



# Disability Access and Inclusion Plan

2025 - 2030

## Our Aim and Objects

A strong caring and vital community can offer support for people of all ages and abilities.

This plan tells us how the Shire proposes to do all practicable to improve information, functions, facilities and services for people of all ages and abilities as required by the Standards in the Western Australian Disability Services Act (1993).

The Shire will do all possible to answer questions, provide feedback and alternate copies of this plan. To access this document in alternative formats, please telephone the Shire of Dowerin on 9631 1202 or, fax 9631 1193 or alternatively email [dowshire@dowerin.wa.gov.au](mailto:dowshire@dowerin.wa.gov.au)

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# Executive Summary

The Western Australian Disability Services Act (1993) requires that the Shire of Dowerin undertakes community consultation with a range of stakeholders who are the Shire residents, disability service providers, Elected Members, Council Staff. Feedback and findings have informed the actions that have been identified within the seven (7) outcome areas of the DAIP 2025-2030. Moving forward the Shire of Dowerin formally adopted this DAIP 2025-2030 at the Ordinary Council Meeting on Day xx/XX/XXXX.

The goal of this DAIP 2025-2030 will be to continuously strive to improve the equity of access and inclusion to Shire provided and/or regulated services, facilities and functions by undertaking to identify and rectifying barriers that either restrict or prevent the participation of people of all ages and abilities.

## Introduction and Outcomes

The notion of “equity” means the Shire of Dowerin (the Shire) is working toward Equity is ensuring everyone within the District has what they need to reach a fair outcome when accessing and using services, facilities and functions provided and facilitated by the Shire of Dowerin.

Furthermore, to recognise that individuals may have different starting points therefore the Shire of Dowerin will strive towards ensuring people of all ages and abilities, their carers, and families will be able to access, participate and contribute more to community life. Therefore, this DAIP 2025 – 2030 will assist the Shire of Dowerin to facilitate the responsibilities and engage with and support community members to work towards improved access and inclusion.

The Shire is committed to implementing initiatives within the following seven (7) desired outcome areas and Standards as follows:

**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 Dowerin.**

**Standard:** Council will endeavour to be adaptable in rectifying any barriers experienced by people with various disabilities, including physical, sensory, cognitive etc.

**Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Dowerin.**

**Standard:** Council will work towards incorporating the priorities regarding access for people with disability, which are identified during the consultations, into its submission for its capital works improvement program, with modifications commencing following the provision of adequate funds. Also, that Council will liaise with developers to increase awareness of the access requirements for people with disability.

**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.**

**Standard:** Council will produce all of its information on Council facilities, functions and services using clear, concise language that utilises the use of inclusive language. Also, that Council will advise the community that, upon request, information about Council functions, facilities and services can be made available in alternative formats.

**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 that public authority.**

**Standard:** When required, Council will seek expert advice on how to meet the access requirements of people with disability.

**Outcome 5: People with disability have the same opportunities as other people to make complaints to a public authority.**

**Standard:** Council will ensure that all grievance mechanisms are accessible for people with disability and are addressed accordingly.

**Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation by a public authority.**

**Standard:** Council will ensure that information is presented in a clear and concise manner that outlines how residents can participate in decision-making processes, public consultation and grievance mechanisms. Also, that Council will support people with disability to attend Council Meetings.

**Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.**

**Standard:** Council will aim to improve methods of attracting, recruiting and retaining people with disability. Furthermore, that Council will use inclusive practices in all workplace projects as well as in recruitment processes.

## Access and Inclusion Statement

The Access and Inclusion Plan is an incorporated document developed to support the Shire of Dowerin Integrated Planning and Reporting framework, and within this process Council has considered and adopted the following Access and Inclusion Statement:

**“At the Shire of Dowerin, we are dedicated to working alongside everyone, residents of all ages and abilities, and the families and carers who support them, to make our facilities, services and information genuinely accessible, useful and responsive to real needs.”**

The Shire also recognises that an informed community will be more helpful and understanding of people with disability and access needs and would endeavour to be inclusive and open to the value of our diverse community as follows:

- To value the variety of socio-economic and cultural contributions that people with disability make to our community.
- Supporting inclusiveness for people living with disability, their families and carers.
- Valuing diversity and committed to discussions with people with disabilities, their families and carers.
- To work with and inform agents and contractors appointed by the Shire of the actions and outcomes detailed in the DAIP to seek.
- To take all practical steps to inform and support local community groups and businesses in providing accessible and inclusive environments for people with disabilities.
- A commitment to responding proactively to our seven actions and outcomes, and
- We will build strong partnerships with stakeholder organisations to improve outcomes for people with disabilities, alongside their families and carers.

