, Bronte (north of Waverley Cemetery)	Park / Natural area (Foreshore)
Chaley St Reserve	Chaley St, Rose Bay	General community use
Clarke Reserve	East end of Clarke St, Vaucluse	Park / Natural area (Foreshore)
Clemenston Park	Cnr Ebley St & Newland St, Bondi Junction	Park
Collingwood St Closure	Collingwood St, Bronte	General community use
Cox Ave Reserve	cnr Cox Ave & O'Brien St, Bondi	General community use
Craig Ave Reserve	cnr Craig Ave & Military Rd, Vaucluse	General community use
Cross St Reserve	cnr Cross St & Darling St, Tamarama	General community use
Cuthbert St Reserve	cnr Cuthbert St & Fitzgerald St, Queens Park	Park
Dalley St Reserve	cnr Dalley St & Council St, Bondi Junction	General community use
Diamond Bay Reserve	Craig Ave, Vaucluse	Park / Natural area (Foreshore)
Dickson Park	Cnr Edward St & Wellington St, Bondi	Park / Sportsground
Dickson St Reserve	cnr Dickson St & Murray St, Waverley	General community use

Reserve	Location	Category
Dover Rd Reserve	Dover Rd near Gilbert St, Dover Heights	General community use
Dudley Page Reserve	Cnr Military Rd & Lancaster Rd, Dover Heights	Park / Sportsground
Eastern Reserve	Eastern end of Eastern Ave, Vaucluse	Park / Natural area (Foreshore)
Edward St Closure	cnr Edward St & Bondi Rd, Bondi Beach	General community use
Eora Park	Cnr Hollywood Ave & Waverley St, Bondi Junction	Park
Faith Patterson Place	cnr Albion St & Macpherson St, Waverley	Park
Fingelton Reserve	cnr Bondi Rd & Waverley Cres, Bondi Junction	Park
Fletcher St Reserve	cnr Fletcher St & Denham St, Tamarama	General community use
Forest Knoll Reserve	Forest Knoll Ave, Bondi	Park
Francis St Reserve	Francis St between Lucius St & Denham St, Bondi	Park
Gaerloch Reserve	Gaerloch Ave, Tamarama	Park / Natural area (Foreshore)
Gardyne St Reserve	cnr Gardyne St & Albert Lane, Bronte	General community use
Garrara Reserve		Park
Gibson St Reserve	cnr Gibson St & Brown St, Waverley	Park
Gilgandra Reserve	Gilgandra Rd, North Bondi	Park
Glen St Reserve	cnr Glen St & Fletcher St, Tamarama	Park
Hal Lashwood Reserve	cnr Bay St & Brighton Blvd, North Bondi	General community use
Hewlett St Closure	cnr Hewlett St & Murray St, Waverley	General community use
Hewlett St Reserve	Hewlett St opp Alfred St, Bronte	General community use
Hugh Bamford Reserve	Military Rd, North Bondi (north of golf club)	Park / Sportsground / Natural area (Foreshore)
Hunter Park	Campbell Pde opp Francis St, Bondi	Park / Natural area (Foreshore)
Jensen Ave Reserve	Jensen Ave, Vaucluse	Park / Natural area (Foreshore)
Jessie Street Reserve	cnr Belgrave St & Murray St, Bronte	Park
Kimberley Reserve	Military Rd, Vaucluse, near cnr Old South Head Rd	Park
Liverpool St Reserve	Liverpool St, between Bangalla Rd & Old South Head Rd, Rose Bay	General community use
Macleay St Closure		General community use / Natural area (Bushland)
Macpherson Park	Cnr Macpherson St & Arden St, Waverley	Park
Marks Park	East end of Fletcher St, Tamarama (Mackenzies Point)	Park / Natural area (Foreshore)
Marlborough Reserve	Cnr Brown St & Blandford Ave, Waverley	Park
Memorial Gardens		Park
Murriverie Rd Closure	cnr Murriverie Rd & Military Rd, North Bondi	General community use
Murriverie Rd Reserve	cnr Murriverie Rd & Glenayr Ave, North Bondi	Park
New St Closure	cnr New St & Old South Head Rd, Bondi	General community use
Niblick St Reserve	Niblick St, North Bondi	Park

