



WEDDIN SHIRE COUNCIL

POLICY NUMBER: 8.4.2

POLICY FOR SIGNAGE AS REMOTE SUPERVISION

Adopted: 18 May 2017

POLICY FOR SIGNAGE AS REMOTE SUPERVISION (NO 8.4.2)

1. **Title:** Policy for Signage as Remote Supervision

2. **Policy Number:** 8.4.2

3. **Purpose**

The purpose of the Policy for Signage as Remote Supervision is

- to ensure the clear and concise directions, as to the location, content and frequency of signs at parks, reserves and swimming pools to minimise Public Liability exposure emanating from the provision of services to the community.

4. **Application**

This policy applies to all facilities (see Definitions under for “Facility”)

5. **Associated legislations and Other References**

- Civil Liability Act 2002
- Government Information (Public Access) Act 2009
- Statewide Mutual Best Practice Manual: Signage as Remote Supervision, Version 8, October 2012.
- AS/NZS ISO 31000:2009 Risk Management - Principles and guidelines
- AS/NZS 2416:2010 - Water Safety Signs and Beach Safety Flags Parts 1,2 & 3
- Division of Local Government “ Practice Note No.15 - Water Safety” (July 2012)
- Weddin Shire Council Procedures for Signage as Remote Supervision (Dec 2012)

6. **Definitions**

- Facility: A parcel of land that may include parks, reserves and swimming pools either owned, operated or under the care and control of Weddin Shire Council.
- Public Liability - Covering injury, illness, loss or damage suffered by a member of the public resulting from Council negligence, commission or omission.

7. **Policy**

7.1 **Management of the Council’s Policy for Signage as Remote Supervision**

The General Manager or nominated delegate is responsible for the management of the Policy for Signage as Remote Supervision.

7.2 **Statement**

- Council shall use the procedure contained in Statewide Mutual Best Practice Manual in relation to its signs used as remote supervision. Such signage shall be used to direct, advise, or warn members of the public of inherent dangers in the environment in which they are operating, and information about the facility.
- Signage shall be inspected in conjunction with playground inspections, ideally on an annual basis.
- Areas of public liability exposure at parks, reserves and swimming pools shall, when Council becomes aware a potential risk, be assessed with a view to:-
 - a) eliminating the risk
 - b) reducing the risk
 - c) accepting the riskusing signs as remote supervision.

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- Signs in existence currently not meeting the current best practice and/or Australian Standards shall be replaced as funds permit in priority order based on public usage of the respective areas and the perceived risks.
- The Director Engineering shall seek annual budget allocation from Council to be used for the replacement of old signs and the installation of new signs where areas of high risk are identified as per the procedure below.

7.3 Procedure

Procedure in assessing risk and determining appropriate signs is detailed in Figure 1 - Flow Chart to Assist in Assessing Risk and Determining Signs of Council's Procedures for Signage as Remote Supervision.

8. Responsibilities

8.1 General Manager (or nominated delegate)

- Ensures that Council complies with the requirements of Civil Liability Act 2002 and the standards and requirements issued under the Act
- Ensures that Council complies with other legislation relating to Signage as Remote Supervision.

8.2 Director Engineering

- Ensures that the Signage as Remote Supervision is adequately resourced.
- Has ownership of the Signage as Remote Supervision Policy.

8.3 All Employees

- Comply with Signage as Remote Supervision Policy and Procedure.

8. Review and Amendment

- This policy shall be reviewed by September 2021 and thereafter at four (4) yearly intervals, to ensure it meets all statutory requirements and the needs of Council.
- This policy may be amended or cancelled by Council at any time without prior notice or obligation to any employee.

9. Adoption

- This policy commences as from the date of adoption by Council, being 18 May 2018.

10. History

Version	Details
8.4.1	20 December 2012
8.4.2	18 May 2017

Figure 1: Flow Chart to Assist in Assessing Risk and Determining Signs

