

SHIRE OF JERRAMUNGUP

Disability Access and Inclusion Plan

2024-2029

DRAFT

CONTENTS

- Accessible Format
- Definitions
- Executive Summary
- Background - Shire of Jerramungup
- Functions, facilities and services (both in-house and contracted) provided by the Shire of Jerramungup
- Access and Inclusion Policy statement
- People with Disability in Jerramungup
- Planning for Access and Inclusion
- Progress in Access and Inclusion since 2019
- Improving access to services and events
- Improving access to buildings and facilities**
- Improving access to information
- Improving staff skills
- Improving access to complaints and consultation mechanisms
- Alignment of the DAIP
- Stakeholder consultation for the DAIP 2024-2029
- Methodology
- Demographics of Respondents
- Consultation Findings
- Shire of Jerramungup – Access and Inclusion Strategies
- Action Plan
- Outcome 1
- Outcome 2
- Outcome 3
- Outcome 4
- Outcome 5
- Outcome 6
- Outcome 7
- Governance

**Progressive, Prosperous
and a Premium Place
to Live and Visit.**

DRAFT

ACCESSIBLE FORMAT



This Disability Access and Inclusion Plan (DAIP) document is available in alternative formats upon request in both large and standard print, electronically by email and on the Shire's website.

If you would like to receive an alternative format of this document, ask a question, or give feedback please contact:

Phone: 08 9835 1022

Email: Council@jerramungup.wa.gov.au

www.jerramungup.wa.gov.au



DEFINITIONS

Disability

A disability is any continuing condition that restricts everyday activities.

The Disability Services Act (1993) defines “disability” as meaning a disability:

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

Disabilities can result in a person having a substantially reduced capacity for communication, social interaction, learning or mobility and a need for continuing support services in daily life.

Access

Access in this context refers to an individual’s physical ability to get to, into, and around facilities and services. This access is created by removing structural barriers and including mechanisms to enable structural access.

Inclusion

Inclusion in this context refers to an individual’s ability to participate as fully as possible in programs and services provided by organisations in an integrated and holistic manner that does not ostracise, embarrass or humiliate an individual.

Discrimination

Discrimination is defined as treating people with a disability less favourable than people without a disability would be treated under the same circumstances.

The following acronyms are used in this document:

DAIP Disability Access and Inclusion Plan

DSC Disability Services Commission



DRAFT

EXECUTIVE SUMMARY

I am pleased to present the Shire of Jerramungup Disability Access and Inclusion Plan (DAIP) 2024-2029. The DAIP reflects a commitment to making Jerramungup an inclusive and accessible regional Great Southern Shire for residents and visitors with disability and expresses our commitment to the principles and objectives of Western Australia's *Disability Services Act 1993*.

This DAIP embodies a review of the previous DAIP, and combines past and current strategies based on feedback from community consultation conducted during the review.

The Shire is set to actively implement this DAIP, reinforcing its commitment through the provision of necessary support. We appreciate the community's feedback about our services and facilities and welcome comment on our progress with the implementation of the DAIP.

Martin Cuthbert

Chief Executive Officer



DRAFT

BACKGROUND - SHIRE OF JERRAMUNGUP

The Shire of Jerramungup was established on 1 July 1982, having been annexed from the Shire of Gnowangerup.

Located 440 kilometres southeast of Perth, the Shire of Jerramungup is the western gateway to the world-famous Fitzgerald River National Park. The Shire comprises of 645,110 hectares and incorporates the large towns of Jerramungup and Bremer Bay and the smaller towns and districts of Needilup, Jacup, Gairdner and Boxwood Hill.

The town of Jerramungup was established in 1953 as a war service settlement area. Though only a relatively young farming and agriculture region, the area is rich in history and proud of its heritage.

The town of Bremer Bay is growing fast both in terms of development and tourism. The pristine coastline offers numerous recreational pursuits including fishing, beach combing and walking on some of the finest beach sand in the southern hemisphere, whale watching and swimming in the magnificent turquoise waters of the various bays and beaches.

