



# Shire of Three Springs

## Disability Access and Inclusion Plan (DAIP) 2015

This Plan is available in alternative formats such as large print, electronic format, on request.

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## **Acknowledgements**

The Shire of Three Springs acknowledges the input received from many individuals and groups within the community, which has been invaluable in the preparation of this Disability Access Inclusion Plan.

In particular, thanks are given to: Shire Councillors, staff and individual community members.

# Background

## **The Shire of Three Springs**

The Shire of Three Springs is situated 313km north-east of Perth, and encompasses an area of 2,629 square kilometres. The Shire is predominately a farming community with cropping and sheep as its main industries. Additionally there is a Talc mine just to the east of Three Springs which produces a significant tonnage of mineral per annum and is a major contributor to the local economy.

The major town is Three Springs with a small community at Arrino. The Shire population is approximately 705 people (2011 Australian Bureau of Statistics Data). Three Springs is bordered by the Shires of Mingenew, Irwin, Carnamah, Perenjori and Morawa.

## **Functions, facilities and services (both in-house and contracted) provided by the Shire of Three Springs**

The Shire of Three Springs is responsible for a range of functions, facilities and services including:

### **Services to property including:**

- Construction and maintenance of roads, footpaths and cycle facilities;
- Land drainage and development;
- Waste collection and disposal;
- Litter control and street cleaning;
- Planting and caring for trees;
- Numbering of buildings and lots;
- Street lighting; and
- Bush fire control.

### **Services to the Community including:**

- Provision and maintenance of playing areas, reserves and facilities for sporting and community groups;
- Management of library and information services;
- Swimming Pool;
- Health Services(Doctor and support for Dental Services);

### **Regulatory Services including:**

- Health, building, planning and ranger services.

#### **General administration including:**

- The provision of general information to the public and the lodging of complaints and payment of rates, dog licenses, various incomes and police licensing.

#### **Processes of government including:**

- Forum and Ordinary meetings;
- Electors meetings; and
- Election of Council members.

### **People with disability in the Shire of Three Springs**

The residential population of the Shire of Three Springs is estimated to be around 705 people. According to the Australian Bureau of Statistics (ABS) Survey of Disability, Ageing and Carers it is estimated that 20.6% of Australians identify themselves as having some form of disability. Based on the population estimate it is estimated that there are around 145 people with disability living within the Shire.

### **Planning for better access**

The Western Australia Disability Services Act requires all Local Governments to develop and implement a Disability Access and Inclusion Plan (DAIP) to ensure that people with disabilities have equal access to its facilities and services.

Other legislation underpinning access and inclusion includes the Western Australia Equal Opportunity Act (1984) and the Commonwealth Disability Discrimination Act 1992 (DDA), both of which make discrimination on the basis of a person's disability unlawful.

The Shire of Three Springs has adopted the following Disability Access and Inclusion Plan which ensures that people with disability can access Council facilities, functions, and services. The current plan has been amended from that adopted in 2007 and is readily available on Council's website [www.threesprings.wa.gov.au](http://www.threesprings.wa.gov.au) . The plan may be amended and extended from time to time as priorities and needs change, however must statutorily be reviewed at least once every 5 years.

## **Progress since 2013**

The Shire of Three Springs is committed to facilitating the inclusion of people with disability through the improvement of access to its information facilities and services. Towards this goal the Shire adopted its most recent Disability Access and Inclusion Plan in 2013 to address the access barriers within the community.

Since the adoption of an initial DAIP in 2007, the Shire has implemented many initiatives and made significant progress towards better access.

The updated 2015 plan recognises changes made at the State legislative level, in particular reference to the term “disabilities” has been amended to read throughout the plan “disability” and in the broader context the term used is “people with disability”.

Additionally Outcome 7 has been added to the DAIP being –

*“People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.”* Again this is a State initiated outcome that is required to be included in all DAIPs across the State.

# Access and Inclusion Policy Statement

The Shire of Three Springs is committed to ensuring that the community is accessible for and inclusive of people with disability, their families and carers.

The Shire of Three Springs interprets an accessible and inclusive community as one in which all Council functions, facilities and services (both in-house and contracted) are open, available and accessible to people with disability, providing them with the same opportunities, rights and responsibilities as other people in the community.

