



DISABILITY SERVICES ADVISORY COMMITTEE

HELD IN THE COUNCIL'S COMMITTEE ROOM,
953 SOUTH COAST HIGHWAY, DENMARK
ON THURSDAY, 17 SEPTEMBER 2015.

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Ordinary Council Meeting

17 September 2015

DISCLAIMER

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

10.07am – *The Deputy Presiding Person, Mr Hinds, declared the meeting open.*

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**MEMBERS:**

Mr Adrian Hinds, Community Member (Deputy Presiding Person)
Mrs Carolyn Birdseye, Community Member
Mr Peter Boyes, Community Member
Mrs Dale Fewings, Professional Member (Community)
Mr Richard Keasy, Community Member
Ms Gabrielle Rose, Disability Services Commission Representative (*from 10.45am*)
Ms Margaret Walker, Denmark Over 50s Association Representative

STAFF:

Ms Claire Thompson, Executive Assistant

APOLOGIES:

Cr David Morrell (Presiding Person)
Mr Sam Barron, Health Service Manager, Denmark Health Service Representative

ON LEAVE OF ABSENCE:

Nil

ABSENT:

Nil

VISITORS:

Nil

DECLARATIONS OF INTEREST:

Nil

3. ANNOUNCEMENTS BY THE PERSON PRESIDING

Mr Hinds mentioned some changes in his personal circumstances that may impact on his attendance at meetings however noted that depending on whether Council re-establish the Committee after the 2015 Local Government Elections and when or if the Committee next meet, it may or may not have an impact.

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 RECOMMENDATION**ITEM 5.1**

MOVED: Dale Fewings

SECONDED: Richard Keasy

That the minutes of the Disability Services Advisory Committee meeting held on the 9 July 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.

Members to table any information which they wish to distribute to other members at the meeting.

Mrs Fewings stated that she had done some research into Audio Loops and had some printed information for members if they were interested.

It was agreed that the Executive Assistant would distribute the information to members with the Minutes.

Outcome

The Executive Assistant to provide copies of the information Mrs Fewings had ascertained to members with the Minutes.

6.2 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 including;

- Karri Walk Trail – discussion had been had about laying some limestone on the trail in some sections which were particularly wet.*

Members discussed the general use and condition of the trail noting that it was a nature walk trail and probably not suitable or desirable for dual use footpath upgrade to make it universally accessible.

6.3 International Day of People with Disability 2015

Await 2015/2016 budget adoption for any amount allocated by Council for the Committee to plan a function, event and/or activity in recognition of the International Day of People with Disability which is held on 3 December each year. This year's date will be Thursday, 3 December.

Council Policy P110709 (Recognition of People with Disability) includes reference to Council annually hosting a function, activity or event for the community of Denmark which;

a) aims to;

- Promote an understanding of people with disability;*
- Encourage support for their dignity, rights and well-being;*
- Increase awareness of the benefits of integration of people with disability in every aspect of political, social, economic and cultural life; and*
- Bring together individuals, businesses, community organisations and governments to celebrate and acknowledge the contributions, skills and achievements of people with disability.*

b) Is held;

- Held on or as close to the United Nations International Day for People with Disability each year;*

- *Held in conjunction with local activities, functions or events organised by the Disability Services Commission or other relevant State agency or department, where possible;*
- *Held in conjunction with local community organisations, where possible;*

c) Is facilitated by the Council's Disability Services Advisory Committee.

Previous year's activities:

2012

- Gopher Accessibility Expo – featuring displays, demonstrations and the like held at the Denmark Recreation Centre.

2013

- Wheelchair Challenge – participants in wheelchairs (Councillors & Staff) undertaking set tasks within the Denmark CBD.
- Art Workshops & Exhibition of Artwork – facilitated in conjunction with Green Skills Inc.

2014

- Guide Dog Association presentation – presented to Primary School, High School, Denmark Over 50s Association and Council, the Committee and Senior Officers.
- Bus Trip to the National ANZAC Centre – provided free bus trip to the Centre for people with Disability in conjunction with the Denmark Health Service.

2015

- Mr Hinds has previously suggested that if Audio Loops get installed into the Civic Centre or Council Chambers then this could be launched as part of the IDoPWD.

Mr Hinds asked the Executive Assistant to provide members with an update on the status of the Audio Loop project.

Ms Thompson advised members that she was yet to hear back about the grant application and that she would follow up the progress of it. Ms Thompson advised that she was confident that the work could commence fairly quickly should Council be advised of a successful application.

Mrs Fewings suggested that if the Audio Loops weren't installed in time for a promotional event on the International Day of People with Disability (IDoPWD) then perhaps an article could be placed in the Denmark Bulletin explaining their use and their benefits.

Members discussed the fact that the Committee would be disbanded from the 17 October 2015, being the date of the local government elections, and noted that this could be the last meeting of the Committee until next year which would be after the International Day of People with Disability.

The Deputy Presiding Person asked Ms Thompson whether she could provide her comments on the matter.

Ms Thompson noted that the timing was unfortunate and that she would appreciate some input from the existing members towards hosting an event on behalf of the Council. Ms Thompson suggested that perhaps she could keep members informed of the Audio Loop project grant and that perhaps an informal meeting could be convened to discuss ideas and organise an event in recognition of the day, given that there would likely be no formal Committee at that point in time.

Members agreed that whilst there would likely be no formal Committee and they would not be members, they would still like to provide their input into the planning of an event or activity for the day.

- Ideas from members
 - *A performance or event involving the audio loops should the grant be successful and they be installed prior to the IDoPWD.*
 - *Event around the spoken word such as bush poetry.*
 - *A story told by an individual about how they have overcome their disability – perhaps a consideration for a future activity to give the story time to be written then published.*
 - *Mrs Walker suggested – Denmark Village Theatre Play, similar to the one that they were going to be putting on for the Denmark Over 50s.*
 - *Promote any event extensively – Bulletin, radio etc..*

Outcome

Ms Thompson to contact members late October / early November or when news of the grant application is received, whichever is the earlier.

6.4 Access at Southern End of Mokare Walk Trail (near Rail Trail Bridge)

At the meeting held on 21 May 2015, the Committee made the following recommendation to Council;

“That the Disability Services Advisory Committee recommend that Council request Officers to prepare a report for Council to consider whether they would support a grant application to the Disability Services Commission’s Community Infrastructure Grants Fund to improve the accesses (southern and northern ends) on the eastern side of the Mokare Walk Trail.”

