



# **Castlereagh Macquarie County Council**

## **Delivery Programme**

**2022/23 – 2024/25**

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# 1. Glossary of Terms and Abbreviations

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The following definitions and abbreviations are used in the Castlereagh Macquarie County Council Delivery Plan:

<b>BASP</b>	Castlereagh Macquarie County Council Business Activity Strategic Plan
<b>Constituent Councils</b>	means Coonamble Shire Council, Gilgandra Shire Council, Walgett Shire Council, Warrumbungle Shire Council, Warren Shire Councils collectively. These local government areas constitute the area of operation for the Castlereagh Macquarie County Council.
<b>Council</b>	Castlereagh Macquarie County Council
<b>Councillors</b>	Members of the CMCC governing body
<b>County Council</b>	Castlereagh Macquarie County Council
<b>EEO</b>	Equal Employment Opportunity
<b>LGA 1993</b>	NSW Local Government Act 1993
<b>Noxious Plants</b>	Plants which are declared noxious by NSW Department of Primary Industries for the area of operation of the Castlereagh Macquarie County Council.
<b>NSW DPI</b>	NSW Department of Primary Industries
<b>NWA BA 2015</b>	NSW Biosecurity Act 2015 (Effective 1 <sup>st</sup> July 2017)
<b>CMCC</b>	Castlereagh Macquarie County Council
<b>NWLLS</b>	North West Local Land Service
<b>CWLLS</b>	Central West Local Land Service

## 2. County Council Contact Details

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### Head Office

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Walgett NSW 2832  
All Correspondence to be addressed to:

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Castlereagh Macquarie County Council  
PO Box 664  
WALGETT NSW 2832

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Web Site: [cmcc.nsw.gov.au](http://cmcc.nsw.gov.au)

### 3. Legislative Requirements of the Delivery Plan

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In accordance with Section 404, Local Government Act 1993, Council is required to develop a Delivery Plan which:

- a) Details the principal activities that Council will undertake to achieve the objectives established in the Business Activity Strategic Plan (BASP), which are within the resources available to Council as outlined in Resourcing Strategy contained in Council's BASP.
- b) Includes a method of assessment to determine the effectiveness of each principal activity in achieving the objectives at which the activity is directed.
- c) Is reviewed, at least every six (6) months, via principal activity progress reports from the General Manager to Council.

Council is also required to prepare a new Delivery Plan after each ordinary election of Councillors to cover the principal activities of Council for the four (4) year period commencing on the 1 July following the election.

## 4. County Council- Vision and Mission Statements

### 4.1 Vision

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To prevent, contain or reduce the invasion of Noxious Plants within the County Council area.

### 4.2 Mission

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To provide effective integrated weed management systems utilising the latest technology to all Constituent Councils fairly and equitably in accordance with the Biosecurity Act 2015.

## 5. PRINCIPAL ACTIVITIES OF COUNCIL

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### Principal activities to achieve main business activity priorities

#### Strategic Objective – Building Relationships

Build strong relationships with other natural resource managers having responsibilities in, or adjacent to, the County Council's area of operations through a program to improve liaison between natural resource managers.

#### Strategy

Foster a spirit of cooperation with other natural resource managers.

#### Activities

- Attend seminars, workshops, etc., conducted by other natural resource managers where appropriate.
- Encourage natural resource managers to participate in Council activities, such as public meetings and workshops. Share information with other natural resource managers.
- Host an annual meeting between natural resource managers to foster good relations and to provide a convenient forum for the exchange of information and the facilitation of cooperation.
- Encourage and establish personal contact between Council staff and staff of other natural resource managers. A data base of contacts staff and others in other natural resource managers.
- Investigate and promote joint works for noxious weed control by natural resource managers.
- Where appropriate, endeavour to have natural resource managers, particularly private occupiers, enter into joint arrangements for noxious weed control work.
- Investigate what incentives the Council might offer to private occupiers to enter into joint arrangements for noxious weed control work.

#### 2. Strategic objective – Noxious Weeds Control

Ensure the effectiveness of the Council's role in improving the natural environment through a reduction in noxious weeds.

