

Minutes



DISABILITY SERVICES ADVISORY COMMITTEE

HELD IN THE COUNCIL'S COMMITTEE ROOM,
953 SOUTH COAST HIGHWAY, DENMARK
ON THURSDAY, 3 AUGUST 2017.

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Council Committee Meeting

3 August 2017

DISCLAIMER

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

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

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

Cr Mark Allen (Presiding Person)
Mr Adrian Hinds, Professional Member (Community) (Deputy Presiding Person)
Mr Peter Boyes, Community Member
Mrs Dale Fewings, Community Member
Mrs Belinda Forte, Denmark Over 50s Association Representative
Ms Gabrielle Rose, Disability Services Commission Representative (*from 10.14am*)

STAFF:

Ms Claire Thompson, Executive Assistant

APOLOGIES:

Ms Julie Hollingworth, Acting Director of Nursing, Denmark Health Service Representative
Mr Mark Blowers, Community Member
Mr Phil Runham, Community Member

ON LEAVE OF ABSENCE:

Nil

ABSENT:

Nil

VISITORS:

Nil

DECLARATIONS OF INTEREST:

Nil

3. ANNOUNCEMENTS BY THE PERSON PRESIDING

Nil

10.14am – *Ms Rose entered the room.*

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: Peter Boyes

SECONDED: Belinda Forte

That the minutes of the Disability Services Advisory Committee meeting held on the 1 June 2017, be confirmed as a true and correct record of the proceedings.

CARRIED: 6/0

6. REPORTS

6.1 Paths & Trails Advisory Committee Representative

Dual member of the Paths and Trails Advisory Committee (PATAC) Mr Boyes advised that PATAC hadn't had a meeting since the last Disability Services Advisory Committee meeting and therefore did not have much to report.

Mr Hinds asked whether there had been any progress on finalising the Path Development Plan.

Mr Boyes said that he was unaware where the draft plan was at because they hadn't had a meeting since May 2017.

6.2 Strategic Community Plan – “Issues in Focus” Sessions

As part of the Shire's Strategic Community Planning process the Shire will be hosting five “Issues in Focus” sessions from 7 -11 August 2017.

The topics include;

- Sustainable Population and Development
- Development of Agriculture, Tourism and Small Business
- Housing Availability and Affordability
- Decision Making and Community Engagement
- Bushfire Management and Planning

Attached was a copy of the advertisement.

The Executive Assistant referred to the attachment and gave an overview of the purpose for the sessions noting that members of the public were welcome to attend any or all of the sessions.

Mrs Fewings stated that she would hope that the plan will include references to the Shire working with local stakeholder groups such as GreenSkills with respect to waste.

Ms Thompson advised that she believed that there would be references to key local stakeholders.

6.3 Disability Access & Inclusion Plan (DAIP)

IMPLEMENTATION

A copy of the Implementation Plan was attached. The Plan had been reformatted to provide more clarity with respect to Outcomes vs Strategies vs Actions vs Tasks.

The Outcomes, Strategies and Actions cannot be altered as these were adopted as part of the DAIP however the tasks can be amended and/or added to, included the years to be implemented.

ACTION 1.2.2

Mrs Forte asked whether funding for carers for the School Holiday Program had been included in the 2017/18 Budget.

Ms Thompson advised that Council had included \$3,000 in the Budget and that she hoped to promote the new provision prior to the September 2017 School Holidays.

Ms Rose asked whether she could be made aware of when it is launched.

Outcome

The Executive Assistant to provide members with information on the Recreation Centre funding for carers program when it is launched.

ACTION 2.1.3

Mrs Forte asked whether a response from the Director had been received regarding investigating the incorporation of community hall accessibility compliance inspections into the Shire's annual hall inspections. Ms Thompson advised that a response had not been received however there was a restructure being undertaken internally and the DCRS position was being removed from the structure. Ms Thompson suggested that the item be put on hold pending the outcome of the Strategic Community Plan which could determine the way that the Shire manages community halls.

ACTION 2.2.3

Mr Hinds referred to task 3 and asked if there were any funds included in the 2017/18 Budget to implement the Prawn Rock Channel Development Concept Plan.

Cr Allen advised that Council had not allocated any funds. Cr Allen advised that there was a lot of work being done to develop the Ocean Beach & Peaceful Bay Foreshore Development Concept Plans and that accessibility would be a consideration and included in the plans.

Mrs Forte noted that there was no percentage complete allocated to task 2 under Action 2.2.3 however it appeared as though some work had been done. Ms Thompson advised that it was an error and suggested 20% could be allocated to the task.

REVIEW

The Shire of Denmark's Disability Access & Inclusion Plan (DAIP) is required to be reviewed every five (5) years, pursuant to section 28 (7) of the Disability Services Act 1993. A review of a plan can result in an amended plan or a new plan. The current DAIP was adopted by Council on 9 July 2013 (Res. No. 130713) and reviewed on 16 June 2015 (Res. No. 100615).

The current Strategic Community Planning (SCP) process is scheduled to conclude in September 2017. Once adopted, the SCP will set the Shire's vision, values, aspirations and priorities for the next ten (10) years and it is recommended that the Committee commence its DAIP review after this to ensure that it correlates with the SCP.

It is worthwhile, however, for members to start thinking about the review and note anything that they would like to see included in the plan.

At the meeting held on 1 June 2017, Members agreed that it would be best to await the completion of the Strategic Community Plan to ensure that the documents aligned.

Noted.

6.4 Beach Wheelchair at Peaceful Bay – DAIP Action

OUTCOME 2 / Strategy 2.2 / Beaches & Inlets Action Item

BEACH TREKKER AT PEACEFUL BAY

At the last meeting noted the interest from the Peaceful Bay Progress Association regarding a Beach Trekker at Peaceful Bay.

The Executive Assistant has requested additional information from the Parry's Beach Voluntary Management Group and the Denmark Surf Life Saving Club regarding frequency of use of the Trekkers at their respective locations. Information has also been requested internally regarding purchase source and cost, grant funding, set and ongoing maintenance costs.

Ms Thompson noted that the Denmark Surf Club had advised that they had only received one request and that she was waiting to hear back regarding the trekker at Parry Beach.

Members discussed how the Trekkers have been promoted and suggested that perhaps some brochures could be sent to the Caravan Parks.

Idea floated that there could be benefit in relocating the Trekker from Parry Beach to Peaceful Bay. For further consideration.

Outcomes

- *The Executive Assistant to Caravan Park operators regarding promotion of the Beach Trekkers.*
- *Await advice from Parry's Beach Voluntary Management Group.*

6.5 “Walk Around” – 1 December 2016

A “walk around” was held on Friday, 1 December 2016. On 7 June 2017, a summary of the issues raised has been referred to Infrastructure Services for comment.

Members were provided the responses received from Infrastructure Services and provided comment on each item (see attached).

6.6 Crossing South Coast Highway near Denmark Cooperative

At the meeting held in September 2016, members raised concerns that vehicles often seemed to be travelling too fast and discussed what could be done to provide a safer crossing. Suggestions included requesting the Denmark Police to monitor the speed of vehicles near the intersection and requesting Main Roads to consider lowering the speed limit through town to 40km/h or 30km/h.

The concerns were referred to Roadwise Advisory Committee who initially agreed that more information was required and that Main Roads WA would inspect and report back to Roadwise.

Roadwise's response was tabled at the meeting which was as follows (refer Attachment 6.6 for map showing proposed hand rail locations).

Members of Roadwise Committee have looked at pedestrian crossing points on South Coast Highway and the following outcomes have been reached;

- *Pedestrian hand rails to be installed at existing pram ramps as shown on attached plan. This will have to be costed and planned by Shire of Denmark.*

- *Edge lines to be painted to mark the outside of the lanes (narrow the crossing distance for pedestrians and remove the hazard of vehicles hitting the parking nib outside Denmark Printers).*
- *Centre lines painted up intersecting streets (Short St, Millar St). This is the line which aligns vehicles correctly to the intersection. This will assist in pedestrians crossing.*
- *Painting will only be scheduled in dryer months and usually when the contractor is in the area.*

Mrs Forte stated that she was aware that a member of the Denmark Over 50s Association had submitted some areas of accessibility concern and asked whether they had been looked into by Shire Officers.

The Executive Assistant advised that she was aware that a letter had been received and that it was currently with Infrastructure Services to respond to.

Cr Allen noted that if members had any concerns about things not being done they could raise it with him at any time.

6.7 International Day of People with Disability (IDoPWD) 2017

The 2017 International Day of People with Disability (IDoPWD) 2017 will be Sunday, 3 December.

The Executive Assistant advised that Council had included \$3,000 in the 2017/18 Budget towards and activity in recognition of the IDoPWD.

Some ideas for 2017

DISABILITY CHALLENGE!

The planned Disability Challenge was cancelled last year due to lack of numbers. The participants who had agreed to be involved have expressed interest in participating in any future challenge.

Members discussed the challenge and the consensus was that they would like to proceed with the event. There was discussion regarding including a couple of people who have a form of disability to be involved on the day.

Outcomes

The Executive Assistant to determine a date that would be suitable for Staff and Councillors and commence seeking participants.

11.35am – Mr Hinds left the room.

VISIT TO DENMARK BY PARALYMPIAN

Last year Council Officers were liaising with the office of Paralympian, Brant Garvey, with suggestions of a day visit to Denmark including addressing Schools and a Council and Community Function.

Ms Thompson has put in a request via Brant Garvey's website. Awaiting response.

Ms Rose advised that there was a local person who was aspiring to become a Paralympian in the equestrian field. Ms Rose said that the lady had just started competing and perhaps it could be worthwhile providing an opportunity for her to tell her story.

Outcome

Ms Rose will liaise with local person to ascertain their willingness to be involved. Possibility of showing a video at the end of the Challenge.

11.38am – Mr Hinds returned to the room.

6.8 Poison Point Disability Fishing Platform

At the last meeting Mr Boyes stated that there was still some keen interest in having a disability fishing platform installed at Poison Point and asked whether this could be pursued again.

Ms Thompson advised that she was aware that the suggestion had been a number of years ago and considered by the Council but she believed that the issues were the access road down to the water's edge. Ms Thompson said that it was likely that there were other issues such as Aboriginal Heritage, clearing and the like.

Mr Hinds advised that Aboriginal Heritage approval had already been received when the Council had investigated the proposal before.

Research yet to be undertaken.

Noted.

7. GENERAL BUSINESS

7.1 Disability Services Commission

Ms Rose advised that the Disability Services Commission, the Department of Child Protection and Family Support, the Department of Housing and the Department of Local Government and Communities had been amalgamated and were now called the Department of Communities.

8. NEXT MEETING

The next meeting of the Disability Services Advisory Committee will be held on Thursday, 5 October 2017 commencing at 10.00am.

It was noted that the Local Government Elections would be held on 21 October 2017 which would mean that the Committee would disbanded until such time as Council made a decision on whether it would be reformed.

Members noted that an informal Working Group could be formed to facilitate any activities associated with the IDoPWD.

9. CLOSURE OF MEETING

11.56am – There being no further business to discuss the Presiding Person, Cr Allen, declared the meeting closed.

These minutes were confirmed at the meeting of the _____

Signed: _____

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



‘Denmark 2027’ Issues in Focus Strategic Community Plan Review

What is your plan for the future?

We are looking for passionate community members and individuals or groups with relevant skills and experience to present their ‘five-point’ plan for the future on one of the following topics:

Sustainable Population and Development: Monday 7 August

Development of Agriculture, Tourism and Small Business: Tuesday 8 August

Housing Availability and Affordability: Wednesday 9 August

Decision Making and Community Engagement: Thursday 10 August

Bushfire Management and Planning: Friday 11 August

5.30pm-7.30pm @ Council Chambers, 953 South Coast Hwy, Denmark

Share your knowledge, experience and ideas with Council and the community!

Nomination forms are available at the Shire of Denmark Administration Office, Recreation Centre, Library and on the website www.denmark.wa.gov.au/our-council/strategic-community-plan.aspx

Nominations close 4.00pm Friday 28 July 2017

Interested in attending? Community members who are interested in a topic (but do not wish to present) are encouraged to attend the sessions as an audience member – ask questions, offer suggestions and hear how our local presenters think we should tackle the big issues!



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Pedestrian Hand Rail Locations
Edge Line & Centre Line Guide
Roadwise walk around 26th July 2017



SHIRE OF DENMARK

DISABILITY ACCESS & INCLUSION PLAN 2013 – 2018

IMPLEMENTATION PLAN

AS AT 3 AUGUST 2017

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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 1.1.1: The Council's policies, frameworks and plans reference the DAIP, where applicable, as an informing document.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Memo sent to Directors requesting consideration of DAIP reference, where applicable – 20 August 2015.	2015 / 2016	Completed.	100%
2	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.	2012 / 2013	Completed. Additional opportunities to be identified.	95%

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

ACTION 1.2.1: Carry out a survey to identify and assess the need for potential recreational activities specifically for people with a disability.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
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.	2017 / 2018	To be actioned. Await adoption of the Strategic Community Plan.	0%
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).	Ongoing	Ongoing liaison occurring with Disability Services Commission Local Area Coordinator through representation on the Disability Services Advisory Committee.	100%
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.	2017 / 2018	To be done following the adoption of the Strategic Community Plan so that themes / feedback can be identified through that process in the first instance.	0%
4	WA Disabled Sports Association have provided the Recreation Centre (March 2016) with a new "Living Life" pack which includes equipment as well as instructions for a number of varied activities for people with disability. Include information on "Living Life" pack availability at the Recreation Centre.	2015 / 2016	Completed. Website updated. Article included in the Denmark Bulletin advertising the pack. Recreation Centre have referenced the pack on all their quarterly Activity Guides (provided in hard copy via the Denmark Bulletin and on Council's website).	100%
5	Investigate installation of additional handrail to assist with mobility.	2015 / 2016	Completed. An additional handrail at the steps to the function room has been installed to assist with mobility	100%

			access.	
6	Investigate how many local children with disability are involved in the Kidsport program.	2015 / 2016	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.	100%

ACTION 1.2.2: Consider employing a carer during the school holiday program to enable children with disability to participate in the program.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Ask the Manager of Recreation & Youth Services (MRYS) how many requests that they receive for children with disability wishing to participate in the School Holiday Program.	2015 / 2016	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.	100%
2	That the MRYS consider including a notation on future School Holiday Program advertising and enrolment form that the program is all inclusive and that they will endeavour to accommodate children with disability, upon request.	2015/2016	Completed.	100%
3	21 April 2016 – Recommendation from the Disability Services Advisory Committee to Council to include	2016 / 2017	Report to Council 27 September 2016 with following Resolution (Res. No 220916);	100%

	funds in the 2016/17 Budget for the carer or carers of children with disability to attend the Recreation Centre's School Holiday Vacation Program.	2017 / 2018	<p><i>"That with respect to the recommendation from the Disability Services Advisory Committee, Council;</i></p> <ol style="list-style-type: none"> <i>1. Adopt the new draft Policy P110312 "Recreation Centre – School Holiday Program Inclusion Fund";</i> <i>2. Request the Director of Community & Regulatory Services to develop an appropriate Application Form based on the Policy; and</i> <i>3. Consider including \$3,000 in preparing the 2017/18 Budget towards the "School Holiday Inclusion Fund"."</i> <p>Application Form developed. \$3,000 has been included in the 2017/18 Budget.</p>	

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

ACTION 1.3.1: 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 (3 December)

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
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.	2017 / 2018	To be done.	0%
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.	2015 / 2016	Completed. Event & Function Evaluation Form has been amended to include questions relating to accessibility (mobility and cost).	100%

STRATEGY 1.4 : TRANSPORT

ACTION 1.4.1: 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.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
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.	2015 / 2016	Response received suggesting that a collaborative approach to establishing need is required – not all people that would use such a service are clients of the Disability Services Commission.	100%
2	Ascertain availability of HACC Bus.	2016 / 2017	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.	100%
3	Write to the Department of Transport and the Denmark Health Service re provision of transport for people with a disability in the Shire of Denmark, noting that there are no wheelchair taxis available in Denmark.	2017 / 2018	<p>At the meeting held on 7 July 2016 members requested that Council Officers liaise with the local taxi service in the first instance.</p> <p>A letter was sent to Denmark Taxi 24 August 2016.</p> <p>At the meeting held on 21 Sept 16 the Committee noted comments from Denmark Taxi that it could be unviable for them to purchase or retrofit to provide for multi-use vehicle(s) in Denmark. Financial incentive information sourced by Ms Rose from Disability Services Commission provided to Cr Allen to provide to Denmark Taxi – for information.</p>	100%
4	Availability and viability of UBER Taxis for people with disability– discussed concept at meeting held 3 Nov 14.	2013 / 2014	<p>New services, possible issues related with existing services in major cities.</p> <p>Possible follow up at a later stage to investigate</p>	100%

			relevance and need in Denmark.	

ACTION 1.4.2: Investigate the need for a wheelchair lift in the council's community bus, if and when the vehicle is considered for upgrade.				
TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Obtain comment from the Manager of Recreation & Youth Services regarding age, use and likely timing for replacement.	2015 / 2016	<p>The Bus is a 2005 model and has done just over 170,000km. Plant and Vehicle Evaluation Assessment (dated April 2016) notes that the Community Bus condition is "good". Council Officers are not considering recommending replacement in the next 2016/17 financial year.</p> <p>Consideration will be given when / if the bus is replaced when required.</p>	100%

STRATEGY 1.5 : WASTE MANAGEMENT

ACTION 1.5.1: 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).

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Draft an article for Council Conversations in the Denmark Bulletin.	2014 / 2015	Article published in July 2014.	100%
2	Include reference to the Policy under the Accessibility page of Council's website.	2012 / 2013	Reference included on Council's website.	100%

ACTION 1.5.2: Investigate including reference to this service on the waste collection application form.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Include reference to Council's Policy on the new waste service application form, on 25 June 2014.	2013 / 2014	The Application Form has been amended – 25 June 2014.	100%


STRATEGY 1.6 : PARKING

ACTION 1.6.1: 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.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
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.	2014 / 2015	<p>Walk around undertaken 12 March 2015. Areas of concern were provided by members and collated for consideration of the Committee 14 May 2015. Referred to the Infrastructure Services who have provided comment for consideration of Committee April 2016 – outcome: no further action on parking bays at this time.</p> <p>Infrastructure Services advised that position and ‘style’ of on/off ramps have also been considered in the draft Path Development Plan. Being considered by the Paths and Trails Advisory Committee in 2016.</p> <p>Await draft Plan Development Plan for Committee review.</p>	90%
2	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.	2013 / 2014	<p>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>Completed. Inspection undertaken prior to CBD Redevelopment and Disability Services Committee</p>	100%

			provided input to redevelopment plan – particularly with respect to ACROD Bays.	
3	21 May 2015 – Committee members asked whether ACROD bay signs could be any bigger because they were difficult to see.	2014 / 2015	Infrastructure Services advised that the ACROD signs can be manufactured in three standard sizes however consideration needs to be made regarding overall visibility of the area for all users. Shire usually use 300mm x 450mm.	100%

ACTION 1.6.2 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.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Purchase portable 'set down and pick up' sign.	2015 / 2016	Completed. An ACROD 'set down and pick up' sign together with a portable ACROD mat which is now used at major Council events and function. Sign can be borrowed as well by organisations for particular events. 	100%

STRATEGY 1.7 : INFORMATION AVAILABLE ABOUT THE ACCESSIBILITY OF BUILDINGS AND FACILITIES

ACTION 1.7.1: 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.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Contact Access WA to see whether 'database' of entries can be extracted, with a view to creating a database for annual review of Council buildings and facilities.	2015 / 2016	Access WA advised that there isn't any way of extracting a database of Denmark entries.	100%
2	Manually extract all of the entries relating to Council buildings and facilities to proceed with check.	2016 / 2017	Council Officers have extracted the entries, Council and external organisations / businesses - provided to members 1 September 2016.	100%
3	Send letters to businesses on the database to identify whether they are still operating and, if so, if the details on the Access WA website are still correct.	2017 / 2018		0%
4	Advertise availability of You're Welcome website page advising external organisations and businesses how they can add or update their information.	2015 / 2016	Possibility of providing information to new businesses owners and / or when there is a change of ownership explored. Planning Services advised that the Shire would only hear about it if there was a change of land use and / or a new business was established.	0%
		2017 / 2018	To be advertised in the local paper. Opportunity of partnership with Denmark Chamber of Commerce and the Denmark Community Resource Centre.	0%
5	Determine a process of assessing or re-assessing any Council owned and run facilities and/or buildings to update or add information to the You're	2017 / 2018		0%

	Welcome website.			
6	Include information on the Council's website about the availability of the You're Welcome website and information on how businesses can access the service.	2015 / 2016	Link included under the Supporting Local Business website page.	100%

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 2.1.1: Conduct an audit of all public toilets and make recommendations on the need for retrofitting existing public toilets.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Conduct internal audit of all public toilet facilities with the following key considerations; - Door – size, handles, weight and opening time; and - Other factors consistent with the You're Welcome assessment.	2017 / 2018		0%

ACTION 2.1.2: Investigate the need and cost of a portable universal access toilet that can be hired by event organisers.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Establish need for Council to provide a hireable portable toilet.	2014 / 2015	Committee agreed that they couldn't perceive a great need 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.	100%

2	Investigate whether there are any other businesses who provide portable toilets now and whether they are accessible.	2017 / 2018		0%

ACTION 2.1.3: 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.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Council Officers to investigate incorporating into annual inspections.	2017 / 2018	Memo sent to Director of Community & Regulatory Services (DCRS) 18 October 2016. Restructure occurring and DCRS position being removed. Await outcomes from Strategic Community Plan which could determine how the Shire manages community halls.	20%

ACTION 2.1.4: Explore options for improved access & inclusion at the Council Administration Building.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Explore the need for an accessible toilet for employees.	2014 / 2015	2014 - Members agreed that there wasn't a current need for a universal access staff only toilet given that if required, employees could use the public one near the Committee Room.	100%
2	Explore audio improvements.	2016 / 2017	Quote obtained for Audio Loops May 2015.	80%

			Funds included in the 2016 / 2017 Budget for the installation of improved overall audio equipment in the Council Chambers and Reception Room.	
		2017 / 2018	Quote obtained for isolation of audio equipment and specialised handheld audio loop. Funds requested in 2017 / 2018 Budget.	20%
3	Consider retrofitting a lower portion of counter to provide better access of people in wheelchairs.	2017 / 2018	Funds not included in 2016 / 2017 Budget. Refer to future financial year.	0%
4	Provision of a walking stick and umbrella holder at the front counter.	2016 / 2017	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. Completed. Installation done.	100%

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

ACTION 2.2.1: 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.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Consideration of access and inclusion in all aspects of the implementation of the Development Concept Plan.	2014 / 2015	Budgeted works for 2014 / 2015 included accessibility considerations.	100%
		2015 / 2016	Budgeted works for 2015 / 2016 included accessibility considerations.	100%
		2016 / 2017	Budgeted works for 2016 / 2017 included accessibility considerations.	100%
		2017 / 2018	Budgeted works for 2017 / 2018 to include accessibility considerations.	0%

ACTION 2.2.2: Infrastructure Services give consideration to the incorporation of access and inclusion requirements when creating or refurbishing recreation areas such as parks & gardens.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Send memo to Infrastructure Services to give consideration to accessibility when creating or refurbishing recreation areas.	2013 / 2014	Response received from Director of Infrastructure Services that it was agreed to accessibility should be considered, wherever practicable.	100%
2	Review the suitability of access ramps to Berridge	2016 / 2017	On site walk around conducted by Committee	100%

	Park from Hollings Road.		December 2016. Identification of access issues regarding slopes and on/off ramps.	
		2017 / 2018	Referred to Infrastructure Services for comments and consideration. Await outcome.	50%

ACTION 2.2.3: Conduct an audit of Council's main active, passive and coastal recreational areas and make recommendation to Council on areas which may require future budget allocation(s) to make them accessible. Priority of works should also be made.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Research coastal and inland water accessibility undertaken for Recfishwest on Shire of Denmark accessible fishing locations.	2015 / 2016	Completed.	100%
		2016 / 2017	Revisited identified areas and provided survey and additional / amended information to Recfishwest for their website.	100%
2	Investigate improved access to Ocean Beach viewing platform, installation of rails along footpath and redesign of steps near the carpark.	2015 / 2016	<p>That the Disability Services Advisory Committee recommend Council administration staff that access to ocean beach be a priority.</p> <p>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.</p> <p>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.</p>	20%

			<p>Funds included in 2015/16 for installation of rails – to be done.</p> <p>Ocean Beach and Peaceful Bay Foreshore Concept Plan Working Group established to develop concept plans. Copy of Committee's resolution sent to the Director of Planning & Sustainability who is overseeing the Working Group.</p> <p>Recommendations referred to the Director of Planning & Sustainability for consideration by the Ocean Beach and Peaceful Bay Foreshore Concept Plan Working Group.</p> <p>Access improvements also being looked at by Community & Regulatory Services.</p>	
3	Review access to Prawn Rock Channel swimming area and lookout.	2015 / 2016	<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>Prawn Rock Channel Concept Plan adopted September 2015 and includes provisions relating to universal accessibility to the site.</p>	100%

ACTION 2.2.4: Review the need for an accessible playground.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Send memo to Director of Infrastructure Services for comment.	2014 / 2015	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. Advised ongoing review by Infrastructure Services.	100%

ACTION 2.2.5: Investigate the need for the provision of "off road" wheelchairs (buggies) which can be used in a similar fashion as the beach wheelchairs.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Liaison with local businesses and Denmark Visitor Centre to ascertain need.	2017 / 2018		0%

ACTION 2.2.6: Investigate provision and use of beach wheelchairs.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Investigate the use of an ACROD card access to unlock the beach wheelchairs at Parry Beach and	2016 / 2017	Use of Parry Beach & Ocean Beach beach wheelchairs are 'monitored' and 'managed' by the	100%

	Ocean Beach.		<p>Parry Beach Voluntary Management Group and the Denmark Surf Life Saving Club (respectively).</p> <p>Design and function of ACROD cards determined by State Government. Current book out system for beach wheelchairs appears to be working adequately. No further action.</p>	
2	Promote the availability of beach wheelchairs at Parry Beach & Ocean Beach.	2016 / 2017	<p>Dedicated page created under Accessibility page on Council's website.</p> <p>Denmark Visitor Centre emailed on 10 Sept 15 and requested to provide information about the availability of the wheelchair(s) and a link to our website.</p> <p>Brochure created and launched as part of 2015 International Day of People with Disability event.</p> <p>Dedicated page created on Council's website. Community Groups requested to assist with promotion. Standard signage design received from Technology Assisting Disability WA (TADWA) to be arranged by 30 June 2016.</p>	100%
3	Review the opportunity of the provision of a beach wheelchair at Peaceful Bay.	2017 / 2018	<p>Response received from the Peaceful Bay Progress Association requesting information on cost, maintenance and use.</p> <p>Surf Club have advised that they have had one request. Await response regarding Parry Beach.</p> <p>Possibility of relocating the Trekker from Parry Beach to Peaceful Bay.</p>	50%

4	Promote the Beach Trekkers at local Caravan Parks.	2017 / 2018	EA to liaise with local Caravan Park operators and provide Beach Trekker Brochures.	

ACTION 2.2.7: Investigate grant opportunities to improve accessibility for foreshore recreational areas and play equipment

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	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. 	Ongoing	Identification of grant opportunities when presented with concept designs, audits and/or when the need or opportunity arises.	100%

ACTION 2.2.8: 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.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Committee "walk around" undertaken 12 March 2015.	2014 / 2015	Areas of concern have been provided by members and collated for consideration of the Committee 14 May 2015.	100%