The recommendation was referred to Council on 28 July 2015 where Council resolved as follows (an extract from the Minutes, including the Officer’s Report is attached);

Resolution No. 270715 – 28 July 2015

That with respect to improving the access (southern and northern ends) of the eastern side of the Mokare Heritage Trail, Council;

1. *Thank the Disability Services Advisory Committee for their recommendation and advise that, at this time, it considers the access at the south, eastern end of the Trail to be functional, acceptable and compatible with the current accessibility standard of the eastern side of the trail and that Council will consider the recommendations to upgrade the Mokare Heritage Trail within the draft Bike Plan when;*
 - a) *It is presented back to Council following the conclusion of the consultation period; and*
 - b) *Council considers the Riverside Club Stage 2 Concept Plan due to Council in coming months.*
2. *Request Infrastructure Services to;*
 - a) *Erect a sign at both ends of the eastern side of the Trail to read as follows; This trail is subject to seasonal flooding generally when the water level of the Denmark River and Wilson Inlet is above 600mm AHD. To check the current water level of the Wilson Inlet on the Department of Water’s Water Information Reporting website go to <http://kumina.water.wa.gov.au/waterinformation/wir/reports/publish/603032/teb.htm>*

- b) *Assess the need and schedule appropriate maintenance to the vegetation on either side of the trail, particularly with respect to sword grass and watsonia; and*
- c) *Survey the levels of the current eastern path to ascertain any sections that would be inundated if the height of the Wilson Inlet was above 700mm AHD and to make recommendation to the Paths and Trails Advisory Committee on costs and approaches to achieve a minimum path service level of 700mm."*

As additional information for members, following the meeting, Council's Sustainability Officer, Donna Sampey, advised that she had work ear-marked for Green Skills' Denmark Green Army Team as follows;

Title:

Rehabilitation and boardwalk construction Mokare Walk Trail

Description:

Weed control, reveg and boardwalk construction in seasonally wet areas of the trail to mitigate spread of dieback and trampling of vegetation.

Location:

Mokare Walk Trail (Denmark River foreshore).

Timing:

Weed control & boardwalk construction Nov - Jan , planting and weed control Aug – Sep.

Team – Duration of Work

- July – December 2015 – 23 Days (boardwalk construction and weed control).
- January – June 2016 – 6 days (weed control and reveg).
- July – December 2016 – 2 days (weed control).

For members information.

Mr Boyes asked whether the Green Army had submitted any detailed plans, including the materials proposed to be used, on the work that they were going to be doing.

The Executive Assistant said that she was unsure and that if Mr Boyes or other members wanted to know further information or detail then they could arrange to meet with Council's Sustainability Officer, Donna Sampey, who had provided the initial information.

10.45pm – Ms Rose entered the room.

Mrs Birdseye questioned the reference to a website on the sign, noting that not everyone would have access to the internet when they were at the site to look up the current water level of the river. Discussion ensued.

COMMITTEE RECOMMENDATION	ITEM 6.4
MOVED: Carol Birdseye	SECONDED: Margaret Walker
That when the Mokare Heritage Trail is flooded that appropriate signs be placed at appropriate convenient places along the trail, eg. near the bridges.	
CARRIED	

Mrs Fewings asked Ms Thompson to provide Ms Rose an update on what they had discussed regarding the IDoPWD given that she had not heard the discussion.

Ms Thompson provided Ms Rose an overview of the discussion.

Mrs Fewings added that they had agreed that regardless of whether the Audio Loops were installed in time for the day, if the grant was successful and they were installed after then it had been agreed that their installation, benefits and use would be promoted.

6.5 Beach Wheelchairs

Council's Director of Community & Regulatory Services has advised that formal arrangements are in place with both the Denmark Surf Life Saving Club and the Parry's Beach Voluntary Management Group regarding management and use of the Beach Wheelchairs (Trekks) at Ocean Beach and Parry Beach (respectively).

Both Trekks are on site and available for use and people wishing to use them can contact either the Denmark Surf Life Saving for the one at Ocean Beach or the Parry's Beach Voluntary Management Group for the one located at Parry Beach.

Information about the Trekks and how people can book them is available on Council's website at <http://www.denmark.wa.gov.au/beach-wheelchairs>.

Noted. Mrs Birdseye asked whether a sign promoting their availability was on site at Ocean Beach and Parry Beach.

The Executive Assistant advised that she was unsure but would find out.

Members suggested that perhaps there could be an article in the Bulletin regarding their availability and use, particularly in the months coming into summer.

Outcomes

The Executive Assistant to;

- Find out whether there are signs at Parry Beach and Ocean Beach about the Trekks and if not, investigate getting signage installed.*
- Put an article in the Council Conversations (Denmark Bulletin) in December or January, promoting the availability of the Beach Wheelchairs and letting people know how they can book them.*

6.6 Prawn Rock Channel Concept Plan

On the 27 July 2015, the Executive Assistant sent a copy of the draft Concept Plan to all members advising them that they could put in a submission either individually or as a member of the Committee, to Council's Sustainability Officer by 24 August 2015.

The draft Concept Plan will be put back to Council, together with any submissions received from members of the public, on Tuesday, 29 September 2015. Whilst the period for public comment has now closed, should members wish to seek any clarification on the draft plan or submit their comments, they can do so by contacting the Sustainability Officer, Ms Donna Sampey.

Noted. Mr Hinds stated that his main and only concern was in relation to kids running across roads, such as to get to ice cream vans and the like.

6.7 2013 - 2018 Disability Access & Inclusion Plan (DAIP)

A copy of the adopted DAIP had 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 10 September 2015).

Members noted the few actions and comments which had been made to the Implementation Plan since the last meeting.

Mrs Fewings stated that she was particularly interested in the comments against Strategy 6.1 noting that she understood how difficult it could be getting people to participate and/or make comment on things.

Ms Thompson stated that the training had covered a wide range of engagement techniques and one of the key learnings was that 'one size doesn't fit all' and that engagement methods, ideally, should be tailored to meet the target audience. Ms Thompson also noted that whilst the theory behind community engagement was good, there would always be a people that do not want to comment or participate in consultation or activities or events.

Ms Rose noted that she was commencing conversations with her clients about ways that people with disability can participate in consultation, events and the like.

7. GENERAL BUSINESS

Nil

8. NEXT MEETING

Following the each Local Government Election, all Council Committee's and Working Groups are formally considered and either re-established or not, generally at a Special Meeting of Council. If the Committee is re-established following this meeting then members will be sourced in accordance with the adopted Charter.

Given that the Local Government Election is scheduled for 17 October 2015, it is recommended that no future meeting date be set at this meeting.

Mr Hinds noted that there was always a possibility that Council would not re-establish the Disability Services Advisory Committee and that present members could, if they so wished, let Councillors know the important input that the Committee provides to Council.

Ms Rose expressed her thanks, on behalf of the Committee, to Ms Thompson for the work that she had put in over the last two years. Mr Hinds iterated Ms Rose's comments noting Ms Thompson's role in achieving many of the actions in the Disability Access & Inclusion Plan.

Ms Thompson thanked members for their dedication, commitment and input over the previous two years.

9. CLOSURE OF MEETING

11.35am – *There being no further business to discuss the Deputy Presiding Person, Mr Hinds, 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.)



Audio Frequency Induction Loops

WHAT IS A LOOP?

An audio frequency induction (loop) is a way of transmitting sound through a wire loop to the telecoil in a hearing aid or a suitable receiver.

They are mostly used to eliminate background noise.

HOW DOES A LOOP WORK?

A loop system consists of a loop of wire around an area (eg a room) that is connected to an amplifier. A signal (eg television, stereo, PA system etc) goes to the amplifier, which drives a current through the loop. As the current from the amplifier flows through the loop, it creates a magnetic field within the looped area and transmits to the telecoil in a hearing aid or in a specifically design induction loop receiver within the looped area.

