

Hawkesbury River County Council

**Workplace Policy**  
**Pesticide Use Notification**  
**Plan**  
**October 2023**

ADOPTED MINUTE NO. 2402 12/10/2023



## Contact

**Hawkesbury River County Council is located at:**

6 Walker St

SOUTH WINDSOR, NSW, Australia

Phone 02 4574 9600

Post PO Box 6021, South Windsor, NSW, Australia

Email [council@hrcc.nsw.gov.au](mailto:council@hrcc.nsw.gov.au)

Website [www.hrcc.nsw.gov.au](http://www.hrcc.nsw.gov.au)

### **Office Hours**

Monday to Friday

9.00am to 4:30pm



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## AREA OF OPERATION

Local Control Authority Area of Hawkesbury River County Council, covering the Local Government Areas of The Hills Shire and the Cities of Blacktown, Hawkesbury and Penrith.

## PLAN PERIOD

Start Date: May 2023  
Completion Date: February 2026

## IMPORTANT:

Always read the label before using any pesticide. All chemicals MUST be used strictly in accordance with the registered label for the product. Whilst all care has been taken by the Hawkesbury River County Council in preparation of this plan, neither the Council nor its officers or staff accept any responsibility for any loss or damage which may result from any inaccuracy or omission, or from the use of the information herein. For additional information contact Hawkesbury River County council – 02 4574 9600



## 1. REASON FOR THIS PLAN.

This pesticide use notification plan has been prepared in accordance with the requirements of the *Pesticides Regulation 2017*. This plan sets out how Hawkesbury River County 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.

The aim of this plan is to meet the community's general right to know about pesticide applications made to outdoor public places that are owned or controlled by Hawkesbury River County Council. The plan 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 & the environment.

The plan sets out how council will notify members of the community of pesticide applications made by council to public places.

The plan describes:

- 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 and get more information about council's notification arrangements
- how future reviews of the plan will be conducted
- contact details for anyone wishing to discuss this plan with council.

This plan states that council only uses pesticides in public places when necessary to eliminate priority weeds (weeds which pose a high risk to our environment or economy) and maintenance of council premises, constituent council's parks, reserves & vacant crown lands.

The pesticide use consists of applying herbicides (only) for priority weed control. Frequency of programmed applications range from 2-5 times per year for aquatic weeds, 1–5 times per year for council reserves roadways and 1-3 times per year for public areas. Further information on council's pesticide use can be obtained by calling Hawkesbury River County Council's Office on 02 4574 9600 or by visiting council's website [www.hrcc.nsw.gov.au](http://www.hrcc.nsw.gov.au)



## 2. DEFINITION

Under the *NSW Pesticides Act 1999*, a pesticide is an 'agricultural chemical product' as defined in the *Agricultural and Veterinary Chemicals Code Act 1994*, namely: 'a substance or mixture of substances that is represented, imported, manufactured, supplied or used as a means of directly or indirectly:

- destroying a plant; or
- modifying the physiology of a plant or pest so as to alter its natural development, productivity, quality or reproductive capacity (such as the prevention of flowering without killing the plant)

## 3. PUBLIC PLACES COVERED BY THIS PLAN.

Hawkesbury River County Council proposes to use or allow the use of herbicides in the following categories of outdoor public places that it controls in the The Hills Shire, Blacktown, Hawkesbury and Penrith local government areas:

- Reserves (Council managed)
- Public parks, playgrounds & picnic areas
- Sporting fields, ovals & related sporting facilities
- Interior of Council's depot and office
- Exterior of Council buildings / grounds
- Road verges and reserves
- Easements accessible to the public
- Caravan & camping grounds
- Hawkesbury/Nepean River, tributaries, Environs, Lagoons and ephemeral wetlands.
- Waste management centres
- Council depots / nurseries.
- Aquatic weed disposal sites
- Any crown land.

Hawkesbury River County 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.



