

## Vegetation Management Compliance Checklist for NSW Local Councils

This checklist assists councils in ensuring vegetation management activities comply with NSW environmental, safety and operational requirements.

### Project Planning and Assessment

- Scope of works clearly defined.
- Site inspection completed prior to works.
- Environmental constraints identified and mapped.
- Risk assessment completed and documented.
- SWMS prepared and reviewed.
- Utility and service locations identified.
- Traffic Management Plan prepared where required.
- Stakeholders and affected landholders notified.
- Required permits, approvals or licences obtained.

### Environmental Compliance

- Site assessed for threatened species and ecological communities.
- Vegetation clearing requirements reviewed.
- Habitat trees identified and protected.
- Watercourses, wetlands and drainage lines identified.
- Appropriate buffer zones established.
- Aquatic-safe herbicides selected where required.
- Sediment and erosion controls installed.
- Chemical Risk Assessment completed.
- Chemical application records maintained.

### Work Health and Safety Compliance

- WHS Risk Assessment completed.

- Daily pre-start meeting conducted.
- Workers inducted into site hazards.
- Emergency response procedures available.
- First aid equipment available.
- Plant and equipment pre-start inspections completed.
- Operators hold relevant competencies and licences.

#### **Drone Operations (If Applicable)**

- CASA requirements complied with.
- Pre-flight risk assessment completed.
- Weather conditions assessed.
- Visual Line of Sight maintained.
- Public exclusion zones established.
- Flight records maintained.

#### **Vegetation Management Activities**

- Slashing and mulching areas clearly defined.
- Environmental exclusion zones identified.
- Target weed species identified.
- Appropriate treatment method selected.
- Non-target vegetation protected.
- Follow-up inspections scheduled.

#### **Community and Public Safety**

- Public access risks assessed.
- Signage installed where required.
- Work zones clearly delineated.
- Public notifications issued where necessary.
- Noise and dust impacts managed.

### **Waste and Resource Management**

- Vegetation waste management plan prepared.
- Green waste reused or recycled where practical.
- Chemical containers disposed of correctly.
- Fuel and chemical storage compliant.

### **Monitoring and Reporting**

- Before photographs collected.
- GIS mapping updated.
- Treatment records maintained.
- Environmental incidents recorded.
- Completion inspection undertaken.
- After photographs collected.
- Follow-up monitoring schedule established.

### **Key NSW Legislation and Standards**

- Work Health and Safety Act 2011 (NSW)
- Work Health and Safety Regulation 2017 (NSW)
- Biodiversity Conservation Act 2016 (NSW)
- Biosecurity Act 2015 (NSW)
- Protection of the Environment Operations Act 1997 (NSW)
- Pesticides Act 1999 (NSW)
- Local Government Act 1993 (NSW)
- CASA Drone Regulations (where applicable)

## Compliance Declaration

Project Name: \_\_\_\_\_

Location: \_\_\_\_\_

Date: \_\_\_\_\_

Council Officer/Contractor: \_\_\_\_\_

- All applicable requirements have been assessed and addressed.
- Any non-conformances have been documented and corrective actions implemented.

Signature: \_\_\_\_\_