The Fitzgerald River National Park is one of the largest national parks in Australia containing 20% of the States described plant species. The park covers an area of 329,039 hectares and is one of the most diverse botanical regions in the world, featuring more than 1,800 species of plants.

DRAFT

FUNCTIONS, FACILITIES AND SERVICES (BOTH IN-HOUSE AND CONTRACTED) PROVIDED BY THE SHIRE OF JERRAMUNGUP

The Shire of Jerramungup is responsible for a wide range of functions, facilities and services, including but not limited to:

1. Services to property

Construction and maintenance of Shire-owned buildings; construction and maintenance of roads, footpaths and cycle facilities; land drainage and development; waste collection and disposal; litter control and street cleaning; planning and caring for street trees; numbering of building and lots; street lighting; and bush fire control.

2. Services to the community

Provision and maintenance of play grounds, parks, gardens, reserves and facilities for sporting and community groups; management of the recreation centre; environment and health education programs, and assistance and support to community groups.

3. Regulatory services

Planning road systems, subdivisions and town planning schemes; building approvals for construction, additions or alterations to buildings; environmental health services and ranger services, including dog control; and the development, maintenance and control of parking.

4. General administration

The provision of general information to the public and the lodging of complaints and payment of fees including rates, hall hire, dog licenses, vehicle registration and licensing.

5. Processes of government

Ordinary and special council meetings, election of Council Members; community consultations; Integrated Planning – Long Term Financial Plan, Workforce Plan, Strategic Community Plan, Asset Management and Corporate Business Plans.



The Shire of Jerramungup is committed to ensuring that our Shire is accessible and inclusive for everyone, including people with disability, their families and carers and other members of the community who have access considerations. The aim of this Disability Access and Inclusion Plan (DAIP) is to help the Shire with the coordination of planning and activities to ensure all community members have equal access to:

1. Services and events
2. Buildings and facilities
3. Information
4. Customer service
5. Complaints processes
6. Public consultations



ACCESS AND INCLUSION POLICY STATEMENT

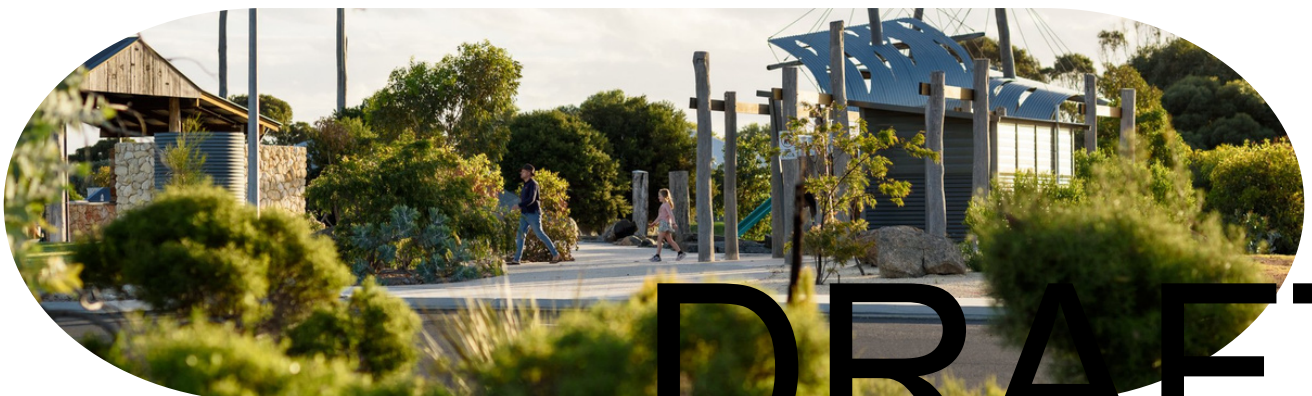
The Shire of Jerramungup is committed to ensuring that the community is accessible and inclusive for people with disability, their families, and carers.

