



Shire of **EAST
Pilbara**
AUSTRALIA'S LARGEST SHIRE

DISABILITY ACCESS AND INCLUSION PLAN 2015-2019

THIS DOCUMENT IS AVAILABLE IN ALTERNATIVE FORMATS



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Accessible Information

This plan details the Shire's commitment to improving the accessibility of its facilities, services and activities for people with disability, in accordance with the requirements of the Western Australian *Disability Services Act (1993)*.

Copies of this plan in an alternative format (such as large print, electronic, audio or braille) can be provided by the Shire upon request. Please contact the Shire's Community Wellbeing section in any of the following ways:

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Definitions / Acronyms

Disability

A disability is any continuing condition that restricts everyday activities.

Access

Access in this context refers to an individual's physical ability to get to, into, and around facilities and services. This access is created by removing structural barriers and including mechanisms to enable structural access.

Inclusion

Inclusion in this context refers to an individual's ability to participate as fully as possible in programs and services provided by organisations in an integrated and holistic manner that does not ostracise, embarrass or humiliate an individual.

Discrimination

Discrimination is defined as treating people with a disability less favourably than people without a disability would be treated under the same circumstances.

The following acronyms are used in this document:

DAIP : Disability Access & Inclusion Plan

DSC : Disability Services Commission

SDAC: Survey of Disability, Ageing and Carers

BACKGROUND

The Shire of East Pilbara

The Shire of East Pilbara was formed by an amalgamation of the Shires of Marble Bar and Nullagine in 1972. Upon the amalgamation, the Shire became the largest Shire in the world comprising an area of over 371,696 square kilometres (larger than the state of Victoria and the country of Norway). The Shire of East Pilbara remained the world's largest shire until 2014 when Greenland merged two shires. The Shire of East Pilbara is the largest shire in Australia and the third largest in the world.

The main towns in the shire are Newman, Marble Bar and Nullagine. The Shire also contains numerous Aboriginal communities including Jigalong, Punmu and Parngurr, Irrungadji, Pipunya and Goodabinya.

Major industries within the municipality are mining and pastoral, with seasonal tourism occurring during the dry season.

Functions, Facilities and Services provided by the Shire of East Pilbara

The Shire of East Pilbara is responsible for a range of functions, facilities and services including:

Technical Services

Construction and maintenance of Shire owned 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; and the operation of the airports.

Community Engagement Services

Provision and maintenance of playing areas, parks, gardens, reserves and facilities for sporting and community groups; management of recreation centres and pools; public library and information services; youth services and community events, general broadcasting and communication issues.

Regulatory Services

Planning of road systems, sub-divisions and town planning schemes and Shire buildings and facilities, approvals for building construction; additions and alterations, environmental health and ranger services including bush fire prevention; dog control, and the development, maintenance and control of public parking areas.

Corporate Services

The provision of effective governance of public monies including rate revenue, disseminating of general information to the public, conducting ordinary and special Council meetings; election of Council Members; ward meetings and community consultations.

People Living with Disability in the Shire of East Pilbara

Australian Bureau of Statistics (ABS) figures from the 2011 census state that there were 11,950 people residing in the Shire at the time of the census. Of the total population, 2028 were Aboriginal or Torres Strait Islanders or 17% of the total population.

Using data from the 2012 Survey of Disability, Ageing and Carers, (SDAC) which provides the most comprehensive measure of disability in Australia, it is estimated that across the total Australian population, 17.5% of people living in private dwellings live with a disability. This increases to 23.4% within Aboriginal and Torres Strait Islander communities.

When considering the demographics of the East Pilbara it is worth noting that the medium age of the population is 32 years old, five years less than the national medium age and that the proportion of people over 65 years old is 1.6% compared to 14% nationally. Any estimation on prevalence of disability needs to also take into account the nature of employment in the East Pilbara which broadly requires a relatively young, fit workforce where the incidence of disability is likely to be significantly reduced. Based on the ABS figures and anecdotal understanding of the local population, it is assumed that the incidence of disability in the non-Aboriginal population is significantly less than the national medium figures.

