

Network Standard

Decorative Fixtures, Signs, Banners and Artwork on Western Power Assets



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Document Control

Endorsement Approvals

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Record of Revisions

Revision number	Date	DM version	Revised by	Description
0	1/04/2016	3	G. Fixter	Original - Artwork, Decorative fixtures and signs on Western Power Assets – an amalgamation and rewrite of NS 21-2006 and NS 10-2006.1

Documents Referenced In This Document

Doc #	Title of Document
AS 1742.5	Manual of uniform traffic control devices Part 5: Street name and community facility name signs
AS/NZS 3000	Electrical Installations (known as Wiring Rules)
AS/NZS 3100	Approval and test specification – General requirements for electrical equipment
9199327	Electrical System Safety Rules (ESSR) – Western Power
6999451	Work Practice Manual – Western Power
6999451	Technical Report – Loads on the streetlight poles
	Occupational Safety and Health Act 1984 (WA)
	Occupational Safety and Health Regulations 1996 (WA)

Other Documents That Reference This Document

Doc #	Title of Document

Stakeholders (people that were consulted when document was updated)

Position / Branch / Section
Asset Management > Asset Performance > Pole & Tower Performance > Raphael Ozsvath
Asset Management > Engineering Design > Customer Construction Design > Mark Smithers
Asset Management > Engineering Design > Lines and Cable Design > Charles Crew
Asset Management > Safety Health & Environment > Network Safety Health & Environment > Network Planning > Peter Gianatti
Corporate Services > Customer Services > Customer Relation > Julie Hodges
Corporate Services > Customer Services > Customer Relation > Megan Allan
Corporate Services > Customer Services > Customer Connections Services > Anthony Whiteaker
Corporate Services > Stakeholders & Communications > Brand & Marketing > Adam Portmann
Corporate Services > Stakeholders & Communications > Community Engagement > Margot Hammond
Corporate Services > Stakeholders & Communications > Community Engagement > Jill Goodwin
Legal and Governance > John Tregonning
Finance, Regulation & ICT > Finance Treasury & Risk > Risk & Insurance > Gary Carter
WALGA – via Customer Services

Notification List (people to be notified when document is updated)

Position / Branch / Section
As per stakeholder list above

This document supersedes the below documents:

- ***Network Standard NS 21-2006 - Artwork on Western Power Assets***
- ***Network Standard NS 10-2006.1 - Decorative Fixtures, Signs and Banners on Western Power Assets***

This document must not be made available to personnel outside Western Power without the prior written approval of Western Power.

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1 Purpose

This Standard defines the approval requirements of decorative fixtures, signs, banners and artwork on or attached to Western Power Assets. Generally assets impacted by this standard are poles, ground mounted equipment and substations. This standard does not cover vehicle assets or depots/offices

The applicant of any modification works shall accept full responsibility for ensuring that the relevant requirements of this standard are met.

2 Application

Written approval shall be obtained from Western Power for any modification works, within the scope of this standard, prior to any works commencing on a Western Power asset except for [2.1](#). All applications shall be made to Western Power as per Appendix A.

This standard addresses the requirements associated with the application of any modification works to one or more of Western Power's assets. The process for management of any other works including: graffiti, non-approved artwork, including work contracts, is beyond the scope of this standard.

Western Power reserves the right to modify or change this standard without notice and to cancel any approval granted for the modification works.

The asset concerned can be replaced or repaired as required by Western Power and as a result the permanency of the modification works cannot be guaranteed.

It is the applicant's responsibility to ensure that they have the latest version of this standard.

2.1 Approved signs

No application is required for the following signs as they are approved for use on Western Power's steel, wooden and concrete poles and steel streetlight columns:

- i. safety house signs;
- ii. school signs;
- iii. neighbourhood watch signs;
- iv. street name signs;
- v. bus routes / bike routes signs; and
- vi. fire hydrants signs.
- vii. Water utility reticulation valve indicator sign

Installation of these signs must comply with the requirements of Section 2.5, 5.3 and [6.1](#).

2.2 Approval required for decorative fixtures, non-approved signs and banners

2.2.1 Wooden poles

Western Power may consider other signs for placement on wooden poles however they must comply with the requirements of [6.1](#).

2.2.2 Enclosures - kiosks/MPS/RMU's

Western Power may approve artwork/painting to enclosures – Kiosks/MPS/RMU's.

2.3 **NO decorative fixtures, non-approved signs or banners permitted on the following Western Power assets**

- a) steel lattice towers
- b) transmission poles
- c) reinforced assets
- d) aerial equipment poles - poles that have equipment such as transformers, pole top switches, and cable termination poles.
- e) pole to pole
- f) pole to adjacent assets or non Western Power structure
- g) steel street lighting column

Local Government Authorities have the option to purchase and install their own streetlights or equipment poles that are capable of withstanding the loading. Reason include the possibility of exceeding the structural capacity of the asset as shown in DM 13361545 – *Technical Report – Loads on the Street Poles* or could flick into the overhead powerline.

2.4 Electrical attachments

Third party electrical attachments are **NOT** permitted on Western Power poles as they may pose a safety hazard and/or interfere with Western Power apparatus. This includes cameras, security lights, ariels, transmitters, etc. of any sort.

2.5 Other regulatory compliance approvals

Applicants are responsible for obtaining any regulatory compliance approvals required by law for installation of any attachment or artwork e.g. traffic management, council approval, Work Safe, OHS, DFES and police

3 Definitions

3.1 General

Table 1:

Applicant	Any organisation or individual requesting permission to attach Modification Works to one or more of Western Power's Assets
Application	Completed application in the form of the document at Appendix A
Approvals	Any certificates, licences, consents, permits, approvals, authority, exemption, waiver or requirements of any Law
Approved Works	Extent of the Modification Work that is formally approved in writing by Western Power under this Standard
Artwork	Decorative painting approved by Western Power and the Local Councils
Asset	Includes Poles, MPS, Non MPS, RMUs and Power Stations.
Attachment	Is any decorative fixture or sign, to be fixed to an Asset which is owned by Western Power
Authorised person	Is a competent person with the delegated authority to perform the duty concerned
Banner	A banner is a flag or other piece of cloth bearing a symbol, logo, slogan or other message
Claim	Means a demand, action or proceeding of any nature whether actual or threatened and includes any claim for payment of money (including damages): (a) under, arising out of, or in any way in connection with, the Approved Works or the Modification Works; (b) arising out of, or in any way in connection with a party's obligations under this Standard; or (c) arising otherwise under any Law or in equity including: (i) by statute; (ii) in tort for negligence or otherwise, including negligent misrepresentations; or (iii) for restitution.
Decorative Fixture	An ornamental or embellished image securely fixed in position
Electrical Attachment	Is any Attachment with an electrical circuit.
Enclosure	Any Western Power Asset used to house other Western Power equipment.
Government Agency	Means any government or governmental, semi-governmental, administrative, fiscal or judicial body, department, commission, authority, tribunal, government Minister, agency or entity.
Graffiti	Any artwork NOT approved in writing by Western Power.

Ground Mounted Equipment	Any equipment that is owned and operated by Western Power including and not limited to Modular Packaged Substations, Non Modular Packaged Substations, Low Voltage Frames and Ring Main Units.
Intellectual Property Rights	All intellectual and industrial property rights, including trademarks, copyright (including future copyright), inventions, patents, designs, circuits and other eligible layouts, database rights, and other intellectual property rights as defined in Article 2 of the Convention establishing the World Intellectual Property Organisation dated 14 July 1967 (as amended from time to time), including any application or right to apply for registration of any of these rights
Job Risk Assessment	A job risk assessment is a technique that focuses on job tasks as a way to identify hazards before they occur.
Law	All laws from which legal rights and obligations arise including legislation, regulations and any other requirements of Government Agencies.
Loss	Any loss, claim, action, liability, damage, cost, charge, expense, diminution in value or deficiency of any kind or character that a party pays, suffers, incurs or is liable for.
Modification Works	Is any artwork, attachment fixed to or to be fixed to an Asset which is owned by Western Power.
Moral Rights	The rights conferred on authors of works by Part IX of the Copyright Act 1968 (Cth).
Personnel	A party's officers, employees, directors, delegates, subcontractors, partners, agents and service providers of any nature.
Pole	A Western Power Asset used for the support of aerial distribution network equipment.
Sign	An inscribed board, plaque or other delineated space on which a combination of legend and symbolic shape is used to convey a message
Streetlight Column	A Western Power Asset used for the support of streetlights.
Third Party	A person not being Western Power or the Applicant or a director, officer or employee of either Western Power or the Applicant.
Transmission Poles	Assets used for the support of the transmission aerial network (≥ 66 kV).
Vehicle Asset	A vehicle Owned or Hired by Western Power.