The Shire of Jerramungup interprets an accessible and inclusive community as one in which all Shire functions, facilities, and services (both in-house and contracted) are as open, available and accessible to people with disability as for other people in the community, providing them with the same rights and responsibilities as other people.

The Shire is cognisant of the fact that as it is a regional centre, residents of Needilup, Jacup, Gairdner, Boxwood Hill and Bremer Bay (all located within a 100-kilometre radius of Jerramungup) commute regularly to Jerramungup for work, shopping and leisure activities and that the Shire's accessibility and inclusiveness is important to the communities of these surrounding local towns within the Shire.

The Shire of Jerramungup:

- Recognises that people with disability are valued members of the community who make a range of contributions to local, social, economic and cultural life;
- Believes that a community that recognises its diversity and supports the participation and inclusion of all its members makes for a richer community life.
- Believes that people with disability, their families and carers should be supported to remain living and participating in the community.
- Is committed to consulting with people with disability, their families and carers, and the community in general, to ensure that barriers to access and inclusion are appropriately addressed.
- Is committed to supporting local community groups and other relevant organisations to facilitate the inclusion of people with disability through access to information, services and facilities in the community.
- Is committed to ensuring that its agents and contractors work towards the desired outcomes in the Shire's DAIP.



DRAFT

PEOPLE WITH A DISABILITY IN JERRAMUNGUP

The Western Australian *Disability Services Act (1993)* defines disability as a condition that:

- Is attributable to an intellectual, cognitive, neurological, sensory, or physical impairment or a combination of those impairments;
- Is permanent; and
- May or may not be episodic in nature.

Disability may result in a person having a substantially reduced capacity for communication, social interaction, learning or mobility and a need for continuing support services in daily life. Some disabilities, such as epilepsy, are hidden, while others, such as cerebral palsy, may be visible.

The Shire of Jerramungup is committed through our Vision statement – Progressive, Prosperous and a Premium Place to Live and Visit. The strategies and actions in this document have been produced in conjunction with our community. The purpose of this DAIP is to ensure our community is accessible and inclusive of people with a disability, seniors, the multicultural community, and their families and carers.

The Australian Bureau of Statistics conducts a survey of Disability, Ageing and Carers every five years. Data from the 2018 Survey estimated that 17.7% of the Australian population (4.4 million), has a disability. If you add to that the estimated 2.65 million Australians who are carers, then disability impacts approximately one third of the population.

The Shire of Jerramungup was home to 1,160 people in 2019 so approximately 386 residents plus carers are likely to be impacted by disability. However, the seasonal population of Bremer Bay can at times far exceed its residential population. Tourism visitors, short-stay workers, business travellers, means that other workers and people from around Australia using Bremer Bay as a base, the population of Bremer Bay can fluctuate between 5,000 & 20,000 people on any given day, so these numbers would at times, be significantly higher.



DRAFT

PLANNING FOR ACCESS AND INCLUSION

Related legislation

To plan for better access and inclusion. There are a range of legislation and strategic frameworks to guide and direct the Shire in its delivery of services and facilities. These include:

Equal Opportunity Act 1994 (WA)	The Equal Opportunity Act recognises that people with disability require and are entitled to the same level of service as is available to other members of the community. This Act makes it unlawful for a person to discriminate against any person on the grounds of impairment.
Disability Services Act (1993)	The Disability Services Act states that a person with a disability has the right to be respected for their human worth and dignity and has the same human rights as other community members, regardless of the degree and nature of their disability.
Disability Discrimination Act (1992) (Commonwealth)	The Disability Discrimination Act (DDA) is a Commonwealth Act that provides protection against discrimination based on any form of disability (i.e. Physical, Intellectual, Sensory, Psychiatric and Neurological) for everyone in Australia. Under the Act it is unlawful to discriminate against a person or their associates (partner, carers, friend, family member or business partner), if they have a disability.
Australian Standards	The Australian Standards (AS) sets out requirements that must be referred to when making decisions that impact on people with disability: Australian Standard 1428 - Design for Access and Mobility prescribes the basic requirement for physical access which must be adhered to in the planning, development and construction of all buildings.
Building Code of Australia	The Building Code of Australia (BCA) applies to new buildings undergoing significant refurbishment or alteration. The BCA provides a comprehensive statement of the technical requirements relevant to the design and construction of buildings and other related structures
Count Me In	Count Me In – Disability Future Directions is the State Government’s long term plan based on its vision that, ‘All people live in welcoming communities that actively promote citizenship, friendship, mutual support and a fair go for everyone.
United Nations Convention on the Rights of People with Disability	Australia is one of 50 countries to have both signed and ratified the UN convention of the Rights of Persons with Disability, which came into effect in May 2008. As a party to the Convention, Australia is required to promote, protect, and ensure the full enjoyment of human rights by people with disability, and ensure that they enjoy full equality under the law



PROGRESS IN ACCESS AND INCLUSION SINCE 2019

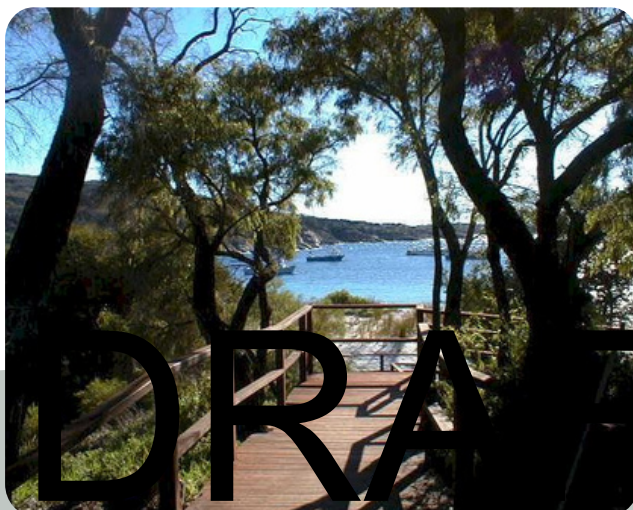
The Shire of Jerramungup has implemented several initiatives over the years to improve access and inclusion. Some examples follow.

Improving access to services and events

- Working with community groups to provide information and help with event planning to make all events accessible and inclusive to all.
- When hosting events at the Shire, staff undertake a risk assessment that includes an additional review of the site and event to consider accessibility.
- The Shire of Jerramungup works closely with our local St John Ambulance to make sure that they can help with events where they may be of assistance with the elderly or people with disability.

Improving access to buildings and facilities

- The new skate park/playground in Bremer Bay includes footpath access to the play equipment and an accessible picnic table.
- The Shire of Jerramungup installed a mechanical chair at Jerramungup community pool for people with mobility issues.
- When planning the new pool, it was flagged that we needed an entry/exit into the pool that was not a ladder as the elderly were having issues using the ladders, so a staircase with railing was added to the design to help with easy access to the pool.
- Jerramungup's sporting precincts new ablution block was designed and constructed incorporating universal access to toilets.
- A universal toilet was built at Paper Barks as access into the current ablutions was not up to standards.
- A ramp was installed at the Jerramungup Pharmacy as it had no wheelchair access into the building.



Improving access to information

- Important communication, marketing and advertising material is distributed through written communication methods (press releases, social media) to ensure that the content can be delivered to all members of the community.
- Promote the alternative formats available.
- A revision of the Shire's Style Guide has been completed and suggestions have been implemented to incorporate accessible guidelines.
- Continue to ensure that all Shire documents/flyers had information noting availability of alternative formats.

Improving staff skills

- A number of Shire staff participated in webinars including "Disability Programs" and "Training for staff to better understand and meet the needs of children and adults living with disability."

