SHIRE OF DENMARK





DISABILITY SERVICES ADVISORY COMMITTEE

HELD IN THE COUNCIL'S COMMITTEE ROOM, 953 SOUTH COAST HIGHWAY, DENMARK ON THURSDAY, 12 MARCH 2015.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

11.20am – The Presiding Person, Cr Morrell, declared the meeting open.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr David Morrell (Presiding Person) Mr Adrian Hinds, Community Member (Deputy Presiding Person) Mrs Carolyn Birdseye, Community Member Mr Peter Boyes, Community Member Mrs Dale Fewings, Professional Member (Community) Ms Gabrielle Rose, Disability Services Commission Representative Mr Richard Keasy, Community Member

<u>STAFF</u>:

Ms Claire Thompson, Executive Assistant

APOLOGIES:

Ms Margaret Walker, Denmark Over 50s Association Representative Mr Sam Barron, Health Service Manager, Denmark Health Service Representative

ON LEAVE OF ABSENCE:

Nil

<u>ABSENT</u>: Nil

VISITORS: Nil

DECLARATIONS OF INTEREST: Nil

3. ANNOUNCEMENTS BY THE PERSON PRESIDING Nil

4. PUBLIC QUESTION TIME

Nil

5. CONFIRMATION OF MINUTES

5.1 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.

COMMITTEE RESOLUTION & OFFICER RECOMMENDATIONITEM 5.1MOVED: Adrian HindsSECONDED: Carol BirdseyeThat the minutes of the Disability Services Advisory Committee meeting held on the 12January 2015, be confirmed as a true and correct record of the proceedings.CARRIED

6. **REPORTS**

6.1 Document Distribution

At the meeting held on 12 January 2015, members resolved that all papers, from Council Officers or Committee Members, that have been not been distributed with this Agenda should be dealt with as the first item of business of the Agenda such that the Committee can determine whether to consider the matter at this meeting or schedule it for a subsequent meeting, or note the matter as no further action to be required.

Noted. Neither the Officer nor Members had any documents to distribute.

6.2 2013 - 2018 Disability Access & Inclusion Plan (DAIP)

A copy of the adopted DAIP has previously been provided to all members and a current version of the Implementation Plan is attached for consideration and action.

The DAIP has 7 overarching Outcomes, each Outcome has Strategies and each Strategy has Actions. Whilst keeping in mind each associated Outcome and Strategy, it is recommended that the Committee should concentrate on each Action and work towards achieving these within the next five years.

OFFICER COMMENT

Updates to the Implementation Plan since the last meeting have been highlighted yellow on the attached current version (current as at 12 March 2015).

6.2.1 AUDIT OF CBD PARKING & FOOTPATHS

The onsite visit and walk about the CBD took place prior to the meeting where members were asked to consider the following two strategies & actions in the DAIP;

- 1. Strategy 1.6 Parking
 - Investigate the position of on / off ramps, including signs, particularly at the northern end of Strickland St. It was previously noted that there were no ramps in north Strickland St carpark and limited 'connection' of on/off ramps between Supa IGA and carpark.
 - Investigate the existing ACROD bays within the Shire of Denmark with respect to compliance (particularly width, condition of surface areas & access to footpaths) with current Australian Standards and consider upgrading in future capital works and line marking.
- 2. Strategy 2.2 Footpaths & Trails
 - Undertake an audit of existing footpaths, including on & off ramps, slopes, railing & tactile warning strips, within the Denmark Townsite, for consideration in the path development plan.

AUDIT ITEMS – DENMARK CBD

- □ On Off Ramps
 - Location do they 'match up'?
 - Tactile retrofit?
 - Rails?
 - Other?

- □ Pathways
 - Slopes
 - Rails
 - Colour contrasts between different levels or surfaces
 - Other?

□ ACROD Bays - Existing

- Location considering getting in and out of vehicle / access to footpath
- Size
- Surface
- Other?

<u>Outcome</u>

It was agreed that members would write down the areas that they believe could or should be addressed within the CBD and submit them to the Executive Assistant for inclusion and discussion at the next meeting, including comments from the Chief Executive Officer and the Director of Infrastructure Services on the suggested improvements.

6.2.2 REVIEW OF DAIP – OUTCOME 7

Summary:

This report recommends that the Committee commence a review of the Shire of Denmark's Disability Access & Inclusion Plan ("the DAIP") and include the correction of the wording of Outcome 7.

Background:

The DAIP was adopted by Council on the 9 July 2013 following a review by the Disability Services Advisory Committee and a public advertising process.

It has been identified the wording of Outcome 7 of the DAIP is incorrect and requires correcting.

Consultation:

Council's Chief Executive Officer Disability Services Commission

Statutory Obligations:

Regulation 8 of the Disability Services Regulations 2004 states as follows;

For the purposes of section 29(4) of the Act, a report about a disability access and inclusion plan must include information relating to —

- a) progress made by the relevant public authority and any agents and contractors of the relevant public authority in achieving the desired outcomes specified in Schedule 3; and
- b) the strategies implemented by the relevant public authority to inform its agents and contractors of its disability access and inclusion plan.

Schedule 3 of the Disability Service Regulations 2004 lists the seven (7) desired Outcomes of any DAIP.

Outcome 7 was added to Schedule 3 in June 2013. Prior to this, there were only 6 Outcomes.

Policy Implications:

There are no known policy implications.

Budget / Financial Implications:

Whilst there are no known financial implications upon either the Council's current Budget or Long Term Financial Plan relating to this particular report, there will be minor costs associated with advertising any proposed amendment of the DAIP.

Comment/Conclusion:

The DAIP Outcome 7 currently reads,

"Provide Information, Opportunities and Encouragement to Raise the Awareness of the Community Regarding Disability Access and Inclusion."

Schedule 3 of the Disability Services Regulations 2004 states that Outcome 7 should read,

"People with disability have the same opportunities as other people to obtain and maintain employment with a public authority."

Public Authorities can add as many additional outcomes as they choose and it is possible that the Council Officer, when reviewing the DAIP, found the wording for Outcome 7 from another public authority's DAIP believing it to be the correct wording for the new, Outcome 7 which was going to be included in the Regulations.