#### Strategy

Ensure that the Council is aware of any presence of noxious weeds in its Area of Operations.

## Activities

- Conduct a regular and systematic program of property visits to private landholders and any infestations of noxious weeds found on property visits are mapped and properly recorded.
- Ensure that weed infestations on roads are mapped and properly recorded.
- In conjunction with public authorities, conduct a regular and systematic program of property visits to land of public authorities and ensure weed infestations on land of public authorities are mapped and properly recorded.
- Respond promptly to complaints about the presence of noxious weeds.
- Provide assistance and support to private occupiers in controlling noxious weeds on their land and to prepare Property Weed Management Plans for their land and assist in the preparation of the Plans.
- Conduct a regular program of property visits to enhance the Council's knowledge of weed control work carried out on private land, and ensure that private landholders are provided with accurate and timely advice on their weed control obligations.
- Actively pursue the control of noxious weeds on vacant Crown land and regularly inspect vacant Crown land to ensure weed control obligations are being met.
- Facilitate application for necessary funds to finance weed control work by the Council on vacant Crown land.
- Provide information to the responsible Department on the state of noxious weed control on vacant Crown land.
- Actively pursue the control of noxious weeds on land of Forests NSW and inspect areas proposed to be clear felled in coming financial year that are potential weed risks and follow up to ensure control work is carried out on potential weed risks.
- Conduct aerial spraying programs for noxious weeds.
- Publicise aerial spraying in local media, and as occasions permits, to ensure maximum landholder participation.

### 3. Strategic objective – Noxious Weeds Controls - Roadsides

Improve the effectiveness of the control of noxious weeds on roads by promoting changes in management techniques and cooperative action.

#### Strategy

Ensure that all occupiers are aware of their obligations to control noxious weeds on roads.

- Include in the Council's advisory and extension material an explanation of the circumstances in which occupiers are required to control noxious weeds



on roads.

- Where appropriate, bring to the public's notice via press releases and by other appropriate means the obligations on occupiers to control noxious weeds on roads.
- Where occupiers are failing to control weeds on roads, as required by the Act, bring the requirements to their attention in writing.
- Commence a program of inspections to identify all noxious weed infestations on roads in the Council's area of operations and ensure they are properly recorded.
- Prepare a program of work for the control by the Council of noxious weeds on roads where the responsibility for control is the Council's, giving priority in the program of work to isolated infestations and to infestations where the level of infestation on adjoining and adjacent land is low or where occupiers of such land have an approved Property Weed Management Plan for the control of the weed.
- Include in the Council's annual estimates adequate provision to fund the program of work for the control of noxious weeds on roads.
- Where the adjoining occupier is liable for the control of noxious weeds on a road and the work is not being undertaken, encourage the occupier to comply with the obligations and where this is unsuccessful use the regulatory powers, in accordance with this Strategy, to enforce compliance.
- Pursue alternatives for the control of noxious weeds on roads.
- Investigate means to achieve the revegetation of roadsides with indigenous species.
- Encourage road authorities to revegetate roadsides with indigenous species and to institute work practices which minimise disturbance of roadsides by road construction and maintenance work.
- Investigate the use of constituent council Weeds Officers for the control of noxious weeds on roads where they are undertaking weed control on the road for other purposes (road maintenance or environmental weed control).

#### **4. Strategic objective – Noxious Weeds Controls Funding**

Secure funding, where possible, to assist occupiers in their management of noxious weeds by encouraging policy change by NSW State Government and other funding authorities.

##### **Strategy**

Provide assistance and support to occupiers in securing funding for noxious weed control.

##### **Activities**

- Endeavour to ensure that the Council is aware of all sources of funding for noxious weed control.
- Encourage occupiers to apply for grants to assist with noxious weed control wherever possible and appropriate and provide assistance to occupiers in

applying for grant funds for weed control work.

- Write to State and Federal politicians regularly drawing attention to the necessity for increased funding for noxious weed control and for a broadening of the eligibility criteria.
- Encourage Constituent Councils to increase support for the Council because of the public goods that flow from noxious weed control.

