Sydney Weeds Committees

- Sydney Central
- Sydney South West
- Sydney North
- Sydney West – Blue Mountains

Sydney Weeds Committees Regional Inspection Plan 2010-2015

NEW SOUTH WALES

WEEDS ACTION PROGRAM

Front cover photo: Creek inspection, Sydney Weeds Committees

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TEMPLATE LETTER # 5 – Required Action Completed-Thank Owner/Occupier

TEMPLATE LETTER # 6 – Section 18A Notice of Intent to issue Weed Control Notice and Fact Sheet Section 18 Weed Control Notice.

TEMPLATE LETTER # 7 – Appeal Rights.

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TEMPLATE LETTER #9 – Covering Letter and Section 18 Notice

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Abbreviations

AWS	Australian Weed Strategy
HRPMP	High Risk Pathways and Sites Management Plan
LCA	Local Control Authority
LLS	Local Land Services
MERI PLAN	SWC Monitoring Evaluation Reporting & Improvement Plan
NSW DPI	NSW Dept. of Primary Industries
NSW ISP	NSW Invasive Species Plan 2008 - 2015
NSW WAP	NSW Weed Action Program 2010 - 2015
NWAC	NSW Weed Advisory Committee
NWIP	National Weed Incursion Plan 2008
OEH	NSW Office of Environment and Heritage
RIP	Regional Inspection Program 2010-2015
RRP	Rapid Response Plan 2010 - 2015
RWC	Regional Weed Committee
SWC	Sydney Weeds Committees
WIP	Weed Incursion Plan 2010 - 2015
WIT	Weed Incursion Team
WRA	Weed Risk Assessment

Executive Summary

The Sydney Weeds Committees Regional Inspection Program 2010 - 2015 (SWC RIP) is an operational plan and guideline for the inspection of private and public land in the Sydney region of NSW under the New South Wales Invasive Species Plan 2008 – 2015, the SWC WAP Project Application 2012 – 2015 and the *Noxious Weeds Act 1993.*

The NSW Invasive Species Plan aims to: "prevent new incursions, contain existing populations and adaptively manage existing species" with the goal to "foster a co-operative culture where all relevant parties contribute with the aim of minimizing the impacts of invasive species in NSW".

The NSW Invasive Species Plan identifies four main goals to realize its vision:

1. ***Exclude*** - prevent the establishment of new invasive species
2. ***Eradicate or contain*** - eliminate, or prevent the spread of new invasive species
3. ***Effectively manage*** - reduce the impacts of widespread invasive species
4. ***Capacity building*** - ensure NSW has the ability and commitment to manage invasive species

The SWC Regional Inspection Program provides a co-ordinated approach to ensure that these objectives are achieved over a five year period and is an integral part of the outcomes to be realized under the SWC WAP Project Application 2012 – 2015 and meet the requirements of the *Noxious Weeds Act 1993.*

The Regional Inspection Program provides the mechanism for SWC and the constituent member LCA's to respond to and effectively manage existing weed species through targeted inspectorial processes and the prevention of new weed incursions. It identifies inspection protocols for both private and public land over a wide range of land use activities within the region.

Outlined in the document are individual LCA inspection programs from 3-5 years including divisional maps, while the Appendices include detailed information on procedures and legislation.

Other NSW government organizations that are not Local Control Authorities also do inspections and surveys across the landscape, and whilst they do not have the same compliance role under the Noxious Weeds Act, they work to engage their neighbouring landholders and encourage them to control weeds using an educational and co-operative approach. "

1. INTRODUCTION

1.1 Background

Weeds pose a serious threat to human and animal health, to primary production and our natural environment. They reduce farm productivity, displace native species and contribute to on-going land degradation and reduced land values.

The implementation of noxious weed management has been the responsibility of local government in NSW since 1906, providing continuity in weed management through the Noxious Weeds Act.

In a region as large and diverse as the Sydney region, there is a great variation in weed species and their ability to impact on the local flora and agricultural industries. Continuity in weed management provides considerable environmental, financial and social benefits for communities.

Councils (LCA's) and other land managers through SWC are co-operating with each other to produce regional weed strategies to maximise coordination for the benefit of all concerned.

Councils (LCA's), land managers and the Weed Officers they employ are the first line of defence against noxious and environmental weeds in the region. When local and state government agencies understand their roles and responsibilities in supporting the weed control process, the benefits to all parties, our industries and our environment are greatly enhanced.

The 'NSW Weeds Action Program' (WAP) is a NSW Government initiative under the 'NSW Invasive Species Plan 2008 - 2015' to reduce the impact of weeds.

The WAP replaces a range of noxious weed grant programs provided by the NSW Government to local and public authorities, and trustees of reserves and commons. The WAP will target these funds to ensure that local weed control authorities and other key stakeholders meet the Invasive Species Plan (ISP) targets for weed management and comply with the provisions of the *Noxious Weeds Act 1993.*

The NSW Weeds Action Program (WAP) plans to:

- identify and manage high risk weed species and entry pathways;
- develop and implement early weed detection capabilities;
- assist in the timely detection of new weed incursions;
- affect a quick response to eradicate or contain new weeds;
- identify and prioritise weed management programs to where benefits are greatest;
- provide effective and targeted on-ground weed control;
- increase community acceptance of, and involvement in, effective weed management;
- integrate weed management into education programs;
- improve the knowledge base for weed management;
- monitor progress of the *NSW Invasive Species Plan's* implementation and
- encourage the use of cost-sharing arrangements.

In accordance with the NSW Weeds Action Program, SWC has developed the 'SWC WAP Project Application 2012 – 2015' to meet the objectives of the NSW WAP and NSW ISP.

The SWC Regional Inspection Plan is a mandatory measurable outcome of the WAP:

ISP Objective 1.2 *Develop and implement early detection capabilities – development of regional inspection program.*
ISP Objective 2.1 *Timely detection of new weed incursions – implementation of regional inspection program.*

and is closely aligned to the following documentation:

- 'SWC Weed Incursion Plan 2010 – 2015' (SWC WIP)
- 'SWC Rapid Response Plan 2010 – 2015' (SWC RRP),
- 'SWC High Risk Pathways and Sites Management Plan 2010 – 2015' (SWC HRPSMP), and
- SWC Regional Communication Strategy 2010 - 2015.

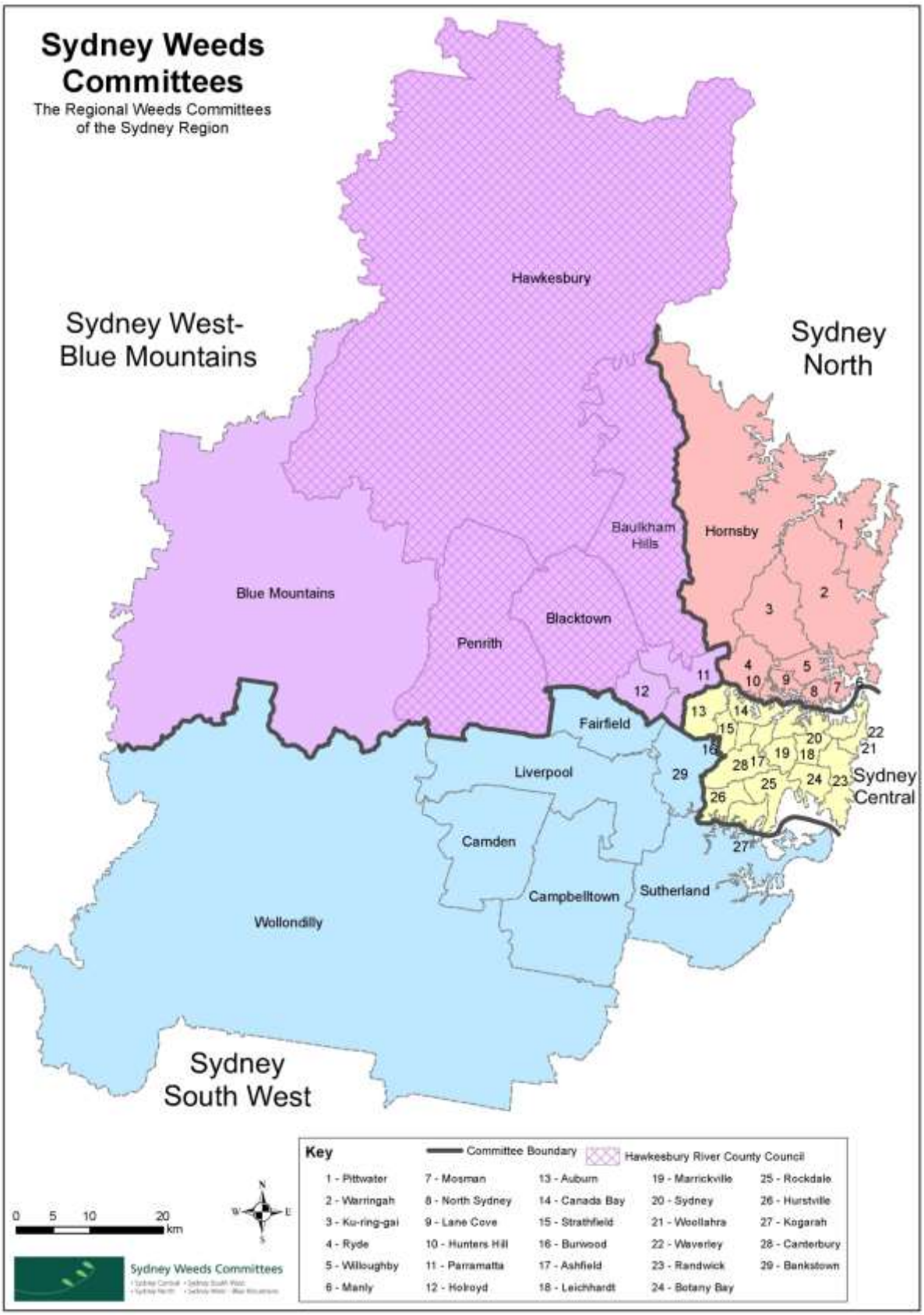
1.2 Purpose of the Plan

The 'SWC Regional Inspection Plan 2010-15' (SWC RIP) is an operational plan and guideline for the inspection of private and public land in the Sydney region of NSW for the purpose of:

- providing the operational framework for a consistent inspection program for the region over a diverse range of land use activities;
- preventing the establishment of new invasive weed species before they become widely established through comprehensive inspection processes;
- reducing the impacts of widespread invasive weed species by uniform inspection processes;
- identifying areas within the region that require attention and may attract funding through outside resources;
- raising community awareness and understanding of regional and local weed issues and
- identifying where resources may need to be allocated at a local level to reduce the impacts of invasive weed species.

The SWC RIP provides the essential steps required to execute a regional inspection program for the 42 Local Control Authorities (LCAs), and other stakeholders within the SWC region.

Map 1 – SWC Region map



1.3 Local Control Authorities (LCA's) in the SWC Region

Ashfield Council
Auburn Council
Bankstown City Council
Blacktown City Council*
Blue Mountains City Council
Botany Bay Council
Burwood Council
Camden Council
Campbelltown Council
Canterbury Council
City of Canada Bay
City of Ryde
City of Sydney
Fairfield City Council
Hawkesbury City Council*
Hawkesbury River County Council (HRCC)
Holroyd City Council
Hornsby Council
Hunters Hill Council
Hurstville Council
Kogarah Council
Ku-ring-gai Municipal Council
Lane Cove Council
Leichhardt Municipal Council
Liverpool Council
Manly Council
Marrickville Council
Mosman Council
North Sydney Council
Parramatta City Council
Penrith City Council*
Pittwater Council
Randwick City Council
Rockdale Council
Strathfield Council
Sutherland Shire Council
The Hills Shire Council*
Warringah Council
Waverley Council
Willoughby City Council
Wollondilly Shire Council
Woollahra Council

*Constituent Councils of the Hawkesbury River County Council (HRCC)

1. 4 Agencies and Organisations

NSW government agencies

Office of Environment & Heritage (including National Parks and Wildlife Service and Royal Botanic Gardens)
Sydney Trains (ex Railcorp)
Hawkesbury Nepean Catchment Management Authority / Greater Sydney Local Land Services
Sydney Catchment Authority
Crown Lands Division (NSW DPI)
Sydney Olympic Park Authority
Sydney Water
Roads and Maritime Services
Western Sydney Parklands Trust
Department of Health
Sydney Harbour Federation Trust
Department of Planning

Australian government & other organisations

Department of Defence
Australian Rail Track Corporation

1.5 LCA Divisional Maps

Outlined in section 4 of this the document are LCA divisional maps allocated to an annual inspection program, while the Appendices include significant detail on procedures and legislation.

1.6 Landuse Patterns in the SWC Region

The Sydney region is characterised by large tracts of highly urbanised areas intersected with patches of native vegetation. Remnants of original bushland continue to exist as corridors, often in steep terrain, in the north and south; in isolated patches on the alluvial flats of the Cumberland Plain; and in large tracts in National Parks on the coastal and outer boundaries. Many tiny fragments are scattered throughout the built up areas of central Sydney. Much of Sydney's bushland and waterways are threatened by invasive weeds and are under constant pressure from stormwater runoff with high nutrient loads.

1.7 Scope

The scope of the SWC RIP is limited to the operational inspection program for the 41 local government areass within the SWC region.

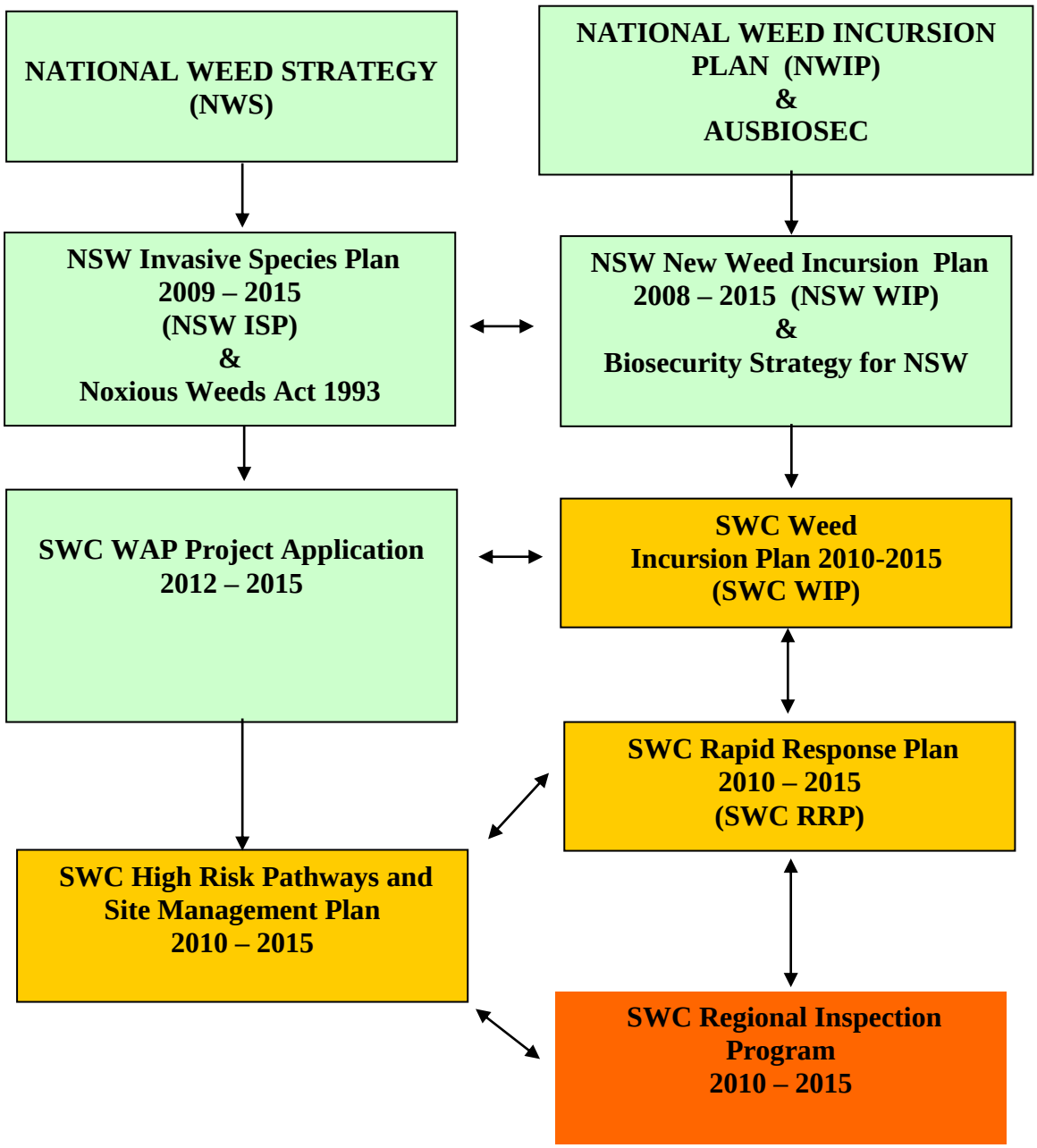
It does not include management actions for:

- border control (refer NSW Weed Incursion Plan);
- weed risk assessment (refer 'SWC Weed Incursion Plan and SWC Rapid Response Plan 2010-15');
- high risk pathways and sites (refer 'SWC High Risk Pathways and Sites Management Plan 2010-15'), or
- detection and incursion response (refer 'SWC Rapid Response Plan 2010-15').

1.8 Legislation and policy framework

The SWC RIP fits into a hierarchy of frameworks, strategies, and legislation within the region, the state and nationally as summarized in Chart 1.

Chart 1: SWC Regional Inspection Plan 2010 - 2015 Policy Framework



2. THE NOXIOUS WEEDS ACT 1993

The *Noxious Weeds Act 1993* imposes obligations on occupiers of land to control noxious weeds declared for their area.

Councils are also occupiers of land, in addition to their responsibilities as local control authorities, are required to comply with the same obligations as occupiers of privately owned land.[6]

In NSW, noxious weeds are plants that have been declared under the Noxious Weeds Act 1993 by the Minister for Primary Industries.

Where a plant is declared noxious it is assigned a "control order" which specifies the actions required for that plant. The Act gives the council power to require occupiers of land to control noxious weeds. If an occupier fails to do so, the council has the power to enter the land and to carry out the control work.

The Council can also issue a penalty notice or take prosecution action for offences under the Act. (Refer Appendix 1).

This Section is to be read in conjunction with the *Noxious Weeds Act 1993.*

2.1 Inspection Program

The main intent of the Noxious Weed Act and the Weed Action Plan is to prevent the establishment of significant new weeds, restrict the spread of serious weeds and protect other landholders from new weed incursions.

There is no point in declaring a weed noxious unless there is a firm intention to implement a practical, planned inspection and management program.

Public Authorities are government agencies, statutory bodies, Livestock Health and Pest Authorities and Trustees of land reserved for public purposes.

Public Authorities must control noxious weeds on land under their control to the extent required under the Noxious Weeds Act 1993.

Private land holders or occupiers are required to control noxious weeds according to their control category for their area. It is their responsibility to be aware of the weeds declared noxious in the area and take the appropriate action to notify, control and prevent their spread.

[6] Noxious Weeds Handbook for Councils and Councillors'
http://www.dpi.nsw.gov.au/__data/assets/pdf_file/0006/312288/Noxious-Weeds-Handbook-for-Councils--and--Councillors-complete.pdf

2.2 Summary of Noxious Weeds Control Categories

The *Noxious Weed Act 1993* through Noxious Weed Control Orders published in the Government Gazette categorises and defines the control requirements for the various noxious weeds according to their potential to cause harm to our local environment.

The Weed Control Order:

- declares the plant as Noxious;
- applies a weed control class or classes (see Table 1);
- specifies land to which the order applies;
- specifies control objectives for the plant and
- species the term of the order (not exceeding 5 years).

Table 1: Control Categories (classes) of noxious weeds

Weed	Weed type	Example of control requirements
Class 1 State prohibited weeds	Plants that pose a potentially serious threat to primary production or the environment and are not present in the state or are present only to a limited extent.	The plant must be eradicated from the land and the land must be kept free of the plant. The weeds are also "notifiable" and a range of restrictions on their sale and movement exist.
Class 2 Regionally prohibited weeds	Plants that pose a potentially serious threat to primary production or the environment of a region to which the order applies and are not present in the region or are present only to a limited extent.	The plant must be eradicated from the land and the land must be kept free of the plant. The weeds are also "notifiable" and a range of restrictions on their sale and movement exist.
Class 3 Regionally controlled weeds	Plants that pose a potentially serious threat to primary production or the environment of a region to which the order applies and are not widely distributed in the area and are likely to spread in the area or to another area.	The plant must be fully and continuously suppressed and destroyed.
Class 4 Locally controlled weeds Needs to be updated in accord with changes to the Act	Plants that pose a potentially serious threat to primary production, the environment or human health, are widely distributed in an area to which the order applies and are likely to spread in the area or to another area.	The growth and spread of the plant must be controlled according to the measures specified in a management plan published by the LCA.
Class 5 Restricted plants	Plants that are likely, by their sale or the sale of their seeds or movement within the state or an area of the state, to spread or outside the state.	There are no requirements to control existing plants of Class 5 weeds. However, the weeds are "notifiable" and a range of restrictions on their sale and movement exists.

2.3 Responsibility of Local Control Authorities (Councils)

Local Control Authorities are responsible for controlling noxious weeds and administering the *Noxious Weeds Act 1993* in their areas.

Council's duties include:

- ensuring occupiers of private land fulfil their obligations under the *Noxious Weeds Act 1993;*
- inspection of land within their area in connection with noxious weeds;
- enforcing the control of noxious weeds as per the control class;
- weed management on land occupied by the council and on roads in their area;
- publicity about weeds declared in the area;
- proposing changes to noxious weed declarations;
- developing, implementing and coordinating local strategies and policies;
- providing on-going approved training and professional development for weed staff and
- providing adequate resources to implement noxious weed programs.