When a hearing aid user switches their hearing aid to the 'T' position on the hearing aid, the telecoil in the hearing aid picks up the changes in the magnetic field and converts them back into alternating currents. The alternating currents are amplified and converted by the hearing aid into sound.

WHY USE A LOOP?

People who have a hearing loss need more than just louder sound. They can also benefit from an improved signal to noise ratio.

Loops have the following advantages:

- * a number of people can benefit at the same time;
- * the sound is still filtered through the appropriate settings in the hearing aid that suit an individual's hearing loss;
- * no extra equipment is required on the hearing aid – the telecoil is usually built in; and
- * they are relatively inexpensive.

WHERE ARE LOOPS USED?

Look out for this sign:



- * homes
- * theatres/concert halls
- * cinemas
- * lecture theatres/auditoriums
- * seminar rooms
- * churches, places of worship
- * TV lounges (in retirement communities, nursing homes & hospitals)
- * point of sale locations such as ticket counters at train stations
- * reception desks and information kiosks

- * cars, buses, coaches, trams, trains, airplanes, cruise ships
- * museum exhibits
- * drive-thru windows such as those found at restaurants.
- * personal neck loops for TV, Mobile phones etc

ARE THERE SITUATIONS WHERE A LOOP IS NOT SUITABLE?

Yes, there are some. When the magnetic background noise (environmental noise) is loud, it may be impossible for anyone to receive a clear loop signal until the offending noise source has been removed. Where privacy is important, the loop needs to be carefully installed.

WHAT ARE THE ALTERNATIVES TO A LOOP SYSTEM?

There are two other assistive listening technologies commonly used. Both operate by transmitting the audio signal to a receiver carried by the listener. These are commonly known as Infrared (IR) and FM carrier systems.

ARE ALL HEARING AIDS COMPATIBLE WITH LOOPS?

While not all hearing aids are fitted with a telecoil, many hearing aids can be fitted with a telecoil. Hearing advocacy organisations, such as Self Help for the Hard of Hearing (SHHH), acknowledge the benefits of a telecoil and actively promote telecoil usage.

We recommend the hearing aid user always discuss the telecoil option with their audiologist BEFORE selecting a hearing aid to ensure it has a telecoil. Cochlear implants are all telecoil compatible.



HLA Hearing Loop Australia

keeping your audience in the loop

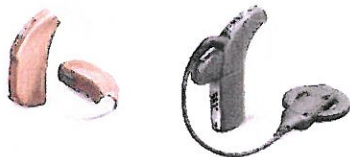
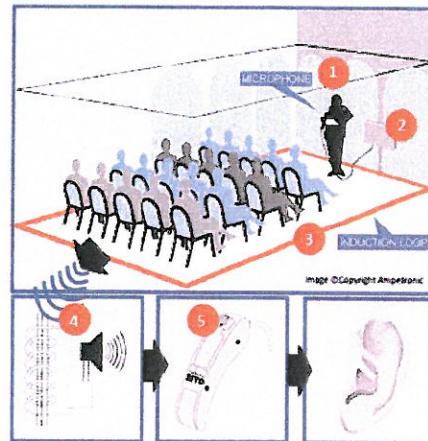
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How a Hearing Loop Works

The way an Induction Loop works is quite simple:

A sound source, such as a voice, TV, cinema sound system or other audio system is captured using a microphone or via a line out connection.

1. The sound signal is then connected to an Audio Induction Loop Amplifier which generates a current to pass the signal to an induction loop, usually made of copper tape or wire.
2. The copper wire induction loop (usually) surrounds the area where the listening audience is located and produces a magnetic field.
3. The magnetic field is picked up by the Telecoil (or T-coil) inside the hearing aid of hearing impaired members of the audience.
4. The hearing aid tailors the sound to specific needs of the individual. Sound is delivered directly into the ear canal, without background noise and with the full spectrum of sound frequencies required for intelligibility.





9.1 DISABILITY SERVICES ADVISORY COMMITTEE – MOKARE HERITAGE TRAIL

File Ref:	SER.8 & A3027 & A3188
Applicant / Proponent:	Not applicable
Subject Land / Locality:	Not applicable
Disclosure of Officer Interest:	Nil
Date:	14 July 2015
Author:	Claire Thompson, Executive Assistant
Authorising Officer:	Dale Stewart, Chief Executive Officer
Attachments:	9.1 – Schedule 1 and 2 of the Disability Services Act 1993

Summary:

This report considers a recommendation from the Disability Services Advisory Committee for Council to request Council Officers to prepare a report for Council's consideration as to whether they would support a grant application to improve the accesses (southern and northern ends) on the eastern side of the Mokare Heritage Trail.

Background:

The Shire of Denmark's Disability Access & Inclusion Plan 2013-2018 includes reference to exploring options & funding for conversion of the north east steps to the Denmark Traffic Bridge, off the Mokare Heritage Trail, to an accessible ramp.

During their consideration of this action item under the Plan, the Disability Committee Advisory Committee members also raised concern with the accessibility of the south, eastern end of the Trail.

At their meeting held on 21 May 2015, the Disability Services Advisory Committee resolved as follows;

"That the Disability Services Advisory Committee recommend that Council request Officers to prepare a report for Council to consider whether they would support a grant application to the Disability Services Commission's Community Infrastructure Grants Fund to improve the accesses (southern and northern ends) on the eastern side of the Mokare Heritage Trail."

Consultation:

The Officer has considered the requirement for consultation and/or engagement with persons or organisations that may be unduly affected by the proposal and considered Council's Community Engagement Policy P040123 and the associated Framework and believes that no additional external/internal engagement or consultation is required, at this time.

In developing the draft Shire of Denmark Bike Plan (currently out for public comment until 21 August 2015) Green Skills undertook extensive community consultation. As noted in the draft plan, a common theme was 'very strong support for upgrading Mokare Heritage Trail around the river'.

Statutory Obligations:

Section 28 (1) of the Disability Services Act 1993 (Western Australia) states that "each public authority must have a disability access and inclusion plan to ensure that in so far as its functions involve dealings with the general public, the performance of those functions furthers the principles in Schedule 1 and meets the objectives in Schedule 2 of the Act." A copy of Schedule 1 and 2 are attached.

Section 29B of the Disability Services Act 1993 states that "a public authority that has a disability access and inclusion plan must take all practicable measures to ensure that the plan is implemented by the public authority and its officers, employees, agents or contractors."

The Shire of Denmark's adopted Disability Access & Inclusion Plan 2013-2018, under Strategy 2.2 includes an action item which states "Explore options & funding for conversion of the south east steps to the Denmark Traffic Bridge, off the Mokare Walk Trail, to an accessible ramp."

The commonwealth Disability Discrimination Act 1992 also relates.

The objects of this Act are:

- a) *to eliminate, as far as possible, discrimination against persons on the ground of disability in the areas of:*
 - (i). *work, accommodation, education, access to premises, clubs and sport; and*
 - (ii). *the provision of goods, facilities, services and land; and*
 - (iii). *existing laws; and*
 - (iv). *the administration of Commonwealth laws and programs; and*
- b) *to ensure, as far as practicable, that persons with disabilities have the same rights to equality before the law as the rest of the community; and*
- c) *to promote recognition and acceptance within the community of the principle that persons with disabilities have the same fundamental rights as the rest of the community.*

The Human Rights Commission deals with complaints made under the Disability Discrimination Act 1992 and whilst the Commission refers to "footpaths" coming under the definition of "premises" under the Act it does not refer at all to "trails".