Whilst the correct wording for Outcome 7 needs to be included in the DAIP, there is nothing preventing the Committee from recommending that the Outcome be inserted rather than replace the existing Outcome (therefore creating a DAIP with 8 Outcomes).

The Officer, following consultation with the CEO, makes the following comments on the actions listed under the current 7th Outcome;

ACTION 1

 Refer issues identified through consultations which are not the responsibility of the Shire, to relevant parties, such as government agencies or local businesses.

Comment – this is already done as a matter of day to day business. Matters which are raised with Council that are not the responsibility of the Council are referred to the relevant responsible organisation. Recommend that this Action be removed from the DAIP completely.

ACTION 2

 Investigate Mentally Health WA's Act Commit Belong program to encourage people to take action to improve their mental health and wellbeing.

Comment – This could be incorporated under Outcome 1 – Strategy 1.2 and referred to the Manager of Recreation & Youth Services for consideration when developing future programs and activities.

The Officer recommends that the current Outcome 7 be removed.

The Officer recommends that the Committee recommends to Council that the DAIP be amended, considers Outcome 7 and discusses Strategies and Actions to achieve the Outcome.

Outcome 7

People with disability have the same opportunities as other people to obtain and maintain employment with the Shire of Denmark.

OFFICER RECOMMENDATION

ITEM 6.2.2

That with respect to the Disability Access & Inclusion Plan (DAIP) 2013-2018, the Disability Services Advisory Committee recommends to Council that the following amendments be made to the DAIP and that the proposed changes be advertising in accordance with statutory obligations;

- 1. Outcome 7 be replaced with the following words "People with disability have the same opportunities as other people to obtain and maintain employment with the Shire of Denmark";
- 2. The first Action under 7.1 be removed;
- 3. The second Action under 7.2 be incorporated into Strategy 1.2;
- 4. The following Strategy(ies) be added;

5. The following Action(s) be added;

COMMITTEE RECOMMENDATION

MOVED: Adrian Hinds

ITEM 6.2.2 SECONDED: Peter Boyes

That with respect to the Disability Access & Inclusion Plan (DAIP) 2013-2018, the Disability Services Advisory Committee recommends to Council that the following amendments be made to the DAIP and that the proposed changes be advertising in accordance with statutory obligations;

- 1. Outcome 7 be replaced with the following words "People with disability have the same opportunities as other people to obtain and maintain employment with the Shire of Denmark";
- 2. The first Action under 7.1 be removed;
- 3. The second Action under 7.2 be incorporated into Strategy 1.2; and
- 4. That Strategy(ies) and Action(s) be developed and added by Council Officers, in consultation with the Chief Executive Officer and Directors, prior to putting this recommendation to Council.

REASONS FOR CHANGE

Members felt that Council Officers were in a better position than them to develop Strategies and Actions with respect to opportunities for people with disability to obtain and maintain employment with the Shire of Denmark.

11.55pm – Ms Rose left the meeting and did not return.

6.3 Paths & Trails Advisory Committee Representative Update

Mr Boyes, dual member of the Paths & Trails Advisory Committee, provided an update on matters relating to the Disability Services Advisory Committee on the following;

- Mt Lindesay Riding Trail was discussed.
- Mokare Walk Trail was discussed, namely the following topics;
 - A sign had been erected on the eastern side advising people to watch their step.
 - There were still issues relating to Sword Grass but presence of Watsonia had diminished.
 - The Committee were still looking at different avenues with respect to better access on the eastern side, from the trail to South Coast Highway.
 - The Committee had heard that a price had been obtained for installing an accessible ramp on the southern, eastern side of the Trail, from the pathway to the Rail Trail Bridge and that it would be a substantial investment.
- The Next meeting of the Committee would be towards the end of the month.

Cr Morrell stated that he was aware that Riverside Club were looking at incorporating an alternative accessible route from the eastern side of the Rail Trail (northern end) to South Coast Highway during Stage 2 of their development.

Members discussed the ramp on the southern, eastern side of the trail (to the Rail Trail Bridge) noting that they believed it should be made accessible.

Outcomes

Cr Morrell to discuss access from the southern, eastern end of the trail to the Rail Trail Bridge to find out what options the Paths & Trails Advisory Committee had looked at.

6.4 Plane Tree Precinct Development Concept Plan

Members have been advised that won't necessarily be able to provide any further input into the detail of the works once funding was secured and the project commenced.

For this reasons, members referred to some areas of concern which had been identified, at a previous meeting, by the Manager of Health Services.

At the meeting held on 12 January 2015, Members requested a list of those items for consideration.

Mr Barron has provided the following notes;

- 1. There is not much rain protection on the semi-circle if the intention is for this to be used as seating to face a stage or activities eg street theatre situated on the corner.
- 2. I cannot tell if the semi-circle has ramped ends or is a small drop off. If it is a drop off the community member with disability may be limited to standing closer to the ramped entry which would be directly facing the sun in summer afternoons.
- 3. The ramp access needs to be greater than standard which I think is about 83cm, most times they build it so you can get past a pram or wheelchair but not if a wheelchair or two prams have to pass each other going in the opposite direction.
- 4. The area will be a skaters paradise so suggested some early thought around deterrence etc.
- 5. There does not seem to be a ramp to the building on the right hand side or west in the diagram.
- 6. Also there is very limited ambulance trolley access other than steps and that single ramp access unless it is up the back somewhere.

Officer Comment:

In terms of rain protection, it is suggested that the area was not proposed to be "all-weather" and that the theatre would not be used if it was raining.

With respect to skateboards, the Working Group had already considered this and aware that whilst there are design elements that can deter skateboarders, it is generally difficult to prevent completely, as with any footpath, retaining wall etc..

COMMITTEE RESOLUTION & OFFICER RECOMMENDATIONITEM 6.4MOVED: Adrian HindsSECONDED: Carol Birdseye

That with respect to the Plane Tree Development Concept Plan, the Disability Services Advisory Committee request that the following points of potential concern be referred to the Chief Executive Officer for consideration in the detailed design, should funding be secured and the works proceed;

- 1. If the semi-circle has a small drop off, consider that a person with disability may be limited to standing closer to the ramped entry which would be directly facing the sun in summer afternoons.
- 2. Suggest that the ramp access needs to be greater than standard. Most times they build it so you can get past a pram or wheelchair but not if a wheelchair or two prams have to pass each other going in the opposite direction.
- 3. There does not seem to be a ramp to the building on the right hand side or west in the diagram.
- 4. There is very limited ambulance trolley access other than steps and that single ramp access unless it is up the back somewhere.

