

Our Ref: KL/NS: 2546/16 (48968)

21 August 2017

General Manager
Tweed Shire Council
PO Box 816
MURWILLUMBAH NSW 2484

Dear Troy

**Service Level Agreement
Weed biosecurity and associated services**

I refer to the subject Service Level Agreement and provide herewith summary of achievements for Weed biosecurity and associated services for the period 1 July 2016 to 30 June 2017.

As you can see from the figures, we over-delivered on most outputs, which is a great accomplishment considering we were severely hampered by the flooding events this year.

There is one output that is not due for completion until the end of the 2017/18 service year (highlighted amber). This is to conduct a bi-annual review workshop for the prevention of new weed species in our region. This output is on-track and will be conducted as part of our 2017/18 agreement.

There were two outputs that were not achieved which are highlighted in red. These were the issuing of section 64 property certificates to potential buyers of land and the hosting of a field day targeting new weed incursions.

As the issuing of section 64 property certificates is dependent on people requesting this service when buying property in the Tweed Shire area, it is not an output that we have any control over. As such it was only a 'best guess' scenario based on previous years' requests for this service. This service is now obsolete with the introduction of the new *Biosecurity Act 2015* and the repealing of the *Noxious Weeds Act 1993*.

Regarding the field day that was not completed, Rous County Council planned this event to take place on 21 June 2017 at Tyalgum, unfortunately due to the severely low numbers of RSVPs (2) this event was cancelled at short notice on 20 June.

If you need to discuss anything or seek further clarification please feel free to contact me.

Yours faithfully



Kyme Lavelle
General Manager

Attachment: Summary of achievements

Tweed SLA numbers

Objective 1: Prevent the establishment of new weed species in our region				
Desired achievement: 1.1 High priority species and pathways identified and managed				
	Activity	Measured by	Agreed service level/target (annual)	Yearly outputs
1.1	Identify High Risk sites.	Number of High Risk sites identified.	180	191
1.1	Treat High Risk sites.	Number of High Risk sites treated by hectare.	120 hectares	378Ha
1.1	Inspect High Risk pathways.	Number of High Risk pathways inspected by kilometre.	1,000km	2096km
1.1	Treat High Risk pathways.	Number of High Risk pathways treated by kilometre.	500km	1644
1.1	Distribute weed identification literature.	Number of brochures/flyers developed and distributed.	1,200 items	1211
1.1	Distribute hygienic practice protocols.	Number of hygienic practice protocols developed and distributed.	15	43
1.1	Provide media coverage.	Number of media releases developed and published.	10	12

Objective 1: Prevent the establishment of new weed species in our region				
Desired achievement: 1.2 Develop and implement early detection capabilities				
	Activity	Measured by	Agreed service level/target (annual)	Yearly outputs
1.2	Conduct bi-annual review workshop.	Number of workshops conducted and documented.	Every second year.	0
1.2	Develop lists of high priority weeds.	Number of lists of high priority weeds.	1	1
1.2	Undertake weed Risk Assessments.	Number of weed Risk Assessments undertaken.	3 (across the region).	6
1.2	Develop and implement Weed Management Plans for new incursions.	Number of weed management plans for new incursions developed and implemented.	10 (across the region).	10
1.2	Develop and submit funding application for new incursions.	Number of funding applications submitted for new incursions.	1 (across the region).	3
1.2	Early detection content on Council's website.	Number of reporting tools available on website for reporting new weeds.	2	3
1.2	Set up a network of informed community	Community members included on rapid	1 database.	1

Tweed SLA numbers

Objective 1: Prevent the establishment of new weed species in our region				
Desired achievement: 1.2 Develop and implement early detection capabilities				
	Activity	Measured by	Agreed service level/target (annual)	Yearly outputs
	members to assist with early detection of new weeds.	response weeds database.		
1.2	Create brochures/flyers with photos describing high priority weeds.	Number of high priority weed brochures/flyers developed including provision of digital versions for websites and other multimedia applications.	3 (across the region).	3
1.2	Distribute brochures/flyers with photos describing high priority weeds.	Number of high priority weed brochures/flyers distributed	1,000	1380
1.2	Provide plant identification services.	Number of plant identifications undertaken.	50	84
1.2	Review High Priority weeds and incursion plans.	Number of high priority weeds and incursion plans reviewed.	10	10
1.2	Participate in weed risk assessment regional workshops.	Rate of participation at regional weed risk assessment workshops.	1	1

Objective 2: Eliminate, or prevent the spread of new weed species in our region				
Desired achievement: 2.1 Timely detection of new weed incursions				
	Activity	Measured by	Agreed service level/target (annual)	Yearly outputs
2.1	Documentation of Council's program for High Priority weeds.	Number of weed management plans developed.	10	11
2.1	Aerial surveys.	Number of aerial surveys undertaken.	1 (every second year).	2
2.1	Protocols developed for early detection of aquatic weeds.	Number of protocols for early detection of aquatic weeds developed.	1	1
2.1	Distribute targeted weed information (print and electronic).	Number and type of weed information published and distributed.	1,000 items.	1475
2.1	Class 5 weeds information to High Risk sites.	Number of Class 5 weed brochures distributed.	150	310