Improving access to complaints and consultation mechanisms

- Ensure that people with disability are aware of and can access established consultative processes.
- Ensure that people with disability are actively consulted about the DAIP and any other significant planning processes.

ALIGNMENT OF THE DAIP

The DAIP is a legislative requirement under the Western Australian *Disability Services Act (1993)* and complies with several international and local legislative and good practice initiatives including:

- United Nations Convention on the Rights of Persons with Disabilities 2006.
- Australian Human Rights Commission Act 1986.
- Commonwealth Disability Discrimination Act 1992.
- Fair Work Act 2009.
- National Disability Insurance Scheme Act 2013.
- National Disability Strategy 2021 - 2031.
- State Disability Strategy 2020 - 2030.
- Public Sector employment requirements – People with disability: Action Plan to Improve WA. Public Sector Employment Outcomes 2020–2025
- The Shire of Jerramungup Strategic Community Plan 2021–2031, and Corporate Business Plan 2021-2025

DRAFT

STAKEHOLDER CONSULTATION FOR THE DAIP 2024-2029

Methodology

Consultation was carried out with Shire of Jerramungup staff and community members to identify barriers to access and inclusion as well as potential strategies to be incorporated into the new DAIP.

Staff and community members could have their say by:

- Providing feedback by email or mail on disability access and inclusion.
- Phoning or emailing feedback.

The promotion of the consultation included:

- Advertising on the Shire's website over May-August 2024.
- Advertising in the Jerry Journal and Bremer Bulletin throughout May-August 2024.
- Direct communications to stakeholders in the community with an interest in disability or potential staff or clients with disability.
- Social media posts.

The findings of the consultation were discussed with a staff working group for further input and suggestions on strategies for the new DAIP.

Demographics of Respondents[1]

A total of six submissions were received during the consultation including:

- Other (email, telephone) x six

Demographic details were collected in the feedback. Two respondents said they owned a business and wanted to better cater to the needs of people that had disability. Some respondents stated that they were elderly and the others did not state at all.

Two respondents to the staff survey said they had a disability and two said they were a family member or carer of a person with disability. Staff survey responses came from work areas including:

- | | |
|---------------------|-------------------------|
| • Administration | • Waste Management |
| • Executive staff | • Corporate |
| • Maintenance | • Development/ Planning |
| • Works | • Infrastructure |
| • Pool operations | |
| • Parks and gardens | |
| • Ranger | |



DRAFT

CONSULTATION FINDINGS

The findings from the consultation are summarised under each of the seven mandated DAIP Outcomes.

Outcome 1

People with disability have the same opportunities as other people to access the services of, and any event organised by, a public authority.

Suggestions to improve access and inclusion for people with disability to services and events included:

- Greater wheelchair access to services, beaches and events.
- More accessible and inclusive programs and services e.g. sports, options for various abilities and ages.
- Improve access and inclusion at events e.g. information, accessible venues, family friendly, dedicated accessible parking, transport.
- Training for staff and volunteers about providing accessible and inclusive events.
- Promotion of accessible and inclusive options for events, accommodation, services etc to show Jerramungup/Bremer Bay as an accessible destination.
- Create a register of vulnerable people including people with disability who need specific assistance in an emergency or disaster.

Outcome 2

People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority.

Suggestions to improve access and inclusion for people with disability to buildings, facilities, outdoor environments and other public spaces included:

- Improve ACROD parking e.g. number of bays, policing of use.
- Improve footpaths.
- Provide more accessible play spaces and equipment.
- Provide more accessible facilities e.g. water fountains, shaded seating, toilets.
- Improve access to the beaches.
- Consult with people with disability and access consultants in the review of buildings and facilities.



DRAFT

Outcome 3

People with disability receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it.