CARRIED

6.5 Disability Services Commission E-Bulletin – March 2015

Attached is the latest E-Bulletin from the Disability Services Commission, for information.

Noted.

7. GENERAL BUSINESS

7.1 Hobbies are Healthy Art Workshops

Mrs Fewings advised that she had received some further funding from Green Skills Inc. to facilitate more "Hobbies are Healthy" Workshops which were likely to be held sometime in June 2015. Mrs Fewings said that the focus of these workshops was for people to attend with a friend or relative who has a disability with a view to encouraging new relationships with others. Mrs Fewings stated that she hoped that it would provide a platform for attendees to get to know each other and perhaps pursue other common interests as a group in the future.

Mrs Fewings asked members to help promote the workshops amongst their networks.

7.2 International Day of People with Disability

Mr Boyes stated that members could start thinking about some ideas for this year's International Day of People with Disability event or activity.

Mr Hinds suggested that perhaps if the Audio Loops were installed then the Committee could host a launch of the new system(s) on the day. Mr Hinds provided some more suggestions on potential activities that could be held as part of an Audio Loop launch.

<u>Outcome</u>

Cr Morrell suggested that all members could start thinking about some ideas and bring them to the next meeting for consideration and discussion.

8. NEXT MEETING

The next meeting of the Disability Services Advisory Committee will be held on Thursday, 14 May 2015, at the Council's Committee Room, commencing at 10.00am.

Mrs Birdseye & Mrs Fewings advised that they would apologies for the meeting.

9. CLOSURE OF MEETING

12.16pm – There being no further business to discuss the Presiding Person, Cr Morrell, declared the meeting closed.

The Chief Executive Officer recommends the endorsement of these minutes at the next meeting.
Signed:
Dale Stewart – Chief Executive Officer
Date:
These minutes were confirmed at the meeting of the
Signed:
(Presiding Person at the meeting at which the minutes were confirmed.)



SHIRE OF DENMARK

DISABILITY ACCESS & INCLUSION PLAN 2013 – 2018

IMPLEMENTATION PLAN

AS AT 12 MARCH 2015

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PROVIDE INFORMATION, OPPORTUNITIES AND ENCOURAGEMENT TO RAISE THE AWARENESS OF THE COMMUNITY REGARDING DISABILITY ACCESS AND INCLUSION

PEOPLE WITH DISABILITIES HAVE THE SAME OPPORTUNITIES AS OTHERS TO ACCESS THE SERVICES OF AND ANY EVENTS ORGANISED BY COUNCIL.

STRATEGY 1.1 : COUNCIL'S POLICIES AND FRAMEWORKS ARE CONSISTENT WITH THE DAIP.						
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT		
The Council's policies, frameworks and plans reference the DAIP, where applicable, as an informing document.	All Staff	Ongoing	 Accessibility page includes; Downloadable DAIP; Overview of the DAIP; Access & inclusion policy; Information on beach wheelchairs, Council's policy regarding wheelie bin assistance; Have your say brochure; and Notation that council information is available in alternate formats for people with disability. 			
			2. To be done.	2. EA to send memo to Directors requesting consideration of DAIP reference, where applicable.		

STRATEGY 1.2 : IDENTIFY OPPORTUNITIES FOR PARTICIPATION IN RECREATIONAL ACTIVITIES THROUGH THE RECREATION CENTRE PROGRAM.

PROGRAM.			1		
ACTION	RESPONSIBIL	ITY	TIMEFRAME	STATUS	COMMENT
Carry out a survey to identify	Director	of	Ongoing	1. To be done.	1. Refer strategy to the Director of
and assess the need for	Community	&			Community & Regulatory Services, to
potential recreational	Regulatory				request the Manager of Recreation & Youth Services to consider
activities specifically for	Services				developing a poster (or the like)
people with a disability.					inviting feedback from members of
					the public (or patrons) on recreational
					activities (including youth activities)
					that could be provided or tailored to meet the requirements or people with
					disability.
					aloadintyi
				2. To be done.	2. Write to the Disability Services
					Commission, Denmark Health
					Service and local health care providers encouraging them to
					provide feedback from their clients
					who may have any difficulties
					accessing or participating in
					recreational activities through the rec
				3. To be done.	centre program(s).
					3. EA to liaise with MRYS & DCRS to
					draft a small article for the council
					conversations encouraging feedback
					from members of the community on
					the accessibility and adequateness of
					rec centre programs for people with disability.
				4. An additional handrail at the steps to	
				the function room has been installed to	
				assist with access mobility.	
	•		1		

			 Investigate how many local children with disability are involved in the Kidsport program. 6 March 2015 - The MRYS advises that there 3 children enrolled in various sporting clubs. 	
Consider employing a carer during the school holiday program to enable children with disability to participate in the program.	Director of Community & Regulatory Services	2013 / 2014	 Prior to July 2013 school holidays the question was raised with the Manager of Recreation & Youth Services (MRYS) – advised that should a request arise then they would endeavour to accommodate it. ea to follow up on whether any requests have been received thus far. 	
			Response: One request was received for a child with disability to participate in the Christmas 2013 holiday program. The MRYS advised that whilst the family did not go ahead with the enrolment they would have been happy to accommodate the child and structure some activities to enable them to participate. Question was raised in relation to carers who provides? Gabrielle Rose from the Disability Services Commission (DSC) that generally the family would use a person who already cares for their child at school and at home. If the person did not have a regular carer then the DSC could assist in providing information on how a support person could be assessed. Gabrielle notes that the family are still interested in their child attending the programme and would speak with the MRYS in the future to find out more.	

 That the MRYS consider including a notation on future flyers and the enrolment form that the programme is all inclusive and that they will endeavour to accommodate children with disability, upon request – Email sent to MRYS 6 Jan 15. 	
Completed.	