Concurrent with Council's duties, and in accordance with the funding now provided by NSW Dept of Primary Industries through the NSW Weed Action Program as detailed in the 'SWC WAP Project Application 2012 - 2015', these duties have been extended within the region to build a capacity to:

- identify and manage high risk weed species and entry pathways;
- develop and implement early weed detection capabilities;
- assist in the timely detection of new weed incursions;
- affect a quick response to eradicate or contain new weeds;
- identify and prioritise weed management programs to where benefits are greatest;
- provide effective and targeted on-ground weed control;
- increase community acceptance of, and involvement in, effective weed management;
- integrate weed management into education programs;
- improve the knowledge base for weed management;
- monitor progress of the *NSW Invasive Species Plan's* implementation and
- encourage the use of cost-sharing arrangements.

Central to meeting the above-mentioned duties and responsibilities is the implementation of a consistent, co-ordinated and co-operative approach to a regional weed inspection program.

2.4 Weed Officers Roles

Weeds Officers are responsible for enforcing the *Noxious Weeds Act 1993* and implementing the objectives and activities of the 'SWC WAP Project Application 2012 - 2015' on behalf of their respective Council or County Council.

A key role for Weed Officers is the inspection of private and public land to reduce the impacts of weeds on the environment, economy and social well being. The inspections include private property that is owned or leased, Crown Lands either vacant or occupied (including LH&PA) and council controlled lands. In State Forests and National Parks incursion pathways and high risk sites are inspected in consultation with the land manager.

These Officers play a diverse role in the community and are responsible for a wide range of functions for implementing Councils' policies, strategies and noxious weed control program.

Their main activities include but are not restricted to:

- conducting property inspections within their respective areas;
- enforcing the *Noxious Weeds Act 1993* as required;
- surveying and mapping of weed infestations;
- reporting on noxious weed distribution and abundance;
- implementing and coordinating weed control programs;
- conducting community extension programs;
- maintaining accurate records;
- liaising with other Authority's and other Local Control Authority's;
- contributing to regional weed management and other resource management activities and
- participating in Regional Weeds Advisory Committees and contributing toward the developing and funding of their co-ordinated activities.

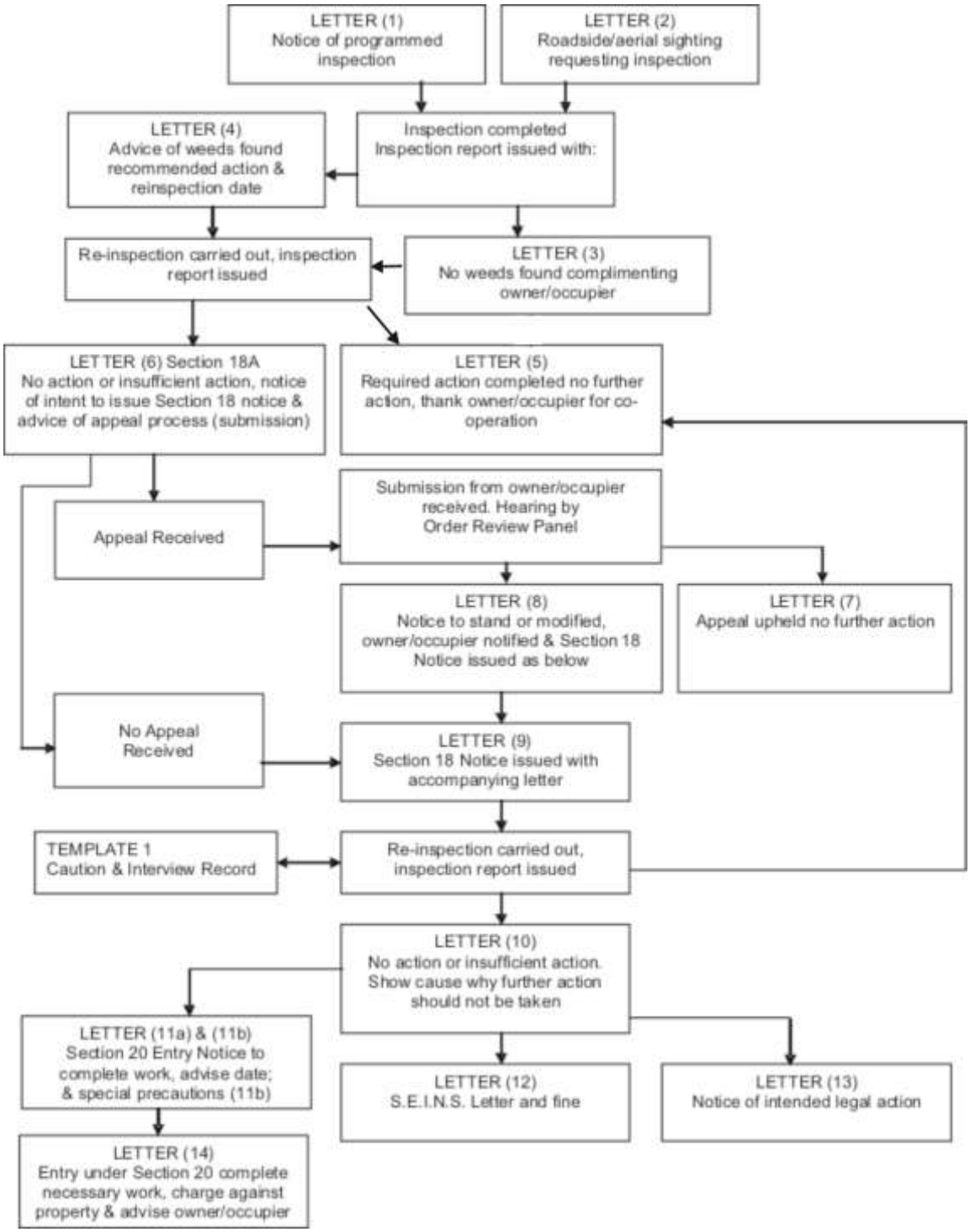
Weeds Officer roles continue to change in respect of weeds management. Whilst the main focus is still concentrated on noxious weeds issues, Officers also provide professional advice on environment weeds, pasture weeds and agronomy issues.

Weed Officer training is a vital component of the Regional Inspection Program

2.5 Property Inspection Procedure

The following flow chart provides a summary of the property inspection process which may be followed by a local Council as part of the Regional Inspection Program. More detailed protocols and procedures for inspections in the SWC region are documented in Appendix 2 – Inspection Protocols and Procedures which includes related Template Letters.

Chart 2: Property Inspection Procedure



2.6 Expectations of all public land managers - where to inspect

Local Control Authorities only:

- Private properties, inspections under the *Noxious Weeds Act*
- New development sites

All land managers:

High risk sites

- Nursery
- Florist
- Aquarium
- Retail homemaker outlet
- Fresh produce market
- Distribution depot for goods coming in and out of Sydney
- Dam
- Waste disposal site
- Depot for transporting weed/plant material
- Garden/mulch/landscaping supplier
- Livestock holding area
- Horse event
- Boat launch area
- Downstream of identified weed infestations
- Bushland/private property interface
- Recorded sites and surroundings of existing new incursions
- Recorded sites and surroundings of new incursions detected and treated in the past (follow up inspections and monitoring)
- Areas recently affected by flood waters (to check if/where weed propagules have moved)

High Risk Pathways:

- Transport corridors
- Waterways
- Utilities easements
- Walking tracks
- Fire trails

3. THE SWC REGIONAL INSPECTION PROGRAM

This is a guideline for a co-ordinated approach to undertaking strategically targeted inspections of private and public lands across the Greater Sydney and Blue Mountains region.

Aims

- To have a reasonably consistent inspection program across Sydney's 42 local government areas
- To detect and prevent the establishment of new invasive weed species before they become established
- To reduce the impacts of widespread weeds on significant biodiversity and other assets
- To encourage awareness and voluntary compliance from private landholders

Methods

- Strategic landscape surveillance
- Recording inspection results, follow up action and monitoring
- Rapid response to new weed incursions detected in the landscape
- Building partnerships with industries (nursery, horticulture, aquarium etc)
- Landholder mentoring
- Weedspotting networks (Bushcare volunteers, residents etc)

Highest priorities for inspections

Known and potential sites for:

- Class 1 and 2 noxious weeds
- New incursions
- Known high risk plants (and hybrids) being grown, sold and distributed

Each LCA has a localised inspection program that aims to inspect private and public lands under their control, including and adjacent to incursion pathways and high risk sites.

Other priority sites that pose a higher risk of invasion within the region have been identified through regional workshops and also form part of the regional and local inspection programs.

The following sections delineate each of the LCA areas providing details of their inspection program together with the number of properties that will be targeted for inspection during the nominated period.

The following table summarises the inspectorial targets contained within:

- *ISP Objective 1.2 Develop and implement early detection capabilities – development of regional inspection program.*
- *ISP Objective 2.1 Timely detection of new weed incursions – implementation of regional inspection program.*

of the 'SWC WAP Project Application 2012 – 2015' and related measurable outcomes of the Plan.

Sydney North

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 20	Terry's Creek	Hornsby Council	Year 2	Bushland Reserve with EEC (Blue Gum High Forest) in southern area., threatened species, riparian zone and wildlife corridor.	Strategic private property inspections and notices to compliment the bush regeneration work in the reserve.
Zone 21	Sam's Creek, Berowra	Hornsby Council	Years 2-3	Berowra Valley Regional Park. Tributary of Berowra Creek, upper reaches of Berowra Creek catchment. Joins relatively intact vegetation fauna habitat/corridor. Individual threatened species fauna/flora	Strategic private property inspections and notices to compliment the bush regeneration work in the reserve.
Zone 22	Zig Zag Creek, Thornleigh	Hornsby Council	Years 2-3	Bushland Reserve (Berowra Valley Regional Park). Upper reaches of Berowra Creek catchment.	Strategic private property inspections and notices to compliment the bush regeneration work in the reserve.
Zone 23	Kent Street Reserve	Hornsby Council	Year 2	Bushland Reserve with EEC (Blue Gum High Forest), individual threatened species, riparian zone and wildlife corridor.	Strategic private property inspections and notices to compliment the bush regeneration work in the reserve.
Zone 24	Larool Creek Bushland, Thornleigh	Hornsby Council	Year 2	Bushland Reserve. Waterway and high value catchment.	Strategic private property inspections and notices to compliment the bush regeneration work in the reserve.
Zone 25	Mills Avenue Bushland, Asquith	Hornsby Council	Year 2	Bushland Reserve (Berowra Valley Regional Park). Individual threatened species and waterway.	Strategic private property inspections and notices to compliment the bush regeneration work in the reserve.
Zone 26	Hornsby Park, Hornsby	Hornsby Council	Years 2-3	Bushland Reserve (Berowra Valley Regional Park). Highly diverse ecological area, including EEC: Blue Gum High Forest and individual threatened species.	Hornsby Park (portion of Manor Road Bushland and old Mans Valley). Strategic private property inspections and notices to compliment the bush regeneration work in the reserve.
Zone 27	The Comenarra Parkway, Thornleigh	Hornsby Council	Year 3	The site is directly across the road from Lane Cove NP and is in the upper reach of an unnamed creekline. Surrounding bushland is in very good condition.	The aim is to contain the infestation of noxious weeds - spraying
Zone 28	Dog Pound Creek Reserve, Thornleigh/Westleigh	Hornsby Council	Year 1	24 Ha reserve Blue Gum High Forest with volcanic geology influence, joins Waitara Creek and Berowra Creek further downstream	Restoration of degraded portions, bush regeneration, weed mapping, private property inspections on boundary

Sydney North

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 29	Portion of Byles Creek Bushland, Pennant Hills	Hornsby Council	Year 1	Habitat for Gang Gang Cockatoos and includes Sydney Turpentine Ironbark Forest	Bush regeneration, hand weeding, spot spraying and herbicide application, private property inspections on boundary
Zone 30	Portion of Waitara Creek Bushland, Waitara/Normanhurst	Hornsby Council	Year 1	This large reserve is important because of its large catchment area, active Bushcare volunteer participation and small area of Sydney-Turpentine Ironbark Forest	Weed control
Zone 42	Buffalo Creek Reserve	Hunters Hill Council	Years 1-3	Estuarine vegetation, EECs: Coastal Saltmarsh, Swamp Oak Flood Plain Forest, Sydney Freshwater Wetlands.	Control of Anredera, Balloon Vine, Japanese Honeysuckle, Turkey Rhubarb and Tradescantia.
Zone 43	Ferdinand Street Reserve	Hunters Hill Council	Years 1-3	Estuarine vegetation, EECs: Coastal Saltmarsh, Swamp Oak Flood Plain Forest	Control of Morning Glory (Blue & Coastal), Tradescantia and Buffalo Grass.
Zone 44	Gladesville Reserve	Hunters Hill Council	Year 1	Saltmarsh and Swamp Oak Forest communities	Bush regeneration
Zone 47	Moore St Reserve	Lane Cove Council	Years 1-3	Individual threatened population of fungi (Hygrocybe virginea), lists as a vulnerable species. One of largest colonies seen, an uncommon species in Sydney.	Control of Broad / Small Leaf Privet, Ochna, Coastal Morning Glory and Pampas Grass. Property inspections, surveying of HRPs and community education done wit
Zone 48	Holloway Reserve, Greenwich	Lane Cove Council	Year 3	EEC - Coastal Enriched Sandstone Moist Forest and Estuarine Swamp Oak Forest, wildlife corridor, valued by community	Control of high risk weeds including Boneseed and Maderia vine
Zone 49	Manns Point Reserve, Greenwich	Lane Cove Council	Year 3	EECs: Coastal Enriched Sandstone Moist Forest, Coastal Enriched Sandstone Sheltered Forest, Coastal Sandstone Foreshore Forest. Important wildlife corridor, valued by community	Removal of high risk weeds including Boneseed
Zone 50	Burns Bay Foreshore Reserve and Coonah Pde, Riverview	Lane Cove Council	Year 3	EEC: Coastal Enriched Sandstone Moist Forest with fringing Estuarine Mangrove forest, major community recreation facilities	Control of high risk weeds, particularly Boneseed. Large infestation of Boneseed from Coonah Pde can spread into Burns Bay waterfront reserve
Zone 51	Upper Stringybark Creek (Centennial Ave & Karilla Ave)	Lane Cove Council	Year 1	EECs including Blue Gum High Forest, Sydney Turpentine Ironbark Forest and Coastal Escarpment Littoral Rainforest	Weed control - Bamboo encroaching on the northern site of the site, groundcovers including Tradescantia on northern side and Erharta erecta in western enterance, Anredera cordifolia (NE corner) and Balloon Vine (southern side) was removed

Sydney North

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 68	Sydney Harbour National Park	NPWS (Metro North East)	Year 3	Sydney Harbour National Park, north and south of Harbour	Boneseed eradication in 13 sites around the park
Zone 69	Duffys Forest EEC - adjacent to Mona Vale Rd Garigal and Ku-ring-gai Chase NPs	NPWS (Metro North East)	Year 1	Three discontinuous remnants of significance for both state and federally listed threatened species	Weeding a buffer zone around the core remnants including the road verge and drainage lines
Zone 70	Mackerel Beach, Ku-ring-gai Chase NP	NPWS (Metro North East)	Year 1	Ku-ring-gai Chase NP, threatened Swamp Oak Floodplain Forest (TSC-e), mangrove and dune ecosystems	The only known core infestation of Asparagus plumosus (Climbing Asparagus Fern) in the Ku-ring-gai Chase and Northern Beaches Area - Primary and follow up (hand weeding) control
Zone 71	Wirreanda and Little Wirreanda Creeks, Ingleside	NPWS (Metro North East)	Year 1	Ku-ring-gai Chase creeks listed on the National Heritage Register for their waterways and wildflowers	Weeds treated including Pampas Grass and immature Ludwigia peruviana
Zone 72	Kierans Creek, Terrey Hills	NPWS (Metro North East)	Year 1	Ku-ring-gai Chase creeks listed on the National Heritage Register for their waterways and wildflowers	Weed control including Pampas Grass and juvenile Ludwigia peruviana
Zone 73	Unnamed tributary of Cowan Creek near Warrimoo track	NPWS (Metro North East)	Year 1	Ku-ring-gai Chase creeks listed on the National Heritage Register for their waterways and bushland	No weed control, only identification - small amounts of Mistflower and Crofton Weed at the top of creek
Zone 82	Scotland Island	Pittwater Council	Year 2	EEC: Pittwater Spotted Gum, also contains threatened plant species eg. Syzygium paniculatum	Control of Cat's claw creeper (a suspected new incursion for Pittwater), Black-Eyed Susan, Morning Glory, Turkey Rhubarb and Jasminum polyanthum (Pink Jasmine). Strategic private property inspections around bush regeneration area.
Zone 83	Narrabeen Lagoon Catchment	Pittwater Council	Years 1-3	Nareen Wetland, Narrabeen and Mullet Creeks, Warriewood Wetlands - many EECs, migratory bird habitat as part of the JAMBA & CAMBA international treaties	Control of Ludwigia Peruviana, Alligator Weed and Salvinia. Strategic private property inspections targeting aquatics and other noxious weeds such as Privet, Pampas Grass and Asparagus Fern.
New Zone	Narrabeen Creek, Warriewood Valley	Pittwater Council	Year 3	Freshwater Creek that drains into Narrabeen Lagoon (private land)	Control of Senegal Tea Plant
Zone 84	Monavale Headland (Themeda Grassland EEC)	Pittwater Council	Year 2	Headland reserve containing coastal heath and EEC: Themeda Grassland on Coastal Sea Cliffs.	To complement control of weed grasses including Paspalum dilatatum, Cynodon dactylon, Digitaria didactyla, Ehrharta erecta and other weeds such as Plantain spp.
Zone 85	Pittwater Coastal Zone and Rural Area Boneseed	Pittwater Council	Year 3	Reserves contain EECs: Themeda Grasslands on Coastal Sea Cliffs; Pittwater Spotted Gum Forest; Coastal Littoral Rainforest	Control of Boneseed in existing infestation scattered across the LGA on reserves and selected private properties

Sydney North

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 96	St. Mathews Farm	Warringah Council	Years 1-3	EECs: Coastal Dune Swamp and Swamp Sclerophyll Forest. Habitat for endangered Swift Parrot. Regional wildlife corridor linking Dee Why Lagoon Wildlife Refuge with Garigal National Park	Control of Morning Glory (Blue & Coastal), Balloon Vine, Privet sp, Lantana and Tussock Paspalum
Zone 97	Middle Creek, Oxford Falls	Warringah Council	Years 1-3	Major tributary of Narrabeen Lagoon. 5 EECs with known habitat of several threatened fauna species: Eastern Pygmy Possum, Eastern Bentwing-bat, Little Bentwing-bat, Grey-headed Flying Fox,Powerful Owl	Control of Morning Glory (Blue & Coastal), Balloon Vine, Privet sp, Lantana and Tussock Paspalum
Zone 98	Dee Why Lagoon	Warringah Council	Year 1	Dee Why Lagoon Wildlife Refuge - 47 Ha of remnant bushland, 10 vegetation communtiies, many EECs and threatened species	Exotic vine control
Zone 99	JJ Melbourne Hills Memorial Reserve	Warringah Council	Year 1	Long thin remnant patch of Duffy's Forest along a HRP. Grevillea caleyi, a listed endangered species, is scattered throughout the site	Weed control of invasive grasses and herbaceous weeds - Blue Stars, Coolatai Grass, Japanese honeysuckle, Tussock Paspalum, Fountain Grass

Sydney Central

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 18	Quarantine Reserve	Canada Bay Council	Year 2	Small foreshore remnant of EEC Swamp Oak Flood Plain Forest. This site does not get much 'attention' from council, as there are other high profile sites attracting funding and work.	The reserve has been divided into 3 areas. WAP year 2 funding to concentrate on Area 1, primary weed control in a fenced off area containing remnant vegetation. Control of Alligator Weed, Asthma Weed, Moth Vine, An
Zone 19	Wolli Creek and Bray Avenue Wetland	Canterbury City Council	Years 1-3	Wolli Creek is a tributary to the Cooks River. A significant remaining bushland and wildlife corridor for the Inner West. Habitat for threatened mammals, reptiles and flora	Threatened by weeds at urban interface - chemical control, physical removal, education and prevention e.g. dumping awareness

Sydney Central

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 45	Poulton Park	Kogarah City Council	Year 1	EECs within Poulton Park	General bush regeneration targeting Madeira Vine, Morning Glory, Trad, Pellitory and Turkey Rhubarb
Zone 46	Moore Reserve Wetland	Kogarah Council	Year 2	Waterway riparian zone.constructed wetland now functions as a wildlife corridor for waterbirds along Georges River. Located near Taren Point (which is a Ramsar listed site)	Control of Alligator Weed.
Zone 68	Sydney Harbour National Park	NPWS (Metro North East)	Year 3	Sydney Harbour National Park, north and south of Harbour	Boneseed eradication in 13 sites around the park
Zone 80	Duck River	Parramatta City Council	Years 1-3	A significant tributary of the Parramatta River. Remnants of EEC: Shale Transition Forest and Shale Plains Woodland. There is also a colony of the Vulnerable species of Grey Headed Flying-Fox.	Control of Alligator Weed and Senegal Tea Plant.
Zone 86	Woomera Reserve Creek	Randwick City Council	Year 1	EEC	Treatment of Ludwigia peruviana
Zone 87	Bunnerong Road	Randwick City Council	Year 1	Eastern Suburbs Banksia Scrub	Control of African Love Grass, Mother of Millions, Ehrharta erecta, Acetosa sagittata, Anredera cordifolia, Ipomea indica
Zone 88	Anzac Pde Malabar	Randwick Council	Years 1-2	The area is an elongated fragment of EEC: Eastern Suburbs Banksia Scrub. 11 characteristic ESBS species remain in this patch.	Control of Coolatai Grass, African Lovegrass, Turkey Rhubarb, Mother of Millions and Bitou Bush.
Zone 89	Coolibah Reserve	Rockdale Council	Years 2-3	Aquatic weed control, close proximity to Wolli Creek	Management Zone: Coolibah Reserve, Bardwell Creek. Control of Alligator Weed, Ludwigia longifolia and Saggitaria. Council contribution includes targeted property inspections surrounding the weed control site.
Zone 90	Upper Cooks River - Freshwater Park & Strafield Golf Course	Strathfield Council	Year 1	Cooks River provides habitat to a variety of aquatic birds, reptiles and fish. To protect corridor permitting birds to move from Rookwood along the Cooks River	Weed control - Ludwigia peruviana main target along with some herbaceous weeds