The Human Rights Commission notes that a "footpath" should, as far as possible, allow for a continuous accessible path of travel so that people with a range of disabilities are able to use it without encountering barriers. The Commission also notes that topographical issues, historical practices and local conditions will affect the capacity of local government authorities to achieve this level of good practice in all circumstances.

On balance, the Officer's view is that there is no guiding legislation (State or Commonwealth) that relates to requiring the Shire of Denmark to ensure that any or all of its trails, under its care and management' meet any accessibility requirements or standard. Therefore, the Council is at liberty to determine to its practical ability, on behalf of its community, how accessible such facilities are.

Policy Implications:

Policy P110710, Disability Access & Inclusion Policy Statement, reads as follows;

The Shire of Denmark is committed to ensuring that the community is an accessible and inclusive community for people with disabilities, their families and carers.

The Shire of Denmark 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 disabilities, providing them with the same opportunities, rights and responsibilities enjoyed by all other people in the community.

The Shire of Denmark recognises that people with disabilities are valued members of the community who make a variety of contributions to local social, economic and cultural life. The Shire 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.

The Shire of Denmark believes that people with disabilities, their families and carers who live in country areas should be supported to remain in the community of their choice.

Budget / Financial Implications:

There are no known financial implications upon either the Council's current Budget or Long Term Financial Plan however should Council resolve to initiate a project or projects to upgrade the eastern side of the Trail (either the accesses only and/or the entire length of the eastern

side as recommended in the draft Bike Plan) then there would be financial implications. The amount suggested in the draft Bike Plan is over \$235,000.

The Disability Services Commission's Community Infrastructure Grants are generally open each year, have a total funding pool of \$675,000 (2015 round) and are available to incorporated organisations, local governments, community groups and for-profit organisations. The maximum grant available per application is \$50,000. This year's round closed 10 July 2015 however it is likely that they will be available again in 2016. It is highly likely that there would be other grant sources available as well.

The Officer has recommended that two signs be erected at each end of the eastern side of the Trail and that some investigation and maintenance be undertaken. The cost of these works is minimal and would be able to be accommodated in Council's 2015/16 Budget under parks and reserves general maintenance.

Strategic Implications:

The report and officer recommendation is consistent with Council's adopted Mission and Vision and assists achieve the following specific adopted Strategic Objectives and Goals.

SOCIAL OBJECTIVE - Denmark's communities, people and places are connected and creative, vibrant and dynamic, healthy and safe.

SOCIAL GOALS

Lifestyle: ...endeavour to maintain and improve the standards and style of living, together with the creative and vibrant culture, that residents and visitors have come to expect.

Recreation: ...monitor all forms of recreational and cultural facilities and services, and take careful account of the level of community support for those in determining the improvements or new facilities to be supported together with their relative contribution to personal and community well-being.

ENVIRONMENT OBJECTIVE - Denmark's natural environment is regionally significant, wild and beautiful, yet so inviting and fragile that its protection and enhancement is carefully balanced in meeting the needs of current and future generations' lifestyle, development and tourism needs.

Sustainability Implications:

➤ Governance:

There are no known significant governance considerations relating to the report or officer recommendation.

➤ Environmental:

There are no known significant environmental implications relating to the report or officer recommendation.

Upgrading the eastern side of the Trail could have significant environmental implications and the level of impact would need to be investigated prior to undertaking any works or community consultation.

➤ Economic:

There are no known significant economic implications relating to the report or officer recommendation.

➤ Social:

There is substantial community interest in the condition of the eastern side of the Mokare Walk Trail which is evident through the community consultation undertaken by Green Skills for the draft Bike Plan and the interest of the Council's Disability Services Advisory Committee and Paths & Trails Advisory Committee.

Whilst not the subject of this report, in the Officer's opinion, any major redevelopment and upgrade of the eastern side of the Mokare Walk Trail should be the subject of further community consultation.

➤ **Risk:**

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council do not support the Committee or Officer Recommendation.	Unlikely (2)	Insignificant (1)	Low (1-4)	Errors, Omissions or Delays	Accept Risk

Comment/Conclusion:

The picture below shows the current access at the south, eastern end of the Trail and, in the Officer's opinion and whilst perhaps not fully compliant to disability accessible standards, it is functional and would provide sufficient access for most people. The access is also compatible, if not better than, the condition of the rest of the eastern side of the trail.



Above - South East Access

In the Officer's opinion, if Council were to provide a fully compliant, accessible ramp (at considerable cost both in dollar terms and disturbance of vegetation) then consideration of upgrading the entire eastern side to a similar accessible standard should be given. This would involve lifting most of the trail to a height above 600AHD to prevent seasonal flooding, widening the path to a standard of 1800 - 2000mm (dual use) and sealing it.

There are many trails within the Shire of Denmark, managed by the Council, which are not sealed, fully compliant footpaths because generally that is the nature of a 'bush trail', unlike a dual / shared use footpath.

This notwithstanding, members of the Disability Services Advisory Committee and the Paths & Trails Advisory Committee frequently highlight concerns regarding the general condition of the Mokare Heritage Trail (eastern side mostly), including overgrown vegetation, cracked pavers

and seasonal flooding. The Officer is of the opinion that this is likely because of the proximity of the trail to the CBD and perhaps more frequent use than other trails within the Shire.

The draft Bike Plan recommends a substantial upgrade of the eastern side of the Mokare Trail, incorporating a ramp entrance to the path along South Coast Highway stating that the trail is subject to substantial winter flooding and a very uneven path, noting that a boardwalk may be required at an estimated cost of approximately \$235,000 (plus extra for drainage works required).

Pictured below is the only access directly from the trail to the Traffic Bridge on South Coast Highway. Trail users can, of course, go under the bridge to the opposite side of the road, however the only access back onto the Traffic Bridge (from that side) is up a steep, gravel driveway and across the road back to the footpath on the southern side of the bridge.



Above - North Eastern Access

Alternatively pedestrians/cyclists can veer off the Trail prior to these steps (opposite the Bandstand) and go around the back of the Riverside Club to the footpath.

At their meeting held on 19 January 2015, the Council's Paths & Trails Advisory Committee (PATAC) requested, *"That the CEO request the Director of Planning and Sustainability to consider requesting the Denmark Riverside Club to plan a connection of the Mokare Trail through the development and upgrade of the Denmark Riverside Club. This being for Disability Access to the Mokare Trail."*

At their meeting held on 30 March 2015, the PATAC resolved as follows, *"That Infrastructure Services staff investigate the possibility for grant funding to raise the trail above the high water mark and initiate the public consultation process with regard to the proposed works to modify the trail to disability access standard on the eastern side of the Mokare trail."*

Council's Infrastructure Services have advised that they are awaiting the adoption of the Bike Plan and the recommendations therein before pursuing the availability of grant funding to undertake improvements to the eastern side of the Trail including modifying it to a disability access standard.