## Disability Profile

As Australia’s population ages, communities nationwide are feeling the impact, and more people are likely to live with disability. The *West Australian Disability Services Act* (1993) defines a disability as a condition that:

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

As of 30 June 2021, an estimated 733 people lived in the Shire. Around 52.5% were male and 47.5% were female. It is estimated that residents aged 60 years and over will increase as a proportion of total population.

The *People with Disability in Australia* report estimates that one in six Australians live with disability. The report also estimates that 1 in 3 people living with a disability have a profound disability, 1 in 4 people living with a disability have a mental or behavioural disorder as their form of disability, and 1 in 10 people with disability experience discrimination.

Recent research findings from the report *“Barriers to respite, in-home support and recreation: a Community Development approach”*, reaffirmed physical and sensory disabilities as being significantly higher in comparison to other types of disabilities.

## Shire Services

The Shire of Dowerin provides a range of diverse facilities and services. The range and level of services has developed based on legislative requirements, community demand as determined via strategic planning and historical precedent.

Services and facilities delivered by the Shire are both asset based and non-asset based. Asset based services include the provision and maintenance of footpaths, recreation facilities, parks, roads and community buildings. Non-asset-based services includes social services such as the delivery of Aged Care Services, Community Resource Centre and library services.

## Health

### Hospital Access

While Dowerin does not have its own hospital, residents have access to nearby facilities:

- Goomalling Health Service
  - Approximately 30 km from Dowerin, offering 24-hour care.
- Wyalkatchem-Koorda Health Service
  - Located about 29 km away, providing comprehensive health services.
- Wongan Hills Health Service
  - Around 44 km from Dowerin, offering a range of medical services.

### Emergency and Ambulance Services

- St John Ambulance Dowerin Sub Centre:
  - Located at 35 Memorial Avenue, Dowerin, this volunteer-run centre provides emergency ambulance services

### Aged Care

The Shire of Dowerin offers Aged care/Homecare support services to support residents in maintaining independence at home.

- Community Care Nursing
  - Visiting the elderly and persons recovering from illness in their own home.
- Medication Supervision
  - Ensuring proper medication management for clients.
- Personal Care
  - Assistance with daily tasks like showering, dressing, and grooming.
- Domestic Assistance
  - Help with household chores, shopping, and errands.
- Home Maintenance
  - Support with gardening and minor home repairs.
- Transport Services
  - Assistance with attending appointments and community activities.

## Socio-economic Advantage and Disadvantage

The unemployment rate has been relatively stable at 4.2% and families with an annual income less than \$65,000 made up 34.4% of the Shires population. The proportion of the population who are Aboriginal was 5.4%, and the percentage of persons that don't speak English at home was 13.6%, and with 20.4% of our population born overseas as of the 2021 census.

People with mental health conditions are at an increased risk of experiencing other disorders including physical disorders and diabetes. In 2020, Shire of Dowerin residents had a lower prevalence of anxiety, depression, stress, and mental health conditions when compared to the WA State prevalence.

The percentage of those who left school before year 12 in Dowerin was 68%, which is comparable to our region although greater than that in the State, which is 50%. In Dowerin, the percentage of people who have difficulty with spoken English is much less than that in the region and the State. Specifically, only **1.4%** of the population stated they spoke English "not well" or "not at all," which is significantly lower than the state average of **3.2%**.

The **Index of Relative Socio-economic Advantage and Disadvantage (IRSAD)** is one of the four indexes in the ABS's Socio-Economic Indexes for Areas (SEIFA). This socio-economic indicators suggest there is a rising level of advantage in the Shire population although there is a comparative level of disadvantage when compared to the region and the State. Since 2018, the Index of Advantage-Disadvantage has steadily improved and now sits closer to the state average. This index is important as it measures attributes such as income, educational attainment, unemployment, dwellings and transport.