Sydney Central

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 100	Diamond Bay North & South	Waverley Council	Year 3	Coastal reserve in highly populated Eastern Suburbs. Significant for its contribution to lcoal biodiversity and the East Coast Vegetation Corridor which is an important north-south fauna corridor	Boneseed control - extensive treatment including foliar spray, cut and paint and will require abseiling to reach some plants
Zone 101	Hugh Bamford Reserve	Waverley Council	Year 3	Coastal reserve in highly populated Eastern Suburbs. Significant for its contribution to lcoal biodiversity and the East Coast Vegetation Corridor which is an important north-south fauna corridor	Boneseed control - extensive treatment including foliar spray, cut and paint and will require abseiling to reach some plants

South West Sydney

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 01	Mirambeena Treatment Area	Bankstown City Council	Year 1	Cumberland Plain Woodland	Removal of canopy suppressing vines and some woody weeds
Zone 02	Landsdowne Treatment Area	Bankstown City Council	Year 1	Cumberland Plain Woodland	Removal of canopy suppressing vines and some woody weeds
Zone 07	Nepean River	Camden Council	Years 1-3	Nepean River is a "Category 1" stream. A section of the River forms boundary between Camden and neighbouring LGAs Wollondilly and Campbelltown.	Control of Alligator Weed and Salvinia. Monitoring for Water Hyacinth (not yet detected there).
Zone 08	South Creek and Kemps Creek Catchments	Camden Council	Years 2-3	Prevent spread of aquatic weeds. Major waterways (Category 1) flowing into Nepean River. Agricultural Land. High Risk Pathways, intense farming, market gardeners moving machinery between properties	Surveying of HRPs, private property inspections.
Zone 09	Kirkham/Narellan Stormwater Dam	Camden Council	Year 3	During heavy rain events this dam floods and salvinia is carried toward Narellan Creek. If it reaches Narellan Creek it is likely that it will end up in the Nepean River less than 1km away	Salvinia molesta control - herbicide application and bio control

South West Sydney

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 10	Upper Nepean River Regional Acer Action Partnership	Campbelltown and Wollondilly Councils	Year 3	Nepean River natural asset of regional significance, threatened species & populations, high value catchment, ag land	Control new incursion of Acer negundo and isolated Gleditsia infestations
Zone 11	Eagle Farm Reserve	Campbelltown City Council	Years 2-3	Remnant of Cumberland Plain Woodland, in good condition. Identified as habitat for Koalas.	Control of moderate stands of African Olive, plus African Boxthorn, Lantana and Blackberry. This work compliments bush regen work done by crews of Georges River Combined Councils Committee. Community e
Zone 12	Georges River Corridor	Campbelltown City Council	Years 2-3	Georges River bushland corridor (upper catchment), pristine bushland areas nearby. Identified as habitat for Koalas.	Mainly woody weed control (Lantana, Crofton, Senna, Small and Broad Privet) in a gully, within high conservation bushland. Community education and property inspections.
Zone 13	Smiths Creek	Campbelltown City Council	Years 1-3	tributary of Bunbury Curran,significant sub-catchment of Georges R.high in catchment. High conservation value remnant veg.work compliments council's existing education and property inspection program	Control of Ludwigia peruviana, Alligator Weed, Broad Privet, African Olive, Bridal Creeper & Madeira Vine. Community education and property inspections using council funds.
Zone 14	Fisher Ghost Creek	Campbelltown City Council	Years 2-3	tributary of Bunbury Curran system,significant sub-catchment of Georges R.high in catchment. High conservation value remnant veg. Identified as habitat for Koalas.	Control of Morning Glory, Ludwigia peruviana, African olive, African Boxthorn, Broad Privet. Community education, property mentoring and landscape surveying using council funds.
Zone 15	Cooks Reserve	Campbelltown City Council	Years 2-3	Shale Sandstone Transition Forest. Part of Smiths Creek catchment. This zone links with Zone 2, both are tributaries of the upper Georges River catchment. Identified as habitat for Koalas.	Control of African Olive, African Boxthorn, Lantana, Blackberry and Small Privet. The work forms part of a staged bushland restoration approach, gradually continuing downstream. Community education, property men
Zone 16	Georges River corridor African Olive Containment Line	Campbelltown City Council	Year 3	Prestine vegetation communities within the Georges River corridor, EECs, threatened species/populations, high value catchment, ag land	Control of African Olive, containment as Western LGA has abundant infestations
Zone 17	Milton Park - Redfern Creek	Campbelltown City Council	Year 1	Cumberland Plain Woodland and Sydney Coastal River Flat Forest	Weed control along riparian corridor targeting Balloon Vine, African Olive, Privet, Morning Glory and African Boxthorn
Zone 52	Anzac Creek	Liverpool City Council	Year 2	Tributary of the Georges River. Waterway & riparian zone.	Control of Alligator Weed and minor infestation of Ludwigia peruviana.

South West Sydney

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 53	Georges River	Liverpool City Council	Years 1-3	Georges River. Waterway & riparian zone. Aquatic asset identifed as at risk from aquatic WoNS	Control of Alligator Weed, Salvinia and Ludwigia peruviana on both sides of River bank.
Zone 54	Cabramatta Creek	Liverpool City Council	Years 1-2	Cabramatta Creek - aquatic asset identified as at risk from aquatic WoNS	Control of Alligator Weed
Zone 55	Nepean River	Liverpool City Council	Year 3	Nepean River from Bents Basin to Wallacia	Control of Alligator Weed and Salvinia - herbicide spraying
Zone 56	Brickmakers Creek	Liverpool City Council	Year 1	Brickmakers Creek - aquatic asset identified as at risk from aquatic WoNS	Alligator Weed control
Zone 57	Gulguer Nature Reserve & Bents Basin SCA	NPWS (Cumberland Area)	Years 1-2	Nepean River, Gulguer Gorge and Bents Basin	Alligator weed control along the Nepean River from Theresa Park Weir to 500 m downstream of Bents Basin. Downstream of Bents Basin Alligator weed is near continuous
Zone 58	Kemps Creek Nature Reserve	NPWS (Cumberland Area)	Years 1-2	Kemps Creek Nature Reserve (previously NPWS Cumberland Area South)	Control of Alligator Weed
Zone 59	Bents Basin State Conservation Area	NPWS (Cumberland Area)	Year 1	2 Ha of endangered Cumberland Plains Woodland	Follow up of two years work on vine weeds in creek valleys behind teh Bents Basin camp ground
Zone 91	Mill/Barden Creek Catchment	Sutherland Shire Council	Years 2-3	EECs: Large stands of Shale Sandstone Transitional Forest and Sydney Turpentine Iron Bark Forest as well as a full range of locally rare or threatened flora and fauna species.	Control of Ludwigia peruviana, Pampas Grass, Bitou Bush and Boneseed. Private property inspections, checking and surveying high risk sites and pathways. Community education events (guided walks).
Zone 92	Woronora River Catchment Area	Sutherland Shire Council	Years 1-3	Bushland corridor with EECs, threatened species. This bushland is a buffer for protecting larger areas of high conservation value such as the Royal and Heathcote National Parks.	Control of Alligator weed, Ludwigia peruviana, Ludwigia longifolia, Pampas Grass, Boneseed and Lantana. Educational field days. Inspections of private property and high risk sites. Surveying and checking of high risk pathways and high risk sites.
Zone 93	The Mid Georges River Catchment	Sutherland Shire Council	Years 1-3	Small peninsulas and deep sandstone gullies, uninterrupted bushland corridors that link LGA to NP, EEC remnants of Shale Sandstone Transitional Forest/Sydney Turpentine Iron Bark Forest	Control of Alligator Weed, Ludwigia peruviana, Pampas Grass, Bitou Bush and Boneseed. Inspections of private property and high risk sites. Surveying and checking of high risk pathways and high risk sites.

South West Sydney

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 94	The Kurnell Peninsular	Sutherland Shire Council	Years 2-3	The Kurnell Peninsula is host to Sydney's only internationally recognised Ramsar Wetland at Towra Point, 8 EECs, 315 fauna species and 24 different vegetation communities.	Control of Ludwigia peruviana. Private property inspections.
Zone 95	The Hacking River Catchment	Sutherland Shire Council	Years 1-3	Small bays and peninsulas, bushland corridors, remnants of Littoral Rainforest, buffer for areas of high conservation value-Royal and Heathcote NPs. Presence of EEC, threatened populations and species	Control of Ludwigia peruviana. Inspections of high risk sites and private properties. Check and surveying of high risk sites and pathways. Landholder educational packages. Community education events (guided walks and training days)
Zone 102	Bargo River and Upper Nepean Zone	Wollondilly Shire Council	Years 2-3	EEC/TEC: Shale Sandstone Transitional Forest. Adjoins Thilmere Lakes NP, Bargo River and Avon/Nepean Dam (SCA managed catchment areas). Some of the best condition natural areas in the catchment	Control of new incursion at Buxton (Kudzu). Control also of Boneseed, Lantana and African Olive. Inspections of hot spots/high risk sites, check high risk pathways (railway, major roads, Nepean River). Private property inspections.
Zone 103	Lower Nepean River - Below Maldon Weir to Nortons Basin	Wollondilly Shire Council	Years 1-3	Nepean River is a "Category 1" stream. A section of the River forms boundary between Wollondilly Council and neighbouring LGAs: Camden, Liverpool and Campbelltown.	Control of Alligator Weed. Private property inspections, check and survey high risk sites and high risk pathways.
Zone 104	Eastern Zone - Appin and Wilton	Wollondilly Shire Council	Years 2-3	EECs: Cumberland Plain Woodland and Shale Sandstone Transitional Forest. The zone adjoins catchment lands and Dharawal State conservation area. Cataract River and most upper reaches of Georges River.	Private property inspections. Check/surveying of high risk sites, hot spots, high risk pathways. Pathways managed to prevent spread. Control of African Olive, Serrated Tussock, Blackberry, Bitou Bush
Zone 105	Glenrock Reserve	Wollondilly Shire Council	Years 1-3	EEC: Shale Sandstone Transitional Forest. Linear reserve, backs onto Stonequarry Creek, which flows into Nepean River.	Control of Anredera, Lantana and new incursion (Angels Trumpet). Check and survey high risk pathways. Prevention of spread of Angels Trumpet and Anredera (not yet widespread) into creek and River system.

South West Sydney

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 102	Bargo River and Upper Nepean Zone	Wollondilly Shire Council	Years 2-3	EEC/TEC: Shale Sandstone Transitional Forest. Adjoins Thilmere Lakes NP, Bargo River and Avon/Nepean Dam (SCA managed catchment areas). Some of the best condition natural areas in the catchment	Control of new incursion at Buxton (Kudzu). Control also of Boneseed, Lantana and African Olive. Inspections of hot spots/high risk sites, check high risk pathways (railway, major roads, Nepean River). Private property inspections.
Zone 103	Lower Nepean River - Below Maldon Weir to Nortons Basin	Wollondilly Shire Council	Years 1-3	Nepean River is a "Category 1" stream. A section of the River forms boundary between Wollondilly Council and neighbouring LGAs: Camden, Liverpool and Campbelltown.	Control of Alligator Weed. Private property inspections, check and survey high risk sites and high risk pathways.
Zone 106	Western Zone: Thirlmere to Warragamba	Wollondilly Shire Council	Years 2-3	Warragamba Catchment Special Area and Greater Blue Mountains World Heritage Area - African Olive is moving west towards these assets, Lantana also increasing	Control of African Olive and Lanatana

Sydney West Blue Mountains (Eastern)

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 31	Denver Rd, St Clair	HRCC	Years 2-3	Remnant parcel of EEC: Cumberland Plain Woodland. Good representation of CPW species from ground level herb to canopy layers.	EEC; Control of African Boxthorn, Bridal Creeper, African Lovegrass, Ochna and Green Cestrum. Surrounding private property inspections and mentoring. Community awareness activities for surrounding private properties and the local public school.
Zone 32	Ellerman Park, Dural	HRCC	Years 2-3	EEC: Sydney Turpentine Ironbark Forest. Vegetation is in good condition and showing high resilience.	EEC; Bush regeneration work. Surrounding private property inspections and mentoring.
Zone 33	Newman Rd, Glenorie	HRCC	Years 2-3	Riparian zone containing significant vegetation communities, including Gallery Rainforest and wetland areas. Wildlife corridor.	EEC; Control of Camphor Laurel, Small Privet, Green Cestrum, Senegal Tea Plant and Alligator Weed **Cattai Creek is one of the two highest priority areas for Alligator Weed control in Sydney region. Surrounding private property inspections and mentoring

Sydney West Blue Mountains (Eastern)

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 34	Annangrove Park, Annangrove	HRCC	Year 2	Large area significant native veg. EECs: Sydney Turpentine Ironbark Forest,Shale Sandstone Transitional Forest. Also threatened species eg. Darwinia biflora. Important recreational and educational are	EEC; Control of Prairie Grass, African Lovegrass, Small Privet, Pennisetum and Lantana. Surrounding private property inspections and mentoring.
Zone 35	Longneck Lagoon and Scheyville National Park Protection Zone	HRCC	Year 2	EEC Cumberland Plain Woodland. Lagoon 'back swamp' habitat for migratory wader birds and Aboriginal sites. NP has endangered flora/fauna and over 160 bird species. Also Aboriginal/European heritage.	Protection of the national park EEC and lagoon through targeted private property inspections (including dams). Targeted on-ground work to control Salvinia, Mother of Millions, Blackberry, Prickly Pear and Privet. Perimeter weed control to protect the na
Zone 36	Yarramundi Reserve, Yarramundi	HRCC	Years 1-2	78 hectares, Hawkesbury Nepean River riparian corridor. Diverse landscape of lagoons, wetlands, flood channels, dunes, ridges, etc . Grey Headed Flying Fox colonies.	Control of Ludwigia peruviana, Alligator Weed, Water Hyacinth, Box Elder and Balloon Vine. Using HRCC funds, further aquatic weed control will be carried out upstream of this zone (includes large cost of boom and harvesting). Surrounding private property
Zone 37	Nurragingy Reserve, Doonside	HRCC	Years 1-3	Large area of EEC Cumberland Plain Woodland contains wetlands.Vegetation good condition/high resilience.Part of wildlife corridor.Property inspections. Education/extension with neighbouring properties	Inspections; Control of Green Cestrum, African Olive, African Boxthorn, Alligator Weed & Bridal Creeper. Surrounding private property inspections and mentoring.
Zone 38	Kanangra Reserve, Kingswood	HRCC	Year 2	Remnant parcel of EEC: Cumberland Plain Woodland.	EEC; Under threat from invasive grasses. Control of African Boxthorn, African Lovegrass and Mother of Millions. Confirm suspected presence and (if it is there) control of Serrated Tussock. Surrounding private property inspections and mentoring.
Zone 39	Peppermint Reserve, Kingswood	HRCC	Years 2-3	Remnant parcel of EEC next to recreational area: Cumberland Plain Woodland. Wildlife habitat and restricted plant species.	EEC; Control of African Boxthorn, African Lovegrass, Mother of Millions and Bridal Creeper. Also control of Agave species (result of dumping). Surrounding private property inspections and mentoring. HRCC funding used to do community education.

Sydney West Blue Mountains (Eastern)

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 40	Hederanthera reniformis control, Darling Mills Creek, Hills Shire	HRCC	Year 3	Darling Mills Creek	Control of high risk weed Heteranthera reniformis
Zone 41	Devlin Rd, Castlereagh	HRCC	Year 1	Lower Nepean River as an extremely volatile high risk pathway	Control of aquatic (Alligator Weed, Salvinia, Water Hyacinth, Ludwigia) and terrestrial (Green Cestrum) weeds
Zone 60	Scheyville NP, Cattai NP	NPWS (Cumberland Area)	Year 3	Control of grasses	African Olive control on NPWS estate above "containment line"
Zone 61	Agnes Banks Nature Reserve	NPWS (Cumberland Area)	Year 3	Protection of extremely high-value conservation reserve - Agnes Banks Nature Reserve	Control of grassy weeds. Both maintenance of previous work (controlling/removing Chilean Needle Grass, on perimeter) and removing African Love Grass (through EEC) and preventing its re-invasion along boundaries
Zone 62	Wianamatta Nature Reserve, Cranebrook	NPWS (Cumberland Area)	Year 1	Control of African Lovegrass and other weeds in EECs (previously Cumberland Area North)	Bush regeneration and rehabilitation works predominately removing African Lovegrass
Zone 63	Castlereagh Nature Reserve	NPWS (Cumberland Area)	Year 1	10 Ha of Castlereagh Scribbly Gum Woodland and Shale/Gravel Transitional Forest	Primary weed control targeting African Lovegrass
Zone 64	Rouse Hill Regional Park	NPWS (Cumberland Area)	Year 1	Cumberland Plain Woodland and River-flat Eucalyptus Forest	Primary weed control targeting African Olive
Zone 65	Windsor Downs Nature Reserve	NPWS (Cumberland Area)	Year 1	Control of African Lovegrass and other weeds in EECs (previously Cumberland Area North)	Removal of African Lovegrass emerging in the reserve through fire trails as high risk pathways
Zone 66	Scheyville National Park	NPWS (Cumberland Area)	Year 1	Largest single remnant of Cumberland Plan Grey Box/Ironbark Woodland EEC	Bush regeneration mainly targeting African Olive as well as maintenance and monitoring of Salvinia in Longneck Lagoon
Zone 67	Wianamatta Regional Park	NPWS (Cumberland Area)	Year 1	Predominately EECs namely Cooks River Castlereagh Ironbark Forest, Shale Plains Woodland, Castlereagh Scribbly Gum Woodland and Shale/Gravel Transitional Forest	Treated for Large and Small Leaf Privet, African Olive, Lantana and Cotoneaster
Zone 74	Pendle Creek	Parramatta City Council	Years 2-3	EECs occurring at varying intervals along the course of the creek: Shale Transition Forest (east bank) and Shale Sandstone Transition Forest (west bank).	Control of Alligator Weed.
Zone 75	Toongabbie and Coopers Creeks	Parramatta City Council	Years 2-3	Significant tributaries of the Parramatta River. EEC: Cumberland Plain Woodland.	Control of Ludwigia peruviana, Alligator Weed, Balloon Vine, Madeira Vine.

Sydney West Blue Mountains (Eastern)

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 76	Lake Parramatta	Parramatta City Council	Years 2-3	EEC: Cumberland Plain Woodland. Cultural heritage values. Recreation area.	Control of Ludwigia peruviana, Salvinia and Mexican Water Lily.
Zone 77	Darling Mills Creek and Parramatta River	Parramatta City Council	Years 1-3	This is the confluence of DM Creek and Parramatta River. EECs: Coastal Saltmarsh, Swamp Oak Floodplain Forest, Eucalypt River – Flat Forest, Shale Sandstone Transition Forest and Shale Plains Woodland	Control of Ludwigia peruviana, Salvinia and Alligator Weed.
Zone 78	Vineyard Creek (Subiaco Creek section)	Parramatta City Council	Years 2-3	EEC remnants: Shale Sandstone Transition Forest.	Aquatic weed control in a section of Vineyard Creek (Salvinia) and Subiaco Creek (Alligator Weed).
Zone 79	Galaringi Garden Ponds, Eurasian Watermilfoil	Parramatta City Council	Years 2-3	Eradication of Class 1 noxious weed/prevent spread into nearby waterways	Aquatic Weed control in the 2 ponds within Galaringi and Eric Mobbs Memorial Park, where there is a localised incursion of Eurasian Waterfoil.
Zone 80	Duck River	Parramatta City Council	Years 1-3	A significant tributary of the Parramatta River. Remnants of EEC: Shale Transition Forest and Shale Plains Woodland. There is also a colony of the Vulnerable species of Grey Headed Flying-Fox.	Control of Alligator Weed and Senegal Tea Plant.
Zone 81	Backhousia Reserve	Parramatta City Council	Year 1	EEC Cumberland River Flat and Sydney turpentine Iron Bark Forest	Control of Coolatai Grass - large infestation approx 780 sq m

Sydney West Blue Mountains (Western)

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 03	Lapstone, Knapsack, Tunnel Gully and Jamison Creek sub-catchments	Blue Mountains City Council	Years 1-3	EECs: Sydney Turpentine Ironbark Forest, Shale Sandstone Transitional Forest. The area flows into Glenbrook, which ultimately feeds into Nepean River.	Lapstone, Knapsack, Tunnel Gully and Jamison Creek sub-catchments, includes the large Knapsack Reserve. Control of Alligator Weed, Cats Claw Creeper, Madeira Vine, Mist Flower and Lantana.