	<b>Regular User Groups</b>	<b>Frequency</b>	<b>Pesticide Application Methods</b>
Reserves (Council controlled or Vacant Crown Lands)	General recreation users (e.g. joggers, dog walkers).	Low to medium	<ul style="list-style-type: none"> <li>• Spot herbicides</li> <li>• High/Low Volume selective herbicides</li> <li>• High/Low Volume non-selective herbicides</li> </ul>
Public Parks, Playgrounds & Picnic Areas	Children Families Social groups	High	<ul style="list-style-type: none"> <li>• Spot herbicides</li> <li>• High/Low Volume non-selective herbicides</li> </ul>
Sporting fields, ovals and related sporting facilities	Sporting clubs and associations School sports groups General recreational users (e.g. joggers, dog walkers)	High	<ul style="list-style-type: none"> <li>• Spot herbicides</li> <li>• High/Low Volume selective herbicides</li> <li>• High/Low Volume non-selective herbicides</li> </ul>
Interior of Council's Depot and office	Council staff General Public	Low	<ul style="list-style-type: none"> <li>• Spot insecticides</li> <li>• Bait rodenticides</li> </ul>
Exterior of Council's buildings / grounds	Council staff General Public	Low	<ul style="list-style-type: none"> <li>• Spot herbicides</li> <li>• High/Low Volume selective herbicides</li> <li>• High/Low Volume non-selective herbicides</li> <li>• Spot insecticides</li> <li>• Bait rodenticides</li> </ul>
Road verges and reserves	Local residents or visitors walking or driving on the road	Low for rural roads Medium too high for urban roads	<ul style="list-style-type: none"> <li>• Spot herbicides</li> <li>• High/Low Volume selective/nonselective herbicides</li> </ul>
Easements accessible to the public (e.g. road, lanes, water, sewer, drains, electricity)	Local residents and people who work in the area	Low to medium	<ul style="list-style-type: none"> <li>• Spot herbicides</li> <li>• High/Low Volume non-selective herbicides</li> </ul>
Caravan & camping grounds	Visitors Temporary residents	High	<ul style="list-style-type: none"> <li>• Spot herbicides</li> <li>• High/Low Volume selective herbicides</li> <li>• High/Low Volume non-selective herbicides</li> </ul>
Hawkesbury/Nepean River, tributaries, Environs, Lagoons	Recreation users Fishermen Families	High	<ul style="list-style-type: none"> <li>• Spot herbicides</li> <li>• High/Low Volume selective herbicides</li> </ul>



and ephemeral wetlands	Joggers Picnickers Boaters Water skiers Swimmers Other Authorities Staff eg. NPWS		• High/Low Volume non-selective herbicides
Waste Management Tips	Residents Council employees	Low	• Spot herbicides • High/Low Volume selective herbicides • High/Low Volume non-selective herbicides
Council Depots / Nurseries	Residents Council employees	Medium	• Spot herbicides • High/Low Volume selective herbicides • High/Low Volume non-selective herbicides
Aquatic Weed Disposal Sites	Residents Council employees Contractors	Medium	• Spot herbicides • High/Low Volume selective herbicides • High/Low Volume non-selective herbicides

#### 4. NOTIFICATION ARRANGEMENTS.

This section of the plan describes how and when Council will provide notice of pesticide use in public places. These notification arrangements are based on Council's assessment of:

- the level of usage of public places where herbicides may be used
- the extent to which members of the public who are most likely to be sensitive to herbicides (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 herbicides (such as picnic areas where food is consumed; sporting or other recreational activities that result in contact with the ground)
- the type of herbicides used.