3.2 Abbreviations

Table 2:

AS/NZS	Australian Standards/New Zealand Standards
ESSR	Electrical System Safety Rules
MPS	Modular Packaged Substation is a ground base transformer complete with the low voltage and/or high voltage switchgear is housed in a single package.
Non MPS	Non Modular Packaged Substation is a combination of one or more transformers Low Volt and/or High voltage switchgear as required each item housed in a separate self-contained metal enclosure.
RMU	Ring Main Unit is a ground mounted switching system and fusing system used in a distribution system.

4 SAFETY AND WORK SKILLS

4.1 General

Western Power is committed to the philosophy that all accidents are preventable and all works are to be conducted in a safe manner. A task must cease if the safety of the people performing the work including Western Power personnel or the public cannot be assured.

In the execution of the approved works the applicant shall ensure the following:-

- a) personnel to wear protective equipment (e.g. gloves, clothing (high visibility vests), footwear, safety glasses and helmets)
- b) have a documented job risk assessment for the approved works

Only authorised persons shall undertake work in accordance with this standard.

- c) unskilled or persons up to the age of 18 years of age are **NOT** permitted to work on any Western Power asset unless express permission is given by Western Power and under the direct supervision of a responsible and suitably qualified persons.

4.2 Qualifications Requirements

Person performing the work must be suitably qualified or have adequate experience to perform this work.

Where an elevated work platform is used then it must be operated by a licensed operator to WorkSafe Western Australia requirements.

4.3 Compliance with acts, codes and standards

All authorised persons that are engaged to perform any work installing or removing modification works are required to comply with all applicable laws including, without limitation, the following:

- a) The Occupational Safety and Health Act 1984 (WA) and Occupational Safety and Health Regulations 1996 (WA).
- b) Road Traffic Act 1974 (WA) and Police Department requirements for traffic control, in conjunction with the Western Power Field Instruction 2.18 Temporary Safety Barriers and/or Warning Signs (available on request through the relevant regional depot).
- c) Work Safe – Guidelines on approaching live conductors for mobile crane and elevating platform operators. All aerial work shall be carried out from an elevated work platform. Ladders or anything that will add load to a pole or streetlight column

shall not be placed against any poles or streetlight column.

- d) Western Power's Electrical System Safety Rules (ESSR) which is available on the Western power website at <http://www.westernpower.com.au>
- e) Western Power's Work Practice Manual which is available on the Western Power website at <http://www.westernpower.com.au>

5 ADMINISTRATION

5.1 General – for non-approved works

- a) The Applicant shall forward the following documentation (excluding for Approved Signs – Section 2.1) to Western Power:
 - i. Application to be made as per [Appendix A](#) of this standard.
 - ii. A suitable representation of the intended modification work to allow Western Power to assess the application. This may be in the form of a legible sketch, worded description or photograph(s) of similar modifications. This shall include the windage area and weight of the proposed attachment.
 - iii. Plans should demonstrate the relationship between the fixture and the Danger Zones as set out under the OSH Regulations 1996 to ensure they are not entering the danger zone for the installation and maintenance of the asset. It should also be demonstrated that the fixture is in an area which does not obstruct or prevent Western Power inspection/ maintenance, and that materials used would not present a safety issue (e.g. non inductive)
 - iv. A letter endorsing the modification work by the Local Government Authority and/or other appropriate governing bodies e.g. school or community facility, etc.
 - v. A suitable detailed description of the asset to which the artwork or attachment will be fixed e.g. exact location, type etc. to allow Western Power to precisely identify the asset and confirm Western Power's ownership of the asset.
 - vi. Where an attachment is to be installed on an asset then an NPER engineer's report is required detailing the size of the attachment and the wind loading of the design. The applicant is required for all cost associated with obtaining an engineers' report.
 - vii. duration for which the modification work is to be installed for
- b) Where modification work requires an asset to be modified, a structural analysis is required (at the applicant's cost) to ascertain that the asset is capable of supporting the

modification work. Design calculations, drawings and all records of the modification work shall be supplied to Western Power.

- c) Written approval must be obtained from Western Power for each and every proposed modification work within the scope of this standard.
- d) The modification work may not deviate from the design in the application approved by Western Power without the prior written approval of Western Power. Any proposed changes to the modification work must be forwarded in writing to Western Power for approval at least 10 days prior to the proposed works commencing.
- e) Western Power reserves the right to approve, approve with conditions or reject any application.
- f) Western Power reserves the absolute discretion to refuse any modification work that may be perceived by any community group as offensive, provocative or increases the probability of damage to Western Power Assets.
- g) Proof of experience and/or qualification must be submitted to Western Power for persons doing the work before work commences.
- h) Modification works containing political statements, offensive or provocative material, material that may be distracting to drivers, religious content, commercial artwork or any statement which may advantage or disadvantage one business or group over another shall **NOT** be located on Western Power assets.
- i) For artwork or painting on screen walls around distribution substations
 - These walls are customer owned adjacent to standard Western Power substation sites to which the public have access.
 - The company proposing to paint the walls may require land owners and or LGA permission as it does not require Western Power approval.

5.2 Cost

The Applicant may be responsible for costs incurred by Western Power in the assessment of the application and for any work undertaken by Western Power during the installation. Western Power shall advise the applicant of these costs prior to any works being undertaken

5.3 Risk management, insurance and liability

Western Power requires the applicant to have the following insurances and provide satisfactory evidence of the currency of the policies before commencing any work for an attachment on an asset.

1. Insurance policies for:
 - a) Public liability which:
 - i. covers all liability to any third party for death, injury and loss or damage to people or property caused by or attributable to the approved works for a limit of not less than \$20 million per Claim and unlimited as the number of Claims;
 - ii. Western Power requires the applicant to include Western Power as an additional insured and cause its insurers to waive all rights of subrogation against Western Power (in respect of a Claim) arising under the work performed. The applicant must provide satisfactory evidence of the currency of the following policies before commencing any work for an attachment on an asset;
 - iii. includes cross liability and waiver of subrogation endorsements; and
 - iv. has an advertising liability extension.
 - b) Workers compensation insurance against any claim in respect of any personal injury to or death of any person employed or engaged by the applicant which arises out of, or is caused or contributed to by, the performance or non-performance of the applicant or an agent or employee of the applicant:
 - i. at common law and for breach of any Law; and
 - ii. for any compulsory statutory workers' compensation benefits or other liability under the Workers' Compensation and Injury Management Act 1981 (WA) or other applicable Laws.
 - c) For works where voluntary workers are to be utilised Voluntary workers personal accident insurance is required - covering all non-paid persons who will be engaged in the approved works.
 - d) Motor vehicle third party property insurance - covering all loss or damage to property of any third party caused by or attributable to the use of a motor vehicle in the approved works for a limit of not less than \$20 million per Claim and unlimited as the number of Claims.
2. The Installer shall consider road safety and protection of the work site while undertaking the approved works – particularly when undertaking the approved works on or near roadways. Refer to WorkSafe's website for further information – www.commerce.wa.gov.au

5.4 Indemnity

- a) The applicant indemnifies Western Power and Western Power's personnel against any loss and claims suffered or incurred by Western Power or Western Power's personnel in connection with any act or omission by the applicant or the Applicant's personnel arising from, or in connection with, the

approved works and the performance or non-performance of the applicant's obligations under this standard, including any:

- i. breach of the applicant's obligations under this standard.
 - ii. tort, including negligence or breach of an act or authorisation; and
 - iii. breach of equitable duty, including breach of confidentiality or breach of fiduciary duty.
- b) The applicant further indemnifies Western Power and Western Power's personnel against any loss and claims suffered or incurred in connection with any claim by a third party against Western Power or Western Power's personnel arising from or in connection with the performance or non-performance of the applicant's obligations under this standard including any:
- i. breach of law;
 - ii. tort, including negligence or breach of a law;
 - iii. breach of equitable duty; or
 - iv. claim by a third party that its intellectual property rights or moral rights have been infringed.
- c) The applicant performs its obligations under this standard at the applicant's sole risk, and to the extent permitted at law, Western Power will not be liable to the applicant, the applicant's personnel, or any third party for any loss sustained by any person or to any property, howsoever caused, arising out of or in connection with the approved works or this standard, except as arising out of or as a result of negligence or a breach of contract by Western Power or Western Power's personnel.

5.5 Commencement of Works

No site work shall commence until Western Power has given written approval to the application.

Western Power to approve where applicable the following:

- a) structural loading
- b) artwork
- c) environmental issue
- d) etc.

6 Modification Work

6.1 General

All modification works on Western Power Assets must comply with the following conditions:

- a) Preference may be given to modification works following a nature, environmental or community theme, such as

landscapes, animals etc.

- b) Where artwork is applied to a pole, the artwork shall not extend more than 1.8 m above ground level and not below 300 mm above ground level.
 - i. **NO** artwork to be applied to any fire retardant paint on wood poles.



- c) Where the modification work is to be applied to an enclosure, it shall not obstruct ventilation or doors from opening.
- d) All modification work shall have the words “APPROVED BY LOCAL COUNCIL”, in approximately 20 mm high lettering in a visible colour, applied at the bottom right hand corner of the attachment (or 100 mm from base of pole).
- e) The modification work shall not obscure any other signage such as pole detail disks, pole danger plates, fire hydrant location signs, identification labels or any other authorised markings on the pole or enclosure. Any modification works shall be attached at least 20 mm from any markings to aid visibility of the markings.
- f) Modification works shall not be attached to poles identified by Western Power as being unsuitable for use or due for replacement (these are typically identified with grey or white plastic bands). It is the applicant’s responsibility to confirm the suitability of the asset with Western Power.



- g) No ladders to be lent against any Western Power poles. Elevated work platform to be used for all works carried out above 1.8 m above ground level
- h) Western Power will not be liable for any cost associated with the modification work, or for any loss or damage to the modification work, which may occur during maintenance, repairs or replacement of Western Power's asset.
- i) If the modification work deteriorates to the extent that Western Power decides (in its absolute discretion) that it is no longer in the community interest or detrimental to the condition of the asset, Western Power may cover or remove the modification work at the applicant's expense. Western Power will notify the applicant in writing of any action it takes under this.
- j) Any damage to a Western Power asset caused by the modification works shall be immediately reported to Western Power. Failure to report the damage will result in the approval in relation to the modification works being withdrawn. Any repairs shall be carried out by Western Power at the applicants' expense.
- k) Fixing any modification work to Western Power assets is to be done in a manner that does not damage the asset in any way.
 - i. Signs that don't extend outside the pole diameter, other than their thickness, can be affixed to the pole with either adhesive tape, bandit strap or galvanized clout (30 x 2.8mm)
 - ii. Signs that extend outside the pole extension must be affixed to the pole using bandit strap
 - Under no circumstances can the sign be nailed, drilled, welded or screwed into the poles
 - iii. Must not cause corrosion or galvanic action to Western Power's equipment
 - Note, Western Power's wood poles are treated with CCA preservative which can cause corrosion of some materials
- l) Signs indicating direction such as street names, bus routes and community facility name signs may extend from the pole or streetlight column to achieve that purpose. The shape, size and mounting height of such signs shall comply with AS 1742.5 - *'Manual of uniform traffic control devices - Part 5: Street name and community facility name signs'* Sections 2.8 & 3.4 MOUNTING HEIGHT'
- m) Modification works that protrude from an asset shall not:
 - i. be fitted less than three metres from ground level and below any existing street name signs
 - ii. shall **NOT** infringe within any Danger Zone as per OSH

Regulations 1996

- iii. interfere with or obstruct any of Western Power's existing equipment and/or signage
- n) Where modification works that do not indicate directions (such as fire hydrant, safety house and neighbourhood watch signs) are located on poles, they are to be wrapped around the pole and fixed to prevent protrusion of sharp corners. These must not cover up or obscure any Western Power identification numbering or associated signage. Wrapped attachments, signage must not be placed around the immediate base of the pole as Western Power requires access to the pole base in order to carry out pole inspections.
- o) Where modification works are to be located on streetlight columns, modification works are not required to be wrapped around (as detailed in (p) above). However, all corners shall be rounded and there shall be no sharp edges exposed.
- p) Modification works shall be securely fixed so as to not constitute any hazard to the public or Western Power employees. Western Power may require the applicant to refix or remove any or all modification works that in Western Power's view restricts access or poses a hazard.
- q) Western Power offers no guarantee that assets to which modification works are fixed will remain in their existing locations or configurations. When in Western Power's view removal or relocation of an asset renders the modification works unsuitable, the applicant shall be responsible for identifying suitable alternatives and for any associated costs. If the modification works is removed, Western Power will endeavour to contact the applicant to arrange for the applicant to pick it up from the nearest operational depot. If item have not been collected within three months Western Power will dispose of it.
- r) Good quality material shall be used in any modification works. All material shall be:
 - i. Stable and non-reactive up to a temperature of 85 degrees Celsius;
 - ii. Non-toxic;
 - iii. Rust proofed;
 - iv. Non-hazardous; and
 - v. Non-detrimental to Western Power's asset.
- s) A contact phone number for the applicant of the modification works is to be provided indelibly on the modification work.
- t) The applicant is to maintain the modification work in good order by way of regular inspection and repair. Applicant must notify Western Power's Customer Services – enquiry@westernpower.com.au - when any repairs are to be carried out.

Appendix A. Application Form

All applications shall be via email to enquiry@westernpower.com.au