Tweed SLA numbers

Objective 2: Eliminate, or prevent the spread of new weed species in our region				
Desired achievement: 2.1 Timely detection of new weed incursions				
	Activity	Measured by	Agreed service level/target (annual)	Yearly outputs
2.1	Media coverage by media releases.	Number of media releases developed and published.	10	12
2.1	Website to include section for new landholders.	New landholder section developed and included on website.	1	1
2.1	Publicity of hotline numbers.	Rate of use of hotline number.	15 weed reports collected from advertised hotline.	138
2.1	Host and document field days targeting new incursions.	Number of field days held targeting new weed incursions.	3 field days targeting new weed incursions.	2
2.1	Media releases targeting rapid response program.	Number of media releases developed and published.	10	12
2.1	Staff attendance at each North Coast Regional Weeds Committee meeting.	Participation at North Coast Regional Weeds Committee meetings.	100% attendance.	100%
2.1	Utilise television, radio, print and social media to communicate key messages.	Number of instances where integrated electronic communication pathways have been utilised.	3	3
2.1	Evidence of collaboration with state and regional stakeholders.	Number of instances of collaboration.	4	6

Tweed SLA numbers

Objective 2: Eliminate, or prevent the spread of new weed species in our region				
Desired achievement: 2.2 Provide a rapid response to eradicate or contain new weeds				
	Activity	Measured by	Agreed service level/target (annual)	Yearly outputs
2.2	Joint funding submissions for High Priority weed species.	Number of joint funding submissions for High Priority weed species prepared and lodged.	1	3
2.2	Containment and/or eradication of new incursions.	Number of weed infestations contained or eradicated.	250	272
2.2	Implementation of rapid response plans for new incursions.	Number of rapid response plans implemented for new incursions.	10	10

Objective 3: Reduce the impacts of widespread weed species in our region				
Desired achievement: 3.1 Identification and prioritisation of management programs where benefits are the greatest				
	Activity	Measured by	Agreed service level/target (annual)	Yearly outputs
3.1	Develop management programs targeting greatest impact.	Number of project and activities targeting the management of widely established weeds.	5	5
3.1	Establish collaborative partnerships to provide environmental benefits.	Number of partnerships established to identify high biodiversity sites and management actions.	4	4
3.1	Reduce impact of existing weeds on biodiversity, including Threat Abatement Plans.	Number of examples of where weed control has reduced the impact on biodiversity.	20	21
3.1	Reduce the impacts of widespread weeds on public roads.	Kilometres of roadsides treated for widespread weeds.	100	240km
3.1	Participation in relevant widespread weeds programs.	Number of management programs targeting the control of widespread weed species.	5	5
3.1	Promote rapid declaration of new weeds where necessary.	Number of instances promoting rapid declaration of a weed species.	Number of instances (as required).	1

Tweed SLA numbers

Objective 3: Reduce the impacts of widespread weed species in our region Desired achievement: 3.2 Provide effective and targeted on-ground control				
	Activity	Measured by	Agreed service level/target (annual)	Yearly outputs
3.2	Council weed management plans linked to NSW Invasive Species Plan.	Number of weed management plans linked to NSW Invasive Species Plan.	10	10
3.2	Monitor, review and report to North Coast Regional Weeds Committee meetings.	Number of Weed Management reports provided to North Coast Regional Weeds Committee.	4	5
3.2	Monitoring for High Priority weed species.	Number of High Priority weed species monitored.	10	10
3.2	Evidence of monitoring of "eradicated" species.	Number of site inspections per year.	5	5
3.2	Identification of priority sites.	Number of priority sites identified.	800	845
3.2	Evidence of reduced weed impacts.	Area of priority sites in which there is a reduction in distribution and abundance of weed infestation.	Reduction in distribution and abundance of weed infestation across 100 hectares of priority sites.	1620
3.2	Instances of coordinated control (e.g. NSW Office of Environment & Heritage, Lands) across different land tenure.	Number of instances of coordinated control across different land tenure.	3	3
3.2	Provide weed species information to education providers.	Number of educational providers given information on weed species.	2	4

Objective 3: Reduce the impacts of widespread weed species in our region Desired achievement: 3.3 Private landholders motivated to manage invasive species proactively				
	Activity	Measured by	Agreed service level/target (annual)	Yearly outputs

Tweed SLA numbers

3.3	Advice to landholders on best practice etc.	Number of landholders provided best practice advice.	1,200	1870
3.3	Local Control Authorities promote integrated weed control.	Number of landholders and other key stakeholders provided advice on an integrated approach to weed management.	1,000	1470
3.3	Section 64 certificates issued to potential buyers of land.	Number of section 64 certificates issued to potential buyers of land.	50	29
3.3	Private property inspections undertaken.	Number of private property inspections undertaken.	1,200	2018
3.3	Host weed field days.	Number of weed field days hosted.	1	1
3.3	Attend relevant displays, shows and industry events.	Number of relevant displays, shows and industry events attended.	3 within the local government area.	5
3.3	Presentations to relevant interest groups.	Number of presentations to relevant interest groups.	3	5
3.3	Information provided to conveyancers and real estate agents.	Number of information brochures provided to real estate agents.	10	13
3.3	Publicise NSW Industry and Investment PRIMEfacts.	Number of Primary Industries fact sheets distributed to key stakeholders.	150	345
3.3	Distribute information about use of new web-based facilities and weed management technology.	Council website contains latest weed management information and downloadable advice.	Achieved.	Achieved
3.3	Distribute information regarding legal obligations.	Number of media promotions developed highlighting landholder obligations for weed management.	3	4
3.3	Update or create best practice control guidelines.	Develop best practice guidelines for preventing weed seed spread and post on website.	Achieved.	Achieved
			Service level target completed	
			On track for completion	
			Evaluate	