**Notice of herbicide use will be provided by one of, or a combination of the following:**

- signs erected at entrances to parks whilst undertaking herbicide application
- council's website [www.hrcc.nsw.gov.au](http://www.hrcc.nsw.gov.au)
- on occasion the installation of pesticide notification sign for a site that needs multiple treatments

- information on Council's website (which will describe programmed, reactive and emergency herbicide use in public places)
- newspaper advertisements distributed in the area
- letter box drop

Council will also allow persons and organisations to nominate to have their details placed on a register which would allow them to be notified of certain types of herbicides uses in particular places, as described in this section of the plan.

### **Instances where Council will not give notice of herbicides application**

Council uses some herbicides that are widely available in retail outlets and ordinarily used for domestic purposes (including home gardening). Council does not intend to provide notice for such herbicide applications other than by way of this description in this plan (or general information on Council's website). This will apply to minor control of spot weed/vegetation control using a wand or backpack/hand-held spray bottle and low volume sprayer.

### **Notice will not be given of the following herbicides uses**

- minor spot spraying of isolated priority weeds on Council controlled land with herbicides
- where herbicide is below a Schedule 6 for spot spraying only.
- emergency control work – signage only will be provided.

### **Outdoor Recreation Areas.**

The notification arrangements described below will apply to the following public place categories controlled by Council within the local government area (LGA):

- public parks and reserves
- playgrounds
- picnic areas
- sporting fields, ovals and related sporting facilities
- the Hawkesbury Nepean River and its tributaries.

In these public places, signs will be provided to the general community near the application area or main entrance at the time of application and remain as long as described on the herbicide label, or any other legislative requirement for the following pesticide uses:

- high/low volume selective herbicides
- high/low volume non-selective herbicides





Where any of the above herbicide uses occur adjacent to sensitive places, the occupiers will be provided with 48 hours' notice by mail, email or letterbox drop and or which is acceptable to the occupier by prior agreement with Council.

For sporting fields, ovals and related sporting facilities, sporting groups and occupiers of adjacent sensitive places who register interest with Council can also have notice of the above herbicide uses faxed or emailed at least 24 hours prior to application. Information will be available to the general public on Council's website and at Council's Walker St. depot regarding the forward program for the above applications, and on the following herbicide use in outdoor recreation areas:

- spot herbicides
- high/low volume selective herbicides
- high/low volume non-selective herbicides

### **Outdoor Public Thoroughfares and Certain Easements Accessible to the Public.**

The notification arrangements described below will apply to the following categories of public places controlled by Hawkesbury River County Council

- streets, laneways and pathways
- road shoulders, verges, road reserves and footpaths
- road, sewer and electricity easements accessible to the public
- drains.

In these public places, information on the forward program for high/low volume herbicide will be posted on council's website every three months.

Information on the programmed and reactive spot use of herbicides will also be posted on Council's website every three months. Where programmed spot herbicide applications occur on outdoor public thoroughfares and the above easements, adjacent to sensitive places, and/or for parties who register interest with Council, Notice will not be given where occupiers of properties adjacent to Council public places use herbicides on parts of these public places near their properties.

### **Hawkesbury/Nepean River, other Creeks and Tributaries.**

Occasional spot spraying of aquatic priority weed species is carried out by Hawkesbury River County Council within the Hawkesbury/Nepean river, its tributaries and waterfront council managed parks and reserves with herbicides registered for use in aquatic environments. Notice of planned herbicide application in these locations will be posted on council's website and on our Facebook page prior to commencement of application, the Hawkesbury River County Council website will also have these notices available for public viewing. This includes



National Parks and Wildlife Service and Hawkesbury River County Council working as partners to control weeds in Cattai Creek.

### **Special Measures for Sensitive Places.**

Part 5 division 1(39) of the *NSW Pesticides Regulation, 2017* defines a sensitive place to be any:

- school or pre-school
- kindergarten
- childcare centre
- hospital
- community health centre
- nursing home
- a place declared to be a sensitive place by the Environment Protection Authority (EPA)

Special notification measures for programmed herbicide use in outdoor public places adjacent to sensitive places for each category of public place have already been noted. For non-emergency reactive herbicide use in outdoor public places next to sensitive places, Council will provide concurrent notice shortly before use to the occupier by email, doorknock or letterbox drop, depending upon what is practicable.