The Officer has provided an alternate recommendation to that of the Disability Services Advisory Committee due to the fact that community & committee concerns relating to the condition of the eastern side of the Mokare Heritage Trail are already included as high and medium priorities in the Council's Path Development Plan 2007 (priority table) and the draft Bike Plan, as well as being a topic of discussion and consideration of the PATAC. The Officer is also confident that alternative access option(s) for the north, eastern access will be considered into the Denmark Riverside Club's Stage 2 Concept Plans for consideration of the Council.

In the interim, the Officer suggests that signage be erected at both ends of the eastern side of the trail advising users that the trail is subject to seasonal flooding and that Infrastructure Services be requested to investigate overgrown vegetation which may cause accessibility issues for users.

Voting Requirements:

Simple majority.

COMMITTEE RECOMMENDATION

ITEM 9.1

That the Disability Services Advisory Committee recommend that Council request Officers to prepare a report for Council to consider whether they would support a grant application to the Disability Services Commission's Community Infrastructure Grants Fund to improve the accesses (southern and northern ends) on the eastern side of the Mokare Heritage Trail.

OFFICER RECOMMENDATION

ITEM 9.1

That with respect to improving the access (southern and northern ends) of the eastern side of the Mokare Heritage Trail, Council;

1. Thank the Disability Services Advisory Committee for their recommendation and advise that, at this time, it considers the access at the south, eastern end of the Trail to be functional, acceptable and compatible with the current accessibility standard of the eastern side of the trail and that Council will consider the recommendations to upgrade the Mokare Heritage Trail within the draft Bike Plan when;
 - a) It is presented back to Council following the conclusion of the consultation period; and
 - b) Council considers the Riverside Club Stage 2 Concept Plan due to Council in coming months.
2. Request Infrastructure Services to;
 - a) Erect a sign at both ends of the eastern side of the Trail to read as follows;

This trail is subject to seasonal flooding generally when the water level of the Denmark River and Wilson Inlet is above 600AHD. To check the current water level of the Wilson Inlet on the Department of Water's Water Information Reporting website go to <http://kumina.water.wa.gov.au/waterinformation/wir/reports/publish/603032/teb.htm>

Assess the need and schedule appropriate maintenance to the vegetation on either side of the trail, particularly with respect to sword grass and watsonia.

COUNCIL RESOLUTION & OFFICER RECOMMENDATION

ITEM 9.1

MOVED: CR SEENEY

SECONDED: CR OSBORNE

That with respect to improving the access (southern and northern ends) of the eastern side of the Mokare Heritage Trail, Council;

1. Thank the Disability Services Advisory Committee for their recommendation and advise that, at this time, it considers the access at the south, eastern end of the Trail to be functional, acceptable and compatible with the current accessibility standard of the eastern side of the trail and that Council will consider the recommendations to upgrade the Mokare Heritage Trail within the draft Bike Plan when;
 - a) It is presented back to Council following the conclusion of the consultation period; and
 - b) Council considers the Riverside Club Stage 2 Concept Plan due to Council in coming months.
2. Request Infrastructure Services to;
 - a) Erect a sign at both ends of the eastern side of the Trail to read as follows;
This trail is subject to seasonal flooding generally when the water level of the Denmark River and Wilson Inlet is above 600mm AHD. To check the current water level of the Wilson Inlet on the Department of Water's Water Information Reporting website go to <http://kumina.water.wa.gov.au/waterinformation/wir/reports/publish/603032/teb.htm>
 - b) Assess the need and schedule appropriate maintenance to the vegetation on either side of the trail, particularly with respect to sword grass and watsonia; and
 - c) Survey the levels of the current eastern path to ascertain any sections that would be inundated if the height of the Wilson Inlet was above 700mm AHD and to make recommendation to the Paths and Trails Advisory Committee on costs and approaches to achieve a minimum path service level of 700mm.

CARRIED: 6/1

Res: 270715

REASONS FOR CHANGE

Council included part 2 c) to initiate a survey of the eastern side of the trail including recommendation to the Council's Paths & Trails Advisory Committee of the costs and approaches to raise sections which occasionally are inundated with water.

Schedule 1 — Principles applicable to people with disability

[s. 12, 23, 24, 28, 40 and 57]

[Heading inserted by No. 40 of 2012 s. 22.]

1. People with disability are individuals who have the inherent right to respect for their human worth and dignity without discrimination and with equality of opportunity.
2. People with disability, whatever the origin, nature, type or degree of disability, have the same human rights as other members of society and should be enabled to exercise those human rights.
3. People with disability have the same rights as other members of society to realise their individual capacities for physical, social, emotional, intellectual, cultural and spiritual development.
4. People with disability have the same right as other members of society to access services that will support their choices, assist them to be as independent as possible and enable them to participate in all aspects of life.
5. People with disability have the same right as other members of society to participate in, direct and implement the decisions that affect their lives.
6. People with disability have the same right as other members of society to receive services in a manner that respects and protects their rights and opportunities and is the least restrictive option in the circumstances.
7. People with disability have the right to pursue any grievance concerning services.
8. People with disability have the right to access the type of services and supports that they believe are most appropriate to meet their needs.
9. People with disability who reside in country areas have a right, as far as is reasonable to expect, to have access to similar services provided to people with disability who reside in the metropolitan area.
10. People with disability have a right to an environment free from neglect, abuse, violence, intimidation and exploitation.

Schedule 2 — Objectives for services and programmes

[s. 12, 24, 28 and 40]

[Heading inserted by No. 40 of 2012 s. 22.]

1. Programmes and services are to focus on achieving positive outcomes for people with disability, such as increased independence, employment opportunities and inclusion and participation within the community.
2. Programmes and services are to contribute to ensuring that the conditions of the every day life of people with disability are the same as norms and patterns which are valued in the general community.
3. Programmes and services are to be integrated with services generally available to members of the community.
4. Programmes and services are to be flexible and responsive to the individual choices and needs of people with disability, their families, carers and significant others.
5. Programmes and services are to be designed and administered so as to be sensitive and responsive to the individual and diverse needs of all people with disability taking into account their age, gender, religion, Aboriginality, cultural or linguistically diverse backgrounds or geographic location.
6. Programmes and services are to be designed and administered to promote awareness of the abilities and contributions of people with disability and foster respect for their rights and dignity.
7. Programmes and services are to be designed and administered so as to promote the participation of people with disability in the life of the local community through physical, social, economic, emotional, intellectual, cultural and spiritual inclusion in that community.
8. Programmes and services are to be designed and administered so as to ensure that no single organisation shall exercise control over all or most aspects of an individual's life.
9. Service provider organisations, whether disability specific or generic, shall be accountable to those people with disability who use their services, their families and carers, their advocates, the State and the

community generally for the provision of information from which the quality of their services can be judged.

10. Programmes and services are to be designed and administered so as to provide opportunities for people with disability to reach goals and enjoy lifestyles that support their choices and are valued by the community.
11. Programmes and services are to be designed and administered so as to ensure that people with disability have access to advocacy support, to enable them to make choices and participate in decisions about the services they receive or are seeking.
12. Programmes and services are to be designed and administered so as to ensure that avenues exist for people with disability to raise, and have resolved, any grievances about services.
13. Programmes and services are to be designed and implemented in an accessible manner.
14. Programmes and services are to be designed and administered so as to respect the rights of people with disability to privacy and confidentiality.
15. Programmes and services are to begin as early as possible so as to prevent the occurrence of, or minimise, disability so people with disability can be as independent as possible and participate in all aspects of life.
16. Programmes and services are to be designed and implemented to —
 - (a) acknowledge, recognise, respect and respond to the role of families, carers and significant others in supporting people with disability; and
 - (b) respond to the views and needs of families, carers and significant others; and
 - (c) strengthen and build the capacity of families, carers and significant others in supporting people with disability.
17. Programmes and services are to provide —
 - (a) people with disability and their families and carers with opportunities for participating continually in the planning and operation of services they receive; and

- (b) opportunities for people with disability, their families and their carers to be consulted about the development of major policy, programme or operational changes.

[Schedule 2 inserted by No. 40 of 2012 s. 22.]



SHIRE OF DENMARK

DISABILITY ACCESS & INCLUSION PLAN 2013 – 2018

IMPLEMENTATION PLAN

AS AT 10 SEPTEMBER 2015

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OUTCOME 1

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	<ol style="list-style-type: none"> 1. Accessibility page includes; <ul style="list-style-type: none"> • 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. Memo sent to Directors requesting consideration of DAIP reference, where applicable – 20 August 2015. 	

STRATEGY 1.2 : IDENTIFY OPPORTUNITIES FOR PARTICIPATION IN RECREATIONAL ACTIVITIES THROUGH THE RECREATION CENTRE PROGRAM.				
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT
Carry out a survey to identify and assess the need for potential recreational activities specifically for people with a disability.	Director of Community & Regulatory Services	Ongoing	<p>1. To be done.</p> <p>2. To be done.</p> <p>3. To be done.</p> <p>4. <i>Completed. An additional handrail at the steps to the function room has been installed to assist with access mobility.</i></p>	<p>1. Refer strategy to the Director of Community & Regulatory Services, to request the Manager of Recreation & Youth Services to consider developing a poster (or the like) 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.</p> <p>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 centre program(s).</p> <p>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.</p> <p>4. Investigate installation of additional handrail to assist with mobility.</p>

			<p>5. Completed. The MRYS advises that there 3 children enrolled in the following sporting clubs; Denmark Walpole Junior Football Club, Denmark Basketball Association and Denmark Little Athletics.</p>	<p>5. 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.</p>
<p>Consider employing a carer during the school holiday program to enable children with disability to participate in the program.</p>	<p>Director of Community & Regulatory Services</p>	<p>2013 / 2014</p>	<p>1. 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.</p> <p><i>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</i></p>	

			<p><i>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.</i></p> <p>2. 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.</p> <p><i>Completed.</i></p>	
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STRATEGY 1.3 : EVALUATION OF THE EVENTS HELD ANNUALLY BY THE COUNCIL TO INCORPORATE ACCESS & INCLUSION.				
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT
<p>Evaluate the following annual council events to determine the adequacy of access & inclusion and make recommendations on improvement opportunities.</p> <ul style="list-style-type: none"> ○ 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 (3 December) 	Disability Services Advisory Committee	Ongoing (as required)	<p>1. To be done – suggest after Aus Day 2015.</p> <p>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 evaluation form after each event.</p> <p><i>Completed. Event & Function Evaluation Form has been amended to include questions relating to accessibility (mobility and cost).</i></p>	<p>1. EA to draft a small article for the 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.</p>

STRATEGY 1.4 : TRANSPORT				
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	<ol style="list-style-type: none"> 1. Email sent 6 Jan 15. Follow up email sent 9 March 2015. 2. Ascertain availability of HACC Bus. <i>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.</i> 3. To be done. Await outcome of parts 1 & 2. 4. Possible follow up at a later stage to investigate relevance and need in Denmark. 	<ol style="list-style-type: none"> 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. 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. 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 wheelchair lift in the council's community bus, if and when the vehicle is considered for upgrade.	Director of Community & Regulatory Services (DCRS)	As required.	1. Await quote & consider.	1. Bus to be upgraded in approx. 2 years (2016). DCRS has requested that the quote be submitted for the 2014/15 budget process be reviewed to show the cost of providing a wheelchair hoist in the community bus.
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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	<ol style="list-style-type: none"> EA to draft a small article for Council Conversations. <i>Completed. Article published in the July 2014 Council Conversations.</i> Include reference to the Policy under the Accessibility page of Council's website. <i>Completed. Reference included under accessibility page on Council's website.</i> 	
Investigate including reference to this service on the waste collection application form.	Director of Finance & Administration (DFIN)	2013 / 2014	<ol style="list-style-type: none"> Include reference to Council's Policy on the new waste service application form, on 25 June 2014. <i>Completed. The Application Form has been amended.</i> 	

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	<p>1. Walk around undertaken 12 March 2015. Areas of concern have been provided by members and collated for consideration of the Committee 14 May 2015 - for referral back to the Infrastructure Services.</p> <p>Engineering Assistant has advised that position and 'style' of on/off ramps have also been considered in the draft Bike Plan. Emailed DIS 4 May 2015 for update on finalisation of Bike Plan.</p>	1. 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	<p>1. Three ACROD parking bays near IGA on Mt Shadforth Road identified during the Committee's walk around on 12 March 2015 – the details have been included in the collated 'areas of concern' for consideration of the Committee 14 May 2015 – for referral back to Infrastructure Services.</p> <p><i>Completed. Inspection undertaken prior to CBD Redevelopment and Disability Services Committee provided input to redevelopment plan – particularly with respect to ACROD Bays.</i></p>	

			2. 21 May 2015 – question asked whether ACROD signs could be any bigger because they were difficult to see.	2. Email sent to Infrastructure Services 3 June 2015.
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	<p>1. <i>Completed. DCRS has ordered a ACROD 'set down and pick up' sign together with a portable ACROD mat.</i></p> 	

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	<p>1. 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.</p> <p><i>Access WA advised that there isn't any way of extracting a database of Denmark entries.</i></p> <p>2. To be done.</p>	<p>2. Manually extract all of the entries relating to Council buildings and facilities to proceed with check.</p>

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	<p>1. 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.</p> <p><i>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.</i></p> <p>2. Include information on Council's website about the availability of the You're Welcome website and information on how businesses can access the service.</p> <p><i>Link has been added to the Council's website under business & investing section, Supporting Local Business.</i></p> <p>3. Establish system to prompt businesses to check their listing under the You're Welcome website.</p> <p><i>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</i></p>	
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			<p><i>be included on the website.</i></p> <p>4. 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.</p> <p><i>Access WA advised that there is no way of extracting a database of entries.</i></p> <p>5. To be done.</p>	<p>5. Manually extract all of the entries and construct a database for possible general mail out.</p>
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OUTCOME 2

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	1. Find out from DCRS what is involved in undertaking an audit – 25 Aug 14. <i>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.</i>	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. <i>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.</i>	