There has not been any local surveys undertaken on disability in recent years in the East Pilbara so accurate figures on the prevalence of disability in the area are not available.

At the time of writing this Plan, the census figures were four years old and accordingly the figures above do not factor in the impact of the downturn in the resources industry in recent years. It is estimated that in the town of Newman alone between 500 and 700 workers have been made redundant with an estimated loss of population of approximately 1,500 to 2,200. This represents a decline of up to 25% of the non-Aboriginal population which in turn will have a corresponding reduction in the number of people believed to be living with disability.

It can be reasonably assumed that at the time of the 2011 census, based on the SDAC survey, approximately 470 Aboriginal or Torres Strait Islander people were living with disability in the East Pilbara. Due to the demographic nuances of the East Pilbara as indicated above and in the absence of a local disability survey, no estimation is provided on the incidence of disability in East Pilbara's non-Aboriginal community.

Planning for Better Access

Legislative and Strategic Developments

In order to review and make recommendations for Shire of East Pilbara's new Disability Access and Inclusion Plan (DAIP), it is important to be aware of relevant disability legislation. In WA, this includes the WA Disability Services ACT 1993, the WA Equal Opportunity ACT 1984, and the Commonwealth Disability Discrimination Act 1992 (DDA).

The WA Disability Services ACT (1993) was amended in 2004. The amendment included a number of changes to address the need for greater accountability regarding the implementation and reporting of DAIPs, and an increased focus on the inclusion of all people living with disability.

The amendments to the WA Disability Services ACT in 2004 required all public authorities to review their DAIPs at least every five years and lodge the new plans with the Disability Services Commission (DSC) which administers the Act. It is also mandatory to lodge an annual status report with the Commission as well as include a report on DAIP implementation in the authority's Annual Report. The annual status report must contain not only information about the authority's implementation of the DAIP, but also include information on how it has carried out the requirements regarding agents and contractors.

Legislative Developments

In order to make recommendations for the future direction of the Shires new Plan, it is important to be aware of recent and pending changes to disability legislation.

Disability Services ACT 1993

A review of the WA Disability Services ACT (1993) in 2002 produced ten recommendations relating to Disability Service Plans. The recommendations primarily addressed the need for greater accountability regarding the implementation and reporting of Disability Service Plans and an increased focus on the inclusion of people living with disability.

An amendment to the WA ACT which reflected these recommendations was passed in late 2004.

Additionally, in April 2013 the Disability Services Commission notified all public authorities in WA of an amendment to DAIPs that require the addition of a new outcome, 'Outcome 7: Employment of People with Disability' in all DAIPs. Amended DAIPs were to be submitted to the Disability Services Commission by 1 July 2015.

Disability Discrimination ACT (DDA) 1992

The Federal Disability Discrimination Act 1992 (DDA) provides protection for everyone in Australia against discrimination based on disability. It encourages everyone to be involved in implementing the ACT and to share in the overall benefits to the community and the economy that flow from participation by the widest range of people.

Disability discrimination happens when people with a disability are treated less fairly than people without a disability. Disability discrimination also occurs when people are treated less fairly because they are relatives, friends, carers, co-workers or associates of a person with a disability.¹

DDA Standard on Access to Premises

The DDA (Access to Premises – Buildings) Standard, <http://www.ag.gov.au/premisesstandards>, came into force in May 2011. It aims to improve access to buildings for people with a disability, to ensure the greatest possible participation in the social, economic, cultural and political life of the community.

DDA Standard on Accessible Transport

This Standard came into effect in 2002. See <https://www.humanrights.gov.au/our-work/disability-rights/projects/transport-accessibility>

United Nations Convention on the Rights of Persons with Disabilities

Australia ratified the convention in July 2008 and has now also adopted the Optional Protocol, which strengthens people's rights by enabling them to petition the International Committee on the Rights of Persons with Disabilities if all national recourse procedures have been exhausted.