Suggestions to improve access and inclusion for people with disability to written/printed information included:

- Promote what accessible formats are available e.g. larger print, easy read etc, in a variety of ways e.g. signs, newsletter, social media, via service providers.
- Improve community awareness of the needs of people with disability.
- Provide easy read options of bills and compliance notices when requested.
- Improve the website e.g. easier to find the information about disability access and inclusion.

Outcome 4

People with disability receive the same level and quality of service from the staff of a public authority as other people receive from the staff of the public authority.

Suggestions for improvement included:

- Raise staff awareness about what access and inclusion means for people with all different types of disabilities, not just physical; and the services and supports available for people with disability.
- Improve staff skills in communicating with a variety of community members including people who are deaf or hearing impaired and people who are not English speakers.
- Provide resources to support staff e.g. a specialist staff member, guidelines, details of disability service providers.
- Include disability access and inclusion as part of everyday business e.g. a standing agenda item for meetings; good news stories in Shire newsletters/communications.

Outcome 5

People with disability have the same opportunities as others to provide feedback to a public authority.

Suggestions for improvement included:

- Ensure that all feedback, concerns and ideas are recorded and acted upon in a timely matter.



DRAFT



OUTCOME 6

People with disability have the same opportunity as other people to participate in any public consultation by a public authority.

Suggestions to improve access and inclusion for people with disability to opportunities to provide feedback or make complaints included:

- Seek regular input from people with disability and service providers e.g. a DAIP reference group.
- Partner with disability services to build connections with people with disability.
- Ensure consultation and feedback mechanisms are accessible e.g. multiple feedback options, support to provide feedback.

OUTCOME 7

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

Suggestions to improve access for people with disability to employment opportunities in Shire of Jerramungup workplaces included:

- Improve accessibility of Shire's workspaces.
- Create opportunities to employ more diverse people including people with disability e.g. redesign roles, traineeships, flexible conditions.
- Build relationships with disability employment providers and schools.
- Review recruitment process so as to attract people with disability.



SHIRE OF JERRAMUNGUP ACCESS AND INCLUSION STRATEGIES

The seven desired outcomes provide a framework for improving access and inclusion for people with a disability in the Shire of Jerramungup.

As a result of the consultation process, key strategies have been developed under each desired outcome.

These strategies will guide the Shire of Jerramungup towards improving access to its services, buildings and information



DRAFT

Action Plan

ACTION LEGEND	Develop (D)	Implement (I)	Continue/Maintain (C/M)
---------------	-------------	---------------	-------------------------

Outcome 1

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

Strategy		Actions / Measures of Success		Timeline					Directorate
				24/25	25/26	26/27	27/28	28/29	
1.1	Develop links between the DAIP and other Shire plans, policies, and procedures.	1.1.1	Align the DAIP into the Shires integrated suite of plans.	I	I	C/M	C/M	C/M	Corporate Services
		1.1.2	Ensure applicable policies and procedures are consistent and/or reference the DAIP.	I	I	C/M	C/M	C/M	
1.2	Ensure accessibility is considered in the planning and delivery of all events, programs, and services.	1.2.1	Consider how to attract and support people with disability as event volunteers.	I	C/M	C/M	C/M	C/M	Corporate Services
		1.2.2	Ensure all events are planned to refer to the Accessible Events checklist.	C/M	C/M	C/M	C/M	C/M	
		1.2.3	Partner with local service providers and organisations to improve access and inclusion to Shire events and services.	I	C/M	C/M	C/M	C/M	
		1.2.4	Produce clear and easy to read invitations and flyers for events that include contact details of event organisers.	I	C/M	C/M	C/M	C/M	
		1.2.6	Shire run events to be hosted in buildings / spaces which are accessible and contain or are within proximity to disabled facilities.	C/M	C/M	C/M	C/M	C/M	
1.3	Monitor Shire services to ensure equitable access and inclusion.	1.3.1	Conduct systematic reviews of the accessibility of services.	C/M	C/M	C/M	C/M	C/M	Corporate Services
		1.3.2	Rectify identified barriers and provide feedback to the community.	C/M	C/M	C/M	C/M	C/M	

Outcome 2

People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Jerramungup.