			<p>14 August 2015 - referred to the Infrastructure Services for comment. Comments received 4 December 2015.</p> <p>Recommendation by Committee at 21 April 16 meeting sent to infrastructure services for consideration.</p> <p>June 2017 – advised of various actions taken.</p>	
2	Committee “walk around” undertaken 1 December 2016.	2016 / 2017	Areas of concern have been provided by members and collated for consideration of the Committee 1 June 2017. Referred to Infrastructure Services for comment. Await response.	50%
3	Undertake an audit of desired installation of fully accessible dual-use paths in residential areas.	2015 / 2016	Paths & Trails Advisory Committee (PATAC) reviewing the Path Development Plan with consideration for the draft Bike Plan and the Trails Hub Assessment.	100%
		2016 / 2017	Await PATAC review process for Disability Services Advisory Committee to review the draft plan and priority list.	0%
4	Provide support for funding applications for the installation of dual use paths.	Ongoing	As required.	100%
5	Explore options & funding for conversion of the south east steps to the Denmark traffic bridge, off the Mokare Walk Trail, to an accessible ramp.	2014 / 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</p>	100%

			consider the matter when it re-considers the draft Path Development Plan and when it considers Riverside Club's Stage 2 Concept Plan.	
		2016 / 2017	Await draft Path Development Plan for related recommendation from the Paths & Trails Advisory Committee for the Disability Services Advisory Committee's consideration.	0%

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 3.1.1: Promote that Council information is available in alternative formats.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Update Accessibility Page on Council's Website.	2015 / 2016	Accessibility page on Council's website updated to include reference to information being available in alternative formats upon request.	0%
2	Notations on public documents.	2014 / 2015	Added reference on Policy Manual, Customer Service Charter, Delegations Register and Code of Conduct that alternative formats for Council information availability upon request.	100%
3	Create organisational procedure requiring all public documents have notation that they are available in alternative formats.	2014 / 2015	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.	100%
4	Add image identification on all images on Council's website.	Ongoing	Ongoing – as required.	100%

STRATEGY 3.2 : DENMARK LIBRARY

ACTION 3.2.1: The Denmark Library continue to grow its alternative format resources such as large print and talking book collections.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Consultation with the Library to occur regarding what they currently provide and what they can provide.	2014 / 2015	<p>Library advised that 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.</p> <p>Library Staff will assist any person with a disability in regards to selecting items and ordering items of which we may have limited stock.</p> <p>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.”</p>	100%

ACTION 3.2.2: Investigate ways of providing current technology to assist people with disabilities, particularly vision impairments and train staff to support and promote its use.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	The Library computers have been updated to include fonts suitable for people with dyslexia.	2016 / 2017	Completed.	100%
2	Identify alternative and/or additional technology opportunities.	Ongoing		0%

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 STAFF.

ACTION 4.1.1: In liaison with the Disability Services Commission identify disability awareness training programs which cover current legislation and best practice.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Training programs to be identified.	Ongoing		0%

STRATEGY 4.2 : STAFF INDUCTION & ORIENTATION INCLUDES ACCESS & INCLUSION.

ACTION 4.2.1: Consider potential access & inclusion issues for new staff members.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Potential access & inclusion issues to be identified.	Ongoing	To be undertaken in liaison with Council's Human Resources Officer.	0%

ACTION 4.2.2: Incorporate the principles of the DAIP into the orientation and induction process for new staff & elected members.

TASKS		YEAR TO BE	COMMENT / PROGRESS UPDATE	PERCENTAGE
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		IMPLEMENTED		COMPLETE
1	Orientation and induction processes to be reviewed to incorporate DAIP principles.	2017 / 2018	To be undertaken in liaison with Council's Human Resources Officer.	0%

STRATEGY 4.3 : INFRASTRUCTURE STAFF & CONTRACTORS TRAINING.

ACTION 4.3.1: Identify opportunities for Infrastructure staff & contractors to be trained in practical access requirements.

TASKS	YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1 Wheelchair Challenge – December 2013	2013 / 2014	Some Councillors & Infrastructure Staff participated in a wheelchair challenge to increase personal awareness of barriers faced by people in wheelchairs.	100%
2 Guide Dog Association presentation – December 2014	2014 / 2015	Presentation by Guide Dog Association to increase awareness (IDoPWD event). Presented to Council, Senior Officers & Committee members - 2 December 2014.	100%
3 Disability Challenge	2017 / 2018	Postponed from last year. To be determined / scheduled.	0%

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 5.1.1: Promotion of Customer Service Charter.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Promotion of Customer Service Charter	2013 / 2014	Customer Service Charter promoted on website, administration office, Welcome Pack, Recreation Centre and Denmark Library.	100%
2	The Charter be promoted as being available in alternative formats and a notation place on the front of the brochure to that effect.	2013 / 2014	A notation has been included on the 'e' version of the CSC noting that it is available in alternate formats. 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.	100%
		2017 / 2018	Revisit when the Charter is reviewed.	0%

ACTION 5.1.2: Investigate other methods which could be used to enable people to provide feedback, suggestions, compliments or complaints about Shire services & facilities.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Investigate a “Have Your Say” section on Council’s website.	2016 / 2017	Dedicated “Have Your Say” page established on the Shire’s website which provides details on the different ways that people can provide feedback on Council’s services and facilities.	100%

STRATEGY 5.2 : ACTIVELY PROMOTE THE DISABILITY SERVICES COMMISSION’S “HAVE YOUR SAY” BROCHURE.

ACTION 5.2.1: Investigate ‘Have Your Say’ brochure from the Disability Services Commission.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Provide downloadable version of the ‘Have Your Say’ brochure under the Accessibility Page on Shire’s website.	2014 / 2015	Completed.	100%
2	Provide printed copies at the Shire Administration Office.	2014 / 2015	Completed.	100%

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.

ACTION 6.1.1: Ensure that information provided when advertising public consultation forums is clear and concise.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Council employees to undertake Community Engagement training.	2013 / 2014	<p>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.</p> <p>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.</p>	100%
2	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.	Ongoing	Ongoing	100%

ACTION 6.1.2: Investigate the introduction of online community forums, including partnerships and/or liaison with other organisations (eg. Denmark Community Resource Centre).

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Identify ways to improve the Shire's Facebook presence.	2017 / 2018		0%

ACTION 6.1.3: Venues where community consultation is taking place are to be accessible for people with a disability.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Consider accessibility when considering venues where community consultation is taking place.	Ongoing	Community consultation generally held in the Council Chambers, Council Reception Room and / or the Civic Centre all of which are accessible for people with disability including people in a wheelchair.	100%

ACTION 6.1.4: Consider & investigate the installation of hearing assistance technology for the hearing impaired at Council venues.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Investigate Audio Loops for the Council Chambers and the Civic Centre.	2013 / 2014	Quote received.	100%
		2014 / 2015	Grant application submitted through Disability Services Commission 10 July 2015. Unsuccessful.	100%
		2015 / 2016	Questions raised by Committee Members September	100%

			2015 regarding the limited use of Audio Loop, being only useful for people with older style hearing aids, and suggested that other types of improvements could be made to assist a larger number of people. Perhaps better PA equipment and the like.	
2	Investigate alternative options for hearing assistance technology other than Audio Loops.	2016 / 2017	New audio system investigated and installed in the Council Chambers and Reception Room.	100%
		2017 / 2018	Funds requested in the 2017 / 18 Budget for further improvements to the audio system in the Council Chambers and Reception Room, including isolation between rooms and visual equipment.	0%

ACTION 6.1.5: Provide a number of ways for people to provide feedback such as phone face to face meetings, email and written feedback.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Consider various methods of providing feedback.	2014 / 2015	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. Refer Strategy 5.1.	100%

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 7.1.1: 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

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Workplace audits continuing through Occupation Health and Safety Committee – investigate incorporating elements for identifying any barriers for people with disability or utilising specialised App.	2016 / 2017	Ongoing	100%
2	Human Resource Officer and Executive Assistant attended a Workshop on 17 May 2016 to ascertain further information on ways to further the aims of this objective. iAuditor program has been investigated and will enable Council Officers to quickly and easily conduct workplace audits.	2015 / 2016	iAudit App purchased and workplace assessments taking place by the Occupational Health & Safety Committee. App approved by LGIS.	100%
3	Investigate access & inclusion platform to be used with the iAuditor App.	2017 / 2018	Information sourced through the Localise – 27 June 2017.	10%

ACTION 7.1.2: 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.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE

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.

ACTION 7.2.1: 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.

TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Investigate local placement agencies for people with disability.	2016 / 2017	The Shire of Denmark already work with Great Southern Personnel and Forrest Personnel and have placed a number of employees in paid employment with the Shire as a result of these relationships.	100%

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.


ACTION 7.3.1: Review all HR related information (including manuals, forms and website), update where required and undertake promotion.



TASKS		YEAR TO BE IMPLEMENTED	COMMENT / PROGRESS UPDATE	PERCENTAGE COMPLETE
1	Reviewing HR Manuals to identify any improvement opportunities particularly in relation to readability (font size, structure etc.)	2017 / 2018	To be commenced in liaison with the Human Resource Officer.	0%
2	Reviewing Position Descriptions to ensure that criteria, tasks etc. are current and relevant to the position.	2017 / 2018	To be commenced in liaison with the Human Resource Officer following the outcomes of the Strategic Community Plan.	0%

Disability Services Advisory Committee

Accompanied by two local residents, one with a physical disability and one with severe visual impairment

Audit of Strickland Hardy Street (from South Coast Highway end) to Berridge Park Referral to Infrastructure Services for comment

	AREA OF CONCERN RAISED BY MEMBERS	INFRASTRUCTURE SERVICES COMMENT	REVIEW OF RESPONSE FROM DISABILITY SERVICES ADVISORY COMMITTEE – 3 AUGUST 2017
1	<p>Members were concerned about the missing section of footpath along Hardy Street from South Coast Highway to the first Amaroo Village and also the condition of some of the road kerbing, which was broken and out of place.</p>  <p><i>Hardy Street (opposite A457)</i></p>	<ul style="list-style-type: none">An Engineering Services Request (ESR) was raised for this item and it will be attended upon in due course. An attempt will be made to align and glue the kerbing together.	<p>The Committee would like this to be treated as a priority as it has been an ongoing issue and has come up via the Seniors Advisory Committee as well.</p> <p>Members would prefer new kerbing rather than gluing as it was noted that the current situation is likely due to vehicles driving over it.</p> <p>Members asked what can be done to get a footpath installed in this area for pedestrian safety and connectivity, particularly for the elderly and gophers who are forced to drive on the road in some places.</p>

2	<p>There were also some instances where there are holes in the pavement and members wondered whether these could be fixed so as to not create a trip hazard for pedestrians and/or “ruts” for prams or wheelchairs to trip on.</p>  <p><i>Hardy Street Footpath</i></p>	<ul style="list-style-type: none"> Again, an Engineering Services Request (ESR) was raised for this item and it will be attended upon in due course. The pavement will be patched. 	Noted.
3	<p>Members asked whether the watsonia which was growing prolifically around Hardy Street could be sprayed to keep it under control.</p> 	<ul style="list-style-type: none"> The spraying of the Watsonia’s within the road reserve will be sprayed when the weather permits it. 	Noted.

4 Hardy Street (north) and Mt Shadforth Road – drain covers

A local resident, who has five percent vision, advised that she found it difficult to delineate where the drains were because they were the same colour as the footpath. Members wondered whether the drains could be painted a different colour to more easily distinguish that there was a change in the footpath. If this can be done in this area, could it be something that is done throughout the CBD, retrospectively and when new paths are built?



- This item has been noted. It is not common practice to have different colours for drain lids or footpath inconsistencies.

Members noted that it wasn't common practice however questioned why it couldn't be marked to provide assistance for people with vision impairment.

Disability Services Commission, Local Area Co-ordinator has provided the following document for consideration.

