

SHIRE OF PINGELLY

Disability Access and Inclusion Plan 2020 - 2025

This plan is available on the Shire's website and can be requested in alternative formats including electronic , hard copy in large and standard print, audio format on cassette or compact disc upon request.

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People living disability

The Australian Bureau of Statistics, 2012 Survey of Disability, Ageing and Carers (SDAC) estimated that 4.2 million Australians, or 18.5% of the population, had a disability. SDAC defines disability as any limitation, restriction or impairment which restricts everyday activities and has lasted, or is likely to last, for at least six months. The Disability Services Act (1993) defines 'disability' as meaning a disability which:

- is attributable to an intellectual, psychiatric, cognitive, neurological, sensory or physical impairment or a combination of those impairments;
- is permanent or likely to be permanent;
- may or may not be of a chronic or episodic nature; and
- results in substantially reduced capacity of the person for communication, social interaction, learning or mobility and a need for continuing support services.

Disability can impact on a person's ability to attain employment, gain access to educational opportunities and to participate in social and community activities. For instance, people aged between 15 and 64 years with a disability have both lower participation (53%) and higher unemployment rates (9.4%) than people without disability (83% and 4.9% respectively).

These statistics have important implications for the Shire of Pingelly which has one of the state's highest proportion of residents aged 60 years and over (35.6%) compared to the state average of 19.3% and the national average of 21.4%.

Planning for Access

It is a requirement of the Disability Services Act 1993 (amended 2004) that all Local Governments develop and implement a Disability Access and Inclusion Plan (DAIP). Preparation of this DAIP has identified opportunities to improve service and facility planning and delivery. This in turn will facilitate elimination of barriers which prevent access and inclusion by people with disability.

Other legislation underpinning access and inclusion includes the Western Australia Equal Opportunities Act 1984 (amended 1988), Commonwealth Disability Discrimination Act 1992 (DDA) and the United Nations Convention on the Rights of Persons with a Disability (2007). Additional legislation and policy relating to disability when planning for access and inclusion include:

- The Building Code of Australia (BCA) that provides a set of minimum requirements for new buildings and renovations;
- The Access to Premises Standard under the Disability Discrimination Act (DDA) that became effective for any buildings or major redevelopments commencing after May 2011;
- Count Me In – Disability Future Directions, the state government's long-term plan based on its vision that, 'All people live in welcoming communities that facilitate friendship, mutual support and a fair go for everyone'.

There is now broader awareness of the benefits of being more diverse, accessible and inclusive throughout all aspects of the community. The Shire's Strategic Community Plan 2020-30 envisions a growing community underpinned by being inclusive and resilient.

Access and Inclusion Statement

Preparation of this DAIP has identified opportunities to improve service and facility planning and delivery to eliminate barriers preventing access and inclusion by people with disability, their families and carers.

The Shire envisions an accessible and inclusive community as one in which all Council facilities and services are planned and delivered as 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 Pingelly:

- Recognises that people with disability are valued members of the community who make a variety of contributions to local life in social, economic and cultural sectors;
- Believes that a community that recognises its diversity and supports the participation and inclusion of all its members makes for a richer community life;
- Believes that people with disability, their families and carers should be supported to remain in and connected to the community;
- Is committed to consulting people with disability, their families and carers and disability organisations in addressing barriers to access and inclusion;
- Will ensure its agents and contractors take all practical measures to implement desired outcomes of the DAIP;
- Is committed to supporting local community groups and businesses to provide access and inclusion of people living with disability;
- Will ensure that recruitment policies, procedures and practices actively encourage and include people with disability.

Development of the DAIP 2020-25

Development Process

During 2019-20 the Shire undertook a review of the DAIP 2015-19 and consulted with key Shire employees, community members and local agencies to draft a DAIP that guides further improvements in access and inclusion. The process included:

- An internal review of the DAIP 2015-19 outcomes to determine what had been achieved and an evaluation on what was unaccomplished.
- Consultation with key Shire employees, and
- Consultation with the community, people living with disability, their families, carers and disability service providers.

Consultation Process

The Disability Services Act Regulations (2004) sets out the minimum consultation requirements for public authorities in relation to DAIPs. Local Governments must call for submissions by notice of newspaper, circulating in the local district of the Local Government and any website maintained by or on behalf of the Local Government.

The methods selected were suited to the nature and needs of the community and are in line with the outcomes the Shire was hoping to achieve through consultation. The consultation period extended throughout March 2020 with submissions by the community, people with disability, their families and carers requested via:

- Advertising campaign in local print media;
- The Shire's website;
- Direct contact with
 - People with disability;
 - Key disability service providers.