## **The Shire of Three Springs:**

- recognises that people with disability are valued members of the community who make a variety of contributions to local 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 with disability, their families and carers should be supported to remain in the community;
- is committed to consulting with people with disability, their families and carers and disability organisations in addressing barriers to access and inclusion;
- will ensure its agents and contractors work towards the desired outcomes in the DAIP;
- is committed to supporting local community groups and businesses to provide access and inclusion of people with disability; and
- is committed to achieving the seven desired outcomes of its DAIP.

The seven desired outcomes of this Disability Access and Inclusion Plan 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 (The Shire of Three Springs).
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.
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.

# Development of the Disability Access and Inclusion Plan

## Responsibility for the planning process

Council's Deputy Chief Executive Officer has responsibility to oversee the development, implementation, review and evaluation of the DAIP. The final plan has been endorsed by Council at its meeting held on Wednesday 15 July 2015 and it is the responsibility of all officers to implement the relevant actions.

The Council's Deputy Chief Executive Officer will be responsible for the daily administration of the Disability Services Act 1993.

## Community consultation process

As part of changes to the Disability Services Amendment Regulations 2013 and the inclusion of new outcome 7 requirements in DAIPs, the Shire undertook to review its Disability Access and Inclusion Plan, consult with key stakeholders and draft a new DAIP to guide further improvements to access and inclusion.

The process included:

- Examination of the previous DAIP and subsequent progress to see what has been achieved and what still needs work;
- Consultation with key staff; and
- Consultation with the community.

The Disability Services Act Regulations (2004) sets out the minimum consultation requirements for public authorities in relation to Disability Access and Inclusion Plans (DAIPs). Local Governments must call for submissions (either general or specific) by print media and on the Internet, with draft copies of advertisements included as attachments.

- The community was informed through the local newspaper (The Yakabout) in July 2015 and via the Shire's website that the Shire was reviewing its DAIP previously adopted in 2013. Input was invited either in writing, by telephone, electronically or in person.
- Council employees made contact with local organisations for input into the review of the DSP for comment on any issues they may have.

On Wednesday 15 July 2015 the final plan was endorsed by Council.

## **Findings of the consultation**

Despite there being no formal community feedback on the review of the 2013 DAIP Council officers are of the view that most of the initial objectives in the first DAIP had been achieved with the majority of actions being ongoing or incorporated into activities as required. For example new buildings or renovations will take into account access issues identified in the DAIP, however only become relevant when any such works are being contemplated.

In the main the activities and functions of the Shire reflect what is now considered normal practice in ensuring that the seven key desired outcomes of the plan are adhered to and improved upon where possible.

The following access barriers were previously identified in the 2007 and 2013 plans and have been focussed on and improved since that time.

### **Access Barriers**

The access barriers identified were:

- Processes of the Shire may not be as accessible as possible.
- Events may not always be held in a manner and location that best facilitates the participation of people with disability.
- Suitable parking for people with disability may not be meeting the needs of this growing demographic.
- Elements of the Shire's website require improvement to best meet the needs of people with disability.
- Staff may be uninformed or lacking in confidence to adequately provide the same level of service to people with disability.
- People with disability may not be aware of consultation opportunities with the Shire.

These barriers were prioritised in order of importance when setting timeframes for the completion of strategies to overcome them.

### **Responsibility for implementing the DAIP**

Implementation of the DAIP is the responsibility of all areas of the Shire. The Disability Services Act (1993) requires all public authorities to take all practical measures to ensure that the DAIP is implemented by its officers, employees, agents and contractors.

## **Communicating the plan to staff and people with disabilities**

- After advertising and adoption on Wednesday 15 July 2015, the adoption of the DAIP was again advertised through the Shire's website and local newspaper (The Yakabout) indicating that copies of the plan were available upon request and in alternative formats if required.
- As plans are amended Shire staff and the community will be advised of the availability of updated plans, using the above methods. These methods of communication have proven to be the most effective in the community of Three Springs.

## **Review and evaluation mechanisms**

The Disability Services Act requires that DAIPs 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 employee with responsibility for the DAIP will analyse progress in implementing the DAIP and provide a report to management and Council on progress and recommended changes to the implementation plan annually. This need not be an official Council agenda item if there is no decision required of the Council.