## Needs for Assistance

In 2021, 122,348 people (or 4.6% of the population) in Western Australia reported needing help in their day-to-day lives due to disability. This was a percentage increase from 2016.

There is an aging population and a proportion of residents living in a single person household which increases the risk of social isolation. These findings underscore the importance of community support systems and targeted interventions to address the needs of older adults and individuals with disabilities in Western Australia.



# Relevant Legislation, Codes and Guidelines

## Disability Services Act 1993 (DSA)

The *Western Australian Disability Services Act 1993* requires all State and Local Government authorities to implement a Disability Access and Inclusion Plan.

The *Disability Services Regulations Amendments* (2004) dictate how the provisions of the Act are applied to Disability Access and Inclusion Plans which includes:

- Standards for disability access and inclusion plans.
- Information in reports about disability access and inclusion plans
- Publication of disability access and inclusion plans
- Procedure for public consultation by authorities.

## Commonwealth Disability Discrimination Act 1992 DDA

The DDA makes it unlawful to directly or indirectly discriminate or impose unjustifiable hardship against a person with any form of disability (i.e. Physical, Intellectual, Sensory, Psychiatric and Neurological). Discrimination as defined by the DDA (1992) is documented as having broad legislative application in:

- a. work, accommodation, education, access to premises, clubs and sport: and
- b. the provision of goods and services, facilities, and land. and
- c. The administration of Commonwealth laws and programs.

The DDA applies to public and private sectors and allows people to complain to Human Rights and Equal Opportunity Commission if they encounter discrimination. It is the intention of the DDA to eliminate, as far as possible discriminatory practices, but also to promote recognition and acceptance within the community of the fundamental rights of People with disability.

The DDA covers a disability which a person has now, may have in the future, had in the past or is assumed to have. The DDA also makes it unlawful to discriminate against a person on the basis that their associate (partner, carer, friend and family member or business partner) has a disability. The DDA covers existing premises, including heritage buildings, those under construction and future premises. The definition includes not only buildings but parks, pathways and transport systems, streetscapes and play grounds.

## Building Code of Australia (BCA)

The BCA references various Australian Standards and Codes to enable the achievement and maintenance of acceptable standards of structural sufficiency, safety (including safety from fire), health and amenity for the benefit of the community now and in the future.

Part D3 of the BCA (Volume One) titled “Access for People with disability” determines which types (Class) and parts of buildings must comply with the access requirements currently referenced by the code.

The BCA is currently under review in the areas of access to align better to the requirements of the Disability Discrimination Act.

## Australian Standard (AS) – Design for Access and Mobility

AS 1428 (Parts 1-4) is an important reference standard which prescribes the basic requirements for physical access for use in the planning, development and construction of all buildings and facilities. Part 1 is a mandatory requirement, as references under the BCA.

The objective of the standard is to provide building designers and users (architects, property owners, regulators and the like) with the minimum design requirements for new building work, to enable access for People with disability. The Australian Standard should also be used when providing improved or amended access to existing buildings and is usually used by professional access advisors as the basis for comprehensive access audits to identify access barriers across a wide range of premises.

## Role of Council

The Shire has a key planning role as an administrator and provider of physical and social infrastructure for residents and all people who work, study or visit the district. The Shire is governed by eight (8) duly elected members of the Council including the President. The Shire provides a diverse array of functions, facilities and services (in-house & contracted) some of which include:

### **Processes of Local Government:**

Governance, Elections, Council meetings (Committee and Elector Meetings)

### **Regulatory Services:**

Ranger Services, Building Services, Environmental Health Services, Planning.

### **General Administration:**

Customer Service, Marketing and promotion, Management of Human Resources, finances, information, technology and assets.

### **Services to Property:**

Waste Management, Public Building Maintenance, Transport Infrastructure, Street Lighting, Streetscapes, Roads, Parks.

### **Services to the Community:**

Library and Information Services, Environmental Health Services, Recreation Facilities including an Aquatic Centre), Community Development services to youth, the aged and people with disability, Public Events – (e.g. services to youth, the aged and People with disability, Public Events – (e.g. Australian Citizenship), Parks and Reserve, Donations, Sponsorship and Partnerships, Advocacy and leadership roles with government and regional groups.