Sydney West Blue Mountains (Western)

Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 04	Mt Wilson Sub-catchment 2011-2012	Blue Mountains City Council	Year 2	Protecting Moist Basalt Cap Forests and downstream World Heritage Areas below the township of Mt. Wilson	Targeted sub-catchment inspection program
Zone 04	Mt. Irvine Sub-catchment 2011-2012	Blue Mountains City Council	Year 2	Protecting Moist Basalt Cap Forests and downstream World Heritage Areas below the township of Mt. Irvine	Targeted sub-catchment inspection program
Zone 04	Mt. Victoria Sub-catchment 2011-2012	Blue Mountains City Council	Year 2	Protecting downstream World Heritage Areas below the township of Mt. Victoria	Tageted sub-catchment inspection program
Zone 04	Blackheath Sub-catchment 2011-2012	Blue Mountains City Council	Year 2	Protecting Temperate Highland Peat Swamp on Sandstone which is listed as an EEC and downstream World Heritage Areas below the township of Blackheath	Targeted sub-catchment inspection program
Zone 04	Medlow Bath Sub-catchment 2011-2012	Blue Mountains City Council	Year 2	Protecting Temperate Highland Peat Swamp on Sandstone which is listed as an EEC and downstream World Heritage Areas below the township of Medlow Bath	Targeted sub-catchment inspection program
Zone 04	North Katoomba Sub-catchment 2011-2012	Blue Mountains City Council	Year 2	Protecting Temperate Highland Peat Swamp on Sandstone which is listed as an EEC and downstream World Heritage Areas below the township of North Katoomba	Targeted sub-catchment inspection program
Zone 04	South Katoomba-South Leura Sub-catchment 2011-2012	Blue Mountains City Council	Year 2	Protecting Temperate Highland Peat Swamp on Sandstone which is listed as an EEC and downstream World Heritage Areas below the township of South Katoomba	Targeted sub-catchment inspection program
Zone 04	North Lawson Sub-catchment 2011-2012	Blue Mountains City Council	Year 2	Protecting Temperate Highland Peat Swamp on Sandstone which is listed as an EEC and downstream World Heritage Areas below the township of North Lawson	Targeted sub-catchment inspection program

Sydney West Blue Mountains (Western)

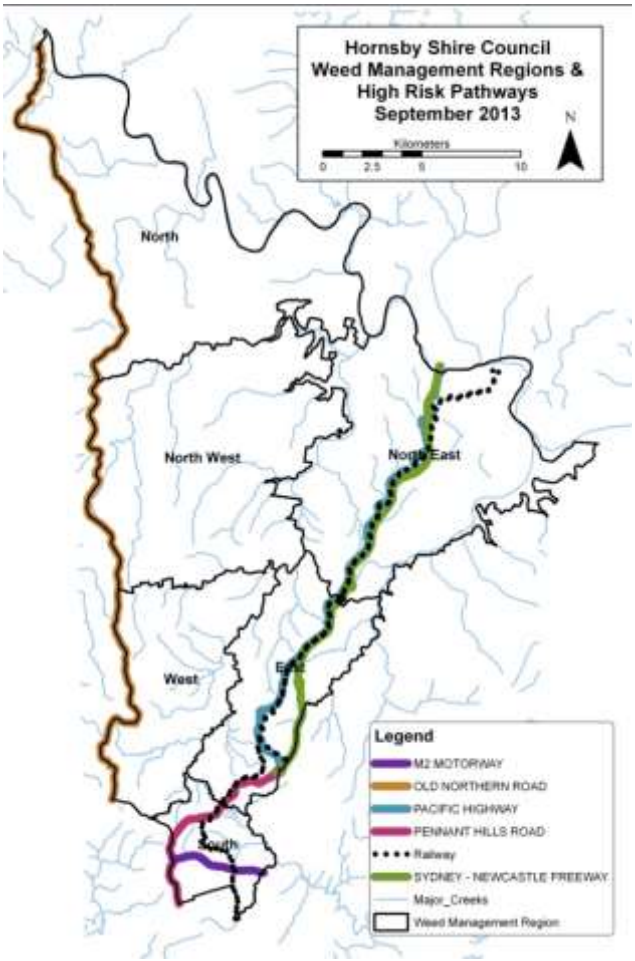
Number	Name	Organisation	Year Funded	Asset/s for Protection	Funded Activity
Zone 04	Valley Heights-Sun Valley Sub-catchment 2011-2012	Blue Mountains City Council	Year 2	Protecting Sun Valley Cabbage Gum Forest in the Sydney Basin Bioregion which is a Critically EEC in Sun Valley	Targeted sub-catchment inspection program
Zone 04	Mitchells Pass Sub-catchment 2011-2012	Blue Mountains City Council	Year 2	Protecting Shale-Sandstone Transition Forest and Sydney Turpentine-Ironbark Forest which are listed as EECs as well as the downstream lands of the Penrith LGA and the Nepean River system	Targeted sub-catchment inspection program
Zone 05	Great Western Highway - Hazelbrook to Medlow Bath	Blue Mountains City Council	Year 1	Bushland areas and adjoining LGAs Penrith and Hakwesbury	Control of emerging weed Coolatai Grass along high risk pathway, among other weeds
Zone 06	Knapsack Park	Blue Mountains City Council	Year 1	Integrated weed control program across targeted reserves within shale based EECs	Control of multiple weeds
Zone 06	Skarratt Park (West)	Blue Mountains City Council	Year 1	Integrated weed control program across targeted reserves within shale based EECs	Control of multiple weeds
Zone 55	Nepean River	Liverpool City Council	Year 3	Nepean River from Bents Basin to Wallacia	Control of Alligator Weed and Salvinia - herbicide spraying
Zone 103	Lower Nepean River - Below Maldon Weir to Nortons Basin	Wollondilly Shire Council	Years 1-3	Nepean River is a "Category 1" stream. A section of the River forms boundary between Wollondilly Council and neighbouring LGAs: Camden, Liverpool and Campbelltown.	Control of Alligator Weed. Private property inspections, check and survey high risk sites and high risk pathways.

4. LCA Inspection Programs

Weed priorities vary significantly across Sydney's 42 local councils and this is reflected in each of the LCA's annual inspection program. This section briefly describes some of the unique challenges faced by each LCA and outlines their inspection program.

HORNSBY SHIRE (SYDNEY NORTH)

The Hornsby Shire covers an area of 462 km^2 and has a population of over 164,034 and is part of the Sydney North subregion. Located on a high ridge in between two expansive areas of natural bushland, the Kur-ring-gai Chase National Park and Berowra Valley Regional Park. These provide large areas of natural parkland that form a green belt running from Sydney at the south to the Hawkesbury River at the Shire's northern end. The northern half of Hornsby Shire remains a semi-rural area, retaining a number of farmlands and market gardens. The southern half of the Shire is urban, forming part of Sydney's suburbia.

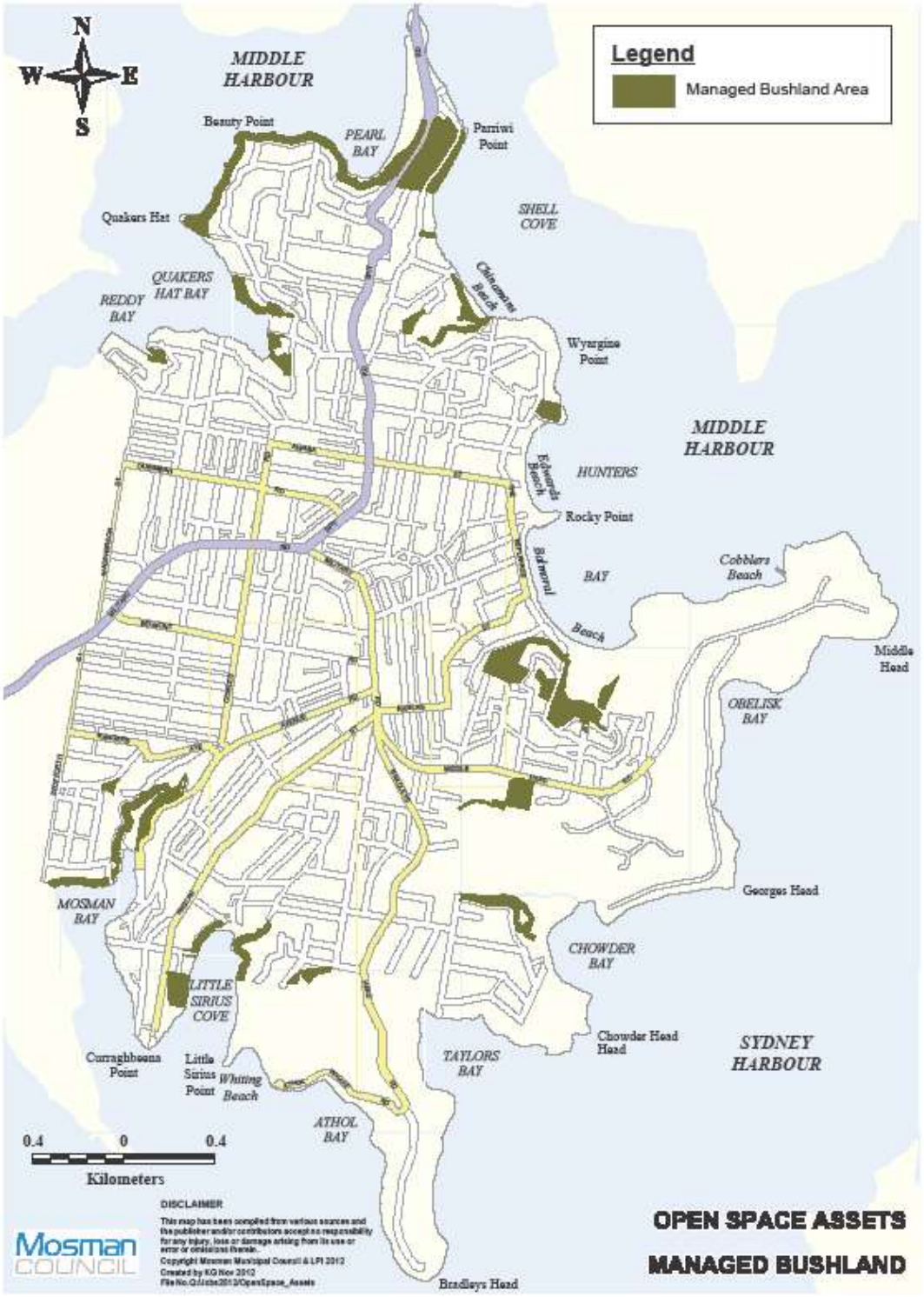


The approximate number of annual of inspections under the WAP program by Hornsby Council, is estimated as follows:

Mapped Weed Management Region	No. Inspections
North	0
North West	72
North East	144
East	288
South	72

MOSMAN (SYDNEY NORTH)

Located on the northern shores of Sydney Harbour, Mosman municipality covers 9 km^2 and has a population of over 29,232. Mosman is fortunate to enjoy a substantial amount of bushland within its boundaries, much of it being part of Sydney Harbour National Park. Forming the basis of Mosman's inspection program, these large tracts of bushland at Middle Head, Georges Heights and Bradley's Head are supplemented by a range of smaller bushland sites and unmade road sites that Council manages.

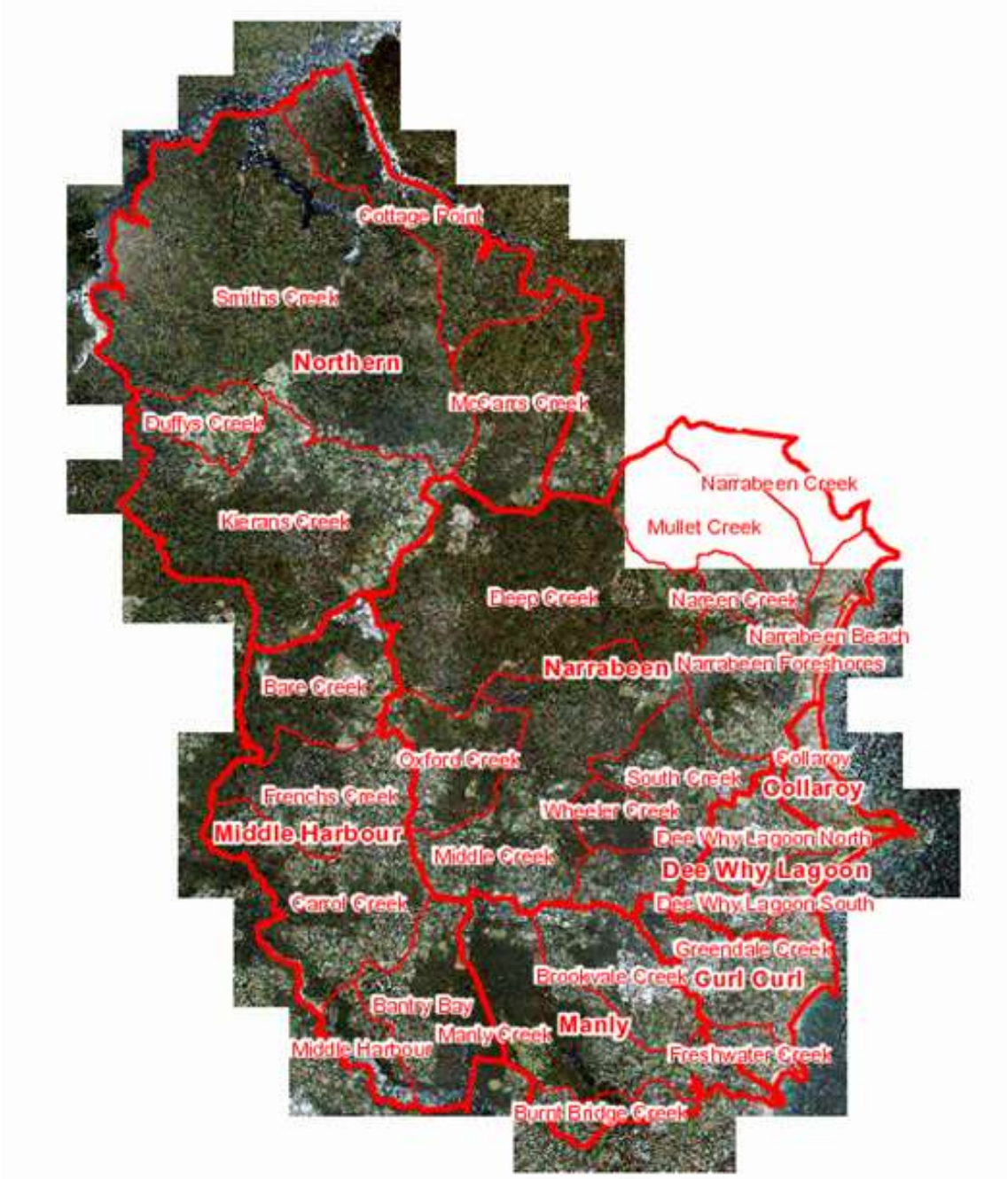


WARRINGAH (SYDNEY NORTH)

Located on Sydney's Northern Beaches, Warringah Council covers 149 km^2 and has a population of 145,865. It contains 6,000 hectares (15,000 acres) of natural bushland and open space, and is graced by four lagoons, Narrabeen Lagoon marks Warringah's northern boundary, Manly Lagoon marking the southern boundary, with Dee Why and Curl Curl Lagoons in between. It also contains Manly Dam, a popular place for recreation.

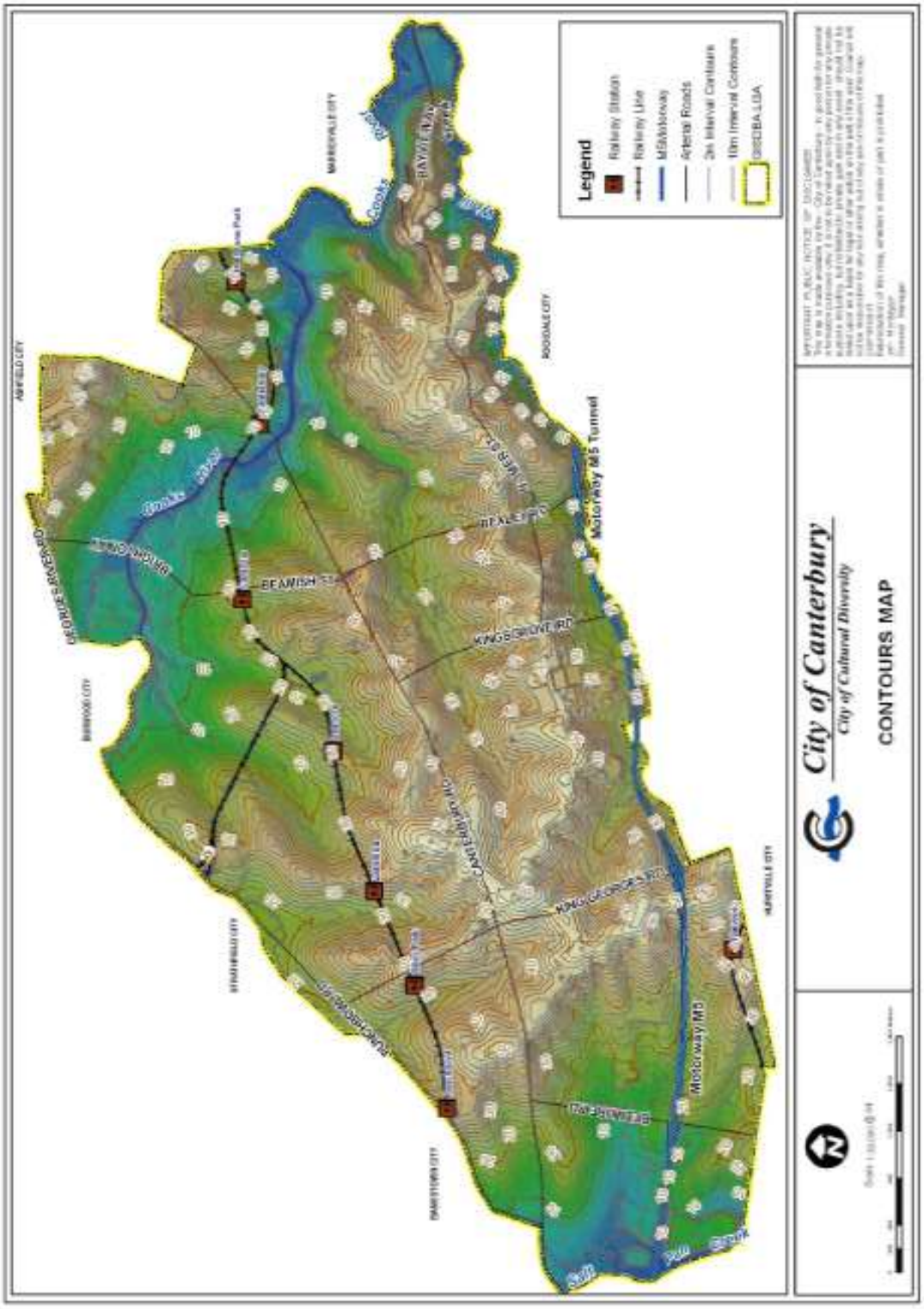
For the purpose of weed management, the LGA is broken into six catchments. Annual inspection program comprises:

- 60 Private Property inspections (to be undertaken in the Narrabeen Catchment targeting Ludwigia peruviana and class 3 weeds)
- 10 HIgh Risk Sites (nurseries, recycle centres ect), and
- 5km high risk pathways inspected and mapped for class 3 and above noxious weeds



CANTERBURY COUNCIL (SYDNEY CENTRAL)

Located in Sydney's south western suburbs approximately 17 km from the CBD, Canterbury City Council covers 34 km^2 and has a population of 145,668. Canterbury is primarily residential and home to more than 130 nationalities. The M5 South Western Motorway passes through the LGA. Other major roads include King Geirges Rd, Bexley Rd and Canterbury Rd.

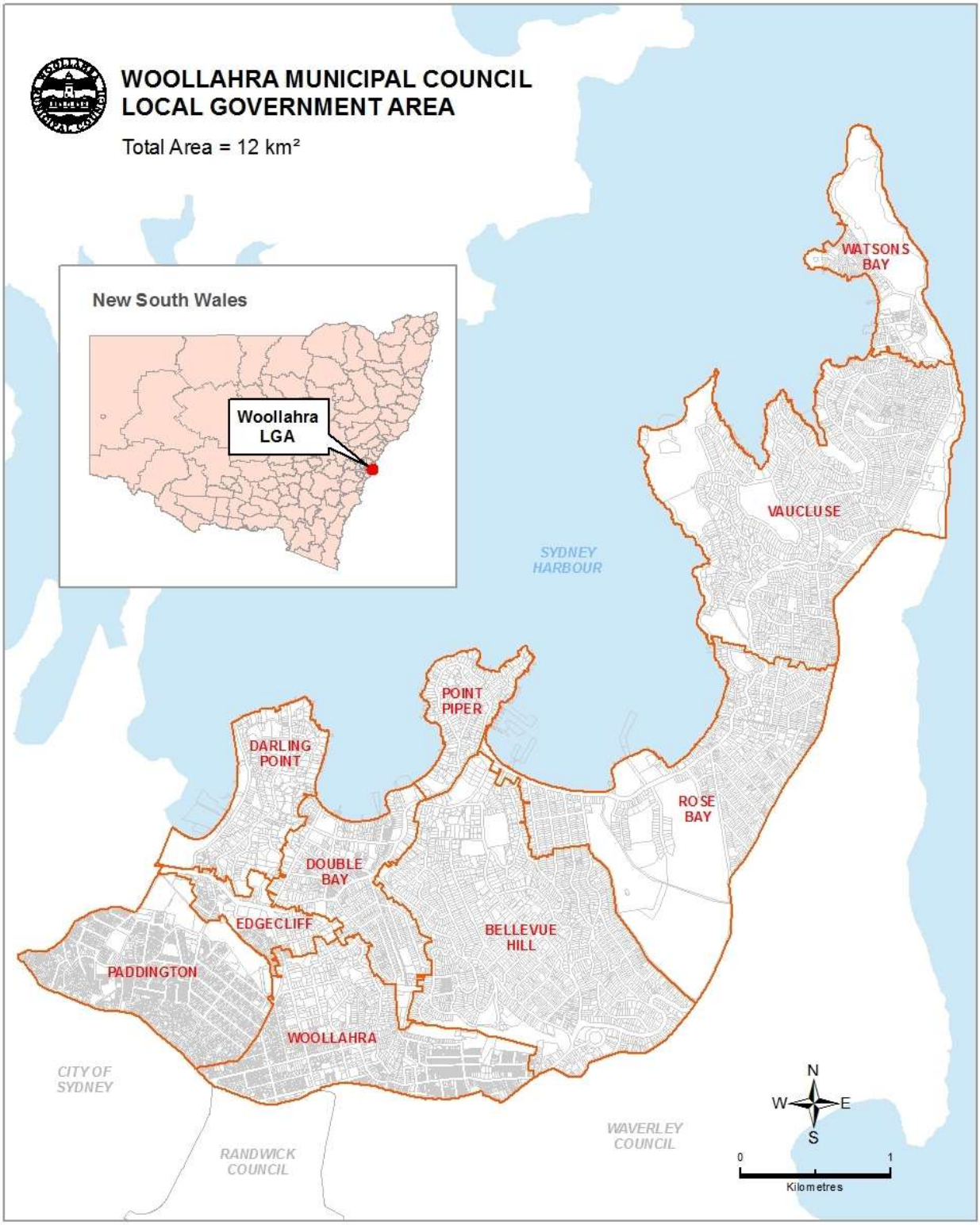


WAVERLEY COUNCIL (SYDNEY CENTRAL)

Located in Sydney's eastern suburbs approximately 9km from the CBD, Waverley LGA covers 9 km^2 and has a population of 69,420. Currently Council does not have a Noxious Weeds Officer, so no annual inspections are being undertaken.