## **5. Strategic objective- Communication Policies**

Improve communications between the Council and its community through increased use of electronic and other media.

### **Strategy**

Improve the Council's profile in the community.

- Keep under review the appropriateness of the council's corporate logo and ensure that the corporate logo appears on all Council publications, advertisements, uniforms, letterhead, Council office, etc.
- Hold Council's Ordinary meetings at least once each year in the area of each of the constituent councils.
- Investigate the feasibility and benefit of holding Council's Ordinary meetings at least once each year in the area of each of the constituent councils.
- Any Ordinary Council meeting should be held on a day, at a time, and at a venue that will encourage attendance and participation.
- Inform members of the Council's community of the Council's activities and seek input into the Council's operations.
- Ensure that each of the public meetings is advertised widely and that members of the Council community are invited, and encouraged, to attend.

## **6. Strategic objective – Community Consultation**

Improve the accountability of the Council to its community by providing more open access to information and public participation.

### **Strategy**

Encourage members of the Council's community to take an interest in the Council's affairs.

- Ensure that, through improved communications between the Council and its community, members of the Council's community are aware of the Council and its role.
- Inform members of the Council's community of their rights to be kept informed of the Council's activities via newspaper advertisements and other Council publications.
- Ensure that members of the Council's community receive meaningful information on the Council's operations.
- Early in each financial year, prepare a leaflet containing succinct and meaningful information, in plain English, on the Council's operations for the past

year and its planned operations and budget for the current year.

- Publicise the availability of the leaflet and have staff hand a copy to any member of the Council's community with whom they come in contact, or send out with the rate notices of constituent councils or otherwise.
- Establish a proper complaints handling procedure.
- Ensure that all complaints are recorded in the database.
- The General Manager to investigate all complaints and to make a determination on an appropriate response.

## **7. Strategic objective- Administration**

Develop an efficient and effective Council administration for the management of noxious weeds through improved training, procedures and use of technology.

### **Strategy**

Engage and retain sufficient skilled staff to provide administrative services to the Council.

- Constantly monitor the workload of all staff and as necessary, engage additional staff, or provide other support, to meet the fluctuating workload of the Council.
- Ensure that all staff receive continuing training as required.
- Investigate the employment of a Community Liaison Officer to assist Weeds Officers in their education and advisory function.
- Provide up to date computer and other technological facilities including drones for inspections.
- Continue and enhance the present practice of entering into arrangements with constituent councils, or others, for obtaining GIS data.
- Provide an efficient records management system and appropriate storage for both soft and hard copies.
- Continually update and enhance the Council's website ([www.noxiousweeds.org.au](http://www.noxiousweeds.org.au))

## **8. Strategic objective- Funding Arrangements**

Secure the Council's financial position by promoting stronger funding arrangements with funding bodies and seeking alternative sources of funds.

### **Strategy**

Secure alternative sources of funding for the Council's ordinary operations.

### **Activities**

- Lobby politicians to have the noxious weed control grant programs increased.
- Investigate the availability of grant funds from other sources to assist the Council in its ordinary operations.
- Lobby public authorities for funding of weed control work on roads.

- Investigate alternative sources of grant funds for identifiable council weed control projects, such as serrated tussock control.
- Maximise income from fees, charges and income producing operations.
- Investigate opportunities for the Council to enhance income from its operations.
- Ensure that all operations carried out on a contract or agreed basis on behalf of others, including the control of weeds on private property by arrangement with the landholder, are properly costed and the cost fully recovered.
- Ensure that the Council does not undertake weed control work for which the Council does not have a statutory obligation unless the work is properly costed and charged at its true cost.

### **9. Strategic objective- Lobbying**

Increase public awareness of the impact of noxious weeds on the community and the cost to the community of noxious weeds through contact with community leaders and public awareness campaigns.

#### **Strategy**

Increase politicians awareness of weeds.