ACTION RESPONSIBILITY TIMEFRAME STATUS COMMENT Evaluate the following annual council events to determine the adequacy of access & divisory Disability Services Advisory Ongoing (as required) 1. To be done – suggest after Aus Day 2015. 1. EA to draft a small article for the council conversations encouraging feedback from members of the community on the accessibility of committee inclusion and make recommendations on improvement opportunities. Committee 2015. 2015. 1. EA to draft a small article for the council functions and events for people with disability. Event for people with disability in the event & function evaluation form and send memo to directors who oversee regular council functions and events encouraging the use of the event. 0 National Youth Week Committee Completed. Event & Function Evaluation form after each event. 0 Thank a Volunteer Day function (5 December 2013) Completed. Event & Function Evaluation form has been amended to include questions relating to accessibility (mobility and cost). 0 International Day of People with Disability (3 December) International Day of People with Disability conter and cost.	UNATEOT 1.3 . EVALUATION				
council events to determine the adequacy of access & inclusion and make recommendations on improvement opportunities. Advisory Committee required) 2015. council conversations encouraging feedback from members of the community on the accessibility of council functions and events for people with disability. Event Evaluation Form included on Council's website. • Australia Day Breakfast Day Breakfast 2. Include reference to accessibility in the event & function evaluation form and send memo to directors who oversee regular council functions and events encouraging the use of the event. • Denmark Youth Festival (Youth Week) Completed. Event & Function form and send memo to directors who oversee regular council functions and events encouraging the use of the event. • Thank a Volunteer Day function (5 December 2013) Completed. Event & Function Evaluation Form has been amended to include questions relating to accessibility (mobility and cost). Include reference subject and the community on the accessibility is website.	ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT
	Evaluate the following annual council events to determine the adequacy of access & inclusion and make recommendations on improvement opportunities. • Australia Day Breakfast (26 January) • National Youth Week • Denmark Youth Festival (Youth Week) • Seniors Function (Seniors Week) • Thank a Volunteer Day function (5 December 2013) • Feast Not Fire Night (May) • International Day of People with Disability	Advisory		 To be done – suggest after Aus Day 2015. Include reference to accessibility in the event & function evaluation form and send memo to directors who oversee regular council functions and events encouraging the use of the event evaluation form after each event. Completed. Event & Function Evaluation Form has been amended to include questions relating to accessibility 	council conversations encouraging feedback from members of the community on the accessibility of council functions and events for people with disability. Event Evaluation Form included on

STRATEGY 1.3 : EVALUATION OF THE EVENTS HELD ANNUALLY BY THE COUNCIL TO INCORPORATE ACCESS & INCLUSION.

STRATEGY 1.4 : TRANSPOR	т			
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT
Consider public transport options within the shire in liaison with government and non-government services to come up with solutions in meeting the need for transport of people with a disability.	Disability Services Advisory Committee	Ongoing	 Email sent 6 Jan 15. Follow up email sent 9 March 2015. 	1. Liaise with the Disability Services Commission (Great Southern) to ascertain what the level of need is for transport in Denmark for people with disability and find out what options are available for people.
			2. Ascertain availability of HACC Bus.	
			Completed. The Denmark Health Service, Home and Community Care (HACC) Co-ordinator has confirmed that the bus is available to non-HACC clients however preference is given to HACC clients.	
			 To be done. Await outcome of parts 1 & 2. 	3. Write to the Department of Transport re provision of transport for people with a disability in the Shire of Denmark, noting that there are no wheelchair taxis available in Denmark.
			 Possible follow up at a later stage to investigate relevance and need in Denmark. 	4. UBER Taxis – discussed concept at meeting held 3 Nov 14. New services, possible issues related with existing services in major cities.

Investigate the need for a	Director of	As required.	1. Await quote & consider.	1. Bus to be upgraded in approx. 2
wheelchair lift in the	Community &			years (2016). DCRS has requested
council's community bus, if	Regulatory			that the quote be submitted for the
and when the vehicle is	Services (DCRS)			2014/15 budget process be reviewed
considered for upgrade.				to show the cost of providing a
				wheelchair hoist in the community
				bus.

STRATEGY 1.5 : WASTE MANAGEMENT						
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT		
Identify ways to communicate to the community that alternative arrangements can be made for removal of general household rubbish for the aged or infirm (pursuant to Council Policy P100103).	Disability Services Advisory Committee	Ongoing	 EA to draft a small article for Council Conversations. Completed. Article published in the July 2014 Council Conversations. Include reference to the Policy under the Accessibility page of Council's website. Completed. Reference included under accessibility page on Council's website. 			
Investigate including reference to this service on the waste collection application form.	Director of Finance & Administration (DFIN)	2013 / 2014	 Include reference to Council's Policy on the new waste service application form, on 25 June 2014. <i>Completed. The Application Form has</i> been amended. 			

STRATEGY 1.6 : PARKING				
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT
Investigate the need for the development of a Council Policy regarding the design and construction of all new accessible public parking bays within the Shire.	Director of Infrastructure Services (DIS)	2013 / 2014	 Walk around scheduled for 12 March 2015. Photos to be taken of any areas of concern for referral back to the DIS. Engineering Assistant has advised that position and 'style' of on/off ramps have also been considered in the draft Bike Plan. 	 Investigate the position of on / off ramps, including signs, particularly at the northern end of Strickland St – no ramps in north Strickland St carpark and limited 'connection' of on/off ramps between Supa IGA and carpark.
Investigate the existing ACROD bays within the Shire of Denmark with respect to compliance (particularly width, condition of surface areas & access to footpaths) with current Australian Standards and consider upgrading in future capital works and line marking.	Director of Infrastructure Services (DIS)	2013 / 2014	 Walk around scheduled for 12 March 2015. Photos to be taken of any areas of concern for referral back to the DIS. 	1. Refer to DIS.
Investigate the acquisition of portable ACROD bays (portable blue bollards and lay flat vinyl signage) so that they can be used for Council & community events.	Director of Community & Regulatory Services (DCRS)	2015 / 2016	1. Completed. DCRS has ordered a ACROD 'set down and pick up' sign together with a portable ACROD mat.	

