



two ways :: one outcome

## Non-Council Events and Meetings Policy

**REFERENCE NUMBER:** P58  
**ORGANISATION UNIT:** Works  
**RESPONSIBLE POSITION:** Director Work  
**RELEVANT DELEGATIONS:** Nil  
**DATE ADOPTED:** 06 June 2014 (CRN 092/2014)  
**REVIEW DATE:** Every two years

### Objectives:

- To ensure organisers of major events and meetings take responsibility for leased Council facilities, including damage and clean up.
- To ensure organisers are responsible for clean up of litter in public spaces.
- To protect public health.
- To maintain the cleanliness and visual tidiness of communities.

### Legislation and Reference:

- Northern Territory Local Government Act
- Central Desert Regional Council Plan 2014-15
- Northern Territory Public and Environmental Health Act
- Northern Territory Public Health (Night Soil, Garbage, Cesspits, Wells and Water) Regulations

### Policy:

Major events and meetings, and their typical organisers may include:

Event and/or Meeting	Typical Organiser
Royalty payment meetings	Central Land Council
Football or Sports Carnivals	Store; Sports Committee
Other festivals or large organised gatherings	Depending on event

### Facilities Management

If Council facilities are to be used or leased for an event/meeting, then the Organiser must arrange a Facilities Use Agreement with Council at least 7 days before a scheduled event/meeting.

Any damage done to Council's facilities, assets or public space infrastructure during the event that can be reasonably attributed to persons attending the event will be charged in full back to the Organiser.

Failure by Organisers to arrange a signed Agreement will not negate liability for damage or clean up.

## Litter Management

Council expects event and/or meeting Organisers to pre-arrange waste management and litter clean up in public spaces associated with their event/meeting.

Council does not accept responsibility for cleaning up litter in public spaces after organised events and meetings.

Council may provide the following waste management services for organised events and/or meetings:

- Temporary skip bins, wheelie bins and/or drums for the duration of events. Council may charge a fee for these.
- Emptying of bins as required during major events. Council may charge for this service during normal work hours. Council will charge if conducted on weekends or outside normal work hours. Charges will be the published Fees and Charges for staff time and plant hire.

After events finish, Council expects Organisers to conduct prompt clean-up of remaining litter in public spaces.

Council is available to assist litter clean-ups, but only on a fee-for-service basis. The rate must be agreed with event Organisers *before* events commence.

If event Organisers have not pre-arranged litter clean-ups, or litter is not adequately or promptly picked up, Council reserves the right to clean up that litter and invoice the Organiser for clean-up staff and equipment time, including a 50% penalty rate beyond the standard fee.

## **History:**

Adopted: This is a new policy, adopted 06 June 2014 Ordinary Council Meeting

Review: