



Hawkesbury City Council

pesticide use  
notification plan

Adopted 9 November  
2021



# Pesticide Use Notification Plan

## 1. Introduction

This pesticide use notification plan has been prepared in accordance with the requirements of the Pesticides Regulation 2017 (the Regulation). The plan sets out how Hawkesbury City Council will notify members of the community of pesticide applications it makes or allows to be made to public places that it owns or controls. (Pesticides includes chemicals such as: herbicides, insecticides, fungicides, termiticides & rodenticides.)

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

The plan describes:

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

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

The majority of pesticide use consists of applying herbicides for weed control (primarily glyphosate). Minor pesticide use includes applying insecticides to control certain insect pests, termiticides to protect buildings, rodenticides to control rats and fungicides to control bacteria.

Further information on Council's pesticide use can be obtained by calling the Manager, Land Management on 45604444 or by visiting the website [www.hawkesbury.nsw.gov.au](http://www.hawkesbury.nsw.gov.au).

## 2. Public Places Covered By This Plan

Hawkesbury City Council proposes to use or allow the use of pesticides in the following categories of outdoor public places that it owns or controls in the Hawkesbury LGA, including:

- Parks/Reserves
- Playgrounds
- Sporting fields and ovals
- Other sporting facilities including swimming pools and leisure centres
- Council Depots
- Road verges and reserves
- Laneways and pathways
- Road, rail, utility or other easements accessible to the public



- Drains
- Golf courses
- Camping grounds
- Commons
- Other public places including bushland and riverbanks.
- Buildings and associated grounds, including neighbourhood centres, childcare centres, library and museum

Although the Regulation only requires a notification plan for outdoor public areas, this notification plan includes information on how notice will be provided to the community of pesticide use in the interiors of the following Hawkesbury City Council buildings or facilities: *Council Chambers, Neighbourhood centres, Childcare Centres, libraries, Gallery, Museum, Public Toilets, Shopping Centres*

The main user groups of, and types of pesticide use in each of the categories of public place are summarised in the following table.

**Table 1:** *Estimate of the level of community use, regular user groups and types of pesticide use in public places controlled or owned by Hawkesbury City Council.*

<b>Public places</b>	<b>Regular user groups</b>	<b>Level of use of public place</b>	<b>Type of pesticide use</b>
<b>Parks and Reserves</b>	<ul style="list-style-type: none"> <li>• children and young families</li> <li>• elderly people</li> <li>• general recreational users (e.g. joggers, dog-walkers, picnickers).</li> </ul>	Very high (frequent use by multiple users, with short to medium length stays)	<ul style="list-style-type: none"> <li>• spot herbicides</li> <li>• spot insecticides</li> <li>• broadscale selective herbicides</li> <li>• broadscale non-selective herbicides</li> <li>• broadscale insecticides</li> <li>• fungicide (usually in garden beds)</li> <li>• spray termiticides (ant control)</li> <li>• bait termiticides (ant control)</li> </ul>
<b>Playgrounds</b>	<ul style="list-style-type: none"> <li>• children</li> <li>• young families</li> </ul>	High	<ul style="list-style-type: none"> <li>• spot herbicides</li> <li>• spot insecticides</li> <li>• spray ant control</li> <li>• bait ant control</li> </ul>
<b>Picnic areas</b>	<ul style="list-style-type: none"> <li>• families</li> <li>• other social groups (eg. ethnic, religious, clubs)</li> </ul>	High (particularly on weekends, public holidays and school holidays)	<ul style="list-style-type: none"> <li>• spot herbicides</li> <li>• spot insecticides</li> <li>• bait - rodenticides</li> <li>• fungicide (usually on garden beds)</li> <li>• spray - termiticides</li> <li>• spray - ant control</li> <li>• bait - termiticides</li> <li>• bait - ant control</li> <li>• bait - bird control</li> </ul>



