

Use this form for environmental/natural area works undertaken on Council land, such as weed control work, mulching, planting, track maintenance and monitoring activities. This information will be added to Council's Natural Areas Restoration Register and used to aid environmental protection during the planning and development process, grant application and reporting processes and highlight the amount of work our volunteers are doing.

Completed forms should be returned to Jordan Skinner either monthly or quarterly, or handed to Council staff at a Parks Forum. Post to Weeds Officer, Port Stephens Council, PO Box 42, Raymond Terrace NSW 2324 or email weeds@portstephens.nsw.gov.au.

Site/Reserve name:			
Suburb:		Date:	
Committee activity or grant funded project? <i>(If grant funded – name of grant body)</i>			
Start time:	Finish time:	No. of volunteers:	Total hours worked:

Work Completed (non chemical application):		
Site inspection (m ²)	Track maintenance (m)	Monitoring (m ²)
Site preparation (m) ²	Mulching (m ²)	Green waste/rubbish removed (m ³)
Maintenance weeding (hand removal) (m ²)	Planting (no.)	Workshop delivered (no. attendees)
<i>For primary weeding (herbicide treatment), the Record of Herbicide Application must be completed.</i>		

Observations/Comments:
Flora – plants of significance, seeding plants, emerging weeds, lessons learned Fauna – pest animals, mammals, reptiles, tracks, nests or burrows etc

(This form is available on Council's website www.portstephens.nsw.gov.au/live/volunteers/approvals-and-works)