

## ELECTION SIGNS - LOCAL / STATE / FEDERAL ELECTIONS

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### PURPOSE

That there is a single policy in place that applies to all elections - local, state and federal, which provides clear directions to candidates wishing to erect campaign material on Council, ETSA Utilities and Department for Transport Energy & Infrastructure (DTEI) property within the City of Mitcham which can be consistently and equitably applied to all political parties and candidates.

### POLICY STATEMENT

Prior to any signs being posted, affixed or erected on property under the care and control of Council, ETSA Utilities or DTEI for the purposes of candidate promotion in Federal, State or Local Government Elections, Council consent must be obtained.

Where Council consent is given, the following terms and conditions for signs must be complied with:

#### 1 Signs must:

- 1.1 be no 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 – please refer to point 4 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.*

- 1.2 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, and in the case of Council elections, during the period commencing 4 weeks prior to polling day and ending at the close of voting on polling day. Should they not be removed within two days (48 hours) they will be considered illegal signs/posters.
- 1.3 be securely fixed or posted and maintained in good repair and condition at all times;
- 1.4 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);
- 1.5 contain clear and legible writing or symbols;
- 1.6 contain the name and address of both the person authorising the promotional material and the printer of it, along with a phone contact number of the authorising person or party, and
- 1.7 be fastened securely so that they cannot become detached in high winds and endanger Council, ETSA Utilities or DTEI property or equipment or pose a danger to the public.

Reference to Council's by-law No.2 - Moveable signs also provides guidance on the placement of signs.

## 2 Signs must not:

- 2.1 be illuminated (internally or indirectly), move, flash, rotate, or reflect so as to be an undue distraction to drivers;
  - 2.2 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);
  - 2.3 be affixed under any circumstances to trees, shrubs, or other plants or at any location that may cause damage to Council, ETSA Utilities or DTEI property;
  - 2.4 be placed on a carriageway, dividing strip, traffic island, roundabout, within 50 metres of a signalised intersection or pedestrian activated crossing, the South-Eastern Freeway, Southern Expressway or on the Port River Expressway;
  - 2.5 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;
  - 2.6 be attached to any street name, traffic direction or parking sign or to the associated pole;
  - 2.7 be erected on poles or towers carrying transmission lines (these can generally be identified as all poles, which are taller than 11 metres);
  - 2.8 be attached to ETSA Utilities padmounted transformers or switching cubicles;
  - 2.9 be placed so as to cover any Council, ETSA Utilities or DTEI signs or markings;
  - 2.10 be placed on DTEI structures with the exception of “gooseneck” light poles belonging to DTEI. Structures which belong to DTEI, include road bridges on arterial roads, traffic control boxes, traffic signal poles, signal boxes, traffic signs and other traffic control devices, guide posts and pedestrian fences located within the road reserve.
  - 2.11 be placed in a location on a pole or fence so as to aid the climbing of the pole or fence.
  - 2.12 be placed so as to restrict the sight distance for road users and pedestrians crossing the road;
  - 2.13 compete with or reduce the effectiveness of other signs and traffic control devices;
  - 2.14 resemble a traffic control device, or be mistaken by road users as a traffic control device;
  - 2.15 advertise any organisation other than a registered political party or candidate.
3. 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 to any point higher than 3 metres from the ground.

4. 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. [NOTE: signs outside a property fenceline are accepted as being on Council property].
5. 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 whilst the sign is being installed or removed and no traffic disruption is to occur during the installation or removal process.
6. This authority does not cover railway or tramline structures such as level or pedestrian crossings, bridges, stations, signalling equipment or fences adjacent to railway and tram 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. In metropolitan Adelaide, this is (in most instances) either TransAdelaide or the Australian Rail Track Corporation.
7. No election material belonging to candidates is to be displayed in the Council offices or in other Council facilities.
8. 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, ETSA Utilities or DTEI have no liability or responsibility in relation to such matters whatsoever.
9. It is a condition precedent to the granting of consent 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.
10. Should the applicant propose to use property belonging to any party - other than Council, ETSA Utilities or DTEI - 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.
11. The following procedure will be implemented should signs be affixed without Council consent or remain in place after the deadline for removal:
  - the relevant officer will notify the organisation/persons by telephone or facsimile requesting the removal of the signs within 24 hours;
  - 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;
  - if evidence can be obtained of persons affixing the offending sign, this information will be referred to the relevant officer for possible legal proceedings.

**Election advertising by Council**

In addition to the public notices required to be placed by the State Electoral Office, the following prominent advertisements will be placed in the Messenger Press and/or Community News:

Electoral Roll closing date (once)	mid July
Call for nominations (twice)	mid July - August
Notice of elections (once)	mid October

In addition, the above information will be included in the message on hold information. the October issue of Community News in an election year will contain candidate profiles along with encouragement to vote in the elections.

Banners calling for nominations for Council will be erected prior to the opening of nominations in September. Banners will be erected one month prior to the close of voting advertising the election and encouraging people to vote.

Banners will be erected at eight high profile Council banner sites as determined by the Communications Officer. Refer to policy 05.11 – Banners and Signs (Temporary) for Local Functions.

**RESPONSIBLE OFFICER/DEPARTMENT**

Environmental Services; Governance Unit

**ADDITIONAL CROSS REFERENCES**

Guidelines - Control of election signs for Federal, State and Local Government elections, referenda and polls (including application form to put up signs)  
Policy 05.11 – Banners and Signs (Temporary) for Local Functions.

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