



Policies, Procedures and Guidelines

SIGNS AS REMOTE SUPERVISION RISK MANAGEMENT POLICY

INF007

BACKGROUND

In order to minimize the potential for liability claims Council has implemented a risk management approach to signs as remote supervision at all facilities.

Council has recognized that a duty of care is owed to users of facilities and that potential hazards resulting in public liability claims place a significant burden on the community. Council believes that it should endeavour to manage all signage to assist in minimizing these potential hazards.

OBJECTIVE

- To provide a clear process to determine the most appropriate signage for Council facilities, that is simple, systematic and readily useable.
- To establish a full and complete inventory of Council facilities together with appropriate signage and location needs.
- To minimize Council's exposure to public liability and provide a best value service to the community in relation to provision of signage at Council facilities.
- To ensure the safe and effective management of Council facilities through the provision of appropriate signage.

SCOPE

This Policy applies to all Council staff responsible for the installation, removal and repairs of signs used as remote supervision within the Lachlan Shire Council Local Government Area.

DEFINITION

Council Facility Council property available for use by the general public.

Potential Hazards a source of potential harm

Risk the effect of uncertainty

Further Information: Lachlan Shire Council ☎ 0268951900 ✉ Email: council@lachlan.nsw.gov.au				Page 1 of 2
Version:	Commencement Date:	Last Review Date: August 2015	Next Review Date: August 2017	TRIM No. D15/ 10889

SIGNS AS REMOTE SUPERVISION RISK MANAGEMENT INF007 POLICY

POLICY

This policy together with the procedures provides the guidelines for identification of facilities, evaluation of risk, establishment of usage frequencies, identification of potential hazards and determination of appropriate signage for all Council facilities.

This policy and the related documents covers establishment of inventory, determination of levels of development, visitation or usage frequencies and appropriateness of signs utilised within facilities under the care and control of Council.

The Statewide Mutual Best Practice Manual – Signs as Remote Supervision is an integral part of this policy and provides the procedures to be followed.

RELATED DOCUMENTS

The Statewide Mutual Best Practice Manual – Signs as Remote Supervision v8.1 Aug 2014

The Statewide Mutual Best Practice Manual – Signs as Remote Supervision Supplementary – Commonly Recognised Symbols Aug 2014

Lachlan Shire Council – Risk Management Policy

GENERAL MANAGER

/ /

Further Information: Lachlan Shire Council ☎ 0268951900 ✉ Email: council@lachlan.nsw.gov.au				Page 2 of 2
Version:	Commencement Date: April 2007	Last Review Date: August 2015	Next Review Date: August 2017	TRIM No. D15/ 10889