#### **Activities**

- Write to politicians at every opportunity drawing attention to the importance of weeds and their impact on the community.
- Encourage interested groups in the community to lobby politicians about weeds issues and provide background material for their use in doing so.
- Invite politicians to Council meetings and to any other Council activities such as field days, community meetings, etc.
- Foster an interest in weeds in the local and rural press and news media and generate an interest in weeds by means of press releases in relation to any relevant noxious weed matter, such as scientific advances, research, new control initiatives, council activities, and such like.
- Publicise weed matters within the Council's community and ensure that the importance of weeds is emphasised in all Council publications.
- Continue and enhance the practice of having constituent councils include with rate notices a suitable information brochure about noxious weeds and the work of the Council.
- Continue and enhance the practice of having constituent councils include with Section 149 and 603 certificates a suitable information brochure about noxious weeds and the work of the Council and advising of the desirability of having a pre-purchase inspection about the noxious weed status of land.

## **10. Strategic objective- Technology**

Enhance the educational and advisory role of the Council through the provision of a range of written and electronic material and staff promotion of this role.

### **Strategy**

Ensure that the Council fulfils its educational and advisory role.

### **Activities**

- Ensure that Weeds Officers are aware of the importance of the educational and advisory role.
- Keep the training of Weeds Officer up to date so that they are better able to fulfil the educational and advisory role.
- Provide assistance to occupiers in completing Property Weed Management Plans and applying for the Council's approval to such plans.
- Council staff to attend at local agricultural shows and provide facilities for distributing educational and advisory material and provide advice on noxious weed matters (perhaps jointly with Department of Primary Industries).
- Target solicitors and conveyancers and educate them on noxious weed problems and how they might best protect their clients.

## **11. Strategic objective – Regulatory Powers**

Improve the effectiveness of the Council's regulatory role by the strategic use of the regulatory powers and appropriate publicity.

### **Strategy**

To use the Council's regulatory powers, where necessary, to enforce the requirements of the Act with regard to noxious weed control.

### **Activities**

- Institute a program of inspections to ensure compliance by private occupiers with programs of work set out in approved Property Weed Management Plans.
- The General Manager will, in accordance with this Plan and other Council policies, authorise the issue of a penalty notice, or the prosecution of an occupier or owner, at the General Manager's discretion and after consultation with the Senior Biosecurity Officer, where it appears that an offence against the Act or the regulations has been committed.
- The General Manager will authorise the issue of a penalty notice, or the prosecution of an occupier or owner, only where the General Manager is satisfied that such action –
  - (a) is necessary to enforce compliance by the offender with the Act and all other methods to encourage compliance have been unsuccessful, or,
  - (b) will serve as an example to others and will encourage the control of noxious weeds and further the implementation of this Strategy.
- The General Manager will authorise the issue of a penalty notice in preference to prosecution action.

- Publicise the Council's intention to use its regulatory powers to enforce the requirements of the Act with regard to noxious weed control.
- Include in the Council's advisory and extension material an explanation of Councils regulatory powers and the circumstances in which the Council will use its regulatory powers to enforce the requirements of the Act.
- Weeds Officers to explain, both orally and in writing, to occupiers, and where appropriate, owners, who are failing to meet the requirements of the Act, the regulatory consequences that may follow their continued failure to comply with the requirements of the Act.
- Emphasise in press releases and on all appropriate public occasions that the Council will use its regulatory powers to enforce the requirements of the Act where there is continued failure by occupiers and owners to comply with the Act.
- Ensure that the powers of inspection are used strictly in accordance with the Act and the Council's priorities.
- Before entering premises the Council will make every reasonable endeavour to contact the occupier to discuss its intention to enter and will endeavour to secure the occupier's consent to the entry, and a permanent record of the circumstances and details of all oral consents by occupiers to enter premises will be kept.
- Endeavour to secure the cooperation of public authorities in controlling noxious weeds on land that they occupy.
- Where a public authority has failed to comply with Section 13, and the Council has been unsuccessful in securing its cooperation in controlling noxious weeds on land that it occupies, recommend to the Minister that a weed control notice be given by the Minister to the public authority.
- Ensure that the regulatory powers are used fairly and impartially and in accordance with this strategy.
- All staff are to be made aware of the provisions of this plan relating to the use of regulatory powers.
- The General Manager to thoroughly investigate all complaints concerning the use of the regulatory powers.
- Institute a program of random reviews of instances where a failure of occupiers or owners to comply with the Act has not resulted in regulatory action to ensure that the matters were managed in accordance with this strategy.
- Report to the Council the result of any reviews conducted.