<b>Public places</b>	<b>Regular user groups</b>	<b>Level of use of public place</b>	<b>Type of pesticide use</b>
<b>Sporting fields, ovals and related sporting facilities</b>	<ul style="list-style-type: none"> <li>• sporting clubs and associations</li> <li>• school sports groups</li> <li>• general recreational users (e.g. joggers, dog-walkers)</li> </ul>	High	<ul style="list-style-type: none"> <li>• spot herbicides</li> <li>• spot insecticides</li> <li>• broadscale selective herbicides</li> <li>• broadscale non-selective herbicides</li> <li>• broadscale insecticides</li> <li>• spray or bait termiticides on facilities</li> <li>• rodenticides near facilities</li> </ul>
<b>Road verges and reserves</b>	<ul style="list-style-type: none"> <li>• local residents or visitors walking or driving on the road</li> </ul>	Medium to high for urban roads.  Low for rural roads;	<ul style="list-style-type: none"> <li>• spot herbicides</li> <li>□ broadscale non-selective herbicides</li> <li>• spray or bait termiticides on facilities</li> </ul>
<b>Laneways and pathways</b>	<ul style="list-style-type: none"> <li>• local residents</li> <li>• people who work in the area</li> <li>• visitors to the area</li> </ul>	Medium to high	<ul style="list-style-type: none"> <li>• spot herbicides</li> <li>• broadscale non-selective herbicides</li> </ul>
<b>Easements accessible to the public (e.g. road, rail, water, sewer, electricity)</b>	<ul style="list-style-type: none"> <li>• local residents</li> <li>• people who work in the area</li> </ul>	Low to medium	<ul style="list-style-type: none"> <li>• spot herbicides</li> <li>• broadscale non-selective herbicides</li> <li>• spray or bait termiticides on facilities</li> </ul>
<b>Drains</b>	<ul style="list-style-type: none"> <li>• local residents living adjacent to a drain;</li> <li>• local residents or visitors who walk or drive past a drain.</li> </ul>	Low to medium	<ul style="list-style-type: none"> <li>• broadscale non-selective herbicides</li> <li>• spot herbicides</li> </ul>
<b>Camping grounds</b>	<ul style="list-style-type: none"> <li>• local residents</li> <li>• visitors to the area</li> </ul>	High in summer low in winter	<ul style="list-style-type: none"> <li>• Spot herbicides</li> </ul>



<b>Public places</b>	<b>Regular user groups</b>	<b>Level of use of public place</b>	<b>Type of pesticide use</b>
<b>Certain Council buildings</b> <i>(Council Chambers, Neighbourhood centres, Childcare centres, Libraries, Gallery, Museum, Public Toilets, Shopping Centres and other Council buildings with public access)</i>	<ul style="list-style-type: none"> <li>• Users (including young children, school groups and the elderly)</li> <li>• young children and their carers (childcare facilities)</li> <li>• parents groups/playgroups</li> <li>• community associations</li> <li>• church groups</li> <li>• general members of the public</li> <li>• Council Staff</li> </ul>	High	<ul style="list-style-type: none"> <li>• spot insecticides</li> <li>• bait rodenticides</li> <li>• spray termiticides</li> <li>• spray ant control</li> <li>• bait - termiticides</li> <li>• bait - ant control</li> <li>• bait - bird control</li> </ul>
<b>Swimming pool buildings and grounds</b>	<ul style="list-style-type: none"> <li>• Local residents</li> <li>• Visitors</li> <li>• School groups</li> <li>• Swimming Clubs</li> </ul>	High in summer	<ul style="list-style-type: none"> <li>• Spot insecticides</li> <li>• Spot herbicides</li> </ul>
<b>Waste Management Facilities</b>	<ul style="list-style-type: none"> <li>• Residents</li> <li>• Contractors</li> <li>• Council Staff</li> </ul>	Low	<ul style="list-style-type: none"> <li>• Spot herbicides</li> </ul>
<b>Council Depots</b>	<ul style="list-style-type: none"> <li>• Residents</li> <li>• Contractors</li> <li>• Council Staff</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Spot herbicides</li> </ul>
<b>Showground</b>	<ul style="list-style-type: none"> <li>• Hirers of facility, their members and users.</li> </ul>	Medium to High	<ul style="list-style-type: none"> <li>• spot herbicides</li> <li>• spot insecticides</li> <li>• broadscale selective herbicides</li> <li>• broadscale non-selective herbicides</li> <li>• broadscale insecticides</li> <li>• spray or bait termiticides on facilities</li> <li>• rodenticides near facilities</li> </ul>
<b>Scout Hall</b>	<ul style="list-style-type: none"> <li>• Hirers of facility and their supporters</li> </ul>	Medium to High	<ul style="list-style-type: none"> <li>• spot herbicides</li> <li>• spot insecticides</li> <li>• spray or bait termiticides on facilities</li> <li>• rodenticides near facilities</li> </ul>
<b>Pony Clubs</b>	<ul style="list-style-type: none"> <li>• Hirers of facility and their supporters</li> </ul>	Medium to High	<ul style="list-style-type: none"> <li>• spot herbicides</li> <li>• spot insecticides</li> <li>• spray or bait termiticides on facilities</li> </ul>



Public places	Regular user groups	Level of use of public place	Type of pesticide use
			<ul style="list-style-type: none"> <li>rodenticides near facilities</li> </ul>

### 3. Notification Arrangements

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

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

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

Notice of pesticide use will be provided by one or a combination of the following methods:

- signs at entrances
- information on Council's website (which will describe programmed, reactive and emergency pesticide use in public places)
- letters and letterbox drops
- fax and email