Countries that join in the Convention commit themselves to develop and carry out policies, laws and administrative measures for securing the rights recognised in the Convention and abolish laws, regulations, customs and practices that constitute discrimination (Article 4). See <http://www.un.org/disabilities/documents/convention/convoptprot-e.pdf>

¹ (Australian Human Rights Commission, 2013)

National Disability Insurance Scheme

Western Australia joined the National Disability Insurance Scheme (NDIS) from July 2014.

The launch of the NDIS in WA is unique and includes the implementation of two different models in different locations over a two year period; the Commonwealth's National Disability Insurance Agency (NDIA) model in the Perth Hills region and the Western Australian My Way model in the Lower South West and Cockburn-Kwinana areas.

The WA approach provides an opportunity to compare and contrast the two different models. An independent evaluation of the My Way and NDIA models will inform the way in which disability services in WA will be provided into the future.

Further detail about how the launch sites will operate will become available as negotiations between the State and Commonwealth governments are finalised.

Count Me In – Disability Future Directions 2025

The Western Australian Government launched this whole of community plan for disability in December 2009. It was developed by the DSC in consultation with many people living with disability, family, carers and disability sector organisations. It has been strongly supported by the Premier and aims to guide WA towards full inclusion, citizenship and a fair go for people living with disability over the next 15 years.

The pathways and principles in the document will heavily influence all aspects of disability, access and inclusion across the community and it is important that Shire of East Pilbara continues to engage with the Disability Services Commission to gain awareness of the expectations and opportunities it contains

<http://www.disability.wa.gov.au/Global/Publications/About%20us/Count%20me%20in/Count-Me-In-Disability-Future-Directions-December-2013.pdf>

Trends and Good Practice for Access

Australia is currently experiencing many changes in disability policy. In WA, alignment with the Disability Service Commission's state-wide blueprint 'Count Me In – Disability Future Directions' strategy provides further opportunities for forward-thinking access and inclusion initiatives at the Shire. The Shire has opportunities to demonstrate excellence in advocating and leading universal design in regional and remote Local Government districts; to explore new initiatives, including enhancing internal processes to ensure the culture within the Shire is proactive and aware of issues pertaining to disability, access and inclusion.

Good Practice Examples

Public authorities across Western Australia have produced a range of good practice initiatives to improve access to their services and facilities.

An extensive list of achievements can be found on the Disability Services Commission's website. The Commission recognises good practice each year in its Accessible Communities Awards. Some local governments also recognise local access initiatives in their own awards programs.

Achievements Relating to the Previous Shire of East Pilbara Disability Access and Inclusion Plan

Outcome: Access to services and events

- Disability Access and Inclusion Plan principles were added to the Public Events Application form and Guidelines and the Shire's Style Guide.
- The Town Revitalisation Project incorporated the following elements:
 - Clear disabled parking signage
 - Brick pavement designs for accessible pathways
 - Ramps and wider walkways, better access to Newman Boulevard.

Outcome: Access to buildings and facilities

- Installation of accessible doors at Shire buildings in Marble Bar
- Wheelchair access to front reception in the Newman Administration Office was constructed.
- Newman Community Hall was redesigned for accessible access.
- Newman House Compliance to Disability Discrimination ACT and Building Code Australia ACT.

Outcome: Access to complaints mechanisms

- The new redevelopment of the Shire web page has an area of complaint or comments.

Outcome: Access to Information

- Disability Access and Inclusion Plan principles were added to the Shire's Style Guide.

SHIRE OF EAST PILBARA: ACCESS AND INCLUSION POLICY STATEMENT

The Shire of East Pilbara firmly believes an accessible and inclusive community is one in which all Council functions, facilities and services are open, available and accessible to people living with disability, ensuring they are provided with the same opportunities, rights and responsibilities as other people in the community.

