

# POLICY



**Date adopted:** 30/05/2017  
**File no:** 401288-1  
**Minute number:** 148/2017

**Policy title:** ERECTION OF NEIGHBOURHOOD WATCH SIGNS  
**Directorate:** ROAD & WATER INFRASTRUCTURE  
**Branch:** ROAD INFRASTRUCTURE PLANNING  
**Policy objective:** To process requests for the erection of neighbourhood watch signs on roads to indicate the presence of a neighbourhood watch zone.

**Policy scope:**

1. Neighbourhood Watch (NHW) is a community-based crime prevention program organised by members of the community. It is aimed at minimising the incidence of residential crime within a defined area.
2. NHW is an initiative of the Queensland Government through the Queensland Police Service. The establishment of a NHW Group and their respective NHW zone is clearly defined in the Queensland Police Service Neighbourhood Watch Queensland - Administrative Procedures.
3. The initial provision of the NHW signs is outlined in clause 11 of the QPS NHW Queensland- Administrative Procedures. Council has determined that once they are erected, Council will maintain the signs.

**Definitions:**

Not applicable.

**Policy statement:**

The following procedures are to be undertaken for the implementation of this policy:

1. Council agrees to the erection of Neighbourhood Watch Signs in accordance with the Department of Transport and Main Roads Standard Drawings:
  - (a) TC9717 - Neighbourhood Watch Area Street Name Flag
  - (b) TC9718 - Neighbourhood Watch Area Boundary Sign
2. Council agrees to erect the abovementioned standard signs provided they are supplied and delivered complete with brackets to Council's Road Construction & Maintenance branch at Marsden by Queensland Police Service or their nominated contractor.
3. The Neighbourhood Watch Group Coordinator or secretary to convene a meeting with the appropriate councillor and Council officer to discuss the location of boundary signs and street name flag signs. Upon agreement, a map showing the proposed locations be submitted to the Logan Police Community Liaison Office.

4. The map, together with a covering letter by the Logan Police on behalf of the Neighbourhood Watch Group is forwarded to Council's Traffic program for formal approval of the sign locations.
5. Site inspection by appropriate Council officer on the nominated locations.
6. Confirmation of approval of sign locations forwarded by Council to Logan Police Community Liaison Office, the Neighbourhood Watch Group Co-ordinator or Secretary and the Road Construction & Maintenance Manager (or delegate) at Logan City Council's Road Construction & Maintenance branch at Marsden.
7. Queensland Police Service to despatch the approved number of signs clearly marked with the Neighbourhood Watch Area identification number to the Road Construction & Maintenance branch at Marsden.
8. Logan Police Community Liaison Office or Neighbourhood Watch Group to periodically audit Neighbourhood Watch Area signs and advise Council when signs require replacement or are no longer relevant and should be removed.
9. Council will be responsible for the erection and removal of the signs subject to the cost being funded through Council's Divisional Infrastructure Capital Improvement Program (DICIP).

**Related policies/legislation/other documents:**

<b>DOC ID</b>	<b>DOCUMENT TYPE</b>	<b>DOCUMENT NAME</b>