The Shire's DAIP was last reviewed and submitted to the Disability Services Commission in October 2013.

## **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 the 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.

The Shire is also required to report on progress in the prescribed format to the Disability Services Commission by July 31 each year.

## Strategies to improve access and inclusion

The following overarching strategies have been developed to address each of the seven desired outcome areas contained within this Disability Access and Inclusion Plan. These will form the basis of the Implementation Plan.

**Outcome 1:** People with disability have the same opportunities as other people to access the services of, and any events organised by a public authority.

| Strategy  | Timeline                     |
|---|------------------------------|
| Ensure that people with disability are consulted on their needs for services and the accessibility of current services.   | Ongoing                      |
| Monitor Shire services to ensure equitable access and inclusion.  | Ongoing                      |
| Improve access to the information in the library.   | Ongoing                      |
| Develop the links between the DAIP and other Shire plans and strategies (Includes all Integrated Planning documents developed 2011 - 2013).   | Ongoing                      |
| Ensure that events, whether organised or funded, are accessible to people with disability.  | Assessed prior to each event |
| Ensure that public toilets meet the associated accessibility standards.   | Ongoing                      |
| Scrutinise any documentation on any Shire sponsored or supported event (eg Western Desert Racers September each year to ensure that people with disability have the same opportunities as other people to be involved in the event. | Assessed prior to each event |
| Ensure that any physical event access issues are suitable prior to the approval of any event taking place.  | Assessed prior to each event |

**Outcome 2:** People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority.

| Strategy   | Timeline   |
|--|--|
| Ensure that all buildings and facilities meet the standards for access and any demonstrated additional need. | Disability access addressed when buildings undergo renovation and when inspected annually by Council's Staff |

|  |         |
|--|---------|
| Ensure that all new or redevelopment works provide access to people with disability, where practicable.                            | Ongoing |
| Ensure that ACROD parking meets the needs of people with disability in terms of quantity and location.                             | Ongoing |
| Advocate to local businesses and tourist venues the requirements for and benefits flowing from the provision of accessible venues. | Ongoing |
| Ensure that all recreational areas are accessible.   | Ongoing |

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

| Strategy  | Timeline |
|---|----------|
| Ensure that the community is aware that Shire information is available in alternative formats upon request. | Ongoing  |
| Improve staff awareness of accessible information needs and how to provide information in other formats.    | Ongoing  |
| Ensure that the Shire's website meets contemporary good practice.   | Ongoing  |

**Outcome 4:** People with disability receive the same level and quality of service from the employees of a public authority as other people receive from the employees of that public authority.

| Strategy  | Timeline |
|---|----------|
| Ensure that all employees, existing and new, and Elected Members are aware of disability and access issues and have the skills to provide appropriate services. | Ongoing  |
| Improve community awareness about disability and access issues.   | Ongoing  |
| Improve staff awareness of disability and access issues to provide a good service to people with disability.  | Ongoing  |

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

| Strategy | Timeline |
|----------|----------|
|----------|----------|

|  |         |
|--|---------|
| Ensure that current grievance mechanisms are accessible for people with disability.            | Ongoing |
| Ensure that grievance mechanisms are accessible for people with disability and are acted upon. | Ongoing |

**Outcome 6:** People with disability have the same opportunities as other people to participate in any public consultation by a public authority.

| Strategy   | Timeline |
|--|----------|
| Improve community awareness about consultation process in place.   | Ongoing  |
| Ensure that people with disability are actively consulted about the DAIP and any other significant planning processes. | Ongoing  |
| Ensure that people with disability are aware of and can access other established consultative processes.               | Ongoing  |
| Seek a broad range of views on disability and access issues from the local community.                                  | Ongoing  |

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

| Strategy  | Timeline |
|---|----------|
| Use inclusive recruitment practices.  | Ongoing  |
| Improve methods of attracting, recruiting and retaining people with disability.             | Ongoing  |
| Work with key disability employment support provider(s) to employ a person with disability. | Ongoing  |

# Appendix 1

## **Progress since the 2007 and 2013 Disability Access and Inclusion Plans**

- 1. People with disability have the same opportunities as other people to access the services of, and any events organised by a public authority.**
  - All Council events are accessible in all practical form to people with disability.
  - All event applications supported or sponsored by Council are carefully scrutinised to ensure that universal access and inclusion form part of the event.
  