If a herbicide must be used to deal with an emergency in an outdoor public place that is adjacent (or within 100 metres) to a sensitive place, Council will organise a door-knock in that sensitive place, preferably at least 30 minutes before.

Hawkesbury River County council will keep a register of sensitive persons and places that will be updated annually. Staff conducting pesticide related activities will have a current copy of the register available in council vehicles to ensure

correct notification procedures are followed.

### **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 not give notice of pesticide use by these persons or organisations.

In public areas where multiple agencies have responsibility for land management (pesticide application) on their land, and where there is no physically defined boundaries, where Council is undertaking the herbicide application it will follow this Pesticide Notification Plan unless it is operating under contract/or agreement to another authority. This will include incidental applications in areas that are controlled by other authorities eg NPWS on Cattai Creek.



## 5. WHAT INFORMATION WILL BE PROVIDED

In accordance with division 2 clause 41(1) (h) of the *NSW Pesticides Regulation 2017*, notices of pesticide use must include all the following information:

- the full product name of the pesticide to be used
- the purpose of the use, clearly setting out what pest or pests are being treated
- the proposed date/s or date range of the pesticide use
- the place where the pesticide is to be used
- contact telephone number and email address of the Council officer who people can contact to discuss the notice
- any warnings regarding re-entry to or use of the place of application specified on the product label or an Australian Pesticides and Veterinary Medicines Authority (APVMA) permit.

Signs will be of a standardised design that will be easily recognisable to the public and workers. As already noted, Council's website will have a dedicated area that describes its programmed, reactive and, if practicable, emergency herbicide uses in public places with a link to this notification plan.

## 6. HOW THE COMMUNITY WILL BE INFORMED OF THIS PLAN

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

- placing a copy of the plan on the Council website at [www.hrcc.nsw.gov.au](http://www.hrcc.nsw.gov.au)
- making a copy of the plan available for public viewing free of charge in Council's office at 6 Walker Street, South Windsor during office hours
- placing notices on council Facebook page
- placing a notice in the NSW Government Gazette

## 7. FUTURE REVIEWS OF THE PLAN

The notification plan will be reviewed every 3 years. 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.

## 8. CONTACT DETAILS

Anyone wishing to contact Council to discuss the notification plan or to obtain details of specific details of pesticide applications in public places should contact:



**Weeds Control Coordinator  
PO Box 6021 SOUTH WINDSOR D.C NSW 2756**

**Phone (02) 4574 9600**

**Email: [om@hrcc.nsw.gov.au](mailto:om@hrcc.nsw.gov.au)**

**Or access the website: [www.hrcc.nsw.gov.au](http://www.hrcc.nsw.gov.au)**



## APPENDICES

- A. Template for pesticide notification.
- B. Notice of Intention
- C. Notice of Intention
- D. Commonly Used Chemicals
- E. Application for Registration of Herbicide-Sensitive Individual / Or Area.

### Appendix A

#### Sample pesticide notification notice

##### **Aquatic Weed Spraying – Lake Woodcroft, Blacktown**

Product: Glyphosate 360g/L (Roundup Biactive) Purpose of use: high volume spraying of Salvinia (*Salvinia molesta*) infestation around the lake edge and from the water. The program will operate between 01/05/2022 to 20/12/2022. The place of use: Lake Woodcroft APVMA minor use permit (PER14327) There is no withholding period associated with this herbicide application. Hawkesbury River County Council will also install aquatic weed booms on Lake Woodcroft to assist in the control of Salvinia. Application will be done by trained and licensed operators following best practice.

