



# Minutes

## Disability Services Advisory Committee

Held at the Shire of Denmark Committee room,  
953 south coast highway, Denmark on  
Wednesday, 22 August 2018.

### Contents

<b>Disclaimer .....</b>	<b>2</b>
<b>1. Declaration of opening / Announcement of visitors.....</b>	<b>3</b>
<b>2. Record of attendance/apologies/approved leave of absence .....</b>	<b>3</b>
Applies to Elected Members only.....	3
2.1 Declarations of interest:.....	3
<b>3. Announcements by the person presiding.....</b>	<b>3</b>
<b>4. Confirmation of minutes .....</b>	<b>4</b>
<b>5. Reports.....</b>	<b>4</b>
5.1 Draft Disability Access & Inclusion Plan 2018-2023 .....	4
5.2 International Day of People with Disability.....	6
5.3 Inclusion of Denmark Over 50s in DSAC.....	7
<b>6. General business.....</b>	<b>7</b>
<b>7. Next meeting.....</b>	<b>8</b>
<b>8. Closure of meeting.....</b>	<b>8</b>

## Disclaimer

### Disability Services Committee

22 August 2018

These minutes and resolutions are subject to confirmation by the Committee and therefore prior to relying on them, one should refer to the subsequent meeting of the Committee with respect to their accuracy.

No responsibility whatsoever is implied or accepted by the Shire of Denmark for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff.

The Shire of Denmark disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or limitation or approval made by a member or officer of the Shire of Denmark during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Denmark. The Shire of Denmark warns that anyone who has an application lodged with the Shire of Denmark must obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Denmark in respect of the application.

## 1. Declaration of opening / Announcement of visitors

10.10am – *The Presiding Person, Cr Mark Allen, declared the meeting open.*

## 2. Record of attendance/apologies/approved leave of absence

### Members:

Cr Mark Allen

Mr Adrian Hinds, Professional Member (Community)

Mr Peter Boyes, Community Member

Ms Anwen Handmer, Community Member

Ms Alicia Wood, Community Member

Ms Helen Spencer, Community Member

Ms Lyn Perry, Denmark Over 50s Association Representative

Vacant, Acting Director of Nursing, Denmark Health Service Representative

Vacant, Disability Services Commission Representative

### Staff:

Mr David Schober, Manager Community Services

Mrs Claudia Simpson, Community Development Officer

### Apologies:

Julie Hollingworth, Director of Nursing/Health Service Manager

Gabrielle Rose, Department of Communities

Ms Alicia Wood

### On leave of absence:

Nil

**Applies to Elected Members only.**

### Absent:

Nil

### Visitors:

Nil

### 2.1 Declarations of interest:

Nil

Name	Item No	Interest	Nature

## 3. Announcements by the person presiding

*Cr Mark Allen introduced and thanked new committee member Ms Helen Spencer.*

## 4. Confirmation of minutes

### 4.1 Committee meeting

The Mover of a motion to confirm the Minutes of a Council or Committee meeting has to have been present at that meeting.

<b>COMMITTEE RESOLUTION &amp; OFFICER RECOMMENDATION</b>	Item 4.1
--	----------

Moved: Ms Lyn Perry

Seconded: Mr Adrian Hinds

That the minutes of the Disability Services Advisory Committee meeting held on the 27 June 2018, be confirmed as a true and correct record of the proceedings.

Carried: 6/0

## 5. Reports

### 5.1 Draft Disability Access & Inclusion Plan 2018-2023

Pursuant to the Disability Services Act 1993 the Shire of Denmark is required to have a current Disability Access and Inclusion Plan (DAIP). A copy of the draft Shire of Denmark 2018-2023 DAIP was been provided to the Committee for review and comment.

*Mrs Simpson presented the draft Shire of Denmark Disability Access and Inclusion Plan 2018-2013 to the committee.*

*Mrs Simpson explained that the 2018-2023 DAIP was developed following community consultation encompassing individuals, community groups and stakeholders.*

*Mrs Simpson said that the new DAIP aligns with the Shire of Denmark Strategic Plan Denmark 2027 and the built environment and community aspirations set in the plan.*

*Mrs Simpson described the strategies formulated to address barriers to access and inclusion in each of the seven desired outcome areas of the DAIP.*

#### ***Desired outcomes of the DAIP***

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

- *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.*
- *People with disability receive the same level and quality of service from the staff of a public authority as other people receive from the staff of that public authority.*
- *People with disability have the same opportunities as other people to make complaints to a public authority.*
- *People with disability have the same opportunities as other people to participate in any public consultation by a public authority.*
- *People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.*

*Mrs Simpson asked the committee to endorse the draft DAIP 2018-2023 to be presented at the September Council meeting.*

*Ms Spencer asked if it was possible to assign completion dates to some of the DAIP strategies rather than an ongoing timeline.*

*Mrs Simpson explained that the DAIP document is the overarching five year strategy and that there would be opportunity to assign dates of completion to specific tasks once the yearly implementation plan is developed.*

*Mr Schober explained that for tasks to have an implementation date they must be backed up by the financial plan and have a budget allocation. He noted that he would be reluctant to allocate a task completion date until financial backing is secured.*