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

#### a. How and when notice of pesticide use will be provided

##### i. Outdoor Recreation Areas

The notification arrangements described below will apply to the following public place categories controlled by Hawkesbury City Council:

- Parks and reserves
- Playgrounds
- Picnic areas

In these public places, signs will be placed near the application area or main entrance to the area at least prior to application and remain whilst spraying, or for as long as described on the herbicide label for the following pesticide uses:

- High/low volume selective and non selective herbicides
- Spot Insecticides
- Broadscale insecticide



- Fungicides (on the relevant garden beds)
- Spray & bait termiticides on facilities
- Spray & bait ant control on or near facilities
- Rodenticides on or near facilities

*Where any of the above herbicide uses occur adjacent to sensitive places, the occupiers (and those people/organisations on the register to be notified) will be provided with 48 hours notice by mail, email or letterbox drop (whichever is most practicable).*

## **ii. Controlled outdoor recreation areas**

The notification arrangements described below will apply to the following public place categories controlled by Hawkesbury City Council:

- Camping grounds (Upper Colo Reserve)
- Swimming pool buildings and grounds
- Hawkesbury Indoor Sports Stadium
- Hawkesbury Showground
- Pony Clubs
- Tennis Courts

In these public places, signs will be placed near the application area or main entrance to the area at least 24hrs prior to application and remain whilst spraying, or as long as described on the herbicide label for the following pesticide uses:

- High/low volume selective and non selective herbicides
- Spot use of insecticides
- Bait rodenticides

Notification will also be placed on Councils website and staff will inform campers as they book into the Upper Colo Reserve.

*Where any of the above herbicide uses occur adjacent to sensitive places, the occupiers will be provided with 48 hours notice by mail, email or letterbox drop (whichever is most practicable).*

## **iii. Outdoor Public Thoroughfares and easements**

The notification arrangements described below will apply to the following public place categories controlled by Hawkesbury City Council:

- Road verges and reserves
- Laneways and pathways
- Easements accessible to the public (e.g. road, water, sewer, electricity)
- Drains

In these public places, information on use of high/low volume herbicide will be posted on Councils website every three months. In urban areas signs will be put up immediately prior to pesticide use and will remain in place at least until the operation is



completed (where the pesticide label, permit or Pesticide Control Order requires a longer period of signage, this will be followed)

**iv. Where any of the above herbicide uses occur adjacent to sensitive places, the occupiers ( and those people/organisations on the register to be notified) will be provided with 48 hours notice by mail, email or letterbox drop (whichever is most practicable). *Certain Council Buildings***

For pesticide use in facilities that are owned or controlled by Council, signs will be provided near the application area or in the main entrance at least 24 hours prior to application and remain for at least 48 hours afterwards for the following pesticide uses:

- Spot use of insecticides
- Bait rodenticides

Council buildings include but are not limited to:

Council Chambers, toilet blocks, libraries, museum, gallery, neighbourhood centres, Child Care Centres, Depots, Waste Management facilities, and other community buildings and shopping centres.

**v. *Sporting fields and ovals***

For sporting fields and ovals, signs will be placed near the application area or main entrance to the area at least 24 hours prior to application and remain whilst spraying, or for as long as described on the herbicide label for the following pesticide uses: For a list of sporting fields, please see Appendix B

- High/low volume selective and non selective herbicides

Sporting groups who have booked the particular field will also be notified by email or letter at least twenty four hours prior to application. Information will also be available on Councils website about the forward program for the above applications (updated every month)

*Where any of the above herbicide uses occur adjacent to sensitive places, the occupiers ( and those people/organisations on the register to be notified) will be provided with 48 hours notice by mail, email or letterbox drop (whichever is most practicable).*

**b. Special measures for sensitive places**

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

- school or pre-school
- kindergarten
- childcare centre
- hospital
- community health centre
- nursing home
- place declared to be a sensitive place by the Environment Protection Authority (now a part of the Department of Environment, Climate Change and Water).





Special notification measures for programmed pesticide use in outdoor public places adjacent to sensitive places for each category of public place have already been addressed.

For non-emergency reactive pesticide use in outdoor public places next to sensitive places, Council will provide concurrent notice shortly before use to the occupier by phone, door-knock or letterbox drop, depending upon what is practicable.

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

**c. *Notification of emergency pesticide applications***

In cases where emergency pesticide applications in public places are required to deal with biting or dangerous pests such as wasps, bees, venomous spiders, fleas, bird mites or rodents (that pose an immediate health hazard), notice will, where possible, be provided by posting signs nearby at the time of the application. If this is not possible, information will be provided via the Council information line 45604444, or by request to the person applying the pesticide.

**d. *Pesticide contractors and lessees of public places***

Where Hawkesbury City Council uses contractors to apply pesticides on its behalf, Council will ensure that notification is made in accordance with the notification requirements of this plan and or the Regulation.

