



SHIRE OF UPPER GASCOYNE

Disability Access and Inclusion Plan (DAIP)

2015 -2020

Disability Access and Inclusion Plan

for the

Shire of Upper Gascoyne

Introduction

The Shire of Upper Gascoyne has adopted the following disability access and inclusion plan to ensure people with disability can access council facilities, functions and services.

It is subject to annual review and may be amended and extended as priorities and needs change.

The plan includes:

- background information
- information on council functions, facilities and services (both in-house and contracted),
- a policy statement about council's commitment to addressing the issue of access for people with disability, their families and carers,
- desired outcomes 1-7
- consultation
- review and evaluation
- reporting
- implementation plan

Available in alternate formats upon requests including standard and large print, by email, electronically by CD and on the Shire's website.

Background Information

- The Shire of Upper Gascoyne (total population approx 300) covers an area of some 46,000 square kilometers with the only town being Gascoyne Junction (population approx 50)
- The Shire has a limited medical post (only available twice a month) with no other medical services of physiotherapy, chemist or dental. Residents find if they require these and/or other amenities they re-locate because this remote area is not a preferred retirement alternative.
- Our survey has found some residents may have hearing and minor sight problems in fact the survey indicated only one tourist has visited the shire office in a wheelchair.
At present time we do not have any disabled residents within the shire requiring wheelchair access however we need to also cater for tourists visiting our shire.
- Nevertheless the Shire of Upper Gascoyne believes that people with a disability, their families and carers who live in country areas should be supported to remain in the community of their choice.

Since implementing the shire's 2007 Disability Access and Inclusion Plan the council has achieved the following outcomes:

- Shire buildings and the Community Resource Centre are accessible to people with disability.
- All recreational areas have been made accessible to people with disability.
- The new tourist precinct erected by the shire has accessibility for people with disability.
- The shire has made available information and material to assist people with disability.
- Employees of the shire have been trained in the awareness of the needs to assist people with disability.

Functions, facilities and services (both in-house and contracted) provided by the Shire of Upper Gascoyne

The Shire of Upper Gascoyne is responsible for a range of functions, facilities and services including:

Services to property: construction and maintenance of Shire owned buildings, roads, footpaths and cycle facilities; land drainage and development; waste collection and disposal; litter control and street cleaning; planting and caring for street trees; numbering of buildings and lots; street lighting; and bush fire control.

Services to the community: provision and maintenance of playing areas, parks, gardens, reserves and facilities for sporting and community groups; information services; and community events.

Regulatory services: planning of road systems, sub-divisions and town planning schemes; building approvals for construction, additions or alterations to buildings; environmental health services and ranger services, including dog control and the development, maintenance and control of parking.

General administration: the provision of general information to the public and the lodging of complaints and payment of fees including rates, dog and cat licences.

Processes of government: ordinary and special Council and committee meetings; electors' meetings and election of Council members; and community consultations

Access Policy Statement

The Shire of Upper Gascoyne

- is committed to achieving the seven desired outcomes of its DAIP. These are;
 1. People with disability have the same opportunities as other people to access the services of, and any events organised by, the relevant public authority.
 2. People with disability have the same opportunities as other people to access the buildings and other facilities of the relevant public authority.
 3. People with disability receive information from the relevant public authority in a format that will enable them to access the information as readily as other people are able to access it.
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4. People with disability receive the same level and quality of service from the staff of the relevant public authority.
 5. People with disability have the same opportunities as other people to make complaints to the relevant public authority.
 6. People with disability have the same opportunities as other people to participate in any public consultation by the relevant public authority.
 7. People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.

Outcome 1: People with disability have the same opportunities as other people to access services and events

- Council will endeavour to be adaptable in responding to the barriers experienced by people with various disability, including people with physical, sensory, cognitive and psychiatric disability.
- Council will ensure that all policies and practices that govern the operation of council facilities, functions and services are consistent with council's policy on access.

Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities

- Council will undertake to incorporate the priorities regarding access for people with disability, identified during consultations, into its submission for its capital works improvements programme. Modifications will continue as funds are made available.
- Council will undertake to liaise with developers to increase their awareness of the access requirements of people with disability.

Outcome 3: People with disability receive information in a format that will enable them to access information as readily as other people are able to access it.

- Council will produce all of its information on council facilities, functions and services using clear and concise language.
- Council will advise the community that, upon request, information about council functions, facilities and services can be made available in alternative formats, such as large print and audio cassette.

Outcome 4: People with disability receive the same level and quality of service as other people receive.

- Council will undertake to ensure that staff are aware of the key access needs of residents with disability and people with disability who visit the local government area in relation to the provision of all services.
- Where required, council will seek expert advice from the disability field on how to meet the access needs of people with disability.

Outcome 5: People with disability have the same opportunities as other people to make complaints.

- Council will ensure that information is available in clear and concise language on how residents can participate in decision making processes, public consultations and grievance mechanisms.
- Council will advise the community that this information can be made available in alternative formats upon request
- Council will ensure consultations are held in an accessible venue.

Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation

- Council will provide information about planning processes, electoral processes, council meetings and complaints procedures in clear and concise language and will make these available in alternative formats upon request.

Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with a public authority

- Council will advertise recruitment in an accessible format, and make alternative formats available upon request.
- Council will ensure adequate support and training is available for all employees including management training.
- Interviews will be conducted in accessible locations for all perspective employees.
- Council will review policies and procedures and occupational health and safety manuals on a regular basis.