			2. To be done.	2. 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	<p>1. To be commenced.</p> <p>2. 12 May 2015 - Executive Assistant & Principal Building Surveyor met with an audio loop supplier and installer regarding building requirements and quotes.</p>	<p>1. EA to liaise with Council's Principal Building Surveyor about the possibility of incorporating this review into annual building inspections.</p> <p>2. Quote received. Applying for Community Infrastructure Grant through the Disability Services Commission / WALGA.</p>
COUNCIL ADMINISTRATION BUILDING				
Explore the need for a disabled staff toilet.	Director of Community & Regulatory Services	2015 / 2016	<i>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.</i>	
Consider retrofitting a lower portion of counter to provide better access for people in wheelchairs.	Director of Community & Regulatory Services	2013 / 2014	<p>1. Members noted that administration staff had previously indicated that they could meet with people at the low table in the foyer if so required.</p> <p>2. 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.</p>	

			<p><i>Response: Administration Staff did not consider it necessary at this stage and noted the following;</i></p> <ul style="list-style-type: none"> <i>• All administration staff are sensitive to clients with special needs and cater to that need when required;</i> <i>• 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;</i> <i>• Generally only have two or three people who are in a wheelchair who frequent the office.</i> <p>3. 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.</p> <p><i>Completed. Installation done.</i></p>	
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STRATEGY 2.2 : INFRASTRUCTURE, PLANNING & REFURBISHMENT OF FACILITIES TO INCORPORATE ACCESS & INCLUSION 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	1. 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.	1. Budgeted works include (\$60,000); <ul style="list-style-type: none"> - 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 & RESERVES				
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	1. Memo to the DIS to consider Strategy 2.2 when creating or refurbishing recreational areas such as parks & gardens. <i>Response from DIS – Agree that all playgrounds (and other things) should be practicably accessible to all users.</i>	
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	

<p>allocation(s) to make them accessible. Priority of works should also be made.</p>			<p>Denmark fishing club – expected approx. 2016/2017.</p> <p>1. Investigate improved access to ocean beach viewing platform – installation of rails along footpath and redesign of steps near the car park.</p> <p><i>That the Disability Services Advisory Committee recommend Council administration staff that access to ocean beach be a priority.</i></p> <p><i>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.</i></p> <p><i>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.</i></p> <p>2. Review accessibility to prawn rock channel swimming area and lookout.</p> <p><i>That the Disability Services Advisory Committee recommend that disability access to the prawn rock channel swimming area and nearby lookout be reviewed.</i></p> <p>This has been included in the Terms of Reference for Council’s newly</p>	
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			formed Prawn Rock Channel Concept Plan Development Working Group. Draft Concept Plans for the area are now being advertised.	
Review the need for an accessible playground.	Director of Infrastructure Services	2016 / 2017	<p>Actioned. Ongoing review by Infrastructure Services.</p> <p><i>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.</i></p>	
In liaison with local business and the Denmark Visitor Centre, investigate the need for the provision of "off road" wheelchairs (buggies) which can be used in a similar fashion as the beach wheelchairs.	Disability Services Advisory Committee	2017 / 2018		
Review the suitability of access ramps to Berridge Park from Hollings road.	Disability Services Advisory Committee	June 2014	1. To be done.	1. Include area in Committee audit of high use, active, passive recreational areas.
BEACHES & INLETS				
Investigate the use of an ACROD card access to unlock the beach wheelchairs at Parry Beach & Ocean Beach.	Disability Services Advisory Committee	2016 / 2017	1. <i>Use of the Parry Beach & Ocean Beach beach wheelchairs are 'monitored' and 'managed' by the Parry Beach Voluntary Management Group (PBVMG) and the Denmark Surf Life Saving Club (respectively).</i>	

			<p><i>Design and function of ACROD cards determined by State Govt. and current system appears to be working adequately.</i></p> <p><i>2. Ocean Beach Wheelchair replaced. Agreements with Denmark Surf Life Saving Club and the Parry's Beach Voluntary Management Group are in place.</i></p>	
Promote the availability of beach wheelchairs at Parry Beach & Ocean Beach.	Disability Services Advisory Committee	Ongoing	<p><i>1. Dedicated page created under Accessibility page on Council's website.</i></p> <p><i>2. EA emailed the Denmark Visitor Centre 10 Sept 15 and provided information about the availability of the wheelchair(s) and a link to our website.</i></p> <p><i>3. To be done.</i></p>	<p><i>3. EA to request the community groups who look after the chairs to assist with promoting their availability.</i></p>
Review the opportunity of the provision of a beach wheelchair at Peaceful Bay.	Disability Services Advisory Committee	2014 / 2015	<p><i>1. To be done.</i></p>	<p><i>1. 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.</i></p>
Investigate accessible community grants for the	Disability Services Advisory	Ongoing	<p><i>1. The DSAC look at available grants when presented with concept briefs</i></p>	

<p>funding of:</p> <ul style="list-style-type: none"> • An investigation and conceptualisation; <ul style="list-style-type: none"> ○ of universal access opportunities along the Shire of Denmark's high value foreshore recreational areas; and ○ 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. 	<p>Committee</p>		<p><i>and issues arising from upcoming audit and/or when the need or opportunity arises.</i></p>	
<p>FOOTPATHS & TRAILS</p>				
<p>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.</p>	<p>Paths & Trails Advisory Committee</p>	<p>December 2014</p>	<p>1. Walk around undertaken 12 March 2015. Areas of concern have been provided by members and collated for consideration of the Committee 14 May 2015. 14 August 2015 - referred to the Infrastructure Services for comment.</p> <p>Engineering Assistant has advised that position and 'style' of on/off ramps have also been considered in the draft Bike Plan, which is currently out for public comment.</p>	

Undertake an audit of desired installation of fully accessible dual-use paths in residential areas.	Paths & Trails Advisory Committee	December 2015	1. Await finalisation of the Bike Plan which has done similar reviews. Bike Plan is out for public comment, closing date for submissions is 21 August 2015.	
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	<p>Committee recommendation May 2015 read as follows;</p> <p><i>"That the Disability Services Advisory Committee recommend that Council request Officers to prepare a report for Council to consider whether they would support a grant application to the Disability Services Commission's Community Infrastructure Grants Fund to improve the accesses (southern and northern ends) on the eastern side of the Mokare Heritage Trail."</i></p> <p>Referred to Council 28 July 2015 – Council resolved to consider the matter when it re-considers the draft Bike Plan and when it considers Riverside Club's Stage 2 Concept Plan.</p>	

OUTCOME 3

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	<ol style="list-style-type: none"> 1. Accessibility page on Council's website updated to include reference to information being available in alternative formats upon request. 2. 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. 4. Added photo ID to all pictures on Council's website to improve accessibility. 	

STRATEGY 3.2 : DENMARK LIBRARY				
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT
The Denmark Library continue to grow its alternative format resources such as large print and talking book collections.	Director of Finance & Administration & Senior Librarian	June 2015	<p>1. 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,</p> <p><i>“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.</i></p> <p><i>Library Staff will assist any person with a disability in regards to selecting items and ordering items of which we may have limited stock.</i></p> <p><i>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.”</i></p>	Completed.