Strategy		Actions / Measures of Success		Timeline					Directorate
				24/25	25/26	26/27	27/28	28/29	
2.1	Advocate to local businesses the requirements and benefits flowing from the provision of accessible venues.	2.1.1	Make Access and Inclusion information available on the Shire's website.	D	I	C/M	C/M	C/M	Office of the CEO
		2.1.2	Promote access to business.	D	I	C/M	C/M	C/M	
		2.1.3	Provide information on the needs of people with disability and of legal requirements and best practice.		D	C/M	C/M	C/M	
2.2	Ensure that ACROD parking meets the needs of people with disability in terms of quantity and location. When necessary.	2.2.1	Conduct an audit of ACROD bays and implement a program to rectify any noncompliance.		I	C/M	C/M	C/M	Infrastructure Services
		2.2.2	Consider the need for additional ACROD bays where lacking.	D	D	I	I	C/M	
		2.2.3	Ensure ACROD bays are visible, re-marking when required.	C/M	C/M	C/M	C/M	C/M	
2.3	Ensure that all buildings and facilities meet the standards for access.	2.3.1	Conduct an audit of all Shire buildings and facilities to identify access barriers.	C/M	C/M	C/M	C/M	C/M	Infrastructure Services
		2.3.2	Develop and implement a program of progress upgrade.			D	I	I	
2.4	Ensure the footpath network is accessible to the shopping precinct to meet the needs of people with disability utilising aided transport.	2.4.1	Accessibility will be considered when planning, developing and/or upgrading the footpath network.	C/M	C/M	C/M	C/M	C/M	Infrastructure Services
2.5	Ensure that all new and redevelopment works provide access to people with disability, where practical.	2.5.1	Ensure that key staff are trained and kept up to date with legal requirements.	D	I	C/M	C/M	C/M	Infrastructure Services & Office of the CEO
		2.5.2	Ensure that the legal requirements of access are met in all plans for new or redeveloped buildings and facilities.	C/M	C/M	C/M	C/M	C/M	

DRAFT

Outcome 3

People with disability receive information from the Shire of Jerramungup in a format that will enable them to access the information as readily as other people are able to access it.

Strategy		Actions / Measures of Success		Timeline					Directorate
				24/25	25/26	26/27	27/28	28/29	
3.1	Continually improve access to the information in the library	3.1.1	Expand and promote the free online library services (audio books, e-books) and provide larger print books.		I	C/M	C/M	C/M	Corporate Services
3.2	Ensure that the Shire's website meets contemporary good practice.	3.1.2	Conduct a review of the website's accessibility to ensure the website is in line with appropriate W3C WCAG 2.0 International Standards.		I	C/M	C/M	C/M	Corporate Services
		3.1.3	Ensure documents carry a notation that it is available in alternative formats.	I	C/M	C/M	C/M	C/M	
		3.1.4	Promote the availability of other formats for key documents.	I	C/M	C/M	C/M	C/M	
3.3	Improve staff awareness of accessible information needs and how to provide information in other formats.	3.3.1	Relevant Shire staff will be trained on accessibility and creating accessible online content.		I	C/M	C/M	C/M	Corporate Services



Outcome 4

People with disability receive the same level and quality of service from the employees of the Shire of Jerramungup as other people receive.