Reserve	Location	Category
O'Donnell St Community Reserve	cnr O'Donnell St & Frederick St, North Bondi	Park
Onslow St Plaza	dead end, Onslow St, Rose Bay	General community use
Onslow St Reserve	Onslow St, Rose Bay	Park
Oxford St Mall	Oxford St between Bronte Rd & Newland St, Bondi Junction	General community use
Palmerston Ave Closure	cnr Palmerston Ave & Murray St, Bronte	General community use
Pembroke St Closure		General community use
Queens Park	Queens Park Rd, Queens Park	
Raleigh Reserve	East end of Raleigh St, Dover Heights	Natural area (Foreshore)
Raleigh St Reserve	cnr Raleigh St & Hardy St, Dover Heights	Natural area (Foreshore)
Ray O'Keefe Reserve	Eastern end of Ramsgate Ave, North Bondi (Ben Buckler Point)	Park / Natural area (Foreshore)
Rodney Reserve	Rodney St, Dover Heights	Sportsground / Natural area (Foreshore)
Roscoe St Closure East	cnr Roscoe St & Campbell Pde, Bondi Beach	General community use
Roscoe St Closure West	cnr Roscoe St & Gould St, Bondi Beach	General community use
Rowland Ave Reserve		Park
Scarborough Cres Reserve	Ramsgate Ave, North Bondi (steps to Campbell Pde)	General community use
Scott St Closure		Park
Seven Ways Reserve	cnr Blair St & Glenayr Ave, Bondi	General community use
Simpson Park	Cnr Macpherson St & Leichhardt St, Waverley	Park
Sir Thomas Mitchell Reserve	cnr Sir Thomas Mitchell St & Ormond St, Bondi	Park
Six Ways Reserve	cnr O'Brien St & Glenayr Ave, Bondi	General community use
St James Rd Reserve	Cnr St James Rd, & Gowrie St Bondi Junction	Park
Stephen St Reserve	cnr Stephen St & Bennett St, Bondi	Park
Tamarama Park	Tamarama Marine Drive, Tamarama (back of Tamarama Beach)	Park / Natural area (Foreshore)
Thomas Hogan Reserve	Francis St, Bondi, near cnr Old South Head Rd	Park / Natural area (Bushland)
Thompson St Reserve	cnr Thompson St & Tamarama marine Dve, Tamarama	General community use
Tipper Ave Reserve	cnr Tipper Ave & Macpherson St, Bronte	General community use
Tower St Reserve	Marne St opp Tower St, Vaucluse	General community use
Varna Park	Cnr Varna St & Leichhardt St, Waverley	Park
Victoria Park	west end of Victoria St, Queens Park	Park
Wairoa Reserve	cnr Wairoa Ave & Hastings Pde, North Bondi	Park
Warren Zines Reserve	off Loombah Rd, Dover Heights	Park
Waverley Cemetery	cnr St Thomas St, Trafalgar St & Boundary St, Bronte	non-recreation

Reserve	Location	Category
Waverley Park	Cnr Bondi Rd, Park Pde & Birrell St, Bondi	Sportsground / Park
Waverley St Mall	cnr Waverley St & Oxford St, Bondi Junction	General community use
Weonga Reserve	east end of Weonga Rd, Dover Heights	Natural area (Foreshore)
Williams Park (Bondi Beach Golf Club)	Military Rd, North Bondi	Park / Area of cultural significance / Natural area (Foreshore)

Attachment 3

Pesticide use and storage procedures

Pesticide Use

Waverley Council places a strong emphasis on the types of substances that can be used within the work environment and public places.

It is Council's position that only organic substances can be used, however where an organic substance can't be sourced, or no alternative is available only substances that are available for domestic use shall be used.

Pesticide Purchasing and Storage

Purchasing

Prior to purchasing any new or alternative pesticide product, a process of consultation must be undertaken. Consultation shall be with Council's Environmental Services Division, the Risk Manager (where appropriate) and a Senior Officer of the site where the product is most likely to be used. The purpose of this consultation is to determine if the replacement product is the most suitable for the site and its intended use.

