



## SUSTAINABLE EVENTS

Type:	Council		
Owner:	Chief Executive Officer		
Responsible Officer:	Manager Community Relations		
Approval Date:	28/01/2025	Next Review:	01/12/2028
Records Number:	178419	Council/CEO Decision:	OMC-2025-006
Legislation Reference:	<i>Part 2.3 of the Local Government Act 2019</i> <i>National Waste Policy</i>		

### 1 PURPOSE

The purpose of this policy is to outline responsibilities and obligations to establish minimum sustainability standards for events and activities held within areas under the control of Katherine Town Council, to ensure compliance with relevant legislation, strategies, policies and standards.

### 2 SCOPE

This policy applies to elected members, Council employees, contractors, and volunteers associated with Katherine Town Council.

This policy applies to those who are responsible for organising the activity:

- sponsored by Council,
- run by Council, either solely or jointly with others,
- undertaken as support for or part of a larger program (eg Territory-wide or National),
- using facilities hired out to the public by Council, and
- where the activity is held:
  - on Council land,
  - in Council buildings,
  - at Council venues, and
  - on roads managed by Council.

### 3 DEFINITIONS

**Circular economy** – as defined in the Northern Territory Circular Economy Strategy 2022-2027. A circular economy is an economy in which products are designed to be reused, repaired or repurposed, and natural systems are regenerated.

**Single use plastic** - Single Use Plastics are products primarily made from fossil fuel-based chemicals and typically used once for a few minutes before being thrown away. Most of these plastics are non-biodegradable and break down into smaller pieces of plastics call microplastics.

## 4 DETAILS

The Katherine Town Council recognise their responsibility to guide the town toward developing a circular economy.

One of the most important steps is the management of waste, through reducing the generation of waste, selecting items that can be reused multiple times, and maximising the amount of recycling. In practical measures, this can mean composting foodstuffs and green waste rather than sending it to landfill. It can include eliminating single-use plastic packaging, cups and cutlery products. It can involve utilising stewardship programs to divert glass and plastic containers from landfill, and recycling hazardous and rare materials, such as in batteries and electronic equipment.

### Replacement of Single-Use Plastics

The policy covers the avoidance and replacement of single-use plastic items used in purchasing, packaging, sales, distribution, transportation or clean-up practices associated with events and activities.

Single-use plastics have many negative environmental, social and economic impacts that extend to tourism, recreational activities, commercial business, fisheries, agriculture and the pastoral industry.

At the Ordinary Meeting of Council 23 June 2020, the Katherine Town Council made a commitment to minimise the harmful effects of single-use plastic items by eliminating their use at events and activities in areas that come under the control of Council.

Anyone approving, organising or running Council events or activities conducted at Council sites, **MUST** ensure the following event requirements are met:

- When planning the event or activity, organisers are encouraged to consider whether single-use plastic items are even needed and to use alternatives where available.
- **Plastic-bottled water** is NOT to be provided, sold or distributed by Council. However, ample free access to potable, filtered and chilled water **MUST** be provided.
- Single-use **plastic bags** are NOT to be used, sold or distributed for transportation or promotional purposes. Use of alternative, high-quality, non-plastic, reusable bags is encouraged.
- Single-use **plastic plates, bowls, cups, straws, cutlery and take away food containers** are NOT to be used, sold or distributed. Use of alternative compostable options are encouraged.
- Single-use disposable **plastic cups and lids** are NOT to be used, sold or distributed. Use of alternative compostable options are encouraged.
- All avoidable **plastic packaging**, including cling wrap, plastic bags or similar, must NOT be used in the purchase, sale, distribution and transport of food or goods. Use of alternative packaging options are encouraged.
- **Balloons** are NOT to be used, sold or distributed.
- **Props and infrastructure** **MUST** be made from high quality materials and of solid construction so as to be fit for re-use. This includes signage, such as promotional banners, way-finding signs, event displays, advertising, etc.
- The site or venue **MUST** be left litter free and cleaned. Organisers **MUST** use environmentally sound cleaning products to avoid contamination of wastewater or the site.
- Organisers are encouraged to set up container deposit scheme collection points, or bins clearly marked for plastic bottles and other plastic wastes to aid in recycling.
- Organisers **MUST** educate and guide their staff and patrons on single-use plastic free practices, providing useful information, and promoting re-usable and other alternatives.

Council will support and assist organisers to comply with these policy requirements. The Single Use Plastics Toolkit will support organisers in finding alternatives to the use. However, if there is poor adherence, Council may:

- require immediate remedial action be implemented,
- withdraw support for the event(s) to continue,
- withhold approval for future events, until steps to ensure compliance are demonstrated, and
- retain part or all of the facility hire deposit.

This policy applies to civic, community, or other public events, commercial activities, and private events.

The size, duration and frequency of an activity are applicable to this policy:

- all large and small scale events,
- one-off events,
- annual, infrequent or irregular events,
- ongoing or regular activities,
- short or long lasting activities,
- multiple day activities.

This policy includes, but is not limited to:

- community meetings and information sessions, seminars, meetings, and workshops,
- parties and social functions,
- festivals and markets,
- pop-up cafes,
- facility hires,
- conferences and expos,
- competition or recreational sports,
- general recreational activities.

In addition, this policy is to act as a guide for all events held in the Katherine Town Council municipality, including events held:

- on crown land,
- private land, and
- commercial premises.

Organisers of events and activities on Council controlled land will need to commit to complying with this policy before any Council endorsement or support for the event or activity is approved.

## Exemptions

On-going exemptions to this policy may be made where:

- it can be demonstrated that it is required for health and safety reasons;
- there is no other practical or cost-effective alternative for providing the service or product required, and the product is considered essential to the efficacy of the event or activity.

All exemptions require written approval of Council's CEO or delegate. A report of exemptions will be provided to Council.

Once-off exceptions may be allowed with regard to:

- the sale and distribution of single-use plastic that are compliant with the Northern Territory Cash for Container program or other relevant programs and initiatives under a waste strategy.

Organisers of regular or periodically recurring events and activities are expected to inform stallholders about Council's sustainable events policies. Where necessary, they are to:

- provide advice on alternative ways to supply water for patrons, such as:
  - providing jugs and reusable glasses
  - promoting/selling/supplying refillable drinking bottles and reusable cups
  - providing a free/discounted refill service to those who bring their own reusable bottles and cups

All exceptions require written approval of Council's CEO or delegate. A report of exceptions will be provided to Council.

## 5 ASSOCIATED POLICIES/DOCUMENTS

Banning of Single Use Plastic Toolkit

Katherine Town Council Waste Management Strategy 2021-2026

Facility and Equipment Hire Policy

Mobile Food Vendor Policy

Leasing Policy

## 6 REFERENCES AND RELATED LEGISLATION

The Northern Territory Circular Economy Strategy 2022-2027

National Waste Policy and National Action Plan

### Revision History

Version	Approval date	Details of change	Responsible officer
1	25/06/2019	Created and noted by council to commence public consultation and present back to council for consideration post consultation period.	CEO
2	23/06/2020	Council resolution for the Ban of Single Use Plastics Policy be implemented on the 1st January 2021 and that Council commence a community education program to ensure full consultation with all users of the Council facilities leading to this date.	CEO
3	28/11/2024	Transferred to new policy template and removed sub policy by inclusion into the policy	Manager Governance and Risk