

## COUNCIL GUIDELINES

### **ELECTION SIGNS IN PUBLIC PLACES**

The Council Policy is that prior to any signs being posted, affixed or erected on property under the care and control of Council, for the purposes of candidate promotion in Federal, State or Local Government elections, Council permits need not be obtained. However, the following terms and conditions for signs must be complied with:

#### **Signs must:**

- not be more than 1 square metre in area and be limited to one sign per site/pole. A back to back sign facing two directions is considered to be one sign for this purpose. (For private fences a larger area is permissible – refer to point below).

[Note: Places designated as polling booths/places for Federal and State Elections and Referenda will not be subject to this requirement on polling day only.];

- only be displayed, in the case of State and Commonwealth elections during the period commencing on the issue of the writ or writs for the election and ending at the close of polls on polling day. Should they not be removed within two days (48 hours of the close of voting) they will be considered illegal signs/posters and Council will implement the provisions of this policy (refer below to . ILLEGAL SIGNS);

- only be displayed, in the case of local government elections, during the period commencing 4 weeks immediately before the date set for polling day and ending at the close of voting on polling day. Should they not be removed within 2 days (48 hours of the close of voting) they will be considered illegal signs/posters and Council will implement the provisions of this Policy (refer below to . ILLEGAL SIGNS);

- be securely fixed or posted and maintained in good repair and condition at all times;

- be designed, made, and presented in a quality manner (the intent is that signs must not tear apart and become a danger to road users and end up as litter)

- contain clear and legible writing or symbols;

- contain the name and address of both the person authorising the promotional material (the publisher) and the printer of it, along with a phone contact number of the publisher; and

- be fastened securely so that they cannot become detached in high winds and endanger Council, or pose a danger to the public.

### **Signs must not:**

- be illuminated (internally or indirectly), move, flash, rotate, or reflect so as to be an undue distraction to drivers;
- be self adhesive. All individual promotional material affixed under the terms of this consent may only be affixed by non-invasive means that do not cause damage of any type to the structure to which the material is affixed. If a paste is to be used, it must be of a water based/wallpaper type (or similar);
- be affixed under any circumstances to trees, shrubs, or other plants or at any location that may cause damage to Council property;
- be placed on a carriageway, dividing strip (median), traffic island, roundabout, or within 50 metres of a signalised intersection, roundabout or pedestrian activated crossing.
- be placed within 6 metres of an intersection or junction, or in any other location that may pose a hazard to pedestrians or road users;
- be attached to any street name, traffic direction or parking sign or to the associated pole;
- be erected on poles or towers carrying electricity transmission lines (these can generally be identified as all poles, which are taller than 11 metres);
- be placed so as to cover any Council signs or markings;
- be placed on , traffic control boxes, traffic signal poles, signal boxes, traffic signs, directional and information signs, and other traffic control devices, guide posts, traffic barriers and pedestrian fences located within the road reserve;
- be placed in a location on a pole or fence so as to aid the climbing of the pole or fence;
- be placed so as to restrict the sight distance for road users and pedestrians crossing the road;
- compete with or reduce the effectiveness of other signs and traffic control devices;
- resemble a traffic control device, or reasonably be capable of being mistaken as a traffic control device (must not be affixed on the diagonal); or;

- advertise any organisation other than a registered political party or candidate.

Where signs are fixed or posted on poles adjacent to footpaths or roadways such signs shall only be between a height of 2 to 3 metres from the ground with nothing above the sign to affix it or anything else to the pole. There is a total prohibition on any part of the sign being higher than 3 metres from the ground.

Signs on private fences, including those adjoining Council land, shall have a total advertisement area of not more than 2 square metres and be limited to one sign per candidate/party per site/location.

The person or party responsible for the sign must maintain the sign. The person or party is also responsible for ensuring that safety is maintained (and the Australian Road Rules complied with) whilst the sign is being installed, maintained or removed and no traffic disruption is to occur during the installation, maintenance or removal process.

This authority does not cover railway structures such as level or pedestrian crossings, bridges, stations, signalling equipment or fences adjacent to railway lines. In this regard, information on the various rules and if appropriate, permission to enter or erect signs in these areas must be obtained from the relevant rail authority.

Where properties of Council are managed by others, Council may delegate to the Management Committee of that body the right to determine its own policy for election advertising, subject to relevant legislation. In such cases, written consent of that body is to be obtained. Upon request by the Council, the applicant must produce such written consent.

The person(s) to whom consent is granted and any persons acting on their behalf, accept full responsibility for any personal injury, damage or loss in any way arising out of or consequent upon the display of election material and acknowledge(s) that the Council have no liability or responsibility in relation to such matters whatsoever.

It is a condition precedent to the granting of permission, that if any breach occurs which results in action by or on behalf of the Council to enforce the conditions of this policy and thereby results in costs and expenses for the Council, then such costs and expenses will be recovered by the Council from the person(s) responsible. These costs will include removal and/or destruction of the offending material by an officer or agent of the Council.

Should the applicant propose to use property belonging to any party - other than Council - they must firstly obtain the written consent of that third party. Upon request by the Council, the applicant must produce such written consent. In cases where there is property involved belonging to any other party, Council approval will be subject to all of the relevant matters contained in this policy.

The person or party responsible for the sign must remove all parts of the sign and fixtures from the site in complying with the guidelines.

Installing, maintaining and removing signs must not be carried out between 7.00am and 9.00am or between 4.00pm and 6.00pm Monday to Friday on a peak flow traffic lane.

A breach of, or non-compliance with, any of the conditions of the guidelines will invalidate the consent and may result in a report being prepared for consideration by Council with a view to prosecuting the offender.

## **ILLEGAL SIGNS**

Council is totally opposed to illegal signs as a form of advertising. If advice is received that signs have been affixed that restrict the use of a road, or endanger the safety of the public, or without Council consent or remain in place after the deadline for removal, the following procedure will be followed by Council staff:

1. The relevant officer will notify the organisation/persons by phone/facsimile, requesting removal of the signs within 24 hours.
2. If the signs are not removed within 24 hours, instructions will be given to immediately remove or paint over the offending signs and Council will charge the resultant cost to the parties responsible.
3. If evidence can be obtained of persons affixing the offending sign, this information will be referred to the relevant officer for possible legal proceedings.