



NAMBUCCA SHIRE COUNCIL DRAFT - REMOTE SIGNAGE POLICY

Our Vision

Nambucca Valley ~ Living at its best

Our Mission Statement

'The Nambucca Valley will value and protect its natural environment, maintain its assets and infrastructure and develop opportunities for its people.'

1.0 Purpose

This Policy recognises the importance of using signs as remote supervision to warn users of Council owned, operated or controlled land within the Nambucca Shire Council Local Government Area (LGA) of the risk and nature of identified hazards in the area.

Council has recognised that it has a duty of care to take reasonable measures within the limitations of its budget to manage the risks arising from defects and that users of Council owned, operated or controlled land are exposed to varying degrees of risk associated with the hazards which exist on the land - both natural hazards and hazards related to developed facilities which may result in a potential public liability risk. This policy recognises that the removal of all risk is not practically achievable and provides for the appropriate management of risks associated with Council's remote/unsupervised areas

The Policy is based on Best Practice Manual — 'Signs as Remote Supervision' (issued by Statewide Mutual) and have a simple, systematic and readily useable system to determine signage requirements for facilities such as beaches, reserves and parks which are owned and/or operated by, or under the care and control of Council. It is not always possible to fully eliminate the risk from these hazards; it is desirable to provide a warning to land users about the risk and nature of identified hazards. Signs can be an effective way to provide this risk warning. The systems implemented by Council to provide the management of risks will be based on prioritising works within the limited budgets available to Council.

2.0 Policy objective

- promote an integrated risk management framework including use of signs as remote supervision in accordance with Best Practice Manual — 'Signs as Remote Supervision' (issued by Statewide Mutual);
- promote awareness and ensure compliance with legislative requirements under the Local Government Act 1993 and the Civil Liability Act 2002;
- take such steps as are appropriate to ensure that signs are effective and meet current risk management best practice and Australian Standards;
- to utilise a sign management system that is efficient and sustainable within Council current (and predicted) funding limitations with the appropriate levels of service to residents, visitors and the environment.

3.0 Scope

This Policy applies to signs used for remote supervision on Council owned or controlled land and facilities in the Nambucca Local Government Area (LGA). Council will aim to satisfy its duty of care by using a systematic, factual and repeatable approach as set out in the Best Practice Manual — 'Signs as Remote Supervision' (issued by Statewide Mutual)

When Nambucca Shire Council becomes aware of a potential risk, it will endeavour to follow the hierarchical order of risk control principals i.e:

- Eliminate the risk
- Reduce the risk
- Accept the risk, using signs as remote supervision where possible

4.0 Background

Nambucca Shire Council has an extensive network of natural and manmade reserves that are remote and unsupervised to manage. Council needs to manage these assets within the financial constraints and competing interests that are placed on Council.

Council has also recognised that potential hazards which may result in public liability claims or injuries, and place a significant burden on the community. Council believes it should endeavour to manage the network to assist in minimising these potential hazards. This requires a risk management approach to determine the best use of limited resources.

All sign structures should include symbols that follow the international Convention and Australian Standard AS 2342 1992: Development, Testing and implementation of information and Safety Symbols and Symbolic Signs.

5.0 Related legislation and documentation

- Local Government Act, (1999),
- Roads Act 1993
- Civil Liability Act 2002.
- Risk management AS/NZS,ISO 31000.2009
- Statewide Mutual the Best Practice Manual for remote signage

6.0 Policy statement

Council will within its budgetary constraints, install and provide signage in a manner that ensures the safety of all users. This policy is derived from the Statewide Mutual the Best Practice Manual for remote signs and provides guidelines for the management of Councils remote or unsupervised areas.

Areas of recreational risk exposure at Council owned or controlled facilities such as beaches, swimming pools, reserves, parks and public walkways, will be assessed with a view to mitigating the risk by using signs as remote supervision.

Remote supervision signage will be used to advise or warn people of inherent dangers in the environment in which they are operating.

7.0 Responsibility

Budgeting Council will assess, in formulating its annual budget (in the context of its overall budget), provided an appropriate allocation of funding wards signage renewal and maintenance. Council will allocate human and financial resources in order to conduct inspections and assessments for the implementation of the policy and procedures within Council's budget constraints.

Councillors are responsible for adopting the policy, allocation of funding towards resources, providing high level oversight of the delivery of the organisation's risk management strategy and delivery plan and maintaining accountability for financial sustainability to ensure that organisational resources are appropriately utilised to address the organisation's risk priorities.

The **General Manager** has overall responsibility for the organisation's financial sustainability developing risk management strategy, plans and procedures and reporting on the status and effectiveness of risk management and to ensure that an allocation of funding is provided to the resources, required for the provision and implementation of the delivery program.

The **Assistant General Managers** and **Managers** to develop and address appropriate risk management for assets categories under their control and provide leadership in implementing and monitoring risk management principles across the organisation.

The **Staff** will be responsible for ensuring that policies are implemented appropriately within their work area, after they have received relevant training and instruction on how to implement the elements within the Code of Practice are to have an understanding of risk management principles and the effect of the work undertaken to enhance or maintain the asset and mitigate risk.

8.0 Related Document

Best Practice Manual — 'Signs as Remote Supervision' (issued by Statewide Mutual)

9.0 History

This is a new policy being introduced for Remote Signage as part of Council's risk management. Whilst Council has adopted the principles emanating out of the Best Practice Manual — 'Signs as Remote Supervision' (issued by Statewide Mutual) it has not been back up by a formal policy.

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