



YOUNG SHIRE COUNCIL

# **SIGNS AS REMOTE SUPERVISION POLICY**

**NO 21**

**DATE ADOPTED: 21/8/13**

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## **1 PREAMBLE**

Council provides a wide range of facilities and services for the community where it is not possible to directly supervise the persons who use them. In these circumstances Council relies on signage as a form of remote supervision. Appropriate and adequate signage, positioned in a prominent location may advise of prohibitions, dangers and provide a general form of information to the community.

## **2 OBJECTIVE**

To ensure clear and concise directions, as to the location, content and frequency of signs at public baths, reserves and parks, to manage risks associated with provision of services to the community and to minimise resultant public liability exposure.

## **3 POLICY STATEMENT**

Council has prepared and will use a set of procedures in relation to its signs used as remote supervision. These procedures are based on current best practice. 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. The procedures will be subject to review from time to time and shall consider variations to Australian Standards and best practices'.

## **4 APPLICATION**

4.1 A regular inspection program of Council's remote supervision signage shall be included in inspections conducted by Council.

4.2 Documentation of such inspections will be maintained by the appropriate Council Manger.

4.3 Areas of public liability exposure at public baths, reserves and parks inadequately signposted shall, when Council becomes aware of a potential risk, be assessed with a view to:-

- eliminating the risk
- reducing the risk
- accepting the risk
- utilising signs as remote supervision

4.4 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 rating formula detailed in the procedures.

4.5 The appropriate Council Manager shall seek an 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 procedures.

## **5 IMPLEMENTATION**

Implementation shall include the provision of appropriate training, equipment and time for the relevant staff.

## **6 RESPONSIBILITY**

- 6.1 Implementation of this policy will be the responsibility of the General Manager;
- 6.2 Group Leaders and Managers will be responsible for the monitoring, reviewing and reporting of the systems.
- 6.3 Managers will be responsible to ensure that the regular inspection and reporting procedures are followed.

## **7 DURATION AND REVIEW**

This policy shall come into effect on and from (24th August, 2005) and will be reviewed every four years from date of approval or as deemed necessary by Council or the General Manager.

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