- 2. People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority.**
  - Doctor and Dental surgeries constructed by Council have universal access and facilities that are appropriate and suitable for people with disability.
  - Alterations to the Shire Administration Building and library have included accessible features.
  - Upgrade works to the Three Springs Aquatic Centre have been undertaken which include accessible features for people with disability.
  
- 3. People with disability receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it.**
  - Common sense is used in that the ability to provide alternative formats for information is widely advertised. Alternative formats are not automatically used however are when requested.

4. **People with disability receive the same level and quality of service from the employees of a public authority as other people receive from the employees of that public authority.**
  - Key Shire employees are made aware of disability issues and that the same level and quality of service is to be applied to people with disability.
  
5. **People with disability have the same opportunities as other people to make complaints to a public authority.**
  - Similar to point 4 above key Shire employees are made aware of disability issues and that a complaint from someone with a disability has the same standing as a complaint from someone without.
  - Council has developed a “Complaint/Compliment” form which is available and applied equally to all people.
  
6. **People with disability have the same opportunities as other people to participate in any public consultation by a public authority.**
  - Municipal election voting is held in an accessible building, Council meetings are held in an accessible building, and any similar standards of information dissemination relating to consultation apply as has been prior mentioned in point 3 above.

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

| <b>Strategy</b>   | <b>Timeline</b> |
|---|-----------------|
| Use inclusive recruitment practices.  | Ongoing         |
| Improve methods of attracting, recruiting and retaining people with disability.             | Ongoing         |
| Work with key disability employment support provider(s) to employ a person with disability. | Ongoing         |

# Shire of Three Springs

## Disability Access and Inclusion Plan Implementation Plan 2015/16 and beyond

### Implementation Plan

The Implementation Plan details the task, timelines and responsibilities for each broad strategy to be implemented in 2015/16 and beyond to progress the strategies of the DAIP.

It is intended that the Implementation Plan will be updated annually to progress the achievement of all the strategies over the coming years.

**Outcome 1: People with disability have the same opportunities as other people to access the services of, and any events organised, by the Shire of Three Springs.**

| <b>Strategy</b>  | <b>Task</b>   | <b>Task Timeline</b>   | <b>Responsibility</b>          |
|--|---|--|--------------------------------|
| Ensure that people with disability are consulted on their need for services and the accessibility of current services. | <ul style="list-style-type: none"> <li>• Complaint/Compliment form introduced and accessible by all.</li> <li>Services provided or funded.</li> </ul>   | Ongoing  | Deputy Chief Executive Officer |
| Monitor Shire services to ensure equitable access and inclusion.   | <ul style="list-style-type: none"> <li>• Conduct systematic reviews of the accessibility of services.</li> <li>• Rectify identified barriers and provide feedback to consumers.</li> </ul>  | Ongoing<br>Ongoing   | Deputy Chief Executive Officer |
| Develop links between the DAIP and other Shire plans and strategies.   | <ul style="list-style-type: none"> <li>• Incorporate the objectives and strategies of the DAIP into all of the Shire's Integrated Planning documents.</li> <li>• Ensure in the review of all Integrated Planning documents that the objectives and strategies in the DAIP are incorporated into all documents.</li> </ul> | As plans are reviewed this is taken into account. Integrated planning documents being reviewed 2015/16 | Deputy Chief Executive Officer |
| Ensure that events, whether provided or funded, are accessible to people with disability.                              | <ul style="list-style-type: none"> <li>• Ensure all events are planned using the Accessible Events checklist.</li> </ul>  | As required  | Community Development Officer  |
| Ensure that Council sanctioned events are accessible to people with disability.  | <ul style="list-style-type: none"> <li>• Ensure all event organisers are aware of the requirements to be inclusive to people with disability.</li> </ul>  | As required  | Community Development Officer  |
| Improve access to the information in the library.  | <ul style="list-style-type: none"> <li>• Provide large print books and audio CD and DVDs for community members.</li> </ul>  | Implemented and ongoing. This service will continue to be improved                                     | Deputy Chief Executive Officer |

**Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Three Springs.**

| Strategy   | Task  | Task Timeline   | Responsibility                                   |
|--|---|---|--|
| Ensure that all buildings and facilities meet the standards for access and any demonstrated additional need. | <ul style="list-style-type: none"> <li>• Identify access barriers to buildings and facilities.</li> <li>• Prioritise and make a submission to Council to commence work on rectifying identified barriers.</li> </ul>  | Ongoing.<br>Inspected annually and requested at Council Budget Meetings | Deputy Chief Executive Officer                   |
| Ensure that all new or redevelopment works provide access to people with disability where practicable.       | <ul style="list-style-type: none"> <li>• Ensure that the legal requirements for access are met in all plans for new or redeveloped buildings and facilities.</li> <li>• Ensure that no development application is signed off without a declaration that it meets the legal requirements for disability access.</li> <li>• Ensure that key staff are trained and kept up to date with the legal requirements including the requirements of the BCA and the Disability Services Act.</li> </ul> | Ongoing<br><br>Ongoing<br><br>Ongoing                                   | Deputy Chief Executive Officer                   |
| Ensure that ACROD parking meets the needs of people with disability in terms of quantity and location.       | <ul style="list-style-type: none"> <li>• Undertake an audit of ACROD bays and implement a program to rectify any non compliance.</li> <li>• Consider the need for additional bays at some locations.</li> <li>• Ensure proposed car park upgrade as part of Stage 3 of the Swimming Pool Upgrade has adequate ACROD bays in correct location, signed and marked correctly.</li> </ul>   | Ongoing<br><br>Ongoing<br><br>October 2015                              | Deputy Chief Executive Officer and Works Manager |

**Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Three Springs.**

| Strategy   | Task  | Task Timeline                | Responsibility                 |
|--|---|------------------------------|--------------------------------|
| Advocate to local businesses and tourist venues the requirements for, and benefits flowing from, the provision of accessible venues. | <ul style="list-style-type: none"> <li>• Provide information (available on the DSC Website), on the needs of people with disability and of legal requirements and best practice.</li> <li>• Promote access to business.</li> <li>• Make access information available on the Shire's website.</li> </ul> | Ongoing                      | Deputy Chief Executive Officer |
| Ensure that all recreational areas are accessible.   | <ul style="list-style-type: none"> <li>• Conduct audit of Shire Swimming Pool, Community Halls and playgrounds.</li> <li>• Develop and implement a program of progressive upgrade if required.</li> </ul>   | November 2015<br><br>Ongoing | Deputy Chief Executive Officer |

**Outcome 3: People with disability receive information from the Shire of Three Springs 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. | <ul style="list-style-type: none"> <li>• Ensure that all documents carry a notation that it is available in alternative formats.</li> </ul>  | Ongoing   | Deputy Chief Executive Officer |
| Improve employee awareness of accessible information needs and how to provide information in other formats. | <ul style="list-style-type: none"> <li>• Make State Government Access Guidelines for Information, Services and Facilities available on the Shire employee intranet site.</li> <li>• Train employees in providing accessible information.</li> </ul>  | Completed<br><br>Ongoing                        | Deputy Chief Executive Officer |
| Ensure that the Shire's website meets contemporary good practice.   | <ul style="list-style-type: none"> <li>• Redevelop website to ensure it complies with the W3C web content guidelines.</li> <li>• IT Services Budget for and provide interpreters to significant events on request.</li> <li>• Make budget provision for interpreters and advertise the availability of the service.</li> </ul> | Completed<br><br>As required<br><br>As required | Deputy Chief Executive Officer |

**Outcome 4: People with disability receive the same level and quality of service from the employees of the Shire of Three Springs 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. | <ul style="list-style-type: none"> <li>• Determine training needs of employees and conduct training as required</li> </ul>   | Ongoing       | Deputy Chief Executive Officer |
| Improve community awareness of disability and access issues.  | <ul style="list-style-type: none"> <li>• All Integrated Planning documents have been developed with disability access and inclusion considerations, inclusive of consultation processes. Remains ongoing for reviews.</li> </ul> | Completed     | Deputy Chief Executive Officer |