Storage Procedure

Where containers have the potential to hold 20 litres / 20 kilograms or more they must be stored in a suitable modified room or container that offers air circulation and where required, it must be fire proof. Any lesser amounts must be clearly identified as the product and its concentration.

The storage area must :

- contain a list of all pesticides , including:
- Material Safety Data Sheets
- Records / spreadsheets of all pesticide movements (date in / out / volume / officer)
- separate flammable materials and must contain those materials within a suitable fireproof cabinet and be kept separate from any non-compatible products

Disposal

All unused / unwanted or out of date pesticides must be disposed of correctly (in accordance with EPA guidelines), to a properly authorised land fill site. This can be arranged through a number of licensed waste companies.

Spills

Areas that contain liquid pesticides must also hold an appropriate sized spill kit. Where a spill occurs steps must be taken to reduce any impact to the environment, this includes:

- Use of spill kit to restrict flow of liquids through containment or absorption
- Correct disposal of materials used to contain the spill
- Removal of any soils or sand contaminated by the liquids
- Notification to the appropriate authority if the spill has caused or is likely to cause material harm to the environment.

Record Keeping for Pesticide use

The Pesticides Act of 1999 requires that certain records are kept in relation to pesticide use.

Council must record and retain information about:

- who applied the pesticide,
- what, when, how and where it was applied,
- to what it was applied,
- how much was applied, and
- if the pesticide was applied outdoors by spray equipment, an estimate of wind speed and direction.

The record must be made within 24 hours of use and kept for three years.

This applies to herbicides, fungicides, insecticides, fumigants, bactericides, rodenticides, baits, lures, repellents and pesticides used on animals to control external parasites.

Record keeping is compulsory. The exception applies only where all of the following occur:

- only use pesticides that are available to everyone for home or garden use, **and**
- use the pesticide in small quantities, that is:
 - use the pesticide outdoors in quantities of no more than 5 litres/5 kilograms of concentrated product or 20 litres/20 kilograms of the ready-to-use product, or
 - use the pesticide indoors in quantities of no more than 1 litre/1 kilogram of concentrated product or 5 litres/5 kilograms of the ready-to-use product, **and**
- apply the pesticide by hand or by using hand-held equipment only.

Even in circumstances where there is no need to keep records, employees are still responsible for the correct and careful use of that product at all times.

Records of pesticide use must be kept for a period of 3 years.

Competency of Employees

The *Pesticides Act 1999* makes training compulsory for commercial users of pesticides. It is therefore a requirement that certain employees of Council undertake training with regard to pesticide use, specifically:

- People who use pesticides **in their business or as part of their job** must be trained in how to use those pesticides.
- A person who is 'trained' has a qualification that shows that they have achieved a specific level of competency in pesticide use.
- People who are qualified have to be re-assessed every five years.

Further Council must not employ or engage a person to use pesticides unless that person is trained in the use of that pesticide.

The Pesticides Act 1999 allows for certain exemptions, specifically where small quantities of household pesticides are in use, provided the following is in place:

- apply pesticides that are ordinarily used for domestic purposes (e.g. in the home or garden), **and**
- are widely available to the general public at retail outlets such as supermarkets, **and**
- apply the pesticide by hand or by using hand-held equipment, **and**
- if outdoors, use no more than 5 litres/5 kilograms of concentrate or 20 litres/20 kilograms of ready-to-use product, or
- if indoors, use no more than 1 litre/1 kilogram of concentrate or 5 litres/5 kilograms of ready-to-use product.

Contractors Use of Pesticides

Contractors who undertake work on behalf of Council must in all cases comply with all aspects of the policy. Further, steps will be implemented to ensure all contracts have:

- The correct certification for employees
- Current insurance cover for Workers Compensation and Public Liability

Future Reviews of the Policy -

The Pesticide Use Policy will be reviewed every 3 years or when circumstances require a review of the policy. The review will include:

- a report on progress of implementing the policy
- advice on changes to legislation with regard pesticide use
- advice on changes within Council on purchasing different types of pesticides or other related substances.