## 5.1 Other Information Relating to Principal Activities of Council

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### 1. CAPITAL WORKS PROJECTS TO BE CARRIED OUT

Council has not planned any Capital Works Programs for 2022/23 to 2024/25 other than plant replacement.

### 2. SERVICES TO BE PROVIDED

#### PRIVATE WORKS

Private works will be carried out for private individuals or Government Departments on requests on a sundry debtor basis provided the carrying out of such work will not interfere with Council's primary responsibility of noxious weed control in accordance with the Biosecurity Act 2015.

#### SALE OF HERBICIDES

Herbicides used for noxious weed control will be made available to the public to purchase.

#### ADVICE

Fact sheets and brochures on noxious weed identification and control procedures will be forwarded to enquirers on request.

### 3. ASSET REPLACEMENT PROGRAMS TO BE IMPLEMENTED BY COUNCIL

Council will seek quotations for replacement plant and equipment from suppliers within and outside the County area. Suppliers within the County area will be given preference. Petrol driven motor vehicles will be replaced at 40,000 kilometres or two (2) years, whichever comes first and diesel vehicles will be replaced at 80,000 kilometres or two (2) years, within Council's budget.

### 4. SALES AND PURCHASES OF ASSETS TO BE CONDUCTED BY COUNCIL

The General Manager is authorised to sell and purchase items of equipment.

### 5. HUMAN RESOURCES ACTIVITIES

Staff is to have training to meet the minimum requirements of the industry standards in noxious weed identification, use of herbicides, health and safety and understanding integrated management techniques. Before staff can be appointed as authorised officers under the NSW Biosecurity Act 2015 they MUST;

Complete all of the introductory biosecurity legislation modules available through the online Emergency Management learning and development program (known as EMtrain).

All local council staff are welcome to complete the introductory biosecurity legislation modules available online at:

<https://emtrain.dpi.nsw.gov.au/login/learnbooklogin.php>

Module 1 Legislation and the Biosecurity Act 2015

Module 2 Biosecurity Duties and Risk-Based Decision Making

Module 3 Biosecurity Emergencies

Module 4 Management Tools

Module 5 Powers of Authorised Officers

Module 6 Enforcement and Compliance

Module 7 Accreditation, Certification and Auditing

Module 8 Prohibited Dealings, Biosecurity Registration and Traceability Systems

Module 9 Fees, Cost Recovery Orders and Compensation

Module 10 Permits

It is also recommended that they complete: compliance and regulatory training for Biosecurity Officers authorised under the Biosecurity Act 2015 (includes units that form part of the Certificate IV Government Investigations. Contact [weed.resource@dpi.nsw.gov.au](mailto:weed.resource@dpi.nsw.gov.au)) • a Certificate III in Conservation and Land Management (weeds focus) or equivalent • training on how to correctly issue Penalty Fringement Notices under the Self Enforcement Infringement Notice Scheme.

All staff is to successfully complete the Local Government Industry Training Committee (LGITC) Weed Control Course or its equivalent.

## **6. EQUAL EMPLOYMENT OPPORTUNITY IMPLEMENTATION MANAGEMENT PLAN**

Council's Equal Employment Opportunity Management Plan is a separate document and is available on request.

## **7. ENVIRONMENTAL FACTORS**

Council complies with legislative requirements that relate to the environment and the use of herbicides to control noxious weeds. Such legislation includes the Environmental Planning and Assessment Act, Clean Water Act, etc.