The consultation process included:

1. Consultation with people with disability, their families, carers and disability service providers

- Request for public comment: Collected information from people with disability, their family members and carers regarding their experiences in accessing the Shire of Pingelly's services, buildings, and information. Information about making a complaint and employment opportunities at the Shire were also collected.
- Focus group: Consisting of local people and disability service providers about the Shire's progress with the seven outcomes from the DAIP 2015-19. Participants had the opportunity to discuss and provide suggestions for inclusion in the DAIP 2020-25.
- Community Survey: Targeting local people to determine current perceptions and awareness, as well as levels of engaging people living with a disability in community activities.

2. Consultation with Shire staff

- Survey: Collected information from Shire of Pingelly staff regarding their experiences and feedback around the community's ability to access Shire of Pingelly's services, buildings and information.
- Workshop: Present results from the community consultation process to the Executive Management team. Include discussion about the results including potential barriers to participation and identify potential strategies for the DAIP 2020-25.

Findings from the Consultation Process

While the internal review and public consultation celebrated achievement in improving access and inclusion, there remains several barriers. The DAIP 2020-25 will address these, while also reflecting changes to legislative requirements and accommodating the community's aspirations captured in the Shire's 2020-30 Strategic Community Plan.

Access barriers and other issues identified included:

- Opportunities for ongoing community awareness of the DAIP.
- Local perceptions and attitudes toward people living with disability.
- Limited awareness of consultation opportunities with the Shire.
- Improvements to Shire processes to foster inclusivity.
- Increase ACROD parking.
- Improvements to local pathways and footpaths; i.e. lack of tactile paving, road to footpath transition issues or gaps in network.
- Events may not be held in a format or at a location suitable for achieving maximum community participation.
- Events specifically for people with disability or to raise awareness of disability.
- Improve access to the Shire Office.
- Staff confidence or awareness to adequately provide the same level of service to people living with disability.

The DAIP 2020-25 strategies and implementation plan reflect initiatives to address these findings.

Responsibility for implementing the DAIP

The Disability Services Act 1993 (amended 2004) requires all public authorities to take all practical measures to ensure that the DAIP is implemented by its officers, employees, agents and contractors. Implementing the Shire of Pingelly's DAIP strategies is the responsibility of all operating sections of the Shire and the strategies will identify staff responsible for each action.

Communicating the DAIP

- **March 2020** Internal review by Shire Executive team to measure progress and identify achievements.
- **March 2020** Place an advertisement in the local newspaper and Shire website inviting public comment for a period of three weeks on the DAIP 2015-19 with the option to request the document in an alternative format including electronic format via email, in hardcopy, or large/small print.
- **March 2020** Community consultation workshop.
- **April 2020** Distribute the Draft DAIP 2020-25 to participants of the consultation process for review and feedback.
- **May 2020** The DAIP 2020-25 is finalised and considered by Council for endorsement, before notice is published in the local newspaper.
- **Ongoing 2020-25** Progress of the DAIP will be reported in the Shire of Pingelly's Annual Report. Should the DAIP be amended Shire employees and the community will be advised of the availability of updated plans including alternative formats.

Review and Evaluation Mechanisms

The Disability Services Act (amended 2004) sets out the minimum review requirements for public authorities in relation to DAIPs. The Shire's DAIP will be formally reviewed at least every five years, in accordance with the Act. Should the DAIP 2020-25 be amended, a copy of the amended plan will be lodged with the Department of Communities.

Monitoring and Reviewing

- The Shire will continue to liaise with the community to review progress on the implementation of the strategies identified in the DAIP.
- A review of the Shire's DAIP 2015 -19 is included in the DAIP 2020-25 which will be submitted to the Department of Communities in

2020. The report will outline what has been achieved under the Shire DAIP 2015-19.

- The Shire in liaison with the community and relevant employees will prepare a report each year on the implementation of the DAIP.

Evaluation

- The Shire will continue to inform and seek feedback from people with disability, their families, carers and disability organisations regarding the DAIP outcomes and strategies.
- Elected Members and Shire employees will be kept informed about the implementation of the DAIP and feedback on the effectiveness of the strategies will be sought.
- The DAIP will be reviewed bi-annually and amended accordingly based on consultation with the people with disability, their families, carers, disability organisations, Shire employees and Elected Members.

Reporting on the DAIP

The Disability Services Act (amended 2004) sets out the minimum reporting requirements for public authorities in relation to their DAIPs. The Shire of Pingelly will report on the implementation of the DAIP through its Annual Report and by completing the Department of Communities prescribed progress report template by July 4 each year, outlining:

- Progress towards the outcomes of the DAIP;
- Progress of the Shire's agents and contractors towards meeting the seven desired outcomes, and
- Strategies used to inform agents and contractors about the DAIP.