The Shire of East Pilbara is committed to ensuring that each one of our communities within the municipality is accessible for people living with disability, their families and carers, ensuring they feel included and able to equally participate within the community they are residing in.

The Shire of East Pilbara:

- recognises that people living with disability are valued members of the community who make a variety of contributions to social, economic and cultural life;
- believes that a community that recognises its diversity and supports the participation and inclusion of all of its members, makes for a richer community life;
- believes that people living with disability, their families and carers should be supported to continue to live within the community;
- is committed to consulting with people living with disability, their families and carers and disability organisations, in addressing barriers to access and inclusion;
- will ensure its agents and contractors strive towards the various outcomes in the DAIP;
- is committed to supporting local community groups and businesses to provide access and inclusion of people living with disability; and
- is committed to achieving the listed desired outcomes of the DAIP which are:
 1. People living with disability have the same opportunities as other people to access the services of, and any events organised by, the Shire of East Pilbara
 2. People living with disability have the same opportunities as other people to access the buildings and other facilities owned and or operated by the Shire of East Pilbara.

3. People living with disability receive information from the Shire of East Pilbara in a format that will enable them to access the information, as readily as other people are able to access it.
4. People living with disability receive the same level and quality of service from the staff of the Shire of East Pilbara
5. People living with disability have the same opportunities as other people to make complaints about and to the Shire of East Pilbara
6. People living with disability have the same opportunities as other people to participate in any public consultation organised by the Shire of East Pilbara
7. People living with disability have the same opportunities to obtain and maintain employment with the Shire of East Pilbara
8. The Shire of East Pilbara will undertake initiatives that promote community awareness, accessibility and inclusiveness relating to people living with disability.

DEVELOPMENT OF THE DISABILITY ACCESS AND INCLUSION PLAN

Responsibility for the Planning Process

The Community Wellbeing Manager is responsible for overseeing the development, implementation, review and evaluation of the Plan. The final Plan is endorsed by Council and it is the responsibility of all Council officers to implement the strategies listed in the Plan that are relevant to their specific duties.

Community Consultation Process

The consultation process for the DAIP review was open for a three week timeframe leading up to the end of year school holidays and Christmas-New Year period 2013/14. There were a total of 25 community members/service providers who engaged with the consultation process and 23 staff members from the Shire of East Pilbara who also participated in the process.

The consultation was advertised or promoted:

- On the Shire's website and specific page for the DAIP.
- Through 'All Shire staff' internal emails
- Community Noticeboards
- Hard copies available at public building and service providers.
- An advertisement was run in the local newspaper encouraging the community to make comment on the draft DAIP

The various consultation methods used included:

- A community survey form. This was available in hard copy from all council operating facilities i.e. Newman Recreation Centre, Newman Youth Centre, Marble Bar Administration Office, Newman House.
- The survey form was also available online on the Shires' website.
- Focus groups with Service Providers in Newman, Nullagine and Marble Bar
- One on one discussion with Community members.
- Semi structures discussions at the Disability Awareness Week BBQ hosted by DSC in Newman.
- Internal staff survey available on our website and via email, as well as face to face discussions with staff.

In January 2014 the Shire contracted consultants E-QUAL to undertake a review and consultation process on the previous DAIP.

In February 2015 the Manager, Community Wellbeing reviewed the E-QUAL report and recommendations and incorporated many of the consultation findings and recommendations into this updated DAIP.

The Draft DAIP was approved for a public exhibition period of four weeks by the Shire Council at its ordinary meeting on 6 March 2015. Advertisements were placed in the local major daily newspaper, the North West Telegraph and on the Shire's website.

No submissions or comments were received by Council by the closing date of the public exhibition period on 15 April 2015.

The final draft was adopted by the Shire Council at its ordinary meeting on (date to be determined) 2015.