## 6. Weeds Categories

<b>Botanical Name</b>	<b>Common Name</b>	<b>Category</b>
<i>Acacia nilotica</i>	Prickly Pear	W1/Prohibited
<i>Alternanthera pihiloxyroides</i>	Alligator Weed	W1/WONS
<i>Cannabis sativa</i>	Indian Hemp	W1/GBD
<i>Carduus nutans</i>	Nodding Thistle	W2/GBD
<i>Cenchrus incertus</i>	Spiny Burrgrass	W3/GBD
<i>Cenchrus longispinus</i>	Spiny Burrgrass	W3/GBD
<i>Cestrum parqui</i>	Green Cestrum	W2/GBD
<i>Cortaderia spp</i>	Pampass Grass	W2/GBD
<i>Cuscuta spp</i>	Dodder	W2/GBD
<i>Eichhorina crassipes</i>	Water Hyacinth	W1/WONS
<i>Equisetum arvense</i>	Horsetail	W1/NEAL
<i>Erythroxylum coca</i>	Coca Leaf	W1/
<i>Gymnocoronis spilanthoides</i>	Senegal Tea Plant	W1/NEAL
<i>Heliotropium amplexicaule</i>	Blue Heliotrope St	W2/GBD
<i>Hypericum perforatum</i>	John's Wort	W2/GBD
<i>Kochia scoparia</i>	Kochia	W2/GBD
<i>Lagarosiphon major</i>	Lagarosiphon	W1/Prohibited/NEAL
<i>Lycium ferocissimum</i>	African Boxthorn	W1/Prohibited/NEAL
<i>Nasella trichotoma</i>	Serrated Tussock	W2/GBD
<i>Papaver somniferum</i>	Opium Poppy	W2/WONS
<i>Parthenium hysterophorus</i>	Parthenium Weed	W1/Prohibited/WONS
<i>Pistia stratiote</i>	Water Lettuce	W1/GBD
<i>Prosopis spp</i>	Mesquite	W1/WONS
<i>Rosa rubiginosa</i>	Sweet Briar	W3/GBD
<i>Robus fruticosus (agg) spp</i>	Black Berry	W2/GBD
<i>Salvia reflexa</i>	Mintweed	W3/GBD
<i>Salvinia molesta</i>	Salvinia	W1/WONS
<i>Sclerolaena birchii</i>	Galvanized Burr	W3/Native Plant
<i>Solanum elaeagnifolium</i>	Silverleaf Nightshade	W2/WONS
<i>Sorghum Halepense</i>	Johnson Grass	W2/GBD
<i>Sorghum spp.hybrid</i>	Silk Foliage Sorghum	W2/GBD
<i>Sorghum x alnum</i>	Columbus Grass	W2/GBD
<i>Toxicodendron succedaneum</i>	Rhus Tree	W2/GBD
<i>Xanthium spinosum</i>	Bathurst Burr	W3/GBD
<i>Kanthium occidentale</i>	Noogoora Burrs	W3/GBD
<i>Xanthium Orientale</i>	Californian Burr	W3/GBD

## 7. Financial Estimates 2022-2023

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### 1. CONSTITUENT COUNCIL CONTRIBUTIONS

Each Constituent Council will contribute an equal amount annually determined by Council. The contribution will be increased annually by the allowable general rate increase set by IPART for General Purpose Councils.

### 2. FEES

Council provides professional and specialist information in furnishing applicants with *"Noxious Weeds Certificates"*.

### 3. CHARGES – SALE OF MERCHANDISE

Items sold to land holders for the destruction or control of weeds on private land are charged on the basis of costs plus 15%.

### 4. PRIVATE WORKS

Private works will be carried out for private individuals or Government Departments on requests on a sundry debtor basis provided the carrying out of such work will not interfere with Council's primary responsibility of noxious weed control in accordance with the NSW Biosecurity Act 2015.

### 5. BORROWINGS

There are no proposed borrowings in accordance with Section 622 of the Local Government Act, 1993.

### 6. PRIVATE WORKS FOR CONSTITUENT COUNCIL

All private work carried out for Constituent Councils will be charged at actual costs plus 15% administration.

## 8. Pesticide Use Notification Plan

### 8.1 Activities to Protect Environmentally Sensitive Areas

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#### 8.1.1 Use Integrated Management Techniques to Reduce Reliance on Herbicides

The control options of noxious weeds along roadsides are limited when compared with neighbouring land occupiers. The options include mechanical, chemical, cultural and biological.