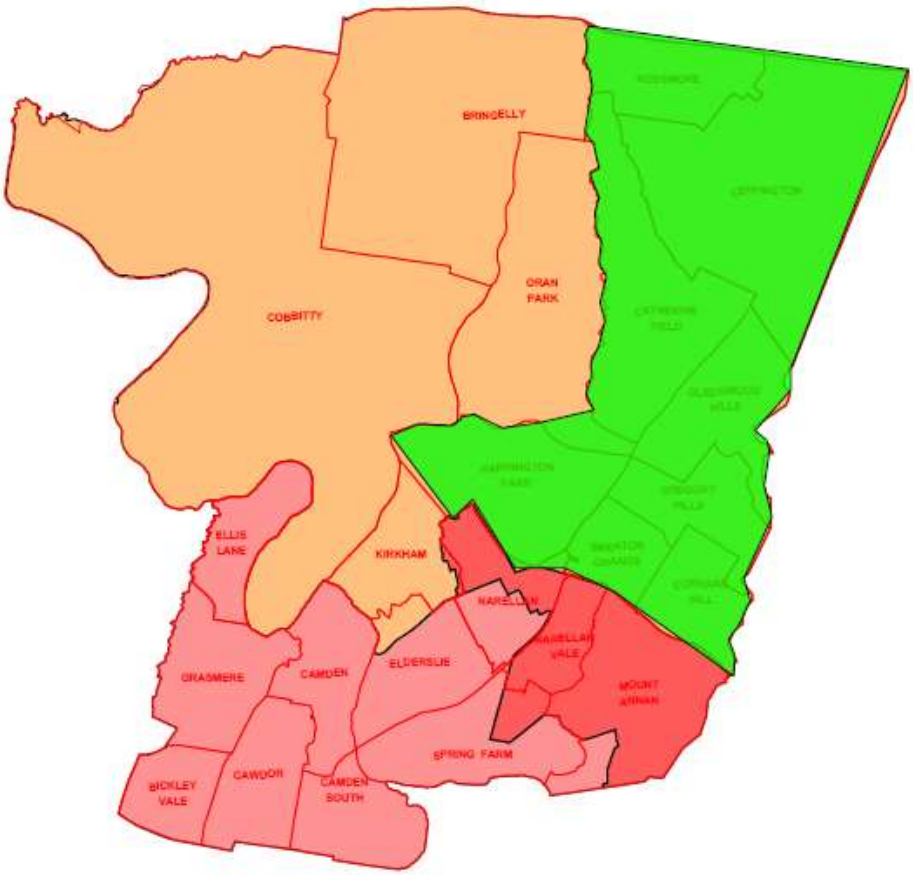
WOOLLAHRA (SYDNEY CENTRAL)

Located in Sydney's eastern suburbs approximately 5km from the CBD, Woollahra LGA covers 12 km^2 and has a population of 56,005. Currently Council does not have an annual inspections program.



CAMDEN (SYDNEY SOUTH WEST)

The Camden LGA is 206 km2 and sits within the upper Nepean catchment area. Camden LGA has significant High risk pathways dissecting through the area. Nepean River, South creek, Kemps creek, Matahil creek, Narellan Creek and major roads; Camden Valley way, Old Hume Highway, The Northern Road, Narellan Road and Burrogorang road. High risk pathways are the main priority for inspections each year. In addition to the HRP inspections, a significant number of private properties are inspected as part of the noxious weeds inspection program. To simplify the inspections the area is divided into 4.



Area	Description
Northern (brown)	This area is predominantly agricultural land. Properties in this area are subject to routine inspections and should be inspected at leas once in every 4 years. (100 Inspections per year)
North Eastern LGA (green)	This area predominantly consists of small hobby block averaging around 2Ha in size. This area forms part of the South west Growth region which is undergoing significant development. Some areas within this portion of the LGA are inspected annually due to aquatic weed issues. The remaining properties form part of the inspection program and should be inspected at least once every 4 years. (150 inspections per year)
South Western (pink)	This are is apprximatley 50% Agricultural land and 50% urban. There are some areas which are inspected annually due to Serrated tussock issues and the remaining properties are inspected at least once every 4 years. (50 Inspections per year)
South Eastern (red)	This are is all urban and private property inspections are not significant in this area. There are HRP which are inspected annually within this region. (10 inspections per year)

CAMPBELLTOWN (SYDNEY SOUTH WEST)

The Campbelltown LGA is 312 km2 and located on the south-western edge of the Sydney metropolitan area, approximately 53 kilometres from Sydney CBD. The LGA extends from Glenfield in the north to Menangle Park in the south. It comprises 33 suburbs and is surrounded by five other LGAs including Liverpool, Camden, Wollondilly, Sutherland and Wollongong.

Campbelltown has a population of approximately 151,000, with residencies predominately situated within a linear urban corridor that follows the alignment of the F5 Motorway/Hume Highway and the Main Southern Railway line.

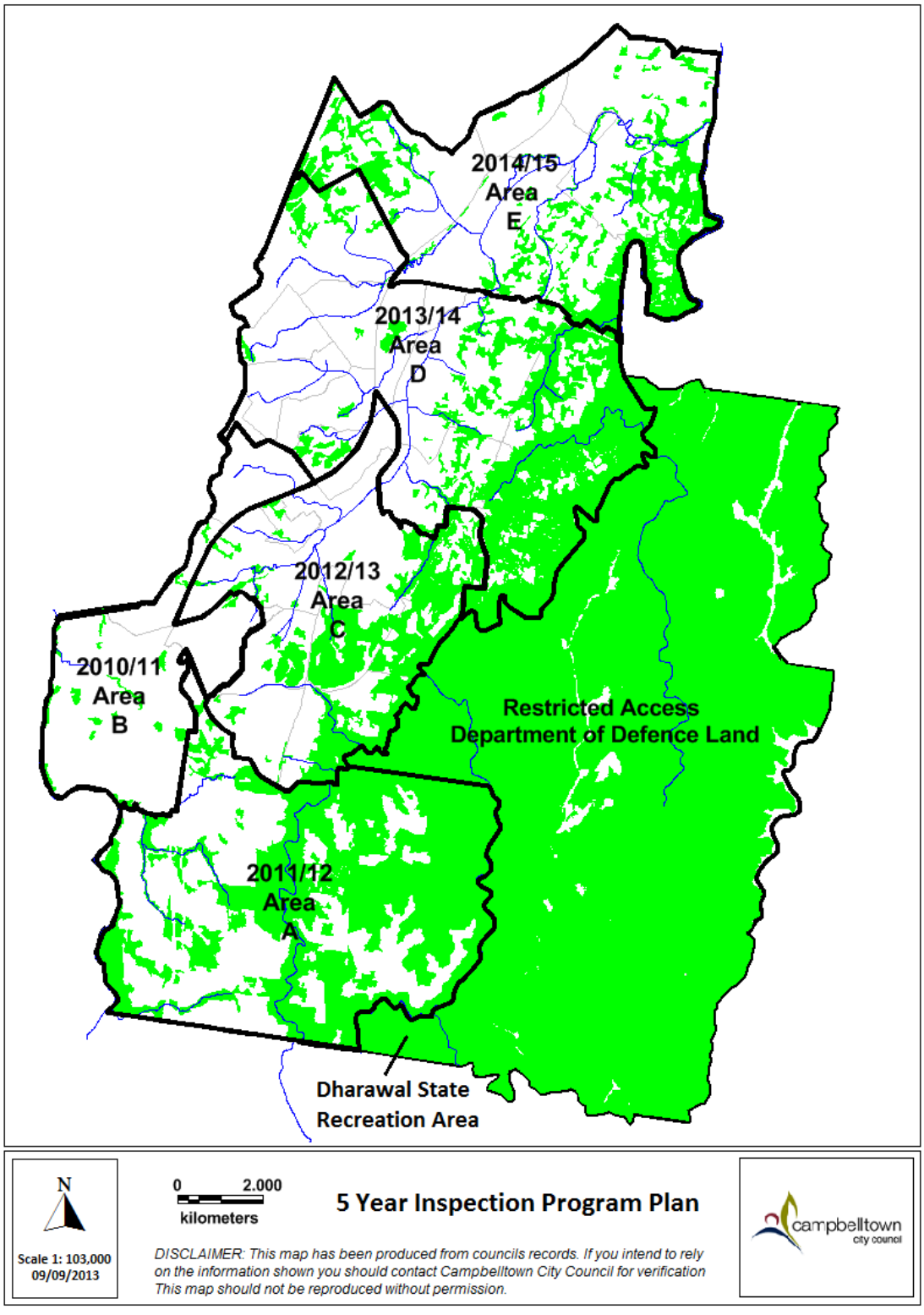
Topography within the LGA is generally flat with the exception of the Scenic Hills in the west and the riparian areas particularly along the Upper Georges River; the majority of the land within the LGA lies approximately 200m above sea level.

Cumberland Plain Woodland and Shale-Sandstone Transition Forest are the two main native vegetation communities within the LGA and are both listed as Endangered Ecological Communities under the *Threatened Species Conservation Act 1995*. The Dharawal National Park Area is situated (in part) within the south east of the LGA, it contains relatively pristine bushland.

The LGA is located within the catchments of two principal Sydney waterways, the Georges and Nepean River systems. These waterways support a diverse variety of plants and animals, as well as provide for community amenity and recreation opportunities.

The majority of Campbelltown's urban waterways flow into the Upper Georges River, either directly to the Georges River itself, or via the Bow Bowing/Bunbury Curran Creek system. Approximately 86% of the Campbelltown LGA lies within the Georges River catchment. The remaining 14% of the LGA feeds into the Hawkesbury/ Nepean River.

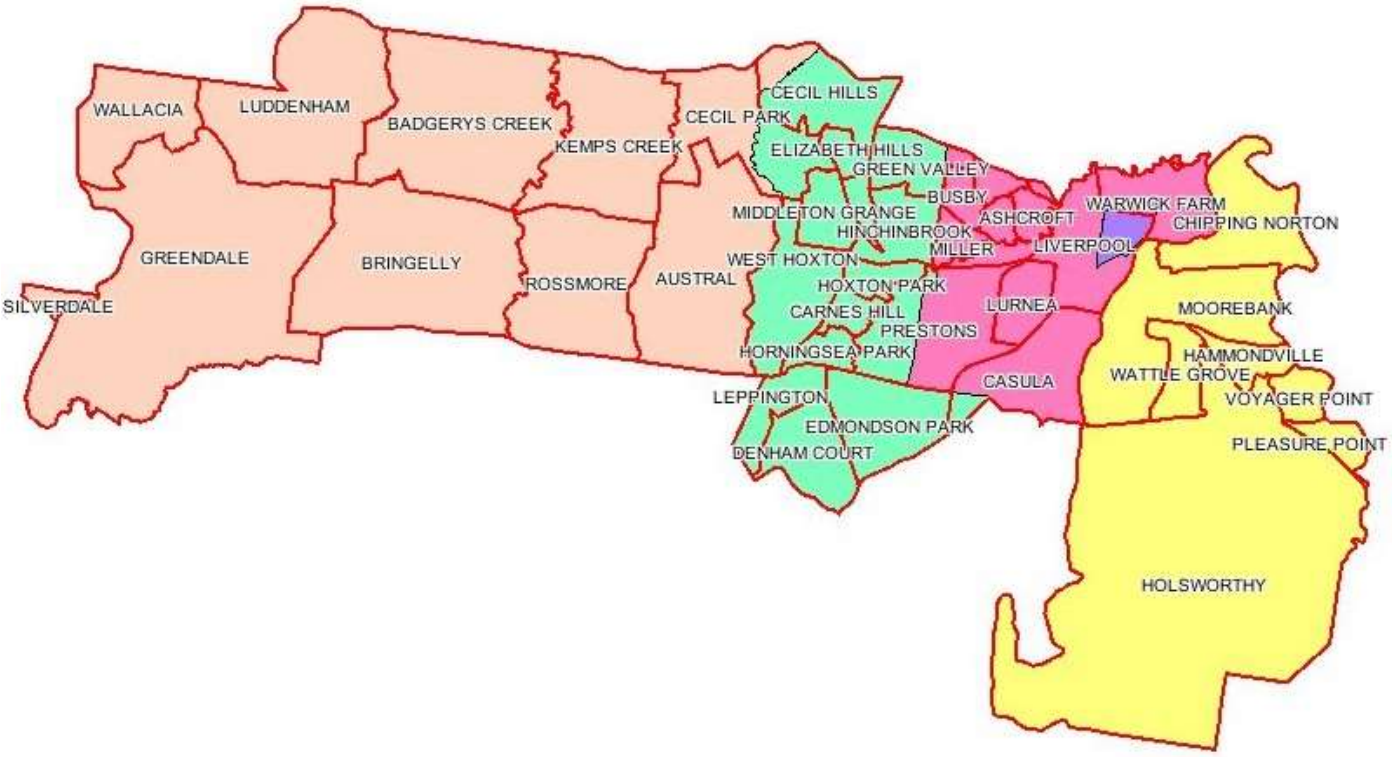
Campbelltown 5 Year Inspection Program



Division	Year inspected	No. of properties
A Division	2011/12	250
B Division	2010/11	250
C Division	2012/13	250
D Division	2013/14	250
E Division	2014/15	250

LIVERPOOL (SYDNEY SOUTH WEST)

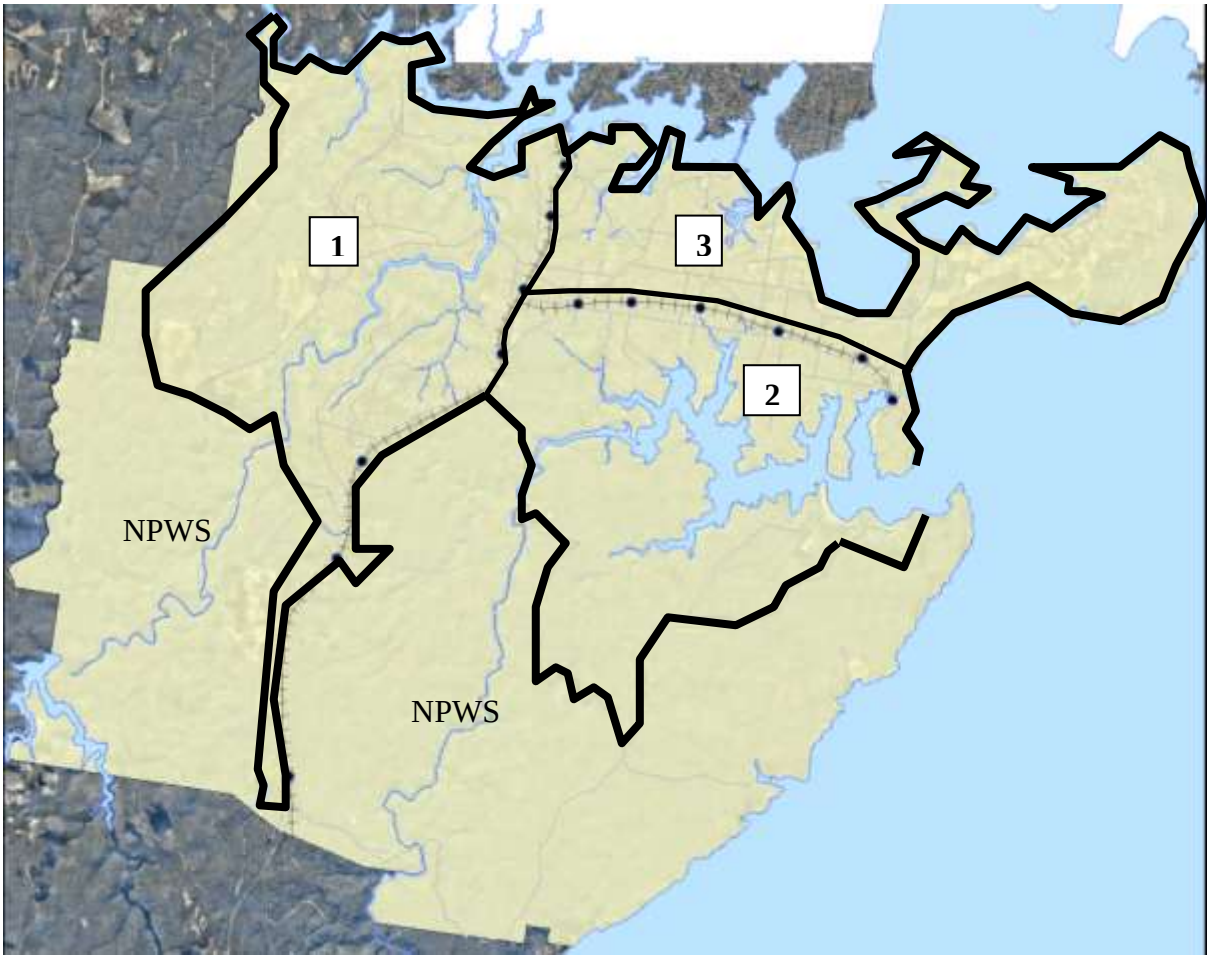
Located in Sydney's south western suburbs approximately 32 km from the CBD, Liverpool City Council covers 306 km^2 and has a population of 185,481. Major roads passing through the LGA include the Hume Highway, M5 and M7 Motorways. Liverpool is also serviced by a major rail line.



SUTHERLAND SHIRE (SYDNEY SOUTH WEST)

Located in Sydney's south approximately 26 km from the CBD, Sutherland Shire covers 334 km^2 and has a population of 220,835. The area includes a stretch of surf beaches, four national parks and a number of significant waterways. Major roads include the Princes Highway connecting Sydney to the the Illawarra and South Coast.

Map - Sutherland Shire Council LGA



Inspection Zones

1. Woronora River and Mill/Barden Creek Catchment areas
2. Port Hacking Catchment area
3. Mid Georges River and The Kurnell Peninsular

Annual Inspection Target = 900 (across entire LGA)

Inspection Rotation

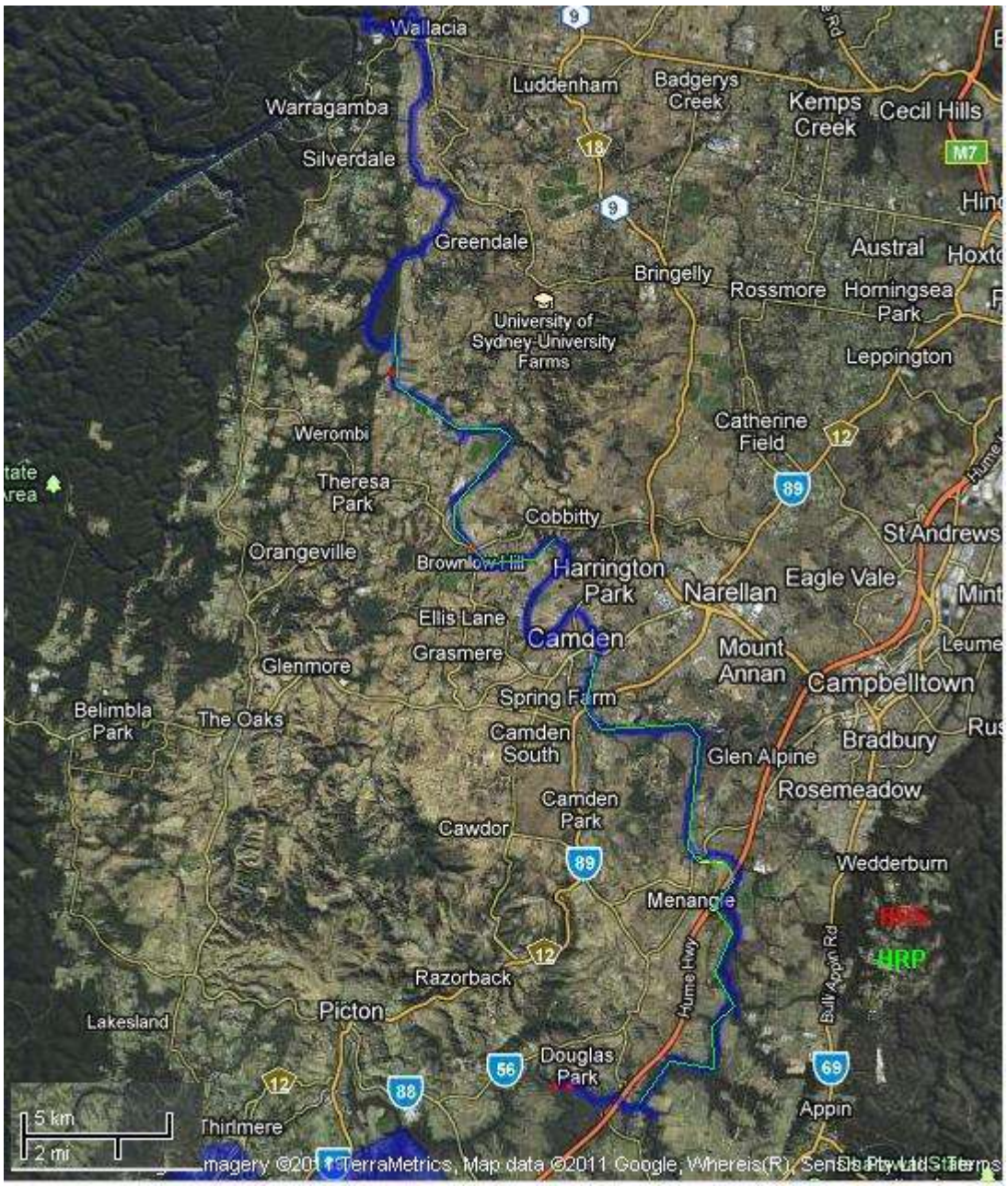
- Annually SSC conducts inspections for High Risk Weeds (Boneseed/ Aquatic weeds), High Risk Sites and along High Risk Pathways across the entire LGA. This includes (but not limited to) roads, rail corridor, creeklines, nurseries, aquariums.
- Inspection rotation of each zone over 3 years, will focus on noxious weeds especially lower priority weeds from Class 4 such as Privet, Lantana, Blackberry and Bitou Bush and other invasive weeds identified by Sydney Weeds Committees.