Progress and Achievements from the Disability Access and Inclusion Plan 2015-19

Since the endorsement by the Shire Council of the DAIP 2015-19, the review found the Shire of Pingelly has undertaken a range of initiatives over the years to facilitate access and inclusion for people with disability. These include:

Initiative	Corresponding DAIP Outcome
Successful grant applicant for the Lighthouse Project, provided by Local Government Professionals WA and administrated by Department of Communities, to deliver the <i>Pingelly and Surrounding Districts Disability in Employment Awareness Program</i> .	1, 3, 4, 5, 6
The provision of Disability, Access and Inclusion awareness training to all Shire of Pingelly staff, as well as facilitation of targeted workshops for local businesses, community groups and surrounding local government areas.	1, 3, 4, 5, 6
All Shire of Pingelly Administration staff completed the Forrest Personnel Disability, Access and Inclusion short course.	1, 3, 4, 5, 6
Implementation of the Shire of Pingelly Customer Service Charter which includes information for accessing the National Relay Service for people who are deaf, have a hearing impairment or speech impairment.	1, 3, 4, 5
Construction of the Pingelly Recreation and Cultural Centre (PRACC) to replace the former Pingelly Community Centre to current building standards.	2
Corporate documents including agendas, minutes and other documents are available on request in alternative formats and are published on the Shire's website.	3, 6
Implementation of inclusive recruitment practices, including incorporation of Equal Employment Opportunity statement on job vacancy advertisements, job advertisements are available in an accessible format and interviews for positions are held in accessible venues.	1, 7

Strategies to improve Access and Inclusion

As a result of the consultation process the following strategies will guide actions for 2020-25. The seven desired outcomes provide a framework for improving access and inclusion for people with disability in the Shire of Pingelly.

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

Strategy	Responsibility	Timeframe
1.1 Ensure that people living with a disability are consulted on their need for services and the accessibility of current services.	DCCS	Ongoing
1.2 Incorporate the objectives of the DAIP into Council's Strategic Community Plan, and Corporate Business Plan.	CEO	Ongoing
1.3 Ensure Shire staff, agents and contractors are aware of the DAIP and of the requirements for providing access and inclusion to services and events.	DCCS	Ongoing

Outcome two: People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Pingelly.

Strategy	Responsibility	Timeframe
2.1 Ensure that all Shire facilities and infrastructure comply with minimum access standards as required by Australian Standards on Access and Mobility (AS 1428 suite) and are physically accessible and safe.	DCCS / DTS	Ongoing
2.2 Ensure ACROD parking meets the needs of people with disability in terms of quantity and location.	DTS	Ongoing
2.3 Continue to review and improve access to public open spaces and public areas, including: facilities, parks and reserves	DTS	Ongoing
2.4 Prioritise addressing access barriers to the Shire's existing public buildings and facilities.	DCCS / DTS	Ongoing

Outcome three: People with a disability receive information from the Shire of Pingelly in a format that enables them to access the information as readily as other people.

Strategy	Responsibility	Timeframe	
3.1	Ensure that the community is aware Shire information is available in alternative formats upon request.	CEO	Ongoing
3.2	Ensure information from the Shire website is accessible	CEO	Ongoing
3.3	Ensure reception staff are aware of the DAIP and its implementation plan and know how to respond to a customer who may request that Shire documents be provided in an alternative format.	DCCS	Ongoing
3.4	Complete an audit of signage and ensure that signage meets accessibility requirements.	DTS	Ongoing

Outcome four: People with a disability receive the same level and quality of service from the staff of the Shire of Pingelly as other people.

Strategy	Responsibility	Timeframe	
4.1	Improve staff awareness of disability and access issues and improve skills to provide a good service to people with disability.	DCCS	Ongoing
4.2	Seek feedback on service provision for people with disability.	DCCS	Ongoing
4.3	Improve Executive Management's awareness of the importance of the DAIP as an instrument for improving access and inclusion within the Shire.	CEO	Ongoing

Outcome five: People with disability have the same opportunities as other people to make complaints to the Shire of Pingelly.

Strategy	Responsibility	Timeframe	
5.1	Ensure that current complaint processes are accessible for people with disability.	DCCS	Ongoing
5.2	Ensure that all information relating to the complaints/ feedback process is available in alternative formats as required.	DCCS	Ongoing
5.3	Promote the Shire's complaints and reporting processes.	DCCS	Ongoing

Outcome six: People with disability have the same opportunities as other people to participate in any public consultation by the Shire of Pingelly.

Strategy	Responsibility	Timeframe	
6.1	Ensure people with disability are actively consulted about the DAIP.	DCCS	Ongoing
6.2	Support and encourage people with disability to attend community consultations.	DCCS	Ongoing
6.3	Continue to seek a broad range of views on disability access issues from the local community.	DCCCS	Ongoing

Outcome seven: People with disability have the same opportunities as other people to obtain and maintain employment with the Shire of Pingelly

Strategy	Responsibility	Timeframe	
7.1	Implement flexible employment practices	CEO	Ongoing
7.2	Ensure the Shire's recruitment procedures and practices encourage people with disability to apply for job vacancies with the Shire.	DCCS	Ongoing
7.3	Ensure that any Shire employee with a disability receive the support required to successfully undertake their work as specified in their position description.	DCCS	Ongoing