Findings of the Consultation

Findings from the staff and community consultation responses found that:-

- 61% of staff were not aware of the Shire's Disability Access and Inclusion Plan
- 82% of staff had not received disability awareness training from previous employers or the Shire.
- 74% of staff would be interested in doing Disability Awareness Training.
- Shire staff and community recommended that alternative formats for Shire information and website material should be publicised and available to the public.
- Respondents wanted the Shire to establish an annual workshop for staff and the community to improve awareness of disability and access issues.
- Public building facilities and spaces should be annually audited to ensure facilities are compliant with current legislation in Newman, Nullagine and Marble Bar.
- Respondents felt that a reference group should be established with SOEP Staff, service providers and community members to support the implementation of the DAIP.
- There was strong support for advocacy initiatives to improve employment options and support for people living with disability.
- The majority of community members were not aware of disability services in the East Pilbara and felt that the disabled parking bays in town were not signed appropriately.
- There could be improved community awareness campaigns initiated on disability issues in the East Pilbara.

Major Accessibility Needs for the East Pilbara

Findings from the consultation process found that the major accessibility needs for the East Pilbara are:

- Difficulties of accessing public venues i.e. public pools did not have hoist or ramp access.
- Lack of footpath accessibility in Nullagine and Marble Bar.
- Access to information in alternative formats is not available through community services in the East Pilbara.
- Web access to Shire and community websites not available in alternative formats.
- Lack of community awareness around access and inclusion issues.

Barriers to Full Access and Inclusion

The consultation provided a variety of views on access and inclusion in the East Pilbara. Issues for community members and staff included:-

- Lack of community and staff awareness on disability issues and access in the East Pilbara.
- Access to alternative formats not widely available at the Shire and local businesses and organisations.
- Lack of clear signage for disabled parking bays in Newman, Nullagine and Marble Bar
- Lack of footpath access in Nullagine and Marble Bar.
- A ramp and pool hoist for the public pools.

The feedback also raised some issues outside the Shire's responsibility which the Shire could refer on to local working groups, enterprise and state government such as;

- Education on the responsibility of the carers.
- Emergency management in cyclone season for people with a disability.
- Lobby for additional services to assist people, family and carers with a disability.
- Increase of public transport between remote communities.
- Lack of respite and disability services in the East Pilbara.

Shire of East Pilbara Disability Access and Inclusion Plan 2015 – 2019

IMPLEMENTATION PLAN

The Implementation Plan details the task, timelines and responsible office for each broad strategy to be implemented between 2015 – 2019.

It is intended that the Implementation Plan will be updated annually to progress the achievement and fine-tune the strategies over the duration of the five year plan.

| Outcome 1: People living with disability have the same opportunities as other people to access the services of, and any events organised, by the Shire of East Pilbara. | | | |
|--|--|----------------------|-----------------------|
| Strategy | Task | Task Timeline | Responsibility |
| 1.1 Ensure that people living with disability and/or their families, carers or advocates are consulted on their need to access Shire services and events. | 1.1.1 Develop a feedback mechanism in the annual community survey for people living with disability to voice their concerns about service providers. | Annual | MCW |
| | 1.1.2 Scope interest and sustainability of forming a Disability Access and Inclusion Reference Group | December 2015 | CWAO |
| 1.2 Develop links between the DAIP and other Shire plans and strategies and contract and tender documents. | 1.2.1 All relevant Shire policies, guidelines and plans include references to the DAIP as an informing document | Ongoing | MCW and all managers. |
| | 1.2.2 Include requirements for best practice in disability standards are incorporated into all Shire tender documents and contracts | December 2015 | MCW and all managers |
| 1.3 Ensure that all Shire events are made accessible to a high standard | 1.3.1 Build accessibility checklist into event approvals guidelines and processes | December 2015 | MCW, MR&E |
| | 1.3.2 Consider incorporating accessibility of events in promotion material | On-going | MCW, MR&E |
| | 1.3.3 Make budget provision for interpreters at major Shire events upon request and advertise the availability of this service. | On-going | MCW, MR&E |