Where persons or organisations hold an existing lease on Council land that remains a public place and if they use pesticides in this area, Council will still require notification in accordance with the requirements of this plan (see 3e.).

**e. *Instances where Hawkesbury City Council will not give notice of herbicides application***

Council uses small quantities of some pesticides that are widely available in retail outlets and ordinarily used for domestic purposes (including home gardening). Council does not intend to provide notice for such pesticide applications other than by way of this description in this plan (or general information on Council's website). This will apply to minor control of indoor and outdoor insect pests using baits or aerosol spray cans and spot weed control using a wand or hand-held spray bottle (eg. less than 20 litres of "ready-to-use" spray mix).

**f. *Notification of Baiting Programs***

- Baiting program to be advertised for one month prior (for fox, dog, cat and rabbit).
- Letterbox drop to areas within 1km of baiting.
- Notices are to be placed at all main entries to the park and are to extend past residual points as per bait label.

In addition, Council will not provide notification in any of the following public places:



- public places over which persons or organisations hold an existing lease on Council owned land or land under its care and control. For these places, Council will not provide notification of pesticide use, but it will request the lessee to carry out notification of the lessee's pesticide use in a manner consistent with this plan. Where possible, Council will require lessees, as a condition of their lease, to comply with this plan.
- remote areas where there is little likelihood of pesticides/baits being encountered by the public e.g. areas where there is no vehicular access and low public visitation, including bushland areas.

**Notification will also not be given where occupiers of properties adjacent to Council public places use pesticides on parts of these public places near their properties.**

#### **4. What Information Will Be Provided**

In accordance with Regulation 20, clause 1(h) of the Pesticides Regulation, notice of pesticide uses will include the following information:

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

Signs will be of a standardised design and will be easily recognisable by the public and workers. As already noted, Council's website will have a dedicated area that describes its programmed, reactive and, if practicable, emergency pesticide use in public places with a link to this notification plan. For a sample Pesticide Notification Notice – see Appendix A

#### **5. How The Community Will Be Informed Of This Plan**

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

- making a copy of the plan available for viewing, free of charge, at its main office at 366 George Street, Windsor
- placing a copy of the plan on the its website at [www.hawkesbury.nsw.gov.au](http://www.hawkesbury.nsw.gov.au)
- placing a notice in the Council nominated weekly newspaper
- placing a notice in the NSW Government Gazette

#### **6. Future Reviews Of The Plan**

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

- Reviewing and updating the plan and then placing it on public exhibition for comment if there are major changes.



- Subject to receiving public submissions, further recommendations for alterations will be made (if applicable). If major changes are made, the plan will once again be placed on public exhibition for public comment prior to adoption.



## **7. Contact Details**

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

*Manager - Parks and Recreation*  
*PO Box 146*  
*WINDSOR NSW 2756*  
*Phone: 4560 4444 Fax: 4560 4400*

or access the website [www.hawkesbury.nsw.gov.au](http://www.hawkesbury.nsw.gov.au)



## ***Appendix A***

### **Sample Pesticide Notification Notice**

**Product:** Bio-Active Round up  
**The purpose of the use:** To reduce weed growth in hard to mow areas  
**Proposed dates of use:** 10 to 17 March 2021  
**The Place of use:** Governor Phillip Reserve, Windsor

**Contact telephone number:** Manager Parks and Recreation on 45604444

**Warnings about limitations. Public are advised to keep away from area until the application dries.**



## ***Appendix B***

### **Active Playing Areas Administered by Hawkesbury Sports Council**

Richmond Park	Windsor Street, Richmond
Icely Park	Dight Street, Richmond
Tamplin field	Laurence Street, Hobartville
Bensons Lane Complex	Bensons Lane, Richmond
McQuade Oval	George Street, Windsor
Don't Worry Oval	Moses Street, Windsor
Deerubbin Park	Cornwallis Road, Lowlands
Mileham Street Netball Courts	Mileham Street, South Windsor
Berger Road Reserve	Berger Road, South Windsor
Bounty Reserve	Wetherill Crescent, Bligh Park
Colonial Reserve	Colonial Drive, Bligh Park
Glossodia Park	Creek Ridge Road, Glossodia
Woodlands Park	Woodlands Road, Wilberforce
Woodbury Estate	Spinks Road, Glossodia
North Richmond Complex	Beaumont Avenue, North Richmond
Breakaway Ovals	Freemans Reach Road, Freemans Reach
Peel Park	Pecks Road, North Richmond
Vineyard Oval	Park Road, Vineyard
Oakville Oval	Oakville Road, Oakville
Brinsley Park	Eldon Street, Pitt Town
Colbee Park	Bismarck Street, McGraths Hill