STRATEGY 1.7 : INFORMATION AVAILABLE ABOUT THE ACCESSIBILITY OF BUILDINGS AND FACILITIES.						
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT		
Check the facilities of the Shire of Denmark's entries on the You're Welcome website and advise Access WA of any identified corrections / amendments to the information are up to date on, at least, an annual basis.	Director of Community & Regulatory Services	Annually	 EA to email to Access WA to see whether we can extract a 'database' of entries, with a view to creating a database for annual review of Council buildings and facilities. Access WA advised that there isn't any way of extracting a database of Denmark entries. 			
Investigate a sustainable process to update the public facilities in the Shire of Denmark on the You're Welcome website.	Director of Community & Regulatory Services	December 2013	 To be done. EA to ascertain Council's process when there is a change of business ownership, with a view that perhaps this could be an opportunity to encourage businesses to provide / update their information for the website. The Director of Planning & Sustainability and Principal Building Surveyor advised that most of the time Council is not advised unless there is a change of use of the premises. Include information on Council's 	2. Manually extract all of the entries relating to Council buildings and facilities to proceed with check.		

website about the availability of the You're Welcome website and information on how businesses can access the service. <i>Link has been added to the Council's website under business & investing section, Supporting Local Business.</i>	
 Establish system to prompt businesses to check their listing under the You're Welcome website. 	
Annual task set for EA to place an annual reminder of the Access WA website in the Council Conversations for businesses to keep their details current and/or instructions on how to be included on the website.	
 EA to email to Access WA to see whether we can extract a 'database' of entries, with the view to a possible annual mail out. 	
Access WA advised that there is no way of extracting a database of entries.	
 5. To be done. 5. Manually extract all of the entri and construct a database possible general mail out. 	

PEOPLE WITH DISABILITIES HAVE THE SAME OPPORTUNITIES AS OTHERS TO ACCESS THE BUILDINGS AND OTHER FACILITIES OF COUNCIL.

STRATEGY 2.1 : INFRASTRUCTURE, PLANNING & REFURBISHMENT OF BUILDINGS TO INCORPORATE ACCESS & INCLUSION REQUIREMENTS.						
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT		
PUBLIC TOILETS		•	·	·		
Conduct an audit of all public toilets and make recommendations on the need for retrofitting existing public toilets.	Disability Services Advisory Committee	December 2014	 Find out from DCRS what is involved in undertaking an audit – 25 Aug 14. An audit of all public toilets was done a few years ago however the DCRS stated that if the Committee wished they would investigate details such as the provision of hooks and types of door handles and taps. 	1.		
Investigate the need and cost of a portable universal access toilet that can be hired by event organisers.	Director of Community & Regulatory Services	December 2015	1. Establish community need for Council to provide service. The Committee agreed that they couldn't perceive a great need within the community for Council to purchase and hire a universally accessible toilet, particularly given that most events were held at venues which would generally have toilets and that there were already businesses that hire portable toilets. concerns were raised in relation to initial cost, storage, insurance and frequency of use.			

			2. To be done.		Find out who (businesses) provides portable toilets now and whether they are accessible.
COMMUNITY HALLS	-				
Investigate options of providing access to Council maintained Community Halls, such as the Parryville Hall, which may not currently comply with Australian standards with respect to disability access.	Director of Community & Regulatory Services	2015 / 2016	 To be commenced. Mr Hinds sourcing supplier and installer of Audio Loops to liaise with Council Officers regarding quotes. 	2.	EA to liaise with Council's Principal Building Surveyor about the possibility of incorporating this review into annual building inspections. Investigate the cost and process of installing Audio Loops in the Civic Centre and/or Council Chambers.
COUNCIL ADMINISTRATION I					
Explore the need for a disabled staff toilet.	Director of Community & Regulatory Services	2015 / 2016	2014 - Members agreed that there wasn't a current need for a 'disabled' staff only toilet and that if required, employees could use the public one near the Committee Room.		
Consider retrofitting a lower portion of counter to provide better access for people in wheelchairs.	Director of Community & Regulatory Services	2013 / 2014	 Members noted that administration staff had previously indicated that they could meet with people at the low table in the foyer if so required. Memo sent to the Director of Finance & Administration (DFIN) to establish whether there is any need to explore this further at this time 25 august 2014. 		

 Response: Administration Staff did not consider it necessary at this stage and noted the following; All administration staff are sensitive to clients with special needs and cater to that need when required; We have a table and chairs available within the reception area and staff attend to customers who are either disabled, infirm or elderly at this facility with the utmost respect and understanding; Generally only have two or three people who are in a wheelchair who frequent the office.
 The DFIN to liaise with Council's Principal Building Surveyor about installing somewhere at the counter a place where people who use a walking stick can lean or hang their stick while they are at the counter. <i>Completed. Installation done.</i>

REQUIREMENTS.				
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT
DENMARK CEMETERY				
Identify any accessibility issues relating to the Denmark cemetery and make recommendations to the Denmark cemetery advisory committee for the consideration in the concept development plan.	Disability Services Advisory Committee	2014 / 2015	 EA advised that accessibility would be considered for each project element during implementation phase and that she was confident of the Cemetery Advisory Committee's capacity to consider such matters, noting that the EA was also Secretariat of that Committee. 	 Budgeted works include (\$60,000); Kingia Australis niche wall and memorial tree; Jacksonii & Ficifolia niche walls Parkland clearing between old and new sections of burial ground Survey, plot and plinth installation of new burial ground. Due to be completed by 30 June 2015.
PARKS, GARDENS & RESER	VES			1
Council's Infrastructure Services Directorate including parks & gardens give consideration to the incorporation of access and inclusion requirements when creating or refurbishing recreational areas such as parks & gardens.	Director of Infrastructure Services (DIS)	ongoing	 Memo to the DIS to consider Strategy 2.2 when creating or refurbishing recreational areas such as parks & gardens. Response from DIS – Agree that all playgrounds (and other things) should be practicably accessible to all users. 	
Conduct an audit of Council's main active, passive & coastal recreational areas and make recommendation to council on areas which may require future budget	Disability Services Advisory Committee	2016 / 2017	Researched coastal and inland water accessibility undertaken for the initial feedback to Recfishwest on Shire of Denmark's top 5 accessible fishing locations. long term view – to produce a brochure in conjunction with the Denmark Boating and Angling Club and the	