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| 1.4 Library services to provide adaptive technology to meet diverse needs | 1.4.1 Consult key stakeholders on adaptive technology needs in the Shire's libraries | December 2015 | CWAO |
| | 1.4.2 Audit existing and research and purchase new books and other resources that benefit library clients living with disability. | February 2016 | CWAO |
| | 1.4.2 Promote new books and products to stakeholder community | As needed | CWAO |
| 1.5 Improve footpath network. | 1.5.1 Identify gaps in accessible footpaths in all three towns particularly to/from facilities owned and operated by the Shire of East Pilbara | On-going | DT&DS |
| | 1.5.2 Maintain appropriate annual budget levels to effectively maintain and improve footpath networks | Annual | DT&DS |
| 1.6 Advocate on behalf of people with disability to relevant organisations | 1.6.1 Consult key stakeholders on specific access barriers within the Shire outside of the Shire's control | December 2015 | MCW |
| | 1.6.2 Facilitate training on access and inclusion for sporting groups and associations | March 2016 | MCW |

| Outcome 2: People living with disability have the same opportunities as other people to access the buildings and other facilities owned and or operated by the Shire of East Pilbara. | | | |
|---|---|-----------------------------|------------------------|
| Strategy | Task | Task Timeline | Responsibility |
| 2.1 Audit Shire buildings to identify any existing accessibility barriers to, within and from the buildings. | 2.1.1 Conduct audit of all Council premises normally accessed by the public | Annual February | MCW and key staff |
| | 2.1.2 Investigate capacity for the BCA enhanced standards to be incorporated into DA/BA guidelines and approvals | July 2016 | MCW, MDSP and MDSB |
| | 2.1.3 Compile data on identified barriers and provide information to key stakeholders | Annual February | MCW and MDSB |
| 2.2 Ensure that all new building and capital works are compliant with appropriate disability standards | 2.2.1 Include requirements for compliance with disability standards within the BCA are incorporated into all tender documents and contracts | December 2015 then On-going | All managers and A&PAO |
| | 2.2.2 Consider engaging a Disability Access Consultant during the planning stages for major infrastructure projects | On-going and as needed | MDSP and MCW |
| 2.3 Ensure that ACROD and BCA parking standards are met at all Shire car parking facilities. | 2.3.1 Undertake an audit of car parks in all three towns and implement a program to rectify any non-compliance with BCA or ACROD standards | December 2015 | DT&DS |

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| 2.4 | Ensure all Shire owned and or operated recreational facilities conform to accessibility standards. | 2.4.1 | Conduct audit of public pools, recreation centres and passive and recreational green spaces. | Annual February | MCW, MR&E |
| 2.5 | Ensure that emergency evacuation plans and procedures include provision for people living with disability. | 2.5.1 | Conduct audit of all emergency evacuation plans and procedures that safeguard people living with disability. | Annual February | OHS |

| Outcome 3: People living with disability receive information from the Shire of East Pilbara 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 |
| 3.1 Ensure that all Shire public information is available in alternative formats upon request. | 3.1.1 Audit public documents and rectify as necessary | July 2016 | CES and MRO |
| | 3.1.2 Review Shire style guide to ensure it is consistent with best practice in accessibility. | September 2015 | MRO |
| | 3.1.3 Develop a Shire policy and guideline that stipulates that all Shire public documents and information include the message that alternative formats of the document are available on request. | December 2015, review annually | MCW, CWAO, CAS |
| | 3.1.4 Communicate requirement to all key staff | February 2016 | MCW |
| 3.2 Improve employee awareness of accessible information needs and how to provide information in other formats. | 3.2.1 Research best practice in alternative formats | December 2015 | MCW, CWAO |
| | 3.2.2 Identify key staff and liaise, consult and possibly facilitate training on implementing best practice | February 2016 | MCW, MHR |

