
H20. Hoardings - Placing of Hoardings at Construction or Demolition Sites

Title: Hoardings – Placing of Hoardings at Construction or Demolition Sites Policy

Policy No: H20

Keywords: Hoarding, Demolition, Construction

Responsible Officer: Deputy General Manager – Land Use and Sustainability

1. PURPOSE AND AUTHORITY

The objective of this policy is to make policy provisions with respect to the erection of hoardings whenever there is new building construction, alteration or demolition of commercial, industrial or some special residential buildings within close proximity to a public road or reserve.

2. POLICY STATEMENT

It is Council policy that wherever there is new building construction, alteration or demolition of commercial, industrial or some special residential buildings within close proximity to a public road or reserve, a suitable hoarding is to be constructed, in accordance with the requirements of this policy, so as to protect the public, with the developer or builder being required to obtain separate approval from the General Manager or such officer delegated by the General Manager prior to the erection of the hoarding.

3. PRINCIPLES

The underlying principle behind this policy is the protection of the public in the street from injury or misadventure because of the close proximity of construction or demolition work. A secondary consideration is the preservation of the construction site as a safe workplace by preventing disruption or interference by uninvited visitors. The attainment of those principles is predicated upon the fulfilment of the following requirements.

Requirements

A suitable hoarding is to be constructed to protect the public and the developer or builder is required to obtain separate approval from the General Manager or such officer delegated by the General Manager prior to the erection of the hoarding.

Type of Hoarding

Hoardings and fences shall be strictly in accordance with the design and specification adopted by the WorkCover Authority of NSW and known as Type "A" and "B" Builders Hoardings as follows:

- (i) Overhead "B" type hoardings shall be constructed where buildings over 6.00m in height above the footpath level and within 3.00m of the street alignment are being erected or demolished or where the outer part of such building adjoining a public way is being altered. Where the height of the building or the position of the site is such that danger is likely to occur from falling objects, additional safety hoardings shall be provided to the satisfaction of the General Manager or such officer delegated by the General Manager.

In special cases, where the width of the footway is less than 2.50m and the erection of a standard "B" class type hoarding is impracticable, the developer or builder shall submit plans of a suitable cantilever hoarding for the approval of the General Manager or such officer delegated by the General Manager.

"B" TYPE HOARDING SHALL ALSO BE CONSTRUCTED WHERE MATERIAL IS BEING HOISTED OVER OR ACROSS A PUBLIC WAY.

- (ii) "A" type hoardings shall be constructed in all other cases where buildings within 3.00m of the street alignment are being erected or demolished or where the outer part of such buildings adjoining a public way is being altered, also where land abutting on a public way is being excavated below the level of such public way.

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- (iii) Special Hoarding types to suit unusual circumstances being to the satisfaction of the General Manager or such officer delegated by the General Manager.

Encroachment onto Footpath

"A" type hoardings shall be permitted to encroach upon the public way for a distance of 1.20m from the property alignment. The General Manager or such officer delegated by the General Manager is empowered to permit a hoarding to be erected at a greater distance from the street alignment if any particular case warrants such consideration.

Notwithstanding the foregoing the General Manager or such officer delegated by the General Manager is empowered to (a) restrict the projection on the public way in order to provide ample width of footway for pedestrians, and (b) require the erection of hoardings in any other case where deemed necessary for the protection of the public.

Hoardings shall not impede sight distance for pedestrians and/or vehicles at intersections.

Hoarding Permit

No person shall erect a hoarding or occupy portion of the footpath for hoarding purposes or road reserve without first having sought and obtained a hoarding permit and noted the special conditions that may have been applied, and paid the scheduled fee.

Hoarding Fees

The fees are reviewed by Council annually, and are detailed in Council's Schedule of Fees and Charges.

FEES WHICH ARE NON-REFUNDABLE MUST BE PAID IN ADVANCE OF ANY WORKS BEING CARRIED OUT AND WITH LODGEMENT OF A COMPLETED APPLICATION FORM (AVAILABLE FROM COUNCIL).

THIS FEE DOES NOT COVER DAMAGE CAUSED BY THE APPLICANT TO COUNCIL'S ASSETS. THE APPLICANT IS RESPONSIBLE FOR THE REINSTATEMENT OF THE DAMAGED ASSET TO ITS ORIGINAL CONDITION.

Public Liability Insurance

It is a condition of approval for hoarding or occupying of the footpath that the person of authority taking the permit has public liability insurance for that particular job or operation. The applicant must be able to indemnify Council in the event of accident or injury to any person or property by reason of the hoarding structure.

Hoarding structures are to be in accordance with requirement of and erected to the satisfaction of the WorkCover Authority of NSW and any other Australian Standards, codes and practices.

NOTWITHSTANDING ANY OF THE FOREGOING COUNCIL REQUIREMENTS, THE REGULATIONS OF, AND INSTRUCTIONS OF INSPECTORS OF THE WORK COVER AUTHORITY CONCERNING SAFETY AT THE WORKSITE ARE PARAMOUNT AT ALL TIMES.

Delegation

The General Manager or such officer delegated by the General Manager is responsible:

- a) For setting roadway fees and acceptances of the design plans.
- b) For collection of fees and charges.
- c) For general inspection of the structure.
- d) For final inspection on disassembly of the hoarding for purpose of release of Trust Fund Deposit for the associated building works.

Construction Zones/Road Rental for Parking

The developer or builder shall provide a traffic flow diagram for construction vehicles entering, leaving and parking at the site. The fee for a construction zone is set by Council annually, and is detailed in the Council's Schedule of Fees and Charges.

Quality Assurance Requirement

Prior to Council accepting an application for the establishment of a hoarding, the applicant will be required to provide:

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1. Certification of the design to meet public risk and structural adequacy requirements; certified by a Structural/Civil Engineer.
 2. The name, phone number and address of the person(s) responsible for the construction and monitoring of the hoarding structure to meet design requirements; in accordance with Quality auditing requirements under AS/3900.

Maintenance

It shall be the applicant's responsibility to ensure that the hoarding:

- 1) is painted white or other colour approved in writing by the General Manager or such officer delegated by the General Manager
- 2) is kept clean and free of graffiti at all times
- 3) is lit to provide safe passage for pedestrians
- 4) is appropriately sealed and drained so that stormwater is conveyed to Council's street drainage systems and pedestrians are not inconvenienced.

(Confirmed 20.10.97)

4. SCOPE

This policy applies to all Council officials (including Councillors and Council staff and consultants engaged by Council) who are involved, directly or indirectly, in decision-making (including preparatory and recommendatory decision-making) with respect to the subject-matter of this policy.

Insofar as land is concerned, the ambit of this policy extends to all land, and all developments, on land within the manly local government area, being developments and land in the forms of any one or more of the following, namely, the erection of hoardings whenever there is new building construction, as well as the alteration or demolition of commercial, industrial or some special residential buildings within close proximity to a public road or reserve.

5. DEFINITIONS

Nil.

6. IMPLEMENTATION

This policy will be implemented without delay once adopted by Council. Upon adoption this policy will be entered into Council's policy register, made available online and provided to all staff and any other people directly affected by this policy.

Council and/or the General Manager may, during a civil emergency only, set aside any policy terms to ensure public safety.

7. MONITORING AND BREACHES

Regular monitoring of compliance with this policy, relevant legislation and Manly policies and procedures will be undertaken and documented by the responsible officer for this policy.

Breaches of this policy are considered to be breaches of Manly Council's Code of Conduct and therefore invoke the relevant sanctions outlined in that Code. Persons in breach of any legislation may be subject to relevant criminal action.

8. REPORTING

No specific reporting is required by this policy.

9. POLICY REVIEW

This policy is subject to regular review at a maximum interval of two (2) years.

For the purposes of carrying out and giving effect to this policy, the General Manager may from time to time prepare, adopt or vary, and otherwise issue to Council staff, guidelines and directions relating to any aspect of this policy.

Any recognised change to relevant legislation; or directives or guidelines issued by agencies including the NSW Ombudsman and the Division of Local Government; or to Manly Council's related guidelines and procedures will activate an immediate review of this policy to ensure it remains current and aligned to best practice policies.

10. RELEVANT REFERENCES AND LEGISLATION

Environmental Planning and Assessment Act 1979
Environmental Planning and Assessment Regulation 2000
Building Code of Australia (BCA)

11. RELEVANT COUNCIL POLICIES

Nil.

12. REVISION SCHEDULE

Minute No	Date of Issue	Action	Author	Checked by
PS53/11	2 May 2011	Periodic Review	Secretariat, Corporate Services	Manager, Administration
	June 2013	Comprehensive Review		General Counsel
PS16/14	3 March 2014	Periodic Review	OM CSS	Manager Governance