

ANNUAL RETURN

Information on this form is required in accordance with the conditions of your licence issued under the *Waste Management and Pollution Control Act 1998*

Failure to provide the information requested and/or the provision of false or misleading information is an offence under the legislation and you may be liable for heavy penalties.

Section 1. Licence Details

LICENCE NUMBER	EPL278	REPORTING PERIOD	23/10/24-23/10/25
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Please check your contact details including 24 hour emergency contact in [NT EPA online](#) and update if necessary. The NT EPA website will be updated using the details provided online.

Were the contact details correct? YES / ~~NO~~

Section 2. Statement of Compliance

Were all conditions of the licence complied with during the reporting period? ~~YES~~ / NO

If Yes, proceed to Section 4. If not, complete the table below (add more rows if required)

Details of Non-compliance				
Condition number	Date of non-compliance (dd/mm/yy)	Was NT EPA notified? (Yes / No)	If yes, date NT EPA notified (dd/mm/yy)	If yes, how was NT EPA notified? (e.g. phone, email, Pollution Hotline)
		If no, complete Section 3		
24, 26	01/07/2025	Yes	09/07/25	Pollution Hotline, email, Section 14 Form- After EPA contacted LC
24	16/07/2025	Yes	16/07/2025	Pollution Hotline, Section 14 Form

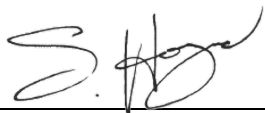
Report of Non-compliance

Please supply the following details for each non-compliance not reported to the NT EPA identified in Section 2. Use a separate page for each non-compliance.

The date and time of the non-compliance.
1 July 2025
When the non-compliance was detected and by whom.
NT EPA, 7 July 2025
The actual and potential causes and contributing factors to the non-compliance.
Extreme weather conditions (high temperature, low humidity, and strong winds), a large volume of combustible green waste material, and suspected arson / fireworks led to a significant volume of green waste catching fire on the night of 1 July 2025.
The risk of environmental harm arising from the non-compliance.
Non-compliance with these licence conditions increases the risk of environmental degradation, regulatory penalties, and public health concerns.
The action(s) that have or will be undertaken to mitigate any environmental harm arising from the non-compliance.
Council officers attended the night of the fire, following direction and advice from the fire department. Council reported the fire to NT WorkSafe and the Pollution Hotline. Once the fire had mostly burnt out, Council sought further advice from the fire department so that Council could establish a plan to clean up the site. Council has since separated the remnants of the fire into piles, eventually will combine back into one pile when cool enough, and looking at having the area graded.
Corrective actions that have or will be undertaken to ensure the non-compliance does not reoccur.
Due to a vacancy in the Resource Recovery Program Leader position and challenges in securing a suitable replacement, the requirement to report a fire incident to the EPA was regrettably overlooked. Council appointed Mikaela Baillie on 7 July 2025 on a six-month basis to oversee the management of our waste transfer stations.
If no action was taken, why no action was taken.
N/A

Section 3. Signature and Certification

Return the completed signed form to environmentalregulation@nt.gov.au

This declaration must only be signed by a person(s) with the legal authority to sign it. The ways in which the application may be signed, and the people who may sign the application, are set out in the categories below.			
If the licence holder is:	Check	The application must be signed and certified by one of the following:	
An individual	☐	The individual.	
A partnership	☐	A partner.	
A company	☐	The common seal being affixed in accordance with the <i>Corporations Act</i> , or	
	☐	Two directors, or	
	☐	A director and a company secretary, or	
	☐	If a proprietary company that has a sole director who is also the sole company secretary – by that director.	
	☒	The Chief Executive Officer (CEO) of the public authority, or	
	☐	By a person delegated to sign on the public authority's behalf in accordance with its legislation (Please note: a copy of the relevant instrument of delegation must be attached to this application).	
I/We hereby declare that the information provided in this Annual Return and accompanying documents is to the best of my/our knowledge, true and correct.			
Signature		Signature	
Name (printed)	STEPHEN HOYNE	Name (printed)	
Position	CEO	Position	
Date	22/10/2025	Date	
Seal (if signing under seal):			