**Outcome 5: People with disabilities have the same opportunities as other people to make complaints to the Shire of Three Springs.**

| Strategy  | Task  | Task Timeline                                      | Responsibility                 |
|---|---|--|--------------------------------|
| Ensure that grievance mechanisms are accessible for people with disability and are acted upon.  | <ul style="list-style-type: none"> <li>• Review current grievance mechanisms and implement any changes considered necessary.</li> <li>• Develop other methods of making complaints, such as web-based forms.</li> <li>• Promote accessible complaints mechanisms to the community.</li> </ul> | <p>November 2015</p> <p>Ongoing</p> <p>Ongoing</p> | Deputy Chief Executive Officer |
| Ensure that grievance mechanism process and outcome satisfaction survey forms are available in formats to meet the needs of people with disability. | <ul style="list-style-type: none"> <li>• Provide grievance mechanism process and outcome satisfaction survey forms in alternative formats upon request.</li> <li>• Undertake research to identify alternative means of providing grievance feedback.</li> </ul>                               | <p>As required</p> <p>November 2015</p>            | Deputy Chief Executive Officer |

**Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation by the Shire of Three Springs.**

| Strategy   | Task  | Task Timeline                                  | Responsibility                 |
|--|---|--|--------------------------------|
| Ensure that people with disability are actively consulted about the DAIP and any other significant planning processes. | <ul style="list-style-type: none"> <li>• Consult people with disability in a range of different consultation mediums, eg focus groups, interviews, surveys.</li> <li>• Develop a register of people to provide comment on access and inclusion issues.</li> </ul>     | <p>Ongoing</p> <p>November 2015</p>            | Deputy Chief Executive Officer |
| Ensure that people with disabilities are aware of and can access other established consultative processes.             | <ul style="list-style-type: none"> <li>• Ensure agendas, minutes and other documents are available on request in alternative formats and are published on the Shire's website.</li> <li>• Install an audio loop in Council Chambers in next refurbishment.</li> </ul> | <p>Ongoing</p> <p>Next major refurbishment</p> | Deputy Chief Executive Officer |

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

| Strategy  | Task  | Task Timeline                                | Responsibility                 |
|---|---|--|--------------------------------|
| Use inclusive recruitment practices.  | <ul style="list-style-type: none"> <li>• Ensure printed job advertisements are written using a minimum font size of 12 as well as in an easily readable font.</li> <li>• Include an Equal Employment Opportunity statement in recruitment advertising.</li> <li>• Ensure job interviews are held in an accessible venue.</li> </ul> | <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> | Deputy Chief Executive Officer |
| Improve methods of attracting, recruiting and retaining people with disability.             | <ul style="list-style-type: none"> <li>• Ensure flexibility when developing job descriptions.</li> <li>• Seek to provide flexibility in working hours and the ability to work from home if the tasks are conducive to the practice.</li> </ul>  | <p>Ongoing</p> <p>Ongoing</p>                | Deputy Chief Executive Officer |
| Work with key disability employment support provider(s) to employ a person with disability. | <ul style="list-style-type: none"> <li>• Promote job vacancies through DES providers where practicable.</li> <li>• Assess what financial incentives are available, what assistance is available and determine what constitutes reasonable adjustment.</li> </ul>  | <p>As required</p> <p>As required</p>        | Deputy Chief Executive Officer |

# SHIRE OF THREE SPRINGS

## DISABILITY ACCESS AND INCLUSION PLAN

The Shire of Three Springs will be considering some changes to its Disability Access and Inclusion Plan at its meeting to be held on Wednesday 15 July 2015. The changes are being introduced to comply with amendments to the Disability Services Amendment Regulations 2013 and incorporates two key amendments -

1. Terminology referring to a "Person with Disabilities" has been amended to read a "Person with Disability".
2. New Outcome 7 is included which states - "People with disability have the same opportunities as other people to obtain and maintain employment with a public authority."

The revised Plan generally indicates Council's commitment to making its services and amenities accessible to people with disability to the extent that is required by law and where it is both economically and practicably achievable.

For those who are interested, a copy of the Plan is available for inspection or collection at the Shire Office, Three Springs. Anyone wishing to comment, or provide submissions are invited to do so, as any advice received will be taken into account of during the Plan's annual review.

SYLVIA YANDLE

CHIEF EXECUTIVE OFFICER

SHIRE OF THREE SPRINGS WA 6519

6<sup>TH</sup> July 2015