## Disability Service Plan 2018 -2023

This section provides a brief summary of some of the key achievements made by the Shire through the implementation of the disability service plans 2018-2023 plan to reduce barriers for people living with a disability in the district.

- Development of an Equal Opportunity Policy
- Footpath renewals and successful acquisition of a grant to further develop Dowerin's footpath network.

- Upgrade of lighting in Stewart Street to LED systems
- Refurbishment of the ACROD parking bays
- Directional signage installed
- Customer Service Charter implemented and staff training
- Refurbishment of the administration office building to include disability access to ablutions.

## Review of the Access and Inclusion Plan

### Community Consultation

The Draft Access and Inclusion Plan 2025-2030 was made available for public comment from 24 July 2025 to 8 August 2025. No feedback was received during this period of consultation.

### Publication

The Shire of Dowerin Access Inclusion Plan 2025 to 2030 will be lodged with the WA Disability Services Commission and is available from the Shire administration, the Dowerin Telecentre and lodged on the website when completed.

In addition, copies of the Access & Inclusion plan 2025 to 2030 will be made available at the Shire of Dowerin office and can be made available in a range of alternative formats on request.

### Community consultation – access and inclusion barriers

The consultation for the Disability Access and Inclusion Plan was promoted via the Dowerin Dispatch Newsletter, the Council's webpage, social media channels, and the notice board. This section outlines the actions the Shire will take to enhance access and inclusion to the greatest extent possible as part of its core business activities.

## **Outcome 1 Existing services are adapted to meet the needs of people with disability.**

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

The following actions will be applied where practicable:

### **Adaptive Procedures and Processes:**

Ensure all procedures and processes support people with disabilities, providing necessary accommodations where possible.

### **Information in Development Application:**

Provide adequate and accessible information in development applications to ensure transparency and ease of understanding for people with disabilities.

### **Improving Access to Footpaths, cycle paths and Roads:**

Enhance and maintain footpaths, cycle paths and roads to improve public accessibility, ensuring safer and easier movement for all residents.

### **Information at Community Days:**

Provide information at community open days, for older people, as well as people with disabilities, and encourage expanded participation.

### **Sport and Recreation Opportunities:**

Promote sport and recreational opportunities for people with disabilities by where practical offering modified and adaptive equipment for individuals with low fitness levels.

### **Contractor Compliance with Access Standards:**

Ensure that all contractors and contractual agreements promote the access and inclusion standards.

### **Awareness for Groups and Organizations:**

Raise awareness among community groups and organizations to foster inclusion for people with disabilities.

### **Review of Accessible Parking:**

Regularly assess the availability and condition of accessible parking spaces to ensure that they meet the needs of people with disabilities.

### **Maintenance of ACROD Bays:**

Ensure that ACROD (accessible) parking bays are in good repair and free from obstruction, providing easy access to public spaces.

## **Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Dowerin.**

The Shire will adapt where practical to improve access for people with disabilities to buildings and other facilities. To achieve this, the following actions may be applied:

### **Improved Pedestrian Access:**

Enhance pedestrian pathways from kerbed roads and car parks to ensure safe and easy access for people with mobility challenges.

### **Installation of Ramps and Automatic Doors:**

Continue to install ramps and smooth access and, where appropriate, automatic doors at Council buildings to improve accessibility for individuals with disabilities.

### **Signage Improvements:**

Continue to review information for clear, easy-to-read, and inclusive signage throughout Council facilities, including visual, tactile, and digital options to accommodate people with varying disabilities.

## **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.**

As part of the ongoing improvements the Shire will continuously review the ways information is made available to people with disabilities and where practicable will apply actions like the following:

### **Communication Options for People with Disability:**

Review the range of communication options (e.g., alternative formats, assistive technologies) to enable people with disabilities to easily communicate with the Council.

### **Promote Positive Contributions:**

Actively promote the positive contributions made by people with disabilities to enhance the local community, recognizing and celebrating their involvement.

### **Collaborative Information Distribution:**

Collaborate with disability service providers to disseminate important information, ensuring it reaches those who may benefit most.