Disability Access & Inclusion Plan 2013 – 2018 - IMPLEMENTATION PLAN

Investigate ways of providing current technology to assist people with disabilities, particularly vision impairments, and train staff to support and promote its use.	Director of Finance & Administration & Senior Librarian	June 2015		
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OUTCOME 4

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 INDUCTION & ORIENTATION INCLUDES ACCESS & INCLUSION				
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT
Give consideration to access & inclusion issues for new staff members.	Director of Finance & Administration	June 2014		
Incorporate the principles of the DAIP into the orientation and induction process for new staff & elected members.	Director of Finance & Administration	June 2014		

STRATEGY 4.3 : INFRASTRUCTURE STAFF & CONTRACTORS TRAINING				
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT
Identify opportunities for Infrastructure staff & contractors to be trained in practical access requirements.	Director of Infrastructure Services	June 2014	<ol style="list-style-type: none"> 1. <i>Participated in Wheelchair Challenge - December 2013.</i> 2. <i>Presentation by Guide Dog Association scheduled for December 2014 to increase awareness (IDoPWD event). Presented to Council, Senior Officers & Committee members - 2 December 2014.</i> 	

OUTCOME 5

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
<p>The Charter be promoted and made available;</p> <ul style="list-style-type: none"> ○ on Council's website; ○ at the Recreation Centre; ○ at the Denmark Library; ○ at the Denmark Youth Centre. 	Director of Finance & Administration	December 2014	<p>1. <i>Completed. Customer Service Charter (CSC) is available on Council's website and at Administration Office front counter.</i></p> <p><i>CSC is included in the Council's welcome pack.</i></p> <p><i>Rec Centre confirmed that they already had copies available & the Library have been sent copies to make available at their premises.</i></p>	1. 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	<p>1. <i>Completed. A notation has been included on the 'e' version of the CSC noting that it is available in alternate formats.</i></p> <p>2. <i>Completed. Council still has thousands of pre-printed copies – Staff will ensure any re-print includes appropriate words so that people know that it can be made available in alternate formats.</i></p>	2. Liaise with DFIN about modifying the pre-printed copies – practicality and process to be identified.
Investigate other methods which could be used to enable people to provide	Disability Services Advisory Committee	Ongoing	1. Council Officers investigating a "Have Your Say" page on Council's website.	

feedback, suggestions, compliments or complaints about Shire services & facilities.			<i>Have Your Say page and amendments to how Council's "Notice Board" is shown on website completed. Includes details on how different ways to provide feedback on Council's services and facilities.</i>	
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

<i>ACTION</i>	<i>RESPONSIBILITY</i>	<i>TIMEFRAME</i>	<i>STATUS</i>	<i>COMMENT</i>
<p>The brochure be promoted and made available;</p> <ul style="list-style-type: none"> ○ through Council's website; ○ at the Recreation Centre; ○ at the Denmark Library; ○ at the Denmark Youth Centre. 	All Staff	June 2014	<p>1. <i>Accessibility page on website includes a link to a downloadable version of the Have Your Say brochure.</i></p> <p>2. <i>Printed copies available at the Shire Administration Office Reception Area.</i></p>	

OUTCOME 6

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				
<i>ACTION</i>	<i>RESPONSIBILITY</i>	<i>TIMEFRAME</i>	<i>STATUS</i>	<i>COMMENT</i>
Ensure that information provided when advertising public consultation forums is clear and concise.	All Staff	Ongoing	1. <i>Approximately 15 Council Officers undertook Community Engagement training on 31 July 2015 which includes identifying stakeholders and various types of engagement to suit various sectors of the community.</i>	Officers to actively seek opinions of people with disability when there are matters that may concern people with disability by specifically engaging groups that may have members with disability such as the Denmark Over 50s Association. Note Community Engagement Policy & Framework includes matrixes to assist Officers in identifying individuals, groups and/or sectors who may be impacted by a decision of Council and provides methods of engagement to seek their views on the matter.
Investigate the introduction of online community forums, including partnerships and/or liaison with other organisations (eg. Denmark Community Resource Centre).	All Staff	Ongoing	1. <i>To be done – more detail required before actioning.</i>	Improve Facebook presence. Cr Morrell noted that there had been some recent discussion between Councillors regarding improving the Council's facebook page.
Venues where community consultation is taking place are to be accessible for	All Staff	Ongoing	<i>Ongoing.</i>	Community consultation generally held in the Council Chambers, Council Reception Room and / or the Civic

people with a disability.				Centre all of which are accessible for people with disability including people in a wheelchair.
Consider & investigate the installation of hearing assistance technology for the hearing impaired at Council venues.	Director of Community & Regulatory Services	June 2014	1. <i>Quote received. Grant application submitted through Disability Services Commission 10 July 2015. Await outcome.</i>	1. Council Officers investigate the requirements and cost of installing Audio Loops in the Council Chambers/ Reception Room and/or the Denmark Civic Centre.
Provide a number of ways for people to provide feedback such as phone, face to face meetings, email and written feedback.	All Staff	Ongoing	<i>Details of these various ways of providing feedback to Council have been included on the Council's website under the "Have Your Say" section and also in Council's Customer Service Charter.</i>	

OUTCOME 7

PEOPLE WITH DISABILITY HAVE THE SAME OPPORTUNITIES AS OTHER PEOPLE TO OBTAIN AND MAINTAIN EMPLOYMENT WITH THE SHIRE OF DENMARK.

STRATEGY 7.1 : WORK TO CREATE MORE ACCESSIBLE AND SAFER WORKPLACES FOR PEOPLE WITH DISABILITIES.				
ACTION	RESPONSIBILITY	TIMEFRAME	STATUS	COMMENT
Conduct accessibility audits of one workplace environment each year in conjunction with Council's Occupational Safety & Health Committee. Identify employment barriers for existing/potential employees and remove where possible.	Director of Finance & Administration	Annually		
Encourage employees with disability to provide information to their supervisors of any barriers they face in their workplace which limit their capacity to fulfil their functions to the best of their ability.	Director of Finance & Administration	Ongoing		

STRATEGY 7.2 : ENCOURAGE EMPLOYMENT AND WORK EXPERIENCE OPPORTUNITIES WITH THE SHIRE OF DENMARK FOR PEOPLE WITH DISABILITY IN PARTNERSHIP WITH DISABILITY AGENCIES AND SCHOOLS UPON REQUEST

<i>ACTION</i>	<i>RESPONSIBILITY</i>	<i>TIMEFRAME</i>	<i>STATUS</i>	<i>COMMENT</i>
Contact local placement agencies who specialise in placing people with disability into the workforce, either as paid employees or unpaid volunteers, promoting the Shire of Denmark's support for such programs.	Director of Finance & Administration	2015 / 2016		

STRATEGY 7.3 : PROMOTE THAT THE SHIRE OF DENMARK IS AN EQUAL EMPLOYMENT OPPORTUNITY (EEO) EMPLOYER THAT PROVIDES FOR FLEXIBLE EMPLOYMENT AND EMPLOYMENT OF PEOPLE WITH DISABILITY.

<i>ACTION</i>	<i>RESPONSIBILITY</i>	<i>TIMEFRAME</i>	<i>STATUS</i>	<i>COMMENT</i>
Review all HR related information (including manuals, forms and website), update where required and undertake promotion.	Director of Finance & Administration	2015 / 2016		