STRATEGY 2.2 : INFRASTRUCTURE, PLANNING & REFURBISHMENT OF FACILITIES TO INCORPORATE ACCESS & INCLUSION REQUIREMENTS

allocation(s) to make them accessible. priority of works should also be made.	Denmark fishing club – expected approx. 2016/2017. 1. Investigate improved access to ocean beach viewing platform – installation of rails along footpath and redesign of steps near the car park. That the Disability Services Advisory Committee recommend Council administration staff that access to ocean beach be a priority.
	That the Disability Services Advisory Committee request that the Shire conduct an audit of the access to Ocean Beach either internally or externally with the view to improving access for people with disability.EA has referred the matter to the
	CEO who will arrange for an internal audit to be conducted. Main areas of focus will be access from main car park, provision of disability car park bay in "Surf Club Only" area, access to viewing platform and investigate the sloping pathway – potentially installing some rails.
	2. Review accessibility to prawn rock channel swimming area and lookout.
	That the Disability Services Advisory Committee recommend that disability access to the prawn rock channel swimming area and nearby lookout be reviewed.
	This has been included in the Terms

			of Reference for Council's newly formed Prawn Rock Channel Concept Plan Development Working <mark>Group.</mark>	
Review the need for an accessible playground.	Director of Infrastructure Services	2016 / 2017	Actioned. Ongoing review by Infrastructure Services.	
			Photos of Shire of Plantagenet's model for accessible playground considered by	
			the Committee in 7 July 2014 and referred to the DIS in consideration for	
			future new playgrounds or existing	
			playground refurbishment with reference to new playground at Peaceful Bay.	
In liaison with local business and the Denmark Visitor	Disability Services Advisory	2017 / 2018		
Centre, investigate the need	Committee			
for the provision of "off road" wheelchairs (buggies) which				
can be used in a similar fashion as the beach				
wheelchairs.				
Review the suitability of access ramps to Berridge Park from Hollings road.	Disability Services Advisory Committee	June 2014	1. To be done.	 Include area in Committee audit of high use, active, passive recreational areas.
BEACHES & INLETS				
Investigate the use of an ACROD card access to	Disability Services Advisory	2016 / 2017	1. Use of the Parry Beach & Ocean Beach beach wheelchairs are	
unlock the beach	Committee		'monitored' and 'managed' by the	
wheelchairs at Parry Beach			Parry Beach Voluntary Management	
& Ocean Beach.			Group (PBVMG) and the Denmark Surf Life Saving Club (respectively).	

			 Design and function of ACROD cards determined by State Govt. and current system appears to be working adequately. 1. DCRS liaising with the Denmark Surf Lifesaving Club about their willingness and ability to 'monitor and manage' its use during times of club patrols. Emailed 9 March 2015 to follow up. 	 Ocean Beach Wheelchair to be replaced. Refer to DCRS.
Promote the availability of beach wheelchairs at Parry Beach & Ocean Beach.	Disability Services Advisory Committee	Ongoing	1. Reference included under accessibility & tourism pages on Council's website.	
			2. To be done.	2. EA to contact the Denmark Visitor Centre to provide information about the availability of the wheelchair(s).
			3. To be done.	 EA to request the community groups who look after the chairs to assist with promoting their availability.
Review the opportunity of the provision of a beach wheelchair at Peaceful Bay.	Disability Services Advisory Committee	2014 / 2015	1. To be done.	 EA to contact the Peaceful Bay Progress Association (PBPA), Peaceful Bay Sea Rescue and Peaceful Bay Caravan Park to ascertain their thoughts on the need for a beach wheelchair at Peaceful Bay.
Investigate accessible community grants for the funding of: • An investigation and	Disability Services Advisory Committee	Ongoing	1. The DSAC look at available grants when presented with concept briefs and issues arising from upcoming audit and/or when the need or	

 conceptualisation; of universal access opportunities along the Shire of Denmark's high value foreshore recreational areas; and o For installing the universal access play equipment in the shire of Denmark's high value recreational areas and the types of equipment that could be installed in those locations and the typical cost of that equipment. 			opportunity arises.	
Undertake an audit of existing footpaths, including on & off ramps, slopes, railing & tactile warning strips, within the Denmark Townsite, for consideration in the path development plan.	Paths & Trails Advisory Committee	December 2014	 Walk around scheduled for 12 March 2015. Photos to be taken of any areas of concern for referral back to the DIS. 	
Undertake an audit of desired installation of fully accessible dual-use paths in residential areas.	Paths & Trails Advisory Committee	December 2015		 Await finalisation of the Bike Plan which has done similar reviews.

Disability Access & Inclusion Plan 2013 – 2018 - IMPLEMENTATION PLAN

Provide support for funding applications for the installation of dual use paths.	Disability Services Advisory Committee	Ongoing		
Explore options & funding for conversion of the south east steps to the Denmark traffic bridge, off the Mokare Walk Trail, to an accessible ramp.	Paths & Trails Advisory Committee	December 2015	 Await outcome from Paths & Trails Advisory Committee regarding liaison with Riverside Club with respect to incorporating improvements into development. Advice provided at Council meeting held 10 February 2015 was that consideration of the incorporation of an alternative, accessible access from the Mokare Walk Trail to South Coast Highway (eastern side) would be given during Stage 2 of the Riverside Club Development Plan. 	2.

PEOPLE WITH DISABILITIES RECEIVE INFORMATION FROM COUNCIL IN A FORMAT THAT WILL ENABLE THEM TO ACCESS THE INFORMATION AS READILY AS OTHER PEOPLE ARE ABLE TO ACCESS IT.

STRATEGY 3.1: INFORMATION ABOUT COUNCIL FUNCTIONS, FACILITIES AND SERVICES TO USE CLEAR AND CONCISE LANGUAGE AND TO BE MADE AVAILABLE IN ACCESSIBLE FORMATS UPON REQUEST.						
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT		
Promote that Council information is available in alternative formats.	All Staff.	Ongoing	 Accessibility page on Council's website updated to include reference to information being available in alternative formats upon request. Added reference on Policy Manual, Customer Service Charter, Delegations Register and Code of Conduct that alternative formats for Council information availability upon request. 			
			3. The CEO has implemented a new Organisation Procedure (OP040256) requesting that all staff note on all substantive documents that the information is available in alternate formats for people with disability upon request.			