WOLLONDILLY SHIRE (SYDNEY SOUTH WEST)

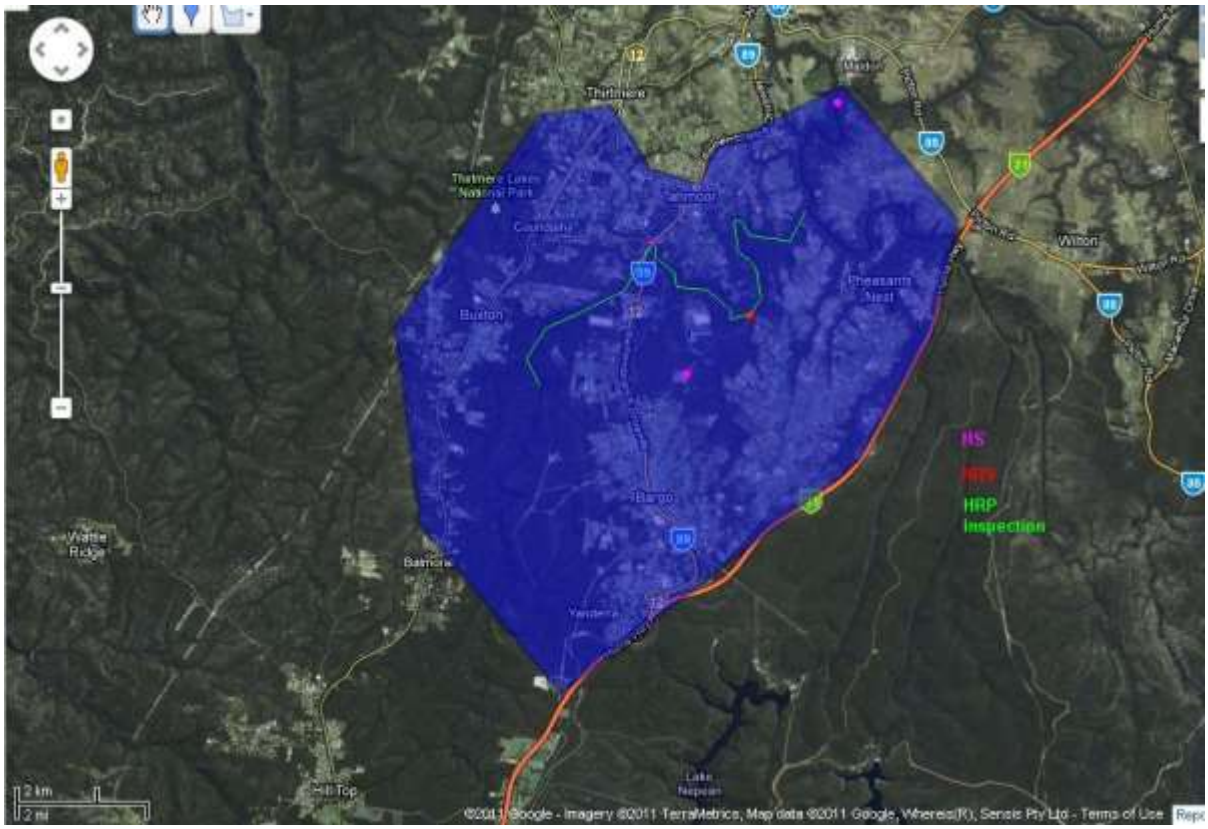
Located on Sydney's southwestern edge, Wollondilly Shire covers 2,557 km^2 and has a population of 44,050. The area is traversed by the Hume Highway and the Southern Highlands Railway line (connecting Sydney, Canberra and Melbourne. The majority of the Shire is either national park or forms part of the water catchment for Sydney's water supply. The Shire provides 97% of Sydney's water supply.

We aim to undertake at least 28 strategic inspections per year, with many more reactive inspections as required. Weeds inspections are also undertaken as part of Development Applications. Additionally, if serious weeds are sighted during tree inspections etc they are reported to the appropriate officer and followed up as necessary.

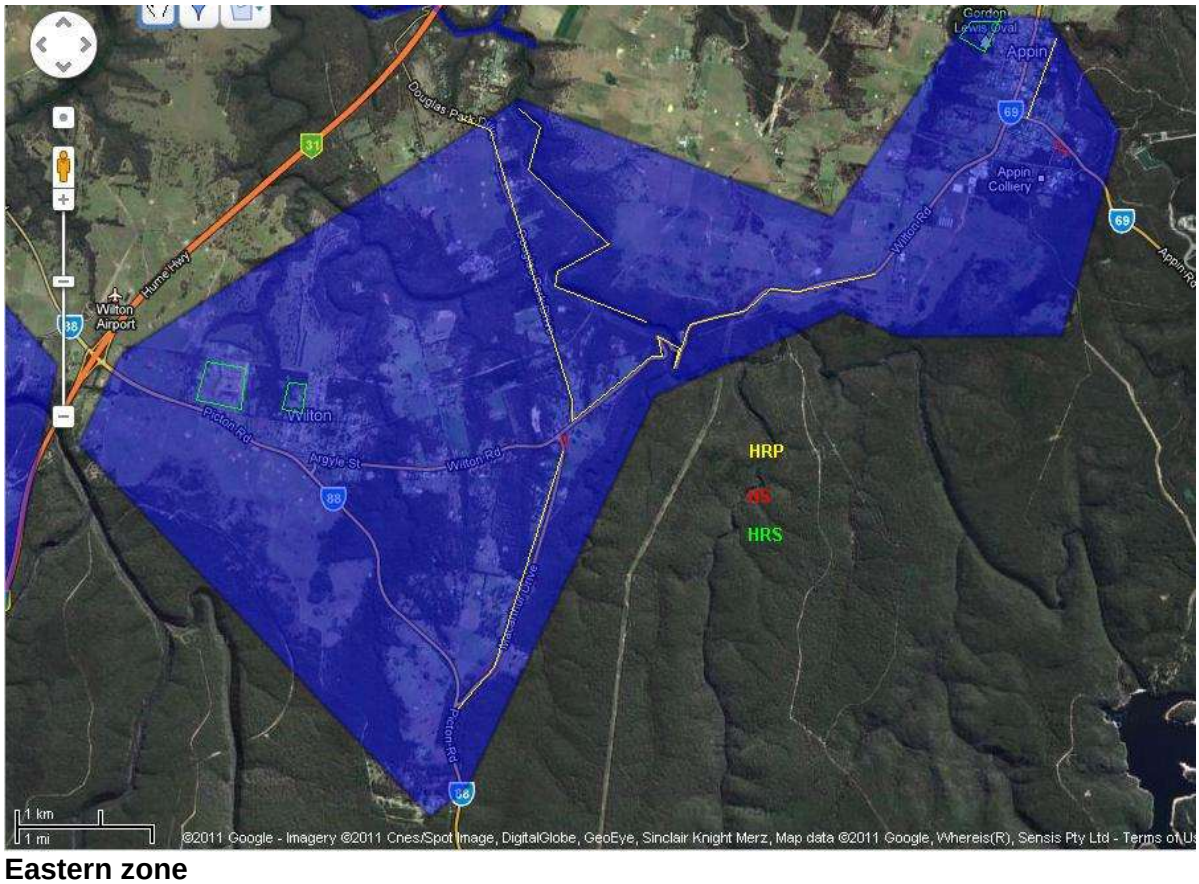
Below are maps of four strategic inspection areas. Inspections are conducted in the remaining area of the shire, however these are more reactive, or based on specific sightings/reports or programs.



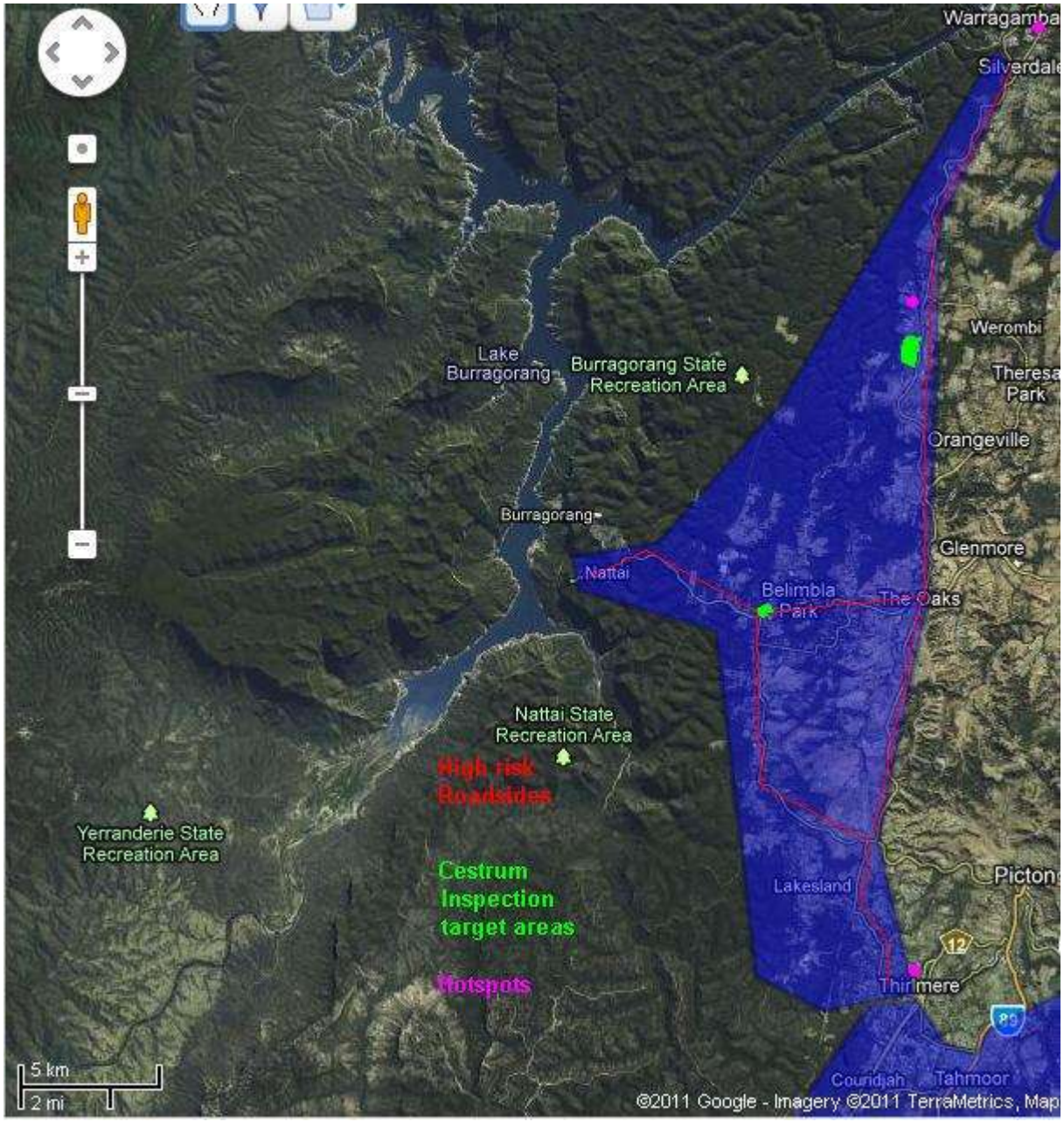
Nepean River Zone



Bargo River Zone



Eastern zone



Western zone

BLUE MOUNTAINS (SYDNEY WEST BLUE MOUNTAINS)

The City of Blue Mountains is located on the western fringe of metropolitan Sydney extending from Lapstone in the east through to Mount Victoria, Bell and mount Tomah in the west. The local government area covers 143,000 hectares of land, dominated by more than 1,000 square kilometres of World Heritage National Park, which constitutes some 70% of the City. Approximately 11 per cent of the total land area is in private ownership and available for human settlement and is traversed by the east - west road and rail transport corridor linking the central west of NSW with the Sydney Basin .

BMCC intends to undertake 1400 targeted private property inspections across the LGA as part of the strategic landscape scale control of priority invasive weeds in the four conservation landscapes;

- Megalong Valley Sandstone Granite Conservation Landscape (Megalong Valley).
- Moist Basalt Cap Forest Conservation Landscape (Mount Wilson to Mount Tomah).
- Blue Mountains Plateau Conservation Landscape (Bell to Linden).
- Lower Blue Mountains Shale-Sandstone Conservation Landscape (Faulconbridge to Lapstone).

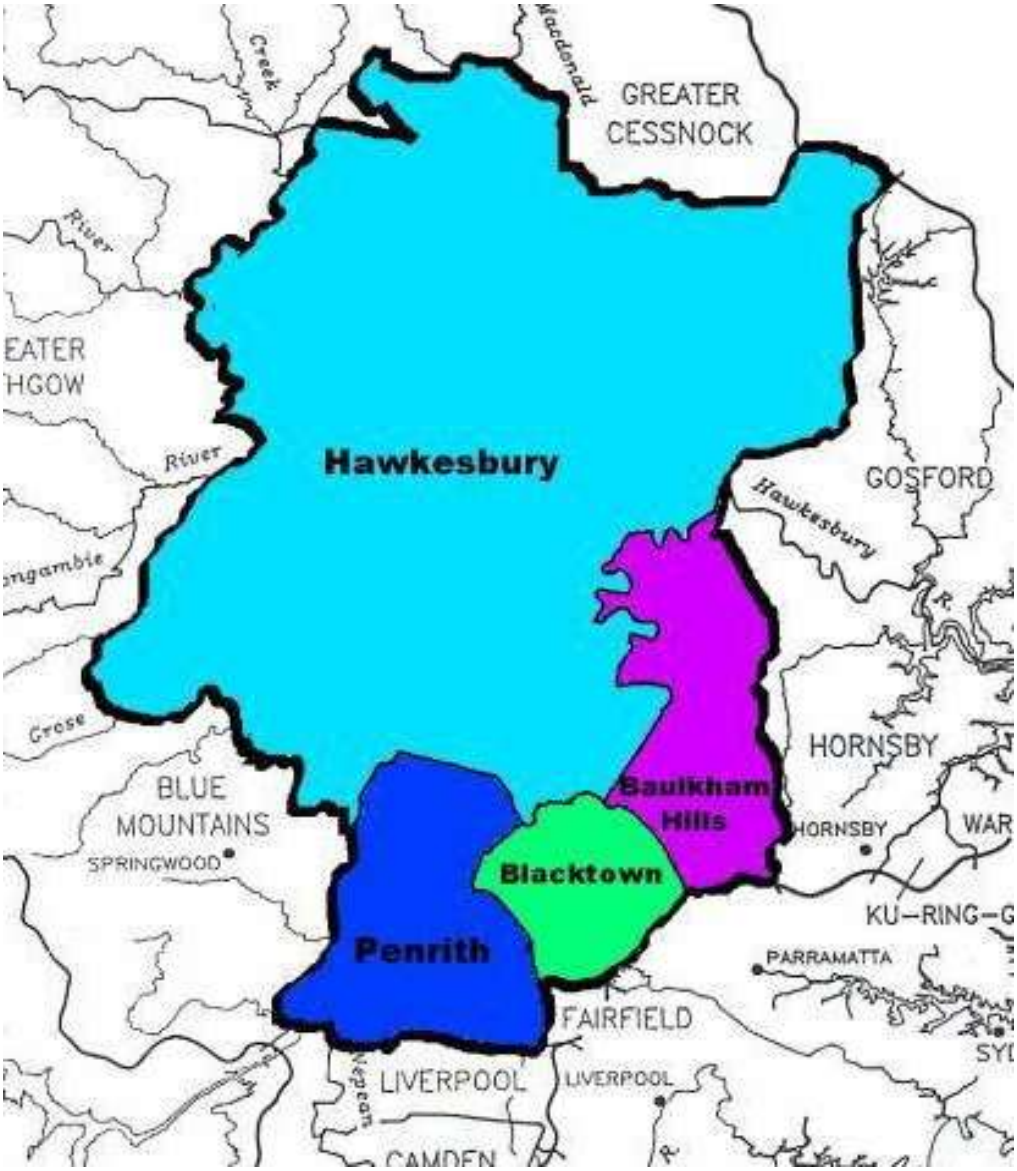
HAWKESBURY RIVER COUNTY COUNCIL (SYDNEY WEST BLUE MOUNTAINS)

Established in 1948, Hawkesbury River County Council (HRCC) is a single purpose Council responsible for administering the Noxious Weeds Act 1993 throughout four local government areas; Blacktown, Hawkesbury, Penrith and the Hills Shire.

The County covers 3,822 km^2 and a population of 737,783. The area includes both urban and rural properties, significant areas of National Parks, major roads (M4 Motorway, Great Western Highway, Windsor Rd), railway networks and much of the remaining Sydney agriculture industry.

HRCC conducts over 1,000 inspections each year focusing on known and new incursions, high risk pathways and sites (eg dams, roadways, rivers and creeks), and surrounding private properties.

HRCC conducted more than 426 inspections of high risk sites and 650 private property inspections during 2012/13 and plans to increase this to 555 and 715 in 2013/14.



5. MONITORING

The SWC Regional Inspection Program will be monitored on a quarterly basis through reports to the SWC Committee, leading to an annual review of the program in accordance with the principles of the 'SWC WAP Project Application 2012 – 2015' and 'SWC MERI Plan.

The SWC Regional Inspection Program will be monitored on an annual basis through reports to the SWC Steering Group. SWC will do an annual review of the Regional Inspection Program that will include an evaluation of efficiency and its effectiveness in achieving the objectives and targets of the Sydney Region Weeds Action Project 2010-2015 (as per the approved WAP project variation, 2013)

Captured data will provide baseline information by which to assess and measure changes in order to address identified inconsistencies and improvements to the inspection program.

Monitoring of on-ground outcomes against baseline data has also helped to demonstrate the extent of change and degree of impact the SWC Regional Inspection Program has on existing invasive weed species.

The principle methods for collecting this data are:

- standardised mapping system;
- standardised quarterly reporting sheets (refer Appendix 3) and
- quantitative annual reporting systems to meet the objectives of the SWC WAP Project Application 2012 – 2015.

6. EVALUATION

SWC will carry out an annual review of the appropriateness of the SWC Regional Inspection Program that will include evaluation processes to help improve efficiency, effectiveness and fulfill the accountability requirements of the 'SWC WAP Project Application 2012 – 2015' and NSW DPI.

7. REPORTING

NSW Dept of Primary Industries (NSW DPI) reporting requirements and time-frames are specified in the Weeds Action Program, as agreed to with the Hawkesbury River County Council (HRCC), as the lead agency for the member LCA's of the Sydney Weeds Committees.

As part of the reporting requirements HRCC will report annually on the outcomes of the Regional Inspection Program and any deviations thereof.

8. APPENDIX 1

SAMPLE INSPECTION PROTOCOLS & PROCEDURES IN THE SYDNEY REGION

Note: The following section is provided for information only. Any protocols, procedures, letters, forms and templates relating to an LCA's inspection program should be approved by an appropriate manager/officer prior to use.

1.0 Inspection Protocols

Enforcement of the *Noxious Weeds Act 1993* involves inspection of land and assessment of noxious weed infestations for the purposes of determining what action, if any is required to control noxious weeds. This land may be privately owned, leased, occupied Crown Land, vacant crown land, council land or land controlled by the LHPA.

The *Noxious Weeds Act 1993* gives Weeds Officers legal access to inspect for weeds. It is important to remember, that Weed Officers are obligated to do the right thing by the landholder/occupier. It is recommended the procedures set out below be followed and common courtesies and good manners by observed in dealings with the public and government representatives. Always respect the rights of other people and treat their property as if it were your own.

1.1 Notice of intention to inspect a property

The Act requires you to give prior notice to the landholder of your intention to conduct an inspection on their property. The landholder has every right to know you are on the property. In the case of entry onto "occupied" Crown lands (e.g. Forestry, National Parks) prior notice of your visit is a professional courtesy which can only improve good working relationships.

1.2 Property visit without prior notice

In the case of property inspections where written notice has not been sent [e.g. in the case of an emergency (new incursion) or at the request of the landholder] verbal approval **must** be received on arrival at the property.

You will find most landholders have no objection to allowing you to carry out the inspection. However, if it is not convenient for the landholder, they are quite entitled to ask you to come back at a later date. Work out a mutually acceptable time to call back.

Otherwise, give the owner/occupier verbal notice that you will be back at a specified time, say, next day. The Act does not state the minimum period of notice, but this would have to be a "reasonable period". The following day would be "reasonable"

notice unless the landholder presented you with valid reasons for further postponement.

1.3 Owner/Occupier NOT present

If the visit has been arranged, it would usually be appropriate to proceed with the inspection – especially if you know the owner/occupier and you've been there before.

If the visit has NOT been arranged, it would not be appropriate to proceed with the inspection unless

a) you have permission to enter the property at any time, or
b) the area comes under the heading of "public lands".

Whether you continue with the inspection or not, leave your business card and / or written advice detailing the time and purpose of your visit. This information should be left in an appropriate place (front gate, mail box).

If you have carried out the inspection, call at the house again before you leave – the landholder may be home by then. It is important to use your diary to record your movements. This is particularly important if you are on an unattended property.

1.4 Care and Courtesy

Exercise common courtesy at all times. Avoid damage to roads, cultivated paddocks, irrigation pipes, telephone lines and fences. Leave gates as you find them. Wherever possible keep to designated tracks and property access ways.

Take suitable precautions against fire, especially during periods of extreme bushfire danger.

1.5 Dress Requirements

Before making your visit to the property, it is essential that you are appropriately dressed when dealing with owner/occupiers and the general public. Your clothing should conform to WHS requirements, be neat and tidy and identified with the Council's name or logo. A name badge with identification details may also be appropriate.

You are, after all representing your Council. You will be expected to present yourself as a professional when performing your official duties as a Weeds Officer and have your authorisation under the Noxious Weeds Act with you for presentation on request.