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| 3.3 Ensure that the Shire's website continues to be compliant with W3C web content guidelines | 3.3.1 Ensure all staff with access to modify content are trained in the appropriate standards to maintain compliance. | December 2015 - ongoing | CWAO, CES, MRO and MRO1 |
| 3.4 Consider the use of contemporary technology and social networking for information distribution and gathering staff and community feedback. | 3.4.1 Investigate available platforms such as social media for information distribution and gathering staff and community feedback. | March 2016 | CWAO |
| | 3.4.2 Implement and monitor usage, benefits and concerns | March 2016 | CWAO |
| | 3.4.3 Utilise key stakeholders and agencies to disperse information through social media and other communication networks | March 2016 | CWAO |

| Outcome 4: People living with disability receive the same level and quality of service from the employees of the Shire of East Pilbara as other people receive. | | | |
|--|--|----------------------------------|-----------------------|
| Strategy | Task | Task Timeline | Responsibility |
| 4.1 Ensure that elected members and employees are aware of access needs and can respond to requests in a timely appropriate way | 4.1.1 Develop a new Councillor and staff Disability Awareness Training package with an emphasis on the DAIP implementation as a whole of organisation responsibility. Determine if this should be done as part of induction processes or separately. | July 2016 | MHR, MCW, CWAO |
| | 4.1.2 Make a range of access resources available on the intranet, such as links to the Access Guidelines, Access Resource Kit, List of Access Consultants, Consumer Involvement resources | July 2016 | MCW, CWAO, MRO |
| | 4.1.3 Develop reporting guidelines to capture progress by staff as it occurs | December 2016 | MCW, CWAO, CAS |
| 4.2 Improve community awareness of Shire services relating to disability access and inclusion. | 4.2.1 Promote initiatives at events, on the Shire website and in Shire customer services areas | July 2015 and then on-going | MCW, CWAO, MR&E, CAS |
| | 4.2.2 Actively update DAIP pages in the Shire website | September 2015 and then on-going | MCW, CWAO |

Outcome 5: People living with disability have the same opportunities as other people to make complaints to the Shire of East Pilbara.

| Strategy | Task | Task Timeline | Responsibility |
|--|--|---------------|----------------|
| 5.1 Ensure that grievance mechanisms are accessible for people living with disability. | 5.1.1 Review current grievance mechanisms and implement any improvements. | December 2015 | CWAO |
| | 5.1.2 Develop other methods of making complaints, such as web-based forms. | December 2015 | MCW, CAS |
| | 5.1.3 Review methods of promoting accessible complaints mechanisms to the community. | December 2015 | MCW, CWAO |

| Outcome 6: People living with disability have the same opportunities as other people to participate in any public consultation process facilitated or on behalf of the Shire of East Pilbara | | | |
|---|--|----------------------|-----------------------|
| Strategy | Task | Task Timeline | Responsibility |
| 6.1 Ensure systems are in place that allow for people living with disability to participate in Shire consultation processes. | 6.1.1 Review consultative mechanisms and the promotion of consultative mechanisms to ensure they allow for people with disability to participate in any Shire consultations. | July 2016 | MCW, CWAO |
| | 6.1.2 Develop a Shire policy that stipulates accessibility requirements for Council processes such as consultations | July 2016 | MCW, CWAO |

| Outcome 7: People with disability have the same opportunities to obtain and maintain employment with the Shire of East Pilbara | | | |
|---|--|----------------------|-----------------------|
| Strategy | Task | Task Timeline | Responsibility |
| 7.1 Promote Equal Employment Opportunity practices | 7.1.1 Develop material for use on Council's website and in recruitment processes that promotes the Shire as an EEO employer | December 2015 | MHR |
| | 7.1.2 Establish links with Disability Employment Services | December 2015 | MHR |
| 7.2 Provide support for employees living with disability | 7.2.1 Develop discreet mechanisms for new staff to identify and explain any specific needs that may have because of disability | December 2015 | MHR |

Outcome 8: The Shire of East Pilbara will undertake initiatives that promote community awareness, accessibility and inclusiveness relating to people living with disability.