Strategy		Actions / Measures of Success		Timeline					Directorate
				24/25	25/26	26/27	27/28	28/29	
4.1	Ensure that all elected members and employees are aware of disability and access issues and are aware of their responsibilities under disability legislation and the DAIP.	4.1.1	Determine training needs for employees and conduct training as required.		D	I	I	I	Corporate Services
		4.1.2	Ensure that information and resources are readily available to staff on Access and Inclusion.		I	C/M	C/M	C/M	
		4.1.3	Employee inductions include Access and Inclusion.	I	C/M	C/M	C/M	C/M	Corporate Services
		4.1.4	Elected member inductions includes Access and Inclusion.		I		C/M		Office of the CEO
4.2	Improve community awareness of disability and access issues.	4.1.2	Develop strategies for increasing awareness through the Shire's communication framework.	D	D	I	C/M	C/M	Office of the CEO
		4.1.3	Ensure access developments and upgrades are communicated to the community.	C/M	C/M	C/M	C/M	C/M	

Outcome 5

People with disability have the same opportunities as other people to provide feedback and make complaints to the Shire of Jerramungup.

Strategy		Actions / Measures of Success		Timeline					Directorate
				24/25	25/26	26/27	27/28	28/29	
5.1	Ensure the Shire's grievance complaint procedures are accessible for people with a disability and are acted upon.	5.1.1	Review current complaint procedures.		I	C/M	C/M	C/M	Corporate Services
		5.1.2	Promote flexible complaint mechanisms to the community.		I	C/M	C/M	C/M	

DRAFT

Outcome 6

People with disability have the same opportunities as other people to participate in any consultation by the Shire of Jerramungup.

Strategy		Actions / Measures of Success		Timeline					Directorate
				24/25	25/26	26/27	27/28	28/29	
6.1	Ensure that people with disability are actively consulted about the DAIP and any other significant planning processes.	6.1.1	Ensure agendas, minutes and other documents are available on request in alternative formats and are available on the Shire's website in a timely manner.	C/M	C/M	C/M	C/M	C/M	Corporate Services
		6.1.2	Refer to the DAIP when planning any Shire engagement or consultation activity.	I	C/M	C/M	C/M	C/M	
6.2	Ensure that people with disability are aware of and can access other established consultative processes.	6.1.2	Include appropriate questions about access and inclusion in general Shire surveys and consultant events.	D	I	C/M	C/M	C/M	Office of the CEO
		6.1.3	Promote partnerships and stakeholders of the disability sector to the wider community.	I	C/M	C/M	C/M	C/M	

Outcome 7

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

Strategy		Actions / Measures of Success		Timeline					Directorate
				24/25	25/26	26/27	27/28	28/29	
7.1	Recruitment practices ensure equal opportunity of employment.	7.1.1	Develop an Equal Opportunity Employment Plan to ensure recruitment processes meet the requirement for people with disability.	D	C/M	C/M	C/M	C/M	Corporate Services
		7.1.2	Review the Equal Opportunity Plan annually.		I	C/M	C/M	C/M	
		7.1.3	Staff induction includes Access and Inclusion.	D	C/M	C/M	C/M	C/M	Office of the CEO
7.2	Foster a culture that supports the employment of people with a disability in the Shire.	7.2.1	Develop a People and Culture Framework.		D	I	C/M	C/M	
7.3	Provide people with disability equal opportunity to access volunteering, and work experience opportunities.	7.3.1	Develop and implement recruitment practices that priorities inclusivity.		D	I	C/M	C/M	Office of the CEO



GOVERNANCE

Implementation

An internal implementation plan has been developed for delivery by all of the Shire's business units.

It will be reviewed quarterly by the Shire to track the progress and achievements of the DAIP and assist with the annual reporting to the Department of Communities. Updates on DAIP progress will be posted on the Shire's website.

Resourcing

The DAIP is to be resourced through normal operational funding. Opportunities to secure external incomes such as grants will also be sought.

Promotion

The Shire of Jerramungup will promote the availability of the new DAIP by:

- Notice in the Jerry Journal and Bremer Bulletin.
- Publishing on the Shire of Jerramungup website.
- Notification to all staff via email and memo notification.

Agents and contractors used by the Shire will be advised about the DAIP through procurement documentation.

Reporting

The DAIP will be lodged with the Department of Communities, reported on annually and reviewed at least every five years.