An integrated approach will totally and completely eliminate a noxious weed infestation. However, at times only a partial control and containment of an infestation is feasible. Reliance only on the control options rarely eradicates weeds. Each control option has several advantages and disadvantages and these are often governed by outside influences such as seasonal conditions.

Mechanical techniques may include slashing, ploughing and grading. Chemical techniques use herbicides by various application techniques. Cultural control, which may use strategic grazing on properties, is limited to growing more desirable and competitive vegetation along roadsides. Biological control can be achieved by using either classical or innovative techniques suited to the specific vector. For biological control to be successful, a host population needs to be maintained so that the vector does not die out.

Noxious weed control activities around environmentally sensitive areas will be reduced or stopped until the risk is at its lowest. An integrated approach using alternative methods may be necessary.

#### 8.1.2 Use of Selective Herbicides

When assessing noxious weed control programs, various suitable herbicides and additives are selected from a range of herbicides to give the following options:

- a) Reduce the risk of off target damage due to spray and/or volatile drift.
- b) Reduce the risk of off target damage due to leaching or sideways wash of soil herbicide residues.
- c) Treat greatest number of noxious weed species in one pass with one spray tank mix to reduce the impact of herbicides on the environment.
- d) Use additives which increase the efficiency of the herbicide, reduce rain fastness time, reduce volatility of herbicide and increase droplet size to reduce spray drift.
- e) Where it has found that birds use various shrubby noxious weeds such as African Boxthorn as nesting habitat, landholders are encouraged to plant desirable native shrubs alongside the weeds after they have been controlled.

## 8.2 Notification of Pesticide Use on Roadsides and Aquatic Areas

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In accordance with the Pesticides Regulation 1995, Council has developed a Pesticide Use Notification Plan. This plan is available to the public at Constituent Council's Offices and on the Council's website: [www.noxiousweeds.org.au](http://www.noxiousweeds.org.au).

The Pesticide Use Notification Plan requires Council to include in its Management Plan reference of Council's intention to use pesticides on urban and rural roadsides, verges and reserves

Council uses pesticides to meet its obligations in relation to the control of Noxious Plants declared under the NSW Biosecurity Act 2015. Council's staff will carry out treatment programs on these plants throughout the year on urban and rural roads. The location, timing of application, target species and pesticides used in these programs are all governed by prevailing seasonal conditions.

When Council staff apply a pesticide to urban and rural road shoulders, verges and reserves at the request of a Constituent Council, the notification of the pesticides use will be in accordance with the Constituent Council's notification plan.

## 9. Equal Employment Opportunity (EEO) Implementation Management Plan

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The objects and provisions relating to Council's EEO Management Plan are outlined in the following sections of the Part 4, LGA 1993;

### 344 Objects

- a) to eliminate and ensure the absence of discrimination in employment on the grounds of race, sex, marital status and physical impairment in Councils; and
- b) to promote equal employment opportunity for women, members of racial minorities and physically handicapped persons in Councils.

### 345 Preparation and Implementation Management Plan

1. A Council must prepare and implement an EEO management plan in order to achieve the objects of this Part.
2. The plan is to include provisions relating to:
  - a) The devising of policies and programs by which the objects of this Part are to be achieved; and
  - b) the communication of those policies and programs to persons within the staff of the Council; and
  - c) the collection and recording of appropriate information; and
  - d) the review of personnel practices within the Council (including recruitment techniques, promotion and transfer policies and patterns, and conditions of service) with a view to the identification of any discriminatory practices; and
  - e) the setting of goals and targets, where these may reasonably be determined, against which the success of the plan in achieving the objects of this Part may be assessed; and
  - f) the means, other than those referred to in paragraph (e), of evaluating the policies and programs referred to in paragraph (a); and
  - g) the revision and amendment of the plan; and
  - h) the appointment of persons within the Council to implement the provisions referred to in paragraphs (a) (g)
3. An equal employment opportunity management plan may include provisions, other than those referred to in subsection (2), that are not inconsistent with the objects of this Part.