| Strategy | Task | Task Timeline | Responsibility |
|--|---|----------------------|----------------|
| 8.1 Promotion of good practice relating to accessibility and inclusiveness | 8.1.1 Promote examples of good practice on the Council website | Current and on-going | MCW |
| | 8.1.3 Consider adding an Access and Inclusion Award at the annual Australia Day events | August 2015 | MCW |
| | 8.1.3 Feedback on accessibility issues outside of the Shire's sphere of control are referred to the appropriate place | On-going | MCW |
| 8.2 Education and Community Awareness | 8.2.1 Develop a fact sheet on accessibility and inclusiveness with a directory of resources for distribution to businesses and community groups | December 2015 | CWAO |

DAIP Tracking Implementation Progress and Reporting

It is a requirement of the Disability Services Act 1993 that public authorities must take all practical measures to ensure that the DAIP is implemented by its officers, employees, agents or contractors.

The Shire of East Pilbara intends to establish a Disability Access and Inclusion Reference Group to track the progress of the strategies described in this Plan. The reference group will develop an Implementation Plan that breaks down and details the actions required to deliver the strategies identified for each of the outcomes.

This plan will allow the Shire to monitor progress and actions within Shire of East Pilbara's Disability Access and Inclusion Plan 2015-2020. The Implementation Plan will be reviewed and amended in July each year.

It is anticipated that the Disability Access and Inclusion Plan Reference Group will meet on a bi-monthly basis. As part of each meeting, the group will review the progress of the annual implementation plan and any associated issues.

Annual Reporting

The Disability Services Act (1993) describes the minimal reporting requirements for public authorities. That is,

1. Submitting an annual progress report to the Disability Services Commission using the supplied template; and
2. Reporting on the implementation of the City's DAIP in the City's Annual Report.
3. The strategies used to advise agents and contractors engaged by the Shire of East Pilbara.

Review

The Shire of East Pilbara Disability Access and Inclusion Plan 2015 - 20120 will be reviewed in accordance with the DAIP requirements. At the end of each financial year the progress of the Access and Inclusion Plan will be documented in the Shire's Annual Report. Legislation outlines that Disability Access and Inclusion Plans (DAIP) will be reviewed at least every five years. The DAIP may be amended on a more regular basis and if the Shire's Plan is amended, a copy of the plan will be lodged with the Disability Services Commission.

Communication of the Plan

The Shire of East Pilbara Disability Access and Inclusion Plan 2015-2020, when adopted, will be distributed via the following means:

- An electronic copy will be uploaded to the City's website
- Copies will be made available upon request and in different formats when requested
- City staff will be notified of the new Plan, where to obtain copies and how it may impact their business area via email or personal contact by the Community Wellbeing Team
- The community will be advised via the local paper that the new DAIP is available on the Shire's website and in alternative formats upon request.

| DAIP Tracking Implementation Progress and Reporting | | |
|---|---|---|
| Action | Task Timeline | Measurable Outcomes |
| <p>Annual Community Consultation</p> <p>Consult with community members, stakeholders and organisations on disability issues within the community.</p> | <p>June 2016</p> <p>June 2017</p> <p>June 2018</p> <p>June 2019</p> | <p>Ensure community feedback is reported in the annual report.</p> |
| <p>DSC Progress Report</p> <p>Review SoEP DAIP Annually before 3rd July of each year and send Progress report to DSC</p> | <p>Before 3 July 2015</p> <p>Before 3 July 2016</p> <p>Before 3 July 2017</p> <p>Before 3 July 2018</p> <p>Before 3 July 2019</p> | <p>Legislative requirement to send progress report to DSC using standard reporting template</p> |
| <p>Annual Review</p> <p>Review SOEP DAIP Implementation Plan annually in July and report to Council. Annual review will be posted on Shire website for community and staff access.</p> | <p>July 2015</p> <p>July 2016</p> <p>July 2017</p> <p>July 2018</p> <p>July 2019</p> | <p>Report to Council, staff and community on DAIP Implementation Plan progress</p> |