STRATEGY 3.2 : DENMARK LIBRARY							
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT			
TheDenmarkLibraryIcontinuetogrowitsFalternativeformatresourcesF	Director of Finance & Administration & Senior Librarian	June 2015	 Liaise with the Denmark Library to acquire a list of services and products they provide for people with Disability. Email sent to Denmark Library 13 Jan 15. Library advised, "The Library provides access to Large Print books, Audio books on CD and MP3 format, E books, E magazines and E Audio Books, which can be used on computers, and mobile devices such as tablets and smartphones. Library Staff will assist any person with a disability in regards to selecting items and ordering items of which we may have limited stock. At this we do not have a Home Delivery Services, but do assist people with special needs, by having books ready for a nominated person to collect." 				

Disability Access & Inclusion Plan 2013 – 2018 - IMPLEMENTATION PLAN

estigate ways of providing	Director	of	June 2015
current technology to assist		&	
people with disabilities,	Administration	&	
particularly vision	Senior Librarian	1	
impairments, and train staff		ļ	
to support and promote its		ļ	
use.			

PEOPLE WITH DISABILITIES RECEIVE THE SAME LEVEL AND QUALITY OF SERVICE FROM THE STAFF OF COUNCIL AS OTHER PEOPLE RECEIVE FROM THE STAFF OF COUNCIL.

STRATEGY 4.1 : DISABILITY AWARENESS TRAINING FOR COUNCIL STAFF					
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT	
In liaison with the Disability Services Commission identify disability awareness training programs which cover current legislation and best practice.	Disability Services Advisory Committee	Ongoing			

STRATEGY 4.2 : STAFF INDU	RESPONSIBILIT		COMMENT
Give consideration to access & inclusion issues for new staff members.	Director o Finance & Administration	f June 2014	
Incorporate the principles of the DAIP into the orientation and induction process for new staff & elected members.	Director o Finance & Administration		

STRATEGY 4.3 : INFRASTRUCTURE STAFF & CONTRACTORS TRAINING

ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT				
Identify opportunities for Infrastructure staff &	Director of Infrastructure	June 2014	 Participated in Wheelchair Challenge December 2013. 					
contractors to be trained in practical access requirements.	Services		 Presentation by Guide Dog Association scheduled for December 2014 to increase awareness (IDoPWD event). Presented to Council, Senior Officers & Committee members - 2 December 2014. 					

PEOPLE WITH DISABILITIES HAVE THE SAME OPPORTUNITIES AS OTHER PEOPLE TO MAKE COMPLAINTS TO COUNCIL.

STRATEGY 5.1 : PROMOTE AND MAKE READILY AVAILABLE THE SHIRE OF DENMARK'S CUSTOMER SERVICE CHARTER					
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT	
The Charter be promoted and made available; o on Council's website; o at the Recreation Centre; o at the Denmark Library;	Director of Finance & Administration	December 2014	 Customer Service Charter (CSC) is available on Council's website and at Administration Office front counter. CSC is included in the Council's welcome pack. 		
 o at the Denmark Youth Centre. 			 Completed. Rec Centre confirmed that they already had copies available & the Library have been sent copies to make available at their premises. 	 Ensure that the CSC is available and promoted to all customers at all Council Offices. 	
The Charter be promoted as being available in alternative formats and a notation placed on the front of the brochure to that effect.	Director of Finance & Administration	December 2013	 A notation has been included on the 'e' version of the CSC noting that it is available in alternate formats. Liaise with DFIN about modifying the pre-printed copies – practicality and process to be identified. Council still has thousands of pre-printed copies – will ensure any re-print includes appropriate words. 		
Investigate other methods which could be used to enable people to provide feedback, suggestions, compliments or complaints	Disability Services Advisory Committee	Ongoing	 Council Officers investigating a "Have Your Say" page on Council's website. Have Your Say page and amendments to how Council's "Notice 		

about Shire services & facilities.			Board" is shown on website completed. Includes details on how different ways to provide feedback on Council's services and facilities.	
Provide a number of ways for people to provide feedback such as phone, face to face meetings, email and written feedback.	All Staff	Ongoing		

STRATEGY 5.2 : ACTIVELY PROMOTE THE DISABILITY SERVICES COMMISSION'S "HAVE YOUR SAY" BROCHURE					
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT	
The brochure be promoted and made available;	All Staff	June 2014	 Accessibility page on website includes a link to a downloadable version of the Have Your Say brochure. Printed copies available at the Shire Administration Office Reception Area. 		

PEOPLE WITH DISABILITIES HAVE THE SAME OPPORTUNITIES AS OTHER PEOPLE TO PARTICIPATE IN ANY PUBLIC CONSULTATION BY COUNCIL.

STRATEGY 6.1 : ENCOURAGE PARTICIPATION FROM THE WHOLE COMMUNITY IN RELATION TO MATTERS WHICH REQUIRE PUBLIC CONSULTATION					
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT	
Ensure that information provided when advertising public consultation forums is clear and concise.	All Staff	Ongoing			
Investigate the introduction of online community forums, including partnerships and/or liaison with other organisations (eg. Denmark Community Resource Centre).	All Staff	Ongoing			
Venues where community consultation is taking place are to be accessible for people with a disability.	All Staff	Ongoing			
Consider & investigate the installation of hearing assistance technology for the hearing impaired at Council venues.	Director of Community & Regulatory Services	June 2014			

Provide a number of ways for	All Staff	Ongoing	
people to provide feedback			
such as phone, face to face			
meetings, email and written			
feedback.			

PROVIDE INFORMATION, OPPORTUNITIES AND ENCOURAGEMENT TO RAISE THE AWARENESS OF THE COMMUNITY REGARDING DISABILITY ACCESS AND INCLUSION.