[http://www.victoriawalks.org.au/Assets/Files/Vision Impaired Road Safety Audit Tool.pdf](http://www.victoriawalks.org.au/Assets/Files/Vision%20Impaired%20Road%20Safety%20Audit%20Tool.pdf)

See also

[http://www.transport.wa.gov.au/mediaFiles/active-transport/AT WALK P plan design pedestrians guidelines.pdf](http://www.transport.wa.gov.au/mediaFiles/active-transport/AT_WALK_P_plan_design_pedestrians_guidelines.pdf)

5



There is some substantial encroaching of private vegetation onto the footpath along Mt Shadforth Road between Millar Street and the Curry King carpark. In some sections it leaves only approx. 400mm of footpath for pedestrians to navigate and it would be particularly difficult for wheelchairs, gophers and prams. Can this be addressed somehow?



Mt Shadforth Road footpath

- An Engineering Services Request (ESR) was raised for this item and it will be attended upon in due course.

Noted.

<p>6</p>	<p>Can hand rails be placed on the on/off ramps on either side of Millar Street, particularly given the close proximity of Lionsville and Amaroo Village? The hand rails also provide some visual delineation for people with vision impairment.</p>  <p><i>Millar Street intersection</i></p>	<ul style="list-style-type: none"> • An Engineering Services Request (ESR) was raised for these items and it will be attended upon in due course. 	<p>Noted.</p>
<p>7</p>	<p>Members felt that the white, wooden staircases (including the rails) along Mt Shadforth Road (opposite Mrs Jones and the Old Butter Factory) are in need of some maintenance to make them safe and sturdy. The Committee would like to see these structures remain but just been made safe.</p> 	<ul style="list-style-type: none"> • This infrastructure belongs to the Shire of Denmark. From this, an ESR will be raised to have this item attended upon in due course. 	<p>Noted.</p> <p>Members wished it well noted that they would like to see the structures remain, just made safer.</p>
<p>8</p>	<p>Ramp outside IGA (western end). Can the handrail be extended so that it runs down the inside ramp as well? It has also been noted that the existing railing could use some maintenance (eg. repaint).</p>	<ul style="list-style-type: none"> • The majority of this rail would exist into private property, and consequently, is the responsibility of 	<p>Noted.</p> <p>Members suggested that Cr Allen liaise with the CEO to draft a letter to the</p>



the property owner. This matter should be raised with them.

property owner with the Committee's suggestion.

9

There are only two on/off ramps along the footpath adjacent Berridge Park which means a person in a wheelchair or gopher can only get on or off the footpath at either end. The kerb is too steep to navigate up or down. Members questioned whether an additional (or two) on/off ramp could be installed along this length of footpath.



Hollings Road footpath

- Due to the parking bays along this area it is not viable to have another pram ramp servicing the footpath as parked cars will obstruct it and make it inoperative.
- Additionally, these car bays attract a large number of cars and the removal of car bays in order to achieve this outcome is not ideal.
- If future works are undertaken in the area we will investigate the replacement with a more suitable kerbing.

Members understood the situation but still felt that it wasn't ideal.

If additional ramp can't be installed then perhaps some additional seating could be installed approximately half way along the footpath.

Cr Allen and the Executive Assistant to liaise with Infrastructure Services and arrange on site visit to discuss solutions.

10 Members asked whether a hand rail could be installed near the sloped pathway which leads from the Hollings Road footpath onto Berridge Park.





Sloped pathway Berridge Park


- This length of path is conformant to AS 1428.1-2009 Design for Access Mobility. As such, it is deemed safe for all users by the Shire of Denmark.

Members noted that the slope complied with standards however requested that the area be looked at again to determine possible solutions.

Cr Allen and the Executive Assistant to liaise with Infrastructure Services and arrange on site visit to discuss solutions.

11	<p>The access ramp from the ACROD bay in the Berridge Park carpark needs improvement and widening. The ramp is very uneven and the width of the pathway is too narrow for some users, particularly those in wheelchairs or gophers.</p>  <p><i>On/off ramps near ACROD Bay, Berridge Park</i></p>	<ul style="list-style-type: none"> An Engineering Services Request (ESR) was raised for this item and it will be attended upon in due course. The ramp will be rectified to make it more manageable. 	<p>Noted.</p> <p>Members asked about the width of the footpath which was not addressed in the Officer's comments.</p> <p>Cr Allen and the Executive Assistant to liaise with Infrastructure Services and arrange on site visit to discuss solutions.</p>
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12	<p>A resident with a physical disability showed members how difficult she finds getting up or down the sloped pathway from the top footpath (near carpark) to the lower carpark (leading to the ablution block). Members have asked if this could be investigated and possible solutions be looked into. If the sloped footpath can't be rectified then perhaps a rail could be put in to assist people with reduced mobility.</p> 	<ul style="list-style-type: none"> • This path is conformant as far as AS 1428.1-2009 Design for Access Mobility. • Due to the proximity, the alternate route raised in item 10 has a slighter grade and can be used when alternate access is required. 	<p>Cr Allen and the Executive Assistant to liaise with Infrastructure Services and arrange on site visit to discuss solutions.</p>
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13	<p>Members commented that the distance, via footpath, from the existing ACROD bay and the ablution block might be quite a long way for someone with limited mobility or a wheelchair and suggested that perhaps there could be an additional ACROD bay installed opposite the Denmark Hotel, adjacent to Berridge Park. This would also mean that people with disability wouldn't have to navigate the big slope (listed in No. 12).</p>  <p>Proposed additional ACROD bay location.</p>	<ul style="list-style-type: none"> The parking bay will not conform to regulations, and therefore cannot be converted into an ACROD bay. 	<p>Cr Allen and the Executive Assistant to liaise with Infrastructure Services and arrange on site visit to discuss solutions.</p>
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