Findings of the consultation

The reviewed DAIP has been placed on the shire's website for people to view as well as being advertised in The Guardian newspaper on Wednesday 1st July 2015, stating that it is available in other formats on request.

The review and consultation found that the initial objectives in the first DSP had been achieved and that the updated plan to address any other access barriers.

- As plans are updated shire staff and the community will be advised of the availability of updated plans.

Access Barriers

The access barriers identified in the consultation process were:

- Processes of the shire may not be as accessible as possible in this remote area.
- Events may not always be held in a manner and location that best facilitates the participation of people with disability in this remote area.

Review and evaluation mechanisms.

The Disability Services Act required that DAIP's be reviewed at least every five years. Whenever the DAIP is amended, a copy of the amended plan must be lodged with the Disability Services Commission. The Implementation Plan can be updated more frequently if desired.

Monitoring and Reviewing

The Chief Executive Officer will analyse progress in implementing the DAIP and provide a report to council on progress and recommended changes to the implementation plan annually.

- The shire's DAIP will be reviewed and submitted to the Disability Services Commission in 2015. The report will outline what has been achieved under the shire's DAIP 2007-2012.

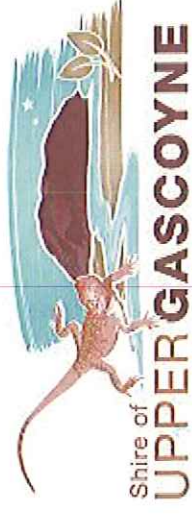
Evaluation

- An evaluation will occur as part of the five-yearly review of the DAIP.
- The community, staff and elected members will be consulted as per the endorsed consultation strategies, as part of any evaluation.

Reporting on the DAIP

The Disability Services Act requires the shire to report on the implementation of its DAIP in its annual report outlining:

- Progress towards desired outcomes of its DAIP
 - Progress of its agents and contractors towards meeting the seven desired outcomes; and
 - The strategies used to inform agents and contractors of its DAIP by way of referencing it in tender and expression of interest documentation.
 - The reviewed DAIP will also be promoted through the Community Resource Centre and in the shire's monthly magazine.
 - The reviewed DAIP was endorsed by Council 24th June 2015 and placed on the shire's website and advertised in The Guardian newspaper on 1st July 2015.
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SHIRE OF UPPER GASCOYNE

IMPLEMENTATION PLAN 2015

Outcome 1: People with disability have the same opportunities as other people to access services and events.

Strategy Responsibility	Task	Task Timeline	Responsibility
Ensure that people with disability are consulted on their need for services and the accessibility of current services	Develop a feedback mechanism after each event.	Ongoing	Chief Executive Officer
Ensure that events are accessible for people with disability where practicable	Use "conducting accessible Events" checklist when Planning events in the shire.	As required	
Monitor shire services to ensure equitable access and inclusion	Conduct systematic reviews of the accessibility of services Rectify identified barriers		

Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities

Strategy	Task	Task Timeline	Responsibility
Ensure that all buildings and facilities meet the standards for access and any demonstrated additional need	Identify access barriers to buildings and facilities Prioritize and make a submission to council	Ongoing	Chief Executive Officer
Ensure that all recreational areas are accessible	Conduct an access audit	August 2015	

Outcome 3: People with disability receive information in a format that will enable them to access the information as readily as other people are able to access it.

Strategy		Task	Task Timeline
Responsibility			
Ensure that the community is aware that shire information is available in alternative formats upon request	Ensure that all documents carry a notation that it is available in alternative formats	Ongoing	Chief Executive Officer
Improve employee awareness of accessible information needs and how to provide information in other formats by Carrying out a small staff survey amongst staff.	Train employees in providing accessible information through Accessible Information DVD Provided by Disability Services Commission.	September 2015	

Outcome 4: People with disability receive the same level and quality of service as other people receive.

Strategy		Task	Task Timeline
Responsibility			
Ensure that elected members and employees are aware of access needs and can provide appropriate services	Determine training needs of employees and conduct training as required	Ongoing	Chief Executive Officer

Outcome 5: People with disability have the same opportunities as other people to make complaints

<u>Barrier</u> <u>Responsibility</u>	<u>Action</u>	<u>Task</u>	<u>Timeline</u>
Ensure that grievance mechanisms are accessible for people with disability	Review current grievance mechanisms and implement any recommendations	July 2015	Chief Executive Officer

Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation

<u>Strategy</u> <u>Responsibility</u>	<u>Task</u>	<u>Task</u>	<u>Timeline</u>
Ensure that people with disability are aware of and can access other established consultative processes.	Advise people with disability their family and carers when consultation is going to be carried out. Choose venues that are accessible. Ensure minutes and other documents are available in alternate format on request.	Ongoing	Chief Executive Officer

Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with a public authority

<u>Strategy</u>	<u>Task</u>	<u>Task Timeline</u>	<u>Responsibility</u>
<p>Ensure that people with disability are aware and encouraged to seek employment with the shire.</p>	<p>Include Equal Opportunity statement in advertisement. Provide Support and Training. Ensure interviews are held in accessible venues.</p>	<p>Ongoing</p>	<p>Chief Executive Officer</p>
<p>Research DES providers</p>	<p>Meet with providers to determine suitable recruitment requirements</p>	<p>October 2015</p>	<p>Chief Executive Officer</p>
<p>Invite a DES representative to the shire office.</p>	<p>Conduct information sessions with the DES representative and staff</p>	<p>November 2015</p>	<p>Chief Executive Officer</p>