You are also expected to use a polite and helpful approach when dealing with owner/occupiers, other members of the public and your fellow officers within the Council.

1.6 Formal Introductions

On arrival at the property, introduce yourself to the owner / occupier or the agent. Explain why you are there and state the legislation under which you are acting. If you are unknown to the owner/occupier show your authority card and give them one of your business cards.

1.7 Vehicle hygiene

Weeds are easily spread from property to property by vehicles and other machinery, so it is important that you make every effort to keep your vehicle free of contaminants.

- Ensure your vehicle is free of plant material before you enter the next property.
- During inspections, avoid driving through weeds, especially seedling weeds.
- Check your vehicle (including floor mats) on completion of each property inspection – remove any plant material.

1.8 Unco-operative Landowners

If you encounter a landholder who becomes unco-operative, aggressive or abusive and you see little chance or a satisfactory outcome to your visit, terminate the visit and leave the property, remembering to be polite and courteous. At the first opportunity, stop and record in your diary or notebook all events in relation to your inspection, including interview details, these are to be contemporaneous notes.

Report the facts to your Supervisor / Manager and seek directions for handling the matter.

When dealing with known difficult clients where there is the potential for conflict, Officers are to be accompanied by another authorised Officer.

1.9 Landholder to accompany on Inspection

A lot of time can be saved and your visit can be made more worthwhile for the owner /occupier if they accompany you during the property inspection. Encourage them to do so. Owner/occupiers usually learn more about weeds from you, and they will see a lot more weeds than they normally would (because they will actually be looking for weeds).

If the owner/occupier suggests using their vehicle, you will be minimizing the risk of moving new weeds onto, or off the property. Despite our best efforts at keeping our vehicles clean, there is the risk of accidentally introducing new weeds/grasses into a clean area. Using the owner / occupier's vehicle can reduce this problem.

1.10 Accidental damage to property

If you cause any damage to property or have any doubts about stock disturbance, try to discuss the issue of concern with the owner/occupier before leaving the property. It is always better to try to resolve problems or potential problems on the spot rather than to place your own integrity and that of Council at risk. If an incident has occurred while in the course of a property inspection, advise your Supervisor / Manager at the first opportunity.

1.11 Advise you are leaving the property

Make every endeavour to interview the owner/occupier after completing the property inspection. This is a chance to report your findings, discuss control options, agree on time-frames and give them a copy of your Property Inspection Report.

If you haven't been able to interview the owner / occupier before you leave the property, it is good practice to leave your written Property Inspection Report (or some other advice) to indicate you have left the property. Again, this is a matter or common courtesy. If the owner / occupier does not know you have left, they might even assume you have been injured or lost, and could feel obligated to report the matter to the Council or the police, or to go searching for you.

1.12 Keep a record of your movements

After having covered all the above examples of what can go wrong, always bear in mind that even though you may have done everything right during your visit to the property, **somebody else** could do something for which you could be blamed.

For example, fire or theft as a result of somebody else being on the property at the same day as your visit could bring you under suspicion. If the owner/occupier is absent, leave your card or notice at the house or mailbox but ALWAYS stay away from all other buildings.

Always maintain a complete record in your daily diary of all your movements, especially noting entry and exit times, to whom you spoke, any other persons you may have seen during your visit to the property. Always try to write up your property inspection reports as you finish each inspection.

1.13 Building Landowner Relationships

All efforts should be made with the landowner to build a solid relationship during the inspection. Better outcomes can be achieved if you work with the landowner to resolve weed issues. Advice on control options including aspects such as pasture renovation, possible bio-control options and changes in farm management practices all assist in better on farm weed control.

Regulatory action should be pursued (see Enforcement Procedures in Appendix 2) after all efforts to assist the landowner have failed.

1.14 Record Keeping

An essential element of everyday activities is the maintenance of your diary. At the beginning of each day it should be consulted for reminders, appointments and necessary notes made.

To ensure the proper collation of inspection data, it is essential that running totals and self – auditing functions be carried out daily.

Notes will have to be recorded for high risk pathway and site inspections (refer to 'SWC High Risk Pathways and Sites Management Plan').

The mandatory information that is required from each LCA for the SWC Weed Action Program is outlined in the Quarterly Reporting Form (Appendix 3).

2.0 Inspection Procedures

This section deals with procedural issues in terms of carrying out your official duties as a Weeds Officer.

2.1 Property Inspections - background

The property inspection process commences with written or verbal advice to the owner/occupier to notify of intention to inspect the property. The outcome of the first inspection will determine the future course of directions and inspections. All reports are to be filed in the office, after relevant details are added to Council's property file database.

The steps of a typical inspection procedure are set out below together with related template letters.

2.2 Step One – Notice of Inspection

Written or verbal notice to the owner/occupier of intention to inspect the property is mandatory. Always give prior notice. However, this can be difficult because it's not always easy to keep to a timetable. And some days you may have time to do one more inspection in the area and you haven't previously arranged that inspection.

Refer TEMPLATE LETTER # 1 – Notice of Programmed Inspection.

Refer TEMPLATE LETTER # 2 – Roadside / Aerial Sighting requesting Inspection.

2.3 Step Two – 1st Inspection

This is an introductory inspection, and your first assessment of the property and any noxious weed problems. During this inspection you will establish your relationship with the owner/occupier. You will identify yourself and provide advice about the Act and weed control. Be patient and courteous.

Two scenarios might apply:

(i) If the property reveals that the owner/occupier is already doing a **satisfactory** job of control tell them so. A bit of encouragement goes a long way. Suggest that they continue with their effective maintenance program.

Refer TEMPLATE LETTER # 3 – No Weeds Found – complimenting Owner / Occupier, in this Appendix.

Or

(ii) If the property inspection reveals that the noxious weed situation is **not satisfactory**, advise the owner/occupier on work which needs to be done and give a "reasonable" time to do what is required. "Reasonable" is just that. Consider the owner/occupier's other commitments and the actual time necessary to do the weed control work and the growth stages of the plant/s. It's always a good thing to ask the owner/occupier what sort of time they need to do the job. Often, they will commit themselves then and there to the work.

In both (i) and (ii) above, issue a Property Inspection Report to the owner/occupier.

Refer TEMPLATE LETTER # 4 – Recommended Action and Re-inspection Date.

2.4 Step Three – 2nd Inspection - if required

Again, two scenarios might apply – the owner/occupier has either:

(i) completed the work as requested or (ii) the work has not been completed.

(i) **Landholder has complied** with your previous request. Satisfactory work done – give the landholder a "pat on the back". Suggest they continue the good work in the future. Issue a Property Inspection Report to the owner/occupier.

Refer TEMPLATE LETTER # 5 – Required Action Completed-Thank Owner/Occupier.

or

(ii) **Insufficient or no work done.** Interview the owner/occupier to determine the reason why work has not been carried out as directed at the previous inspection. If you are satisfied that the reason is genuine and that you can gain compliance within a reasonable time, issue the landholder with another Property Inspection Report with a

new, agreed re-inspection date. If you believe that the landholder is unlikely to comply with your second request, you should advise them – in the most polite and diplomatic way as possible – that you will be recommending to your Supervisor / Manager, Weeds Operations that legal action may be required.

On return to the office submit a copy of the Property Inspection Report to the Supervisor / Manager. If you believe that prosecution may be warranted, discuss the situation with the Supervisor / Manager and refer to the Enforcement Procedures (Appendix 2).

Consider arranging for the supervisor to accompany you on a further visit to the property. Or, prepare a report and your recommendation for the issue of a Section 18 Notice (under the Noxious Weeds Act) and submit this to your supervisor with the other reports attached.

Refer TEMPLATE LETTER # 6 – Section 18A Notice of Intent to issue Weed Control Notice and
Fact Sheet Section 18 Weed Control Notice.

Refer TEMPLATE LETTER # 7 – Appeal Rights.

Refer TEMPLATE LETTER # 8 – Advice of outcome of Appeal.

2.5 Step Four – 3rd Inspection - if required

Here, two scenarios might again apply:

(i) Owner/occupier has complied with the Property Inspection Report issued on your previous visit – satisfactory work done. If the owner / occupier has done a good job, always say so. Thank the owner/operator for their co-operation, ask owner / occupier to continue with effective maintenance in the future. Issue a Property Inspection Report to that effect to the owner/occupier.

or

Owner/occupier has failed to comply with the Property Inspection Report issued on previous visit. As in Step 3, above you should present another Property Inspection Report to the owner/occupier and indicate that you will recommend prosecution action. Provide the Supervisor / Manager with a copy of the Property Inspection Report and a recommendation for the issue of a Section 18 Notice.

Refer TEMPLATE LETTER #9 – Covering Letter and Section 18 Notice

Refer TEMPLATE LETTER #9A – Caution and Interview

Should the Section 18 Notice not be complied with then the recommended options may be one or more of the following.

(i) Show cause as to why further action should not be taken.
Refer TEMPLATE LETTER #10 – Show Cause

(ii) Advise owner of intention to enter property and carry out necessary work
Refer TEMPLATE LETTER #11 – Section 20 Entry Notice to Complete Work / Advise date

(iii) Issue Infringement Notice / on-the-spot fine under provisions of the *Noxious Weeds Act 1993*.
Refer TEMPLATE LETTER #12 – Infringement Letter and Fine

(iv) Advise owner of intention to commence legal action.
Refer TEMPLATE LETTER #13 – Notice of Intention to take Legal Action

(v) Issue notice of entry to complete work [refer (ii) above].
Refer TEMPLATE LETTER #14 – Entry under Section 20 to complete work.

Template Letter 1

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

Re: Notice to enter and inspect for Noxious Weeds
Issued under sections *45(1) and 43(1)* of the *Noxious Weeds Act 1993*

Lot DP:
Location:
Assessment Number:

As part of our on-going commitment and responsibility to reduce the impact of noxious weeds on our environment, Council is currently carrying out property inspections in your area.

Subsequently, Council wishes to advise that our Noxious Weeds Inspector is intending to enter the property, described above between [*date range of inspection*] for the purposes of the Act.
Wherever possible, Council recommends that you or your representative should be present during this inspection.

If there are any problems regarding property entry or you wish to discuss this inspection please contact me on (02) [*insert phone number here*].

Yours faithfully,

[*signature*]

NOXIOUS WEEDS OFFICER

Template Letter 2

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

Re: NOXIOUS WEED GROWTH – ["PROPERTY TITLE" – "PROPERTY ADDRESS"]

During recent routine roadside/aerial/property noxious plant inspections within [*Insert Council name*] Council's area, the noxious plant [*insert PLANT NAME]* was identified growing on your property.

Please contact Council's Noxious Weeds Inspector within 14 days of receipt of this letter on telephone number *[insert phone number*] to arrange for an on-site inspection of the infestation and to discuss implementation of appropriate control methods.

Under New South Wales noxious weeds legislation, landholders are required to implement controls for noxious weed infestations on their property. Failure to comply with a notice to control such weeds, should one be required to be issued, will result in landholders being subject to the cost of eradication of the weed infestation plus significant fines.

Yours faithfully,

[*signature*]

NOXIOUS WEEDS OFFICER

Template Letter 3

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

RE: NOXIOUS WEED INSPECTION – ["PROPERTY TITLE" – "PROPERTY ADDRESS"]

As previously advised, Council's Noxious Weeds Inspector recently conducted an inspection of your property for the purpose of identifying any noxious weed problems.

I am pleased to advise that no noxious weeds were found at the time of the inspection. A copy of the inspector's report is enclosed for your records.

Thank you for your efforts in working towards an environment free of noxious weeds.

For further information or assistance with weed matters, please contact Council's Noxious Weeds Officer on ……. .

Yours faithfully,

[*signature*]

NOXIOUS WEEDS OFFICER

Template Letter 4

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

RE: NOXIOUS WEED CONTROL

Lot DP:
Location:
Assessment Number:

As a result of an inspection of the above property on [*date of inspection*] by Council's Noxious Weeds Inspector, the noxious weed/s [*weed name]* has / have been identified. As a consequence, Council now requires that the recommended control measures contained within the attached property inspection report be implemented.

To assist in the ongoing control of the above weed/s, a further property inspection will be required in accordance with the property inspection report. Your support and co-operation in the recommended control measures is now required in order to avoid further contamination of both your own property and adjoining land areas.

A reinspection is scheduled for [*insert date – minimum 28 days*].

For further information or technical information please contact Council's Noxious Weeds Officer, Mr [*insert Officers name*] on ……. .

Yours faithfully,

[*signature*]

NOXIOUS WEEDS OFFICER

Template Letter 5

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

Re: PROPERTY INSPECTION – CONTROLLED INFESTATION
NOXIOUS WEEDS ACT 1993

Lot DP:
Location:
Assessment Number:

Following a re-inspection on [*insert date*] of the above-mentioned land, Council is pleased to advise that the control program you have adopted has been successful in controlling the weeds infestation, previously found on your property.

We appreciate your efforts in controlling noxious weeds within this district and trust that you will continue with the program that has achieved these results.

For further information or assistance with weed matters please contact Council's Noxious Weeds Officer on …… .

Yours faithfully,

[*signature*]

NOXIOUS WEEDS OFFICER

Template Letter 6

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

RE: ***NOXIOUS WEEDS ACT 1993***
SECTION 18A NOTICE OF INTENT TO ISSUE WEED CONTROL NOTICE

Lot DP: Location: Assessment Number:

Following an inspection on [*insert date*] of the above-mentioned land, Council is not satisfied that reasonable and effective measures have been undertaken to control the noxious weeds described below:

Common name ***Botanical name*** **Class**

In accordance with *Section 18a of the Noxious Weeds Act 1993* you are hereby advised that Council intends to issue a Weed Control Notice on [*insert date*]. This notice will require that the above plant is controlled in accordance with its control class by [*insert date*].

The control requirement for [*weed name*] being a [*class of weed*] as per *Control Order 20*, *Noxious Weeds Act 1993* for the area of operation of [*insert Council name*] Council, requires that [*insert Control Requirement*].

A copy of [*insert Specific Control Plans or Fact Sheets*] for the above noxious plant is attached to this notice. You have the right to submit an appeal in writing against the issue of the proposed notice. This appeal must be received by Council before 4.00 pm [*insert date (seven days prior to issuance of the Section 18 Notice)*]

Your appeal will be considered by Council's Order Review Panel and should be addressed to the General Manager, [*insert Council name*] Council.

Should you require any additional information in regard to this matter please contact Council's Noxious Weeds Officer, Mr [*insert name*] on ……. .

NOTICE OF INTENT TO ENTER FOR REINSPECTION PURPOSES
(SECTION 45(1) 43(1) NOXIOUS WEEDS ACT 1993

Notice is hereby given that it is intended to enter the above-mentioned land for reinspection purposes on the following date [*insert date*].

Yours faithfully,

[*signature*]
NOXIOUS WEEDS OFFICER

Template Letter 7

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

RE: NOXIOUS WEED CONTROL – ["PROPERTY TITLE" – "PROPERTY ADDRESS"]

I refer to your submission in respect to the issue of a Section 18 Weed Control Notice under the Noxious Weeds Act 1993.

I advise that your submission was considered by Council's Order Review Panel on [*insert date of review*] and has been successful.

No Notice will be issued at this time, however a further inspection may be scheduled for *[insert date*] to allow you time to complete the necessary works.

Should you have any further enquiries in regard to this matter please contact Council's Noxious Weeds Officer, Mr [*insert name*] on (02) ……. .

Yours faithfully,

[insert signature]
General Manager / Director

Template Letter 8

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

RE: NOXIOUS WEED CONTROL – ["PROPERTY TITLE" – "PROPERTY ADDRESS"]

I refer to your submission in respect to the issue of a *Section 18 Weed Control Notice* under the *Noxious Weeds Act 1993.*

I advise that your submission was considered by Council's Order Review Panel on [*insert date of review*] and has been (dismissed / amended).

Should you have any further enquiries in regard to this matter please contact Noxious Weeds Inspector, Mr [*insert name*] on (02) …… .

Yours faithfully,

[insert signature]
General Manager / Director

Template Letter 9

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

RE: NOXIOUS WEED CONTROL – ["PROPERTY TITLE" – "PROPERTY ADDRESS"]

The enclosed *Section 18 Notice* to control weeds on your property is an attempt by Council to overcome a growing threat to our community – noxious weeds. For example, invasive weeds like serrated tussock cost the State more than $50 million a year in lost production and control. Weeds like Parthenium may be a serious health hazard.

The serving of a Section 18 Notice is Council policy when noxious weeds are observed during an initial inspection by Council's Noxious Weeds Inspector. It is the start of a process which must be followed if we are to successfully take action against the small minority of landholders who do not control noxious weeds.

This policy is an attempt to be fair to all concerned, especially the vast majority of people who meet their responsibilities in controlling noxious weeds. It would be remiss of Council to allow the noxious weed problems of a neighbour to cause the reinfestation of a property where the owners have spent a vast amount of time and money overcoming the problem.

What should you do now that you have received a *Section 18 Notice*? If your noxious weed problem amounts to no more than some scattered plants in the paddock, spot spraying or hoeing will take care of the problem and there will be no further action necessary when Council reinspects. If you have a more significant problem, you should talk to our Noxious Weeds Officer on telephone number 65 …… about a longer term control program, with some set control objectives and a timetable. If our re-inspections show you maintaining adequate control programs, there will be no need for further action.

If you ignore a *Section 18 Notice* and our re-inspection shows there has been no satisfactory attempt to deal with the noxious weeds problem, Council will proceed with action against those concerned. That is the only way we can overcome the growing problem of noxious weeds and be fair to those doing their best to control them.

We urge you to **be a good neighbour and control your noxious weeds**.

Yours faithfully,

[insert signature]
General Manager / Director

Template Letter 9 (cont'd)

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

Re: WEED CONTROL NOTICE
ISSUED UNDER *SECTION 18* OF THE *NOXIOUS WEEDS ACT 1993*

Lot ……. DP…….
Location: ……. Assessment Number: ……..

Following an inspection on [*insert date*] of the above mentioned land, Council staff are not satisfied that reasonable and effective measures have been undertaken to control the noxious weed described below:

Common name	***Botanical name***	**Control Class**
……	……..	……..

You are hereby required as occupier or owner of the land to control such weeds in a manner that is in accordance with the above plants control class. The control requirement for [*insert weed common and botanical name*] being a class [*insert Class*] noxious plant as per *Control Order 28*, *Noxious Weeds Act 1993* for the area of operation of [*insert Council name*], requires that "[insert class requirements]".

A copy of "plants declared noxious table", "[*insert page number*] of noxious and environmental weed control handbook" and "Primefact [*insert number*]" all regarding the identification and treatment of the above noxious plant are also attached to this notice.

You are required to comply with this notice on or before [*insert date*].

Note:
The *Act* provides that if any occupier or owner fails to comply with the requirements of a *Section 18 Notice*, the occupier or owner shall be liable to such penalties as prescribed by the *Act* from time to time. The current penalty is to a maximum of $11,000. The *Act* provides that any costs and expenses reasonably incurred by the Council in the exercise of its power under *Section 18* shall on demand be repaid to the Council by the occupier or owner of the land and may be recovered by the Council as a debt in a Court.

Appeal:
As occupier or owner of the land, you may appeal against this notice to the Land and Environment Court within 28 days for its amendment or revocation *(Section 25)*

NOTICE OF INTENT TO ENTER FOR REINSPECTION PURPOSES
ISSUED UNDER SECTIONS 45(1) AND 43(1) OF THE NOXIOUS WEEDS ACT 1993

Notice is hereby given that it is intended to enter the above mentioned land for reinspection purposes on the following date: [*insert date*].

Yours faithfully,

[insert signature]
Noxious Weeds Officer / Authorised Officer

Template 1

CAUTION – Record of Interview

Advice Landowner / landholder of your name, positon and Council. Also provide identification / authority (if requested).

I am going to ask you some further questions. I am going to caution you because I believe there is sufficient evidence to establish that you have committed an offence.

You do not have to say or do anything but anything you say or do may be used in evidence.

Do you understand what I have said?

What is your full name?

Where do you live?

Are you the owner of this property or the person responsible for control of noxious weeds?

Do you know what [*insert Weed Name*] weed is?

Did you know that this weed is a noxious weed?

Are you aware of your obligations under the Noxious Weed Act 1993 and the associated penalties?

Have you attempted to control these weeds?

Are there any circumstances that have prevented you from completing the necessary work?

Is there anything else that you wish to say at this time?

Will you sign this document as a record of this interview?

DATE:

TIME:

PERSON IN ATTENDANCE:

Owner: Name: Signature:	Occupier: Name: Signature:
WEEDS OFFICER: Name: Signature:	OTHER OBSERVER: Name: Signature:

Template Letter 10

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

Re: ***NOXIOUS WEEDS ACT 1993***
SHOW CAUSE NOTICE

Property Address:

Description of Land: DP Lot
Assessment No:
Zoning: District No:
VG Number: Property Area (Ha):

On [*insert date*], a Notice was posted requiring you to control [*insert name of weed*] on your property, as described above on [*insert date*].

I have been advised by our Noxious Weeds Officer that weed control has not been carried out to Council's satisfaction/requirement and for this reason I now (in accordance with Council's Policy) call upon you to show cause why you should not be prosecuted for failing to comply with the Notice.

Your reply in writing is required by not later than [*insert date*], failing which I am obliged to inform you that prosecution will commence without further notice.

Yours faithfully,

[insert signature]
General Manager / Director

Template Letter 11a

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

Re: ***NOXIOUS WEEDS ACT 1993***
NOTICE OF ENTRY AND NOTICE OF CONTROL
[RELEVANT SECTIONS 18, 45, 20, 43]

Property Address:

Description of Land: DP Lot
Assessment No:
Zoning: District No:
VG Number: Property Area (Ha):

Following an inspection on [*insert date*] by a Council Weeds Officer, it was noted that you have failed to comply with the *Weed Control Notice* in accordance with the *Act*.

Council now hereby gives notice that an authorised person(s) in accordance with the above Section of the *Act* will enter your land as described above on [*insert date*], conditions permitting.

Entry will continue every consecutive day thereafter, until the control of the noxious weeds has been completed.