## 10. Equal Employment Opportunity Management Plan

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**OBJECTIVE:** Compliance with objectives of Local Government Act 1993:

- a) to eliminate and ensure the absence of discrimination in employment on the grounds of race, sex, marital status and physical impairment in Council; and
- b) to promote equal employment opportunity for women, members of racial minorities and physically handicapped persons in Council.

**STRATEGIES:**

1. Develop and implement EEO Policy statement.
2. Allocate responsibility for EEO program management.
3. Discuss Policy and proposed strategies with Council and Union representatives.
4. Communicate policy to staff by distribution.
5. Review and/or development of employment policies and practices with the aim of integrated EEO/merit principles including:
  - recruitment techniques
  - selection criteria
  - promotions and transfers
  - training and development
  - conditions of employment
6. Develop grievance procedure.
7. Determine appropriate performance indicators and set goals and targets against program objectives.
8. Establish monitoring and evaluation procedures for the management plan.
9. Review of management plan periodically.
10. Annual reporting on progress publicly.

**IMPLEMENTATION SCHEDULE:**

During 2022/23 it is proposed to undertake the following implementation program.

1. Review all existing Council policies to ensure compliance with EEO principles.
2. Further develop EEO policy.
3. Ensure people involved with EEO policy development and management have adequate training.

## **POLICY:**

Castlereagh Macquarie County Council is committed to its human resource management practices being conducted in a manner that ensure fair and equal treatment for employees and potential employees.

To ensure that for any position, training opportunity or other benefit, the best available person is selected, the merit principle will apply in assessing each person's skills and abilities against the needs of the job and disregarding unlawful personal characteristics which are irrelevant to the job.

Equal opportunity is an integral part of sound business practice which will enhance productivity and result in better services to the community.

Consistent with the requirements of the Local Government Act, 1993, the broad objectives/purpose of the policy are:

- a) to eliminate and ensure the absence of discrimination in employment on the grounds of race, sex, marital status and physical impairment; and
- b) to promote equal employment opportunity for women, members of racial minorities and physically handicapped persons.

## **PROCEDURES**

1. All staff will contribute toward the development, implementation and maintenance of an equal opportunity management plan which will include the provisions specified in the Act to achieve its broad objectives.
2. The following key principles will apply:

### **Non-discriminatory Environment**

Every person employed by Council is entitled to work in an environment which is free of discrimination by Council and its employees, where discrimination means denying a person fair and equal treatment in employment on grounds other than those based on the requirements of the job.

### **Merit as the basis for Recruitment, Development and Promotion**

- Those with the abilities, skills, qualifications and experience which are required for a particular job will have an equal opportunity of being considered for the position.
- The person selected will be the person who best meets the requirements for the particular position.
- Selection criteria should be made explicit and may include the opportunity for career development and potential for further promotion beyond that position.
- There will be equal opportunity of access to appropriate training and development opportunities.

**Access to Information**

All employees will have access to information about conditions and benefits pertaining to their employment.

**Access to Entitlements**

All employees will have equal access to the benefits and entitlements pertaining to the positions held.

**Affirmative Action**

Positive and constructive measures will be taken to identify and eliminate barriers which may exclude certain groups from the equal opportunity to be considered on their merits.

**Workplace Harassment**

Appropriate disciplinary action will be taken against harassers where complaints have been substantiated.

**Resolution of Grievance**

Employees shall have access to effective process for the resolution of grievances concerning discrimination and/or harassment.

**RESPONSIBILITY**

The Equal Employment Opportunity Policy applies to all staff, as all staff are obliged to follow non-discriminatory practices in the workplace, as it is Council being the responsible employer, which is legally accountable for discrimination on employment matters.

The General Manager will ensure that:

- Council's EEO Management Plan is implemented and maintained within Council;
- All staff comply with Council's EEO Policy and with relevant legislation and that the organisation of Council is subject to public scrutiny by way of external reporting.

All staff:

- Are responsible for upholding the EEO principles outlined in Council's Policy;
- Have the right to seek advice through the appropriate grievance mechanisms concerning discrimination and/or harassment.