STRATEGY 7.1 : RAISE COMMUNITY AWARENESS OF DISABILITY ACCESS AND INCLUSION WHICH ENCOURAGES INCLUSIVE COMMUNITIES.					
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT	
Refer issues identified through consultations which are not the responsibility of the Shire, to relevant parties, such as government agencies or local businesses.	All Staff	Ongoing			
Investigate Mentally Health WA's Act Commit Belong program to encourage people to take action to improve their mental health and wellbeing.	DirectorofCommunity&RegulatoryServices &ManagerofRecreation&Youth Services	Ongoing			

Sector e-Bulletin

March 2015

WA NDIS My Way trial builds on positive start

There has been a 20 per cent increase in the number of WA NDIS My Way trial participants in the Lower South West at the end of the second quarter.

In the last six months, 623 people – up from 518 people in the first quarter – were found eligible for supports and services in the State Government-delivered trial of the NDIS in Western Australia.

"I am also very pleased to see the increased numbers of people with psychosocial disability joining the trial, with 44 people now eligible, up from nine in the first three months," Disability Services Minister Helen Morton said.

The Minister said the second quarter had again seen an expansion of options available to people in the trial, with the number of endorsed service providers increasing to 35.

"People's choices are growing. Thirty-three per cent of people have also embraced the option to take greater control of their supports and services and are selfmanaging their own arrangements, compared with four per cent nationally," Mrs Morton said.

"We continue to receive positive feedback from people in the trial and we know WA's NDIS My Way is genuinely improving people's lives," she said.

To read the quarterly reports, visit the Commission's website.

Forum provides WA NDIS My Way feedback

A WA NDIS My Way forum in Busselton on 11 February provided people with disability, their families, carers and service providers an opportunity to provide feedback about the trial.

One of the forum participants was Pam Fordham from Yallingup.

Approximately 60 people attended the forum, which was run by an independent facilitator to allow people to have robust and honest conversations.

On the same day, National Disability Services (NDS) organised an afternoon session, attended by about 80 people, which focused on disability and mental health service providers in the trial site.

The forums allowed people to identify what was working well and suggest opportunities for improvement. They also enabled people to connect with others involved in the trial and hear about their experiences.

Commission Director General Ron Chalmers, along with other key staff members, were on hand at the conclusion of each of the sessions to answer participants' questions.

Learnings from the forum will be used as part of a wider strategy to continuously improve the WA NDIS My Way model and outcomes for people with disability.

Expo offers information about services

The Disability Services Commission is hosting an expo on 23 March for people who want to know more about disability services and service providers.

The event will be held from 2pm to 8pm at the Perth Convention and Exhibition Centre.

Organisations that provide accommodation, advocacy, recreation and daytime support, respite, specialist equipment and therapy services will exhibit at the expo.

There will also be two panel sessions which will discuss choice and control, selfdirected services, individual planning and the WA NDIS My Way trial.

The Commission will have a booth where staff will be on hand to provide information about a range of Commission supports and services including WA NDIS My Way and the accommodation transition project.

The convention centre has wheelchair access, lifts and ACROD bays. For details visit the convention centre's website (www.pcec.com.au).

For more information about the expo, email: <u>lauren.farquhar@dsc.wa.gov.au</u>, phone 9426 9333 or <u>visit the Commission's website</u>.

More nominate for Disability Support Awards

There has been a marked increase in the number of nominations by people with disability for this year's Disability Support Awards, to be held on 28 March.

Of 162 nominations received this year across seven new award categories, 40 per cent (up from one per cent last year) were by people with disability who nominated independently.

Another 50 per cent of nominations were made by people with disability who are supported by disability service or mainstream organisations.

The awards will recognise West Australians who demonstrate excellence, passion and commitment in supporting people with disability. National Disability Services (NDS WA) Western Australia hosts this event with the Disability Services Commission.

WA Governor Kerry Sanderson will deliver the opening address and Disability Services Minister Helen Morton will present an award.

Ticket sales end on 20 March. To buy tickets visit <u>the NDS website</u> (www.nds.org.au) or phone 9443 3468.

Public can have a say about NDIS quality

The Council of Australian Governments (COAG) has launched a public consultation process on quality and safeguards for the National Disability Insurance Scheme (NDIS).

The consultation paper outlines options for registering providers, handling complaints and staff screening to ensure they are safe to work with vulnerable people.

This consultation is for the quality and safeguarding system being implemented by the Commonwealth and is separate to the Quality System now being implemented in WA by the Commission.

Visit <u>the Department of Social Services website</u> (www.engage.dss.gov.au) to download the consultation paper.

Project investigates services for children

Ways to improve support and service requirements for children with disability and those with high health support needs are being explored in a Disability Services Commission-funded project.

The Centre for Cerebral Palsy is working with Curtin University and a reference group on the project which seeks to understand the views of family members caring for children under 18 years with disability and high health support needs.

Curtin University researchers would like to speak to disability sector organisations and family members who care for, or have cared for, a child or children with disability and complex medical needs. The child or children may be under the care of multiple health professionals, has been hospitalised, may need medical technology and has limited opportunity to participate in educational and social activities.

The project recommendations, which will be submitted to the Commission mid-2015, will shape a second project to increase the overall levels of the supports that families say they need.

For more information on how to take part, phone Dr Tina (Christina) Fernandes on 0434 916 085 or 9266 7330 or email: <u>c.fernandes@curtin.edu.au</u>.

Integrated football welcomes players

People with an intellectual disability who love to play football are invited to a Come and Try football clinic on 22 March.

The Falcons Football District invites male and female footballers who are older than 16 years to attend the clinic, to be held from 10am to 12pm at the HBF Arena in Joondalup.

The clinic is supported by the Western Australia Amateur Football League (WAAFL) Integrated Football, the Disability Services Commission, Inclusion WA, the City of Joondalup and Ocean Ridge Amateur Football Club.

The WAAFL Integrated Football program, which promotes inclusion in sport, enables people with intellectual disability to join a local football club, experience the benefits of being part of a welcoming club group and play in a competition.

For details, contact Greg Gilbee: ggilbee@wafc.com.au or 9287 5500.

Future submissions

If you have relevant information to share with the disability sector, including resources and links relating to individualised services and supports, please <u>email:</u> <u>communications@dsc.wa.gov.au</u>.