For more information on Salvinia [visit this site](#).

or contact Hawkesbury River County Council Phone(02) 4574 9600 or send an email to: [om@hrcc.nsw.gov.au](mailto:om@hrcc.nsw.gov.au)



Appendix B:

## Notice of Intended Herbicide Application

Notice to residents of: \_\_\_\_\_

\_\_\_\_\_

Date or dates of herbicide use:\* \_\_\_\_\_

\_\_\_\_\_

(\*A range of dates may be used to cover short-term postponements.)

Full name of herbicide(s) & concentration: \_\_\_\_\_

\_\_\_\_\_

The weeds/vegetation to be treated are: \_\_\_\_\_

\_\_\_\_\_

Where the herbicide(s) will be applied: \_\_\_\_\_

\_\_\_\_\_

Withholding period restrictions (if any): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Herbicide application method: \_\_\_\_\_

\_\_\_\_\_

Name of Operator(s):

\_\_\_\_\_

Information about this notice:

Under the Pesticides Regulation 1995, residents in multiple occupancy residential complexes must be given at least 5 working days' notice before a licensed pest management technician (pest controller) uses pesticides to treat any common areas of the property. A copy of a material safety data sheet for the pesticide(s) may be requested from the pest controller by any resident.

Date of this notice:

\_\_\_\_\_



Appendix C:

## Notice of Herbicide Application

Notice to residents of: \_\_\_\_\_  
\_\_\_\_\_

Date(s) of herbicide use:\* \_\_\_\_\_

(\* insert date or dates)

Full name of herbicide & concentration: \_\_\_\_\_  
\_\_\_\_\_

The weeds/vegetation being treated are: \_\_\_\_\_  
\_\_\_\_\_

Where the herbicide(s) are being used: \_\_\_\_\_  
\_\_\_\_\_

Withholding period restrictions (if any): \_\_\_\_\_  
\_\_\_\_\_

Herbicide application method: \_\_\_\_\_  
\_\_\_\_\_

Name of Operator(s): \_\_\_\_\_  
\_\_\_\_\_

Information about this notice:

Under the Pesticides Regulation 1995, residents in multiple occupancy residential complexes must be given notice when a licensed pest management technician (pest controller) uses pesticides to treat any common areas of the property. A copy of a material safety data sheet for the pesticide(s) may be requested from the pest controller by any resident.



**Commonly Used Chemicals**

CHEMICAL	CLASS	SCHEDULE	MINOR USE NOTIFICATION REQUIRED
Access	Herbicide	6	NO
Affray			
Associate	Herbicide		
Brushwet			
Envirodye	Herbicide	5	NO
Grazon extra	Herbicide	6	NO
Garlon 600	Herbicide	6	NO
Glyphosate 360g/L under various product names eg Glyphosate green	Herbicide	6	NO
Metsulfuron 600	Herbicide	6	NO
Reglone	Herbicide	6	NO
Roundup Biactive	Herbicide	5	NO
Spreadwet 1000	Adjuvant	5	NO
Ronstar			
Starane advanced	Herbicide	8	NO
Stinger	Herbicide	6	NO
Vigilant 2 gel	Herbicide	6	NO
Weedmaster Duo	Herbicide	5	NO



Attachment E

**APPLICATION FOR REGISTRATION OF HERBICIDE-SENSITIVE INDIVIDUAL / OR AREA.**

To be registered with Hawkesbury River County Council as a herbicide-sensitive Individual / or area, complete this application form. All of the information in this application, is for HRCC's information only.

I hereby request to be placed on the list of herbicide-sensitive individuals / or area.

PLEASE PRINT

NAME OF INDIVIDUAL / OR AREA.....

RESIDENCE ADDRESS / LOCATION.....

.....

TOWN.....

DAYTIME PHONE.....

DECLARATION OF AUTHORISED PERSON(S)

DATE:

I request that the individual / area named above should be placed on the list of herbicide-sensitive individuals / areas for the following reason/s

REASON/S

.....  
.....  
.....  
.....  
.....  
.....  
.....