Yours faithfully,

[*signature*]
NOXIOUS WEEDS OFFICER

Template Letter 11b

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

Re: *NOXIOUS WEEDS ACT 1993*
(To accompany Section 20 Notice)

As you have failed to control noxious weeds on your land, as described, and in accordance with the provisions of the Noxious Weeds Act 1993, you are hereby given notice that an authorised person will enter your land and carry out control as stated on the attached notice.

The herbicide [*insert Herbicide Name*] will be used and a copy of the label is included for your information.

Your attention is drawn to the special precautions, especially those pertaining to the withholding and residual periods.

Council would like the opportunity to discuss these special precautions with you prior to the action being taken. Council regrets having to take this action, but acknowledges that it has a duty of care as well as a legal responsibility to control noxious weeds.

Please contact Noxious Weeds Officer, Mr *(insert name*) on (02) ……..
regarding this matter.

Yours faithfully,

[*signature*]
NOXIOUS WEEDS OFFICER

Template Letter 12

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

RE: NOXIOUS WEED CONTROL – ["PROPERTY TITLE" – "PROPERTY ADDRESS"]

Following your failure to comply with Council's Notice Under *Section 18* of the *Noxious Weeds Act 1993*, to control noxious weeds on your property at [*insert address and suburb*], a penalty infringement notice of Failure to Comply has been issued under *Section 12* of the *Noxious Weeds Act 1993*.

This will be forwarded to you under separate cover.

Any further enquires should be directed to the Noxious Weeds Inspector, Mr [insert Officers name] on (02) …… .

Yours faithfully,

[insert signature]
General Manager / Director

Template Letter 13

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

RE: NOXIOUS WEED CONTROL – ["PROPERTY TITLE" – "PROPERTY ADDRESS"]

As you have failed to control noxious weeds on your land as described and in accordance with the provisions of the *Noxious Weeds Act 1993*, you are hereby given notice that Council has instigated legal action against you under *Section 19* of the *Noxious Weeds Act 1993*.

Details will be forwarded to you under separate cover.

Any further enquires should be directed to the Noxious Weeds Inspector, Mr [*insert Officers name*] on (02) ……. .

Yours faithfully,

[insert signature]
General Manager / Director

Template Letter 14

[*Insert Council Logo*]

Our Reference:
Your Reference:

Contact:
Telephone:

date

Dear

RE: NOXIOUS WEED CONTROL – ["PROPERTY TITLE" – "PROPERTY ADDRESS"]

Following your failure to comply with Council's *Section 18 – Weed Control Notice* under the *Noxious Weeds Act 1993*, the subsequent *Section 20 Notice of Entry and Control* is attached.

Council Officers / Authorised Contractors have been instructed to undertake the necessary control works.

The cost of the above works will be charged as a debt against this property.

Furthermore a penalty infringement notice for failure to comply with the *Section 18 – Weed Control Notice* has been issued under *Section 12 of the Noxious Weeds Act 1993*.

Council also reserves the right to charge an administration fee if deemed appropriate.

These will be forwarded to you under separate cover.

Any further enquires should be directed to the Noxious Weeds Officer, Mr [insert Officers name] on (02) …….

Yours faithfully,

[insert signature]
General Manager / Director

9. APPENDIX 2 - ENFORCEMENT PROCEDURES FOR LCA'S

1. TITLE.

This procedure is cited as the **Enforcement Procedure** of the Sydney Weeds Committees.

2. PREFACE.

The foremost principle of this Enforcement Procedure, which provides a guide to the regulatory functions in the Sydney Weeds Committees region, is that it recognizes the obligations placed upon the region by the Noxious Weeds Act 1993, hereinafter referred to as the Act, its Regulations and Orders and that the LCA's within the region may use any or all of the powers conferred upon it by the Act to enforce the control of noxious weeds on private land whether referred to in this procedure or not. This procedure also relates to the specific functions conferred upon SWC and individual LCA's under Section 36 clause (d) of the Act in regard to the development and implementation of policy.

The Procedure is a deliberate plan of action, which is to be followed, to guide decision making processes with achievable, rational outcomes. All references to weeds in this document are to plants that have been declared noxious under the Noxious Weeds Act 1993, as amended. It is envisaged that in a social context the application of this procedure will have a positive influence on attitudes and behaviour toward all weed control in the SWC region.

SWC recognizes that the majority of owners/occupiers of private land implement satisfactory weed control programs using their own initiative. This procedure, inter alia, seeks to support those endeavours by requiring the compliance of those persons who do not. Weed management is an ongoing process and is seldom confined to a single event.

3. PURPOSE.

The purpose of having this procedure is to show that SWC LCA's manages the control of plants declared noxious under the Act in an orderly, professional and practical manner tying circumstances to actions thereby discharging individual LCA's regulatory obligations in accordance with the Objects of the Act. Furthermore, it shows that LCA's will act decisively and promptly to deal with outstanding weeds issues, when there is clear evidence that noxious weeds on private property are not being managed in a manner consistent with the conditions for their control laid down under the Act for their respective control classes.

This Procedure for Enforcement reinforces the requirement that private owners and occupiers of land must control noxious weeds on their land, that they are accountable for this, and that penalties for non-compliance may apply.

4. ENFORCEMENT PRINCIPLES.

Enshrined in this procedure are the principles of fair, predictable and consistently applied enforcement, which are to be adhered to, free of political interference or compromise, personal bias or discrimination, based on fact and individual LCA noxious weed policies in force as required in an open and transparent way. It will be ensured that enforcement action is in keeping with the relative severity of the offence and that this enforcement will be undertaken using procedures, that are at all times lawful.

A primary principle of this procedure is that those persons implementing it will explore all avenues of cooperation with individual clients to gain their willing cooperation and involvement to actively conduct weed control before a regulatory approach is launched. In furtherance of this, extension programs will be directed at informing and encouraging individual clients to undertake voluntary, proactive weed control programs. Advice on weed control will be offered by LCA's to all persons based on recognized currently available control information.

This procedure cites the Delegations of Authority conferred on the General Manager by the LCA and recognizes the powers so vested. SWC acknowledges that the initiation of enforcement action is not the end of the process, that the weeds, the subject of the enforcement, may remain untreated during the period of enforcement, however, it is expected that action under this procedure will be the catalyst for change and lead to positive and lasting improvements in weed management in individual circumstances. Such action will serve to demonstrate to the public that LCA's are prepared to abide by its policies. Insofar as is possible, individual LCA's of SWC will ensure that no commercial advantage is gained by any person through non-control of noxious weeds and that the effects of their weeds on neighbouring properties are minimised or eliminated entirely.

5. WHO IT WILL AFFECT.

Application of this procedure will affect owners and occupiers of all privately owned land within the area covered by SWC. It will also affect public authorities insofar as the Act binds the Crown. Section 21 of the Act authorizes the LCA to recommend to the Minister that a weed control notice be given by the Minister to a public authority or another local control authority. LCA's will exercise this authority if circumstances warrant it. The procedure is intended for the understanding of those who administer it, authorised Officers of LCA's showing how enforcement will be carried out throughout the SWC region.

Neighbours of infested properties will benefit from the application of this Procedure. SWC clients will be treated with respect at all times. Clients who choose to control weeds in non-conventional ways must deliver outcomes consistent with requirements under the Act and LCA control procedure expectations within accepted time frames. LCA's will maintain all land for which it has a weed control responsibility in a condition that will not adversely affect neighbouring land and reflect the values to which SWC aspires.

6. TAKING ENFORCEMENT ACTION.

This procedure authorises the stepped processes for enforcement which are integral to this procedure. This sets out an ascending series of actions, in importance order, that are to be followed by staff in particular circumstances. These take into account the historical record of control in given circumstances and the need for contemporary action. If previous warnings, reports or notices have been given, the Officer involved will use this set of actions to guide them progressively in the appropriate course of action that the situation warrants. Should doubt arise about the validity of a

particular response for routine situations the Officer must consult with a Senior Weeds Officer or their immediate supervisor. In serious cases the General Manager must be informed. It must be ensured that the right person is held accountable for the right offence in all actions taken under the Act. This procedure recognizes that there is a discretionary function performed by Weeds Officers when dealing with land managers. Dealings with the client in the initial phases give the client an opportunity to act on oral advice tendered by Weed Officers and thereby demonstrate a willingness to comply with a mutually agreed upon course of action. Persons administering delivery of this procedure to clients must be reasonable, but firm, always following through on stated intentions.

Time frames for actions by LCA's and clients will be those that show optimum effect and deliver outcomes on a sustainable cost effective basis commensurate with Best Management Practice. Early stage intervention in noxious weed development on private land is a fundamental concept. SWC is aware that although Section 12 of the Act places a continuing obligation on occupiers of land to control noxious weeds and that a penalty may apply for a breach.

7. RECORDS

Section 37 of the Act places specific obligations on LCA's in regard to the keeping of records and are a fundamental component of the enforcement process. Records represent the corporate knowledge of the organisation and will be stored and maintained in good condition to be accessed, with proper authority, whenever the need arises.

Records will be created and kept in the following <u>circumstances</u>

a) Private property reports are to be created following the inspection of all private properties regardless
of the actions to be taken.
b) Copies of all reports and notices issued to owners/occupiers will be created and stored.
c) When appropriate, records of conversations with clients are to be noted on the relevant files.

8. REPORTS

There are three (3) types of Reports forming an essential link between initial contact and the direct application of provisions of the Act. They are to be used when seeking a more conciliatory path of action which it is believed will yield acceptable results.

They are the precursors to the formal process of legal action and form the foundation upon which any future action is based. This is to be borne in mind particularly where the possibility of regulatory action may be taken which would require the gathering of evidence. Indications are that in the majority of instances, the issue of these Reports has resulted in favourable outcomes for the client without the need for further action and are an effective tool for gaining co-operation.

a. Inspection / Seek Co-operation Reports

1. <u>Inspection / Seek Co-operation Reports</u>: A less threatening form of communication with clients which has a multi-purpose function.

Inspection Reports perform the following functions:
a) Following an inspection, to inform landholders of any weed related matters requiring their attention, and to advise them of their responsibilities.
b) To define agreed weed control priorities, methods and timeframes e.g. when assigning weed control priorities consider boundary areas which would effect neighbouring properties.

c) If required, to make landowners aware of a change in noxious weed status.
d) To compliment a landowner for a well executed weed control program.
c) To confirm or clarify an oral agreement between the inspector and a landowner.
e) To encourage landholders to raise control standards to higher levels than those currently being implemented.
f) To advise of a follow up inspection as part of a general notification.
g) Inform the landholders of the penalties which apply for non-compliance.

Inspection Reports are to be signed by the Weeds Officer for the area concerned.

b. WEED CONTROL - NON COMPLIANCE REPORTS

1. Weed Control - Non Compliance Reports: The standard Control Report - Non Compliance report is issued when an agreed weed control program has not been carried out to a satisfactory standard and it reiterates the penalties which apply for non-compliance.

Weed Control – Non Compliance Reports are to be issued in the following circumstances:
a) Where the landholder has not complied with a previously issued Inspection / Seek Cooperation Report
b) Where there has been an unsatisfactory variation to the previously agreed program within the Inspection / Seek Cooperation Report
c) To advise that a Penalty Notice Report could be issued at a later date in the event of continued non-compliance.

Weed Control – Non Compliance Reports place an obligation on landholders to advise the LCA of their weed control intentions, to be defined in a Weed Management Agreement, so that they have ownership of the control program and which can be referred to in the future.

Weed Management Agreements have to be accepted, and signed off, by the Weeds Officer for the area concerned.

Weed Management Agreements are a detailed structured plan for the control of noxious weeds that is jointly agreed to by the LCA and an owner/occupier. They are transparent documents that demonstrate a basis for cooperation and represent tangible progress in the management of noxious weeds.
The agreement will set out in detail how the control program will be exercised and in what time frame.

A Weed Management Agreement may be granted in the following circumstances.

a) When there is evidence to show that it will have a positive outcome for weed control.
b) Offer of these agreements is conditional upon the scale of the weed infestation involved being such that its control is beyond that which can be accomplished in a short timeframe.
c) On condition that on appeal by the owner/occupier they will pay for all costs associated with launching and withdrawing a summons by the LCA.
d) That the current charge associated with the drawing up of the agreement be borne by the owner/occupier.
e) Acceptance of the provisions of the agreement by the owner/occupier.
f) A Weed Management Agreement may be offered as a first line approach to resolving a weed control matter, bypassing any or all of the previous steps.

c. Penalty Notice Reports

1. Penalty Notice Report: A Penalty Notice Report is issued as notification of failure to comply with agreed Weed Control Plans as defined under the Part (b) above and that unless certain control action is taken within a specified time a Penalty Notice may be issued.

Penalty Notice Reports are to be issued in the following circumstances:

a) Where the landholder has not complied with a previously issued Weed Control – Non Compliance Report / Weed Management Agreement (including where the landholder has ignored the request or did not respond appropriately).
b) Where there has been an unsatisfactory variation to the previously agreed program within the Weed Control – Non Compliance Report / Weed Management Agreement.
c) To advise that a Penalty Notice Report could be issued at a later date in the event of continued non-compliance.

The 'Description of Land Inspected' must be specific on all Reports, Notices and Plans – it must include Lot and DP numbers and Registered Owner details.

Weeds Officers must consult with Senior Weeds Officers and obtain consent before issuing a Penalty Notice Report. The report can then be issued by the Weeds Officer for that area.

9. PENALTY NOTICES

Penalty Notice: Penalty Notices issued under **Section 63 of the Act** are designed to allow an authorised officer to serve such Notice/s if a person has committed an offence against the Act or the regulations.

A 'Penalty Notice' will be issued under the following circumstance.

When the requirements of a Penalty Notice Report have not been complied with.

Weeds Officers must consult with Senior Weeds Officers explaining the full circumstances of the situation and obtain consent before issuing a Penalty Notice. A Penalty Notice can then be issued by the Weeds Officer for that area provided that person has a Certificate of Achievement for the issue of Penalty Notices.

10. PRIOR NOTICE of WEED CONTROL NOTICE (Section 18A)

- **Prior notice** of a **weed control notice** is required under **Section 18A of the Act** ,

i.e. 18A (1) 'A local control authority must give prior notice of a proposed weed control notice (other than an emergency weed control notice) to the owner or occupier to whom it is to be given.
LCA's will observe the Prior Notice procedure as set out in Section 18A (2)
and the notification, if practicable, for an emergency weed control notice as set out in clause (3).

A Prior Notice (section 18A letter) will be issued under the following circumstance:

When the foregoing options for compliance have not produced acceptable outcomes and it is proposed to issue a Weed Control Notice (section 18)

11. WEED CONTROL NOTICES (Section 18)

A **Weed Control Notice** is issued under **Section 18 of the Act**,
i.e. 18 (1) 'A local control authority may, by notice (a **weed control notice**) given to an owner or occupier of land, require the owner or occupier to carry out any of the occupier's obligations to control noxious weeds on that land as required under a weed control order'.

Section 19 of the Act states that owners and occupiers must comply with the notice and further, that a successor in title to the owner or occupier who has notice of the notice must not fail to comply with the notice. LCA's will facilitate the provision of information, under Section 64 of the Act, insofar as is allowable, so that successors in title are informed.

Weed Control Notices will be issued when all other avenues for cooperation have been exhausted, including the issue of any or all of the foregoing Reports. The issue of **Weed Control Notices** is reserved for the most serious and persistent breaches of the Noxious Weeds Act.

A Weed Control Notice may be issued under the following circumstance.

a) When a **prior notice** of a proposed **weed control notice** to the owner or occupier to whom it is to be given has been issued.
b) When a Control Report has not been complied with to a satisfactory standard or when a Control Report has been entirely ignored.
c) When a 'Penalty Notice' has been issued and has failed to produce an acceptable weed control outcome.
d) Where a 'Weed Control Notice' has been issued previously but with only partial compliance and conditional acceptance.
e) When an agreed Weed Management Agreement, previously offered by an occupier and then approved by the LCA has not been complied with.
f) A weed control notice may be issued to resolve a weed control matter, bypassing any or all of the previous steps in exceptional circumstances.
g) When a penalty notice is unlikely to act as a sufficient deterrent.

The Notice must specify the time in which an appeal must be lodged, being not less than 7 days, otherwise it will be within 28 days after the notice is given as specified in the Act.

An exception to the requirement for previous notification will occur in the following circumstance.

If the issue of an 'Emergency Weed Control Notice' under Section 18 (3) of the Act is required when the Emergency Weed Control Notice relates to obligations under an **emergency weed control order**.

12. APPEALS AGAINST NOTICES

Section 25 of the Act provides for appeals to the Land and Environment Court against **Weed Control Notices** issued by local control authorities. SWC recognizes the powers of that Court to amend, revoke or confirm the notice and that the operation of the notice is suspended pending the final determination of the appeal.

13. LIABILITY FOR EXPENSES

Section 26 (1) of the Act provides for the recovery by the LCA, on demand, of reasonable expenses associated with ascertaining whether a weed control notice has been complied with and in taking action if it has not been complied with, including inspection of the land.

14. COMMISSION OF OFFENCE

If after an inspection, it is determined that an offence appears to have been committed against the Act, regulations or orders under the Act, enforcement action may be taken by the LCA. At all times there is discretion not to prosecute but the discretion to prosecute only arises once the available evidence establishes a prima facie case, that the evidence is admissible, and that there is a reasonable prospect of a conviction being secured. A consideration that may be taken into account when considering Court action is that such action will send a strong message to the community that non-compliance with a Weed Control Notice can have serious consequences.

As an option at this point, it may be determined that the matter is best resolved by offering the occupier one last chance of compliance by entering into a Weed Management Agreement.

The matter will proceed to court under the following <u>circumstances</u>.

a) When all other avenues for cooperation have been exhausted.
b) When the offer of a Weed Management Agreement has been refused.
c) When a Weed Management Agreement has not been complied with.
d) When the scale of the weed infestation is such that it could be remedied relatively easily and all other approaches to resolve the matter have been exhausted.
e) Ensuring action is instigated within specified time limits.
f) Where to do so is in the public interest.
g) The decision must be fair and just.

15. AUTHORITY TO UNDERTAKE CONTROL

Section 20 of the Act authorises local control authorities to undertake control of noxious weeds on land subject to a weed control notice if the owner or occupier, or a predecessor in title to the owner or occupier has failed to comply with a weed control notice given in accordance with sections 18 and 18A.

16. APPEALS TO COUNCILLORS

A Councillor who is contacted by a person affected by an enforcement action should refer the matter to the General Manager for attention.

17. RESPONDING TO COMPLAINTS

Every effort will be made to ensure that complaints lodged with the LCA are dealt with on a priority basis having regard to the relative seriousness of the matter. Response times may vary depending on the staff and other resources available; however, the LCA will acknowledge the complaint and inform the complainant of the outcome.

18. PRIVACY

LCA's are committed to valuing and protecting personal, sensitive and confidential information collected in the course of performing its functions under the Act and in accordance with the provisions of the Privacy Act 1988.

19. REVIEW AND AMMENDMENT

a) This procedure will be reviewed at five (5) yearly intervals, to ensure it meets all statutory requirements and needs of SWC.

b) This procedure may be amended or cancelled by SWC at any time without prior notice or obligation.

20. SUMMARY

This procedure formalizes in one document the processes and decision pathway that has been used by SWC LCA's for many years and has proven to be functional and of benefit in the community. The basis of its development, adoption and use is that it will clarify the processes used by the region for enforcement purposes for every person associated with weed control issues in the region in a positive fashion and act as a reference for the broader community. Implementation of the procedure will play a part in enhancing the social, environmental and agricultural values of the SWC area. The commitment to its review will ensure that it meets contemporary needs and addresses developments in the future.

10. APPENDIX 3 SWC Example LCA Quarterly Reporting Template

LCA QUARTERLY REPORT

LCA -

PERIOD ENDING –

1: General (Conditions in your area)

2: Private Property Inspection Program (Areas inspected, problems encountered)

3: Weed Recording, Mapping, Survey and Reporting Activities

Date	Activity	Details

4: Communication, Education, Extension and Publicity Activities

Activity	Location/ Weed Target	Date	Numbers Attended
School Visits			
Weeds Busters			
Field Days			
Media Releases			
Weeds Id Sites			
Team Talk Meetings			
Other			

5: Training

Date	Training Event	Staff Attending

6: Operations Program

Provide details of what control work has been carried out on land under your control

High Risk Pathways **Length/ Hectares Treated/Areas Treated**

Council Roads **Length/ Hectares treated/ Area Treated**

7: New Incursions (New Weeds Found in your area for consideration)

Weed	Area Found	Hectares Found

8: Inspections (Areas inspected during the quarter)

Areas Inspected	Number of Inspections	Total area of property inspected	Length of Roadway Inspected	Weeds Present
Private Property High Risk areas				
Private Property Reinspections High Risk Areas				
Roadside Inspections High Risk Pathways				
Waterways High Risk Pathways				
Private Property				
Private Property Reinspections				
Private Property Waterways				
Roadside Inspections				
Other Council Lands				
Nurseries				
Rural Outlets				
ARTC				
Other Weekend Markets				
Dept of Lands				
National Parks/ Nature Reserves				
Aquaria and Pet Shops				
LH&PA Reserves				
Gravel Quarries				
Machinery Dealers				
Grain Handling Sites				
Border Crossings				
Recreational Areas				
Wetlands				
Saleyards				
Other				
Machinery wash down bays				
Landowners Contacted				
Booklets Distributed				

9: Regional Weed Management Partnerships/ Communication

Provide details of partnerships during the quarter you have been involved with to resolve weeds issues (CMA, Landcare, LH&PA, ARTC)

Organisation	**Weeds/Area treated**

10: Cost Sharing

List activities of cost sharing during period.
(sharing equipment/resources with other organisations

Activities	**Partnerships**

11. Ongoing Project Monitoring and Review process

	YES	**NO**
Were all proposed activities completed to the desired standard? Comments –		
If not, what still needs to be done and when will the activity be completed? How much more effort / money is required to complete it?		
Any problems you face and how the problems can be solved / recommended solutions		
Recommended actions for future work		

I hereby declare that the information supplied in this report is accurate and evidence will be supplied in the event The NIWAC Regional Weed Action Plan is audited by the Department of Industry and Investment at a later date.

Signed

Of: