

Council Policy

Community Information Display



COUNCIL POLICY

 Adelaide Hills COUNCIL	COMMUNITY INFORMATION DISPLAY
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Policy Number:	COM-09
Responsible Department(s):	Libraries and Customer Service
Relevant Delegations:	As per the Delegations Register and as detailed in this Policy
Other Relevant Policies:	Nil
Relevant Procedure(s):	Nil
Relevant Legislation:	Nil
Policies and Procedures Superseded by this policy on its Adoption:	Community Information Display Policy, adopted 26 March 2019, 81/19
Adoption Authority:	Council
Date of Adoption:	24 May 2022
Effective From:	07 June 2022
Minute Reference for Adoption:	Item 12.6, 128/22
Next Review:	No later than March 2025 or as required by legislation or changed circumstances

Version Control

Version No.	Date of Effect	Description of Change(s)	Approval
1.0	02/08/2005	New Policy	Council – Res 418
2.0	09/02/2016	Policy Review	SPDPC – Res 5
3.0	26/03/2019	Policy Review	Council – Res 81/19
4.0	24/05/2022	Policy Review	Council – Res 128/22

COMMUNITY INFORMATION DISPLAY POLICY

1. INTRODUCTION

- 1.1. This policy provides Council and its administration with principles and guidelines for assessing the appropriateness of community information for public display in Council facilities. The policy will assist Council to address the issues of fairness and transparency, and overcome ambiguity.
- 1.2. This policy is to be read in conjunction with other relevant Council policies.

2. OBJECTIVES

- 2.1. The objectives of this policy are:
 - To provide a framework for the display of community information within approved areas of Council facilities;
 - To ensure that there is a reciprocal, consistent and transparent framework for community members to consult, engage and inform other community members through the display of printed information;

3. DEFINITIONS

- 3.1. **“Community information”** means printed material proposed to be displayed by an individual or group in Council managed facilities.

4. POLICY STATEMENT

- 4.1. The Community information will only be displayed if it is not offensive, derogatory or defamatory.
- 4.2. Information will only be displayed in designated display areas that are available in the Council’s libraries and community centres and is subject to space availability.
- 4.3. Material for display must be accompanied by a contact name and phone number and details as to the required time frame for display.
- 4.4. Material for display will be considered by an appropriate officer to determine suitability in line with this Policy.
- 4.5. Information advertising a business, profit making activity or ‘buy and sell’ will not be displayed unless the activity is in conjunction with a Council program or activity or if the particular notice board has been created for that purpose.
- 4.6. Information promoting political parties, candidates for election, or political party activities will not be displayed, unless displayed by the Council as part of promoting Council elections.
- 4.7. The Council may display a notice indicating any particular material does not represent the views of the Council if deemed appropriate for clarity.

5. DELEGATION

5.1. The Chief Executive Officer has the delegation to:

- Approve, amend and review any procedures that shall be consistent with this Policy; and
- Make any legislative, formatting, nomenclature or other minor changes to the Policy during the period of its currency.

6. AVAILABILITY OF THE POLICY

6.1. This Policy will be available via the Council's website www.ahc.sa.gov.au.