*Ms Handmer asked if the Shire could consider including affirmative employment measures in the DAIP to address barriers relating to outcome 7 in particular with regard to skilled employment.*

*Mr Schober explained that the strategy formulated to address outcome 7 provided flexibility to explore a range of actions that could be undertaken to address barriers to employment. He also noted that it would be difficult for the Shire to implement an affirmative measures policy.*

#### Outcome

- *Ms Helen Spencer moved the motion that employment opportunities for People with Disability be placed on the agenda for next meeting and that prior to the meeting the Shire's HR Employment Policy be circulated to all committee members.*

**COMMITTEE RESOLUTION & OFFICER RECOMMENDATION**

Item 5.1

Moved: Ms Helen Spenser

Seconded: Mr Adrian Hinds

That employment opportunities for People with Disability be placed on the agenda for next meeting and that prior to the meeting the Shire's HR Employment Policy be circulated to all committee members.

Carried: 6/0

Outcome

- *The Committee endorsed the draft DAIP without alterations to be presented at the September Council Meeting.*

**COMMITTEE RESOLUTION & OFFICER RECOMMENDATION**

Item 5.1

Moved: Mr Adrian Hinds

Seconded: Mr Peter Boyes

That the draft DAIP 2018-2023 be endorsed by the Disability Services Advisory Committee to be presented at the September Council Meeting to be made available to the public, for a period of 28 days, through Council's adopted Community Consultation process.

Carried: 6/0

**5.2 International Day of People with Disability**

The 2018 International Day of People with Disability will be Monday 3 December. An amount of \$3000 has been allocated in the 2018/19 budget to hold an event.

Discuss ideas for 2018:

- Disability challenge
- Inspirational speaker
- Staff training opportunities

*Ms Simpson advised the Committee that \$3000 had been made available in the Municipal Budget for an event to celebrate International Day of People with Disability.*

*The Committee discussed the possibility of holding a Disability Challenge similar to the 2017 event, involving a larger section of the community.*

*Ms Simpson said that youth could be involved in the event through a partnership with the high school and that opportunity could exist to expand the event to include music. Ms Simpson also suggested the event could be an opportunity to launch an expanded version of the Flying High Book.*

*Ms Handmer said she could organise Ms Katie Bell as a speaker for the event.*

*Cr Allen said he would like to see some positive outcomes from the event and would support expanding the event. Cr Allen offered to develop the route for the challenge.*

*11.55am – Mr Schober left the meeting and did not return.*

*Ms Spencer said she would like the event raise community awareness and provide a platform to share personal stories. Ms Spencer said she would like to organise a second event in the form of a Disability Services expo to be held in early 2019.*

*Mrs Simpson suggested the committee may like to focus on the funded event.*

#### Outcome

- *The committee agreed to form an event organising subcommittee.*
- *The subcommittee will consists of Cr Mark Allen, Ms Anwen Handmer, Ms Helen Spencer, Ms Lyn Perry and Mrs Simpson.*
- *Mrs Simpson will email the group with meeting details.*

### **5.3 Inclusion of Denmark Over 50s in DSAC**

Presiding member Cr Mark Allen will discuss options to formally include Denmark Over 50s Association as a reference group for the DSAC.

*Cr Mark Allen noted he would like greater involvement from the Over 50s Group in DSAC.*

*Ms Lyn Perry, Denmark Over 50s Association Representative, invited Cr Allen to attend the Over 50s Monthly Group as a guest speaker.*

#### Outcome

- *Cr Mark Allen agreed to attend their next scheduled monthly meeting to talk to the group.*

## **6. General business**

*Mr Adrian Hinds raised the following access issues:*

*Bridge access near Denmark Fire Station needs addressing. Cr Allen said he had reported the issue to Infrastructure Services.*

*Ensure drainage at the Rec Centre is cleaned so that water does not gather near the front entrance. Ensure drainage is cleaned in time for the upcoming elections. Mrs Simpson will forward the request to Infrastructure Services.*

*Corner of Catholic Church services require lids on them, holes are a trip hazard. Mrs Simpson will report issue to Infrastructure Services.*

Outcome

- *Cr Mark Allen will follow up the request regarding the bridge near Denmark Fire Station.*
- *Mrs Simpson will follow up the other two requests.*

*Cr Allen discussed the community satisfaction survey results for Disability Services. Cr Allen said he was disappointed with the below industry standard score received for disability services since the Committee had been working hard to create positive outcomes for the community. Cr Allen said the committee and the Shire need to focus on promoting the services offered and continuing to do the best job possible.*

*Ms Helen Spenser said Denmark CRC is planning an event for Carers Week and invited some of the committee members to get involved. Ms Handmer agreed to take part.*

## **7. Next meeting**

The next meeting will be held on Wednesday 24 October, commencing at 10.00am.

## **8. Closure of meeting**

*12.40pm – The Presiding Person, Cr Mark Allen, declared the meeting closed.*

These minutes were confirmed at the meeting of the \_\_\_\_\_

Signed: \_\_\_\_\_

*(Presiding Person at the meeting at which the minutes were confirmed.)*