## **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 that public authority.**

The Shire aims to ensure that all residents, regardless of ability, receive equitable service. The following actions will support this:

### **Work Placement Opportunities:**

Review and update the employee induction package and consider placement opportunities for people with disabilities to gain valuable experience and contribute to the workplace.

### **Workplace Awareness Training:**

Offer induction and ongoing disability awareness training for staff, that considers effective communication approaches and expands understanding of the various types of disabilities.

### **Positive Information to Enhance Awareness:**

Consider distribution of positive information that enhances access awareness and encourages inclusive practices across all sectors of the community.

### **Ongoing Staff Education:**

Review staff training regularly with and update programs that may improve their knowledge, skills, to better serve people with disabilities.

## **Outcome 5: People with disability have the same opportunities as other people to make complaints to a public authority.**

To ensure people with disabilities can voice their concerns equally, the following actions will be implemented:

### **Accessible Council Meetings:**

Ensure that Council meetings are accessible, with provisions in place for people with specific access and information requirements (e.g., physical access, sign language interpreters, etc.).

### **Access to Buildings**

On election days the Shire ensures that buildings and polling booths are accessible.

### **Staff Awareness:**

Review training and consider staff awareness of the diversity of complaints that may be received.

## **Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation by a public authority.**

The Shire is committed to inclusive public consultation, ensuring all residents can participate:

### **Equal Participation in Public Consultation:**

Ensure that people with disabilities are provided the same opportunities as other community members to participate in public consultations held by the Shire.

## **Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.**

To foster an inclusive workforce, the following actions will be implemented:

### **Inclusive Council Policies:**

Ensure that Council policies and plans reflect the principles and objects of inclusion and diversity.

### **Increase Staff Awareness of Diversity Benefits:**

Further staff awareness of the benefits of a diverse workplace and the importance of inclusion, to foster an environment of respect and opportunity.

### **Collaborate with Disability Employment Services:**

Consider functional disability employment services programs that may be incorporated into Shire activities to help individuals with disabilities gain work experience, that may improve employment prospects and integration into the workforce.

This plan aims to facilitate a more inclusive community, where people with disabilities have equal access to information, public services, spaces, and opportunities. It reflects the Shire's commitment to continual improvement and adaptive change, so that people with disabilities are included in all aspects of community life.

## **Progressing the Access and Inclusion Plan**

The effectiveness of achieving the actions outlined in the Access and Inclusion Plan relies on a comprehensive, collaborative approach that involves the State Government of Western Australia, Council staff, and the support of Elected Members.

Each action within the plan has been identified as important to the operation of key Council departments. The practices and approach to this plan is incorporate with the Shire's integrated planning framework and will be applied on an ongoing basis as appropriate over the next financial years, up to **2030**.

The Access and Inclusion Plan 2025 to 2030 is an integral and evolving document and its progress is overseen by the Shire Executive and regularly reviewed with other supporting plans and strategies.



## Evaluation of the Access and Inclusion Plan

The Shire of Dowerin Access and Inclusion Plan will be implemented and evaluated through the following mechanisms:

### Annual Reviews and Reports

Routine reviews and reports will be provided as required, detailing the progress of the Access and Inclusion Plan, including the status of actions.

### Additional Initiatives

The report will also include any additional initiatives or strategies that have been implemented to further the objectives of the Access and Inclusion Plan.

### Disability Services Act Awareness for Contractors

Contractors to be made aware of their obligations under the Disability Services Act (1993), and these requirements will be included in tender documents for relevant projects.

### Ongoing Community Consultation

Ongoing consultation with the community will be integrated with other approaches to gather feedback and inform the plan, its actions and outcomes.

### Conclusion

The Access and Inclusion Plan was developed as part of the Shires strategic planning framework to ensure the Shire of Dowerin provides equitable access to Council facilities, functions, and services for all people, including those with disabilities, as well as their families and carers.

The Shire of Dowerin recognises that this is an applied process where all operable will be done to implement the actions in the plan. The plan will help the Council achieve its goal of fostering an inclusive and accessible environment for all community members.

# Disability Access and Inclusion Implementation Plan 2025 to 2030

The Implementation Plan provides an outline of the proposed actions to improve access and inclusion from 2025 to 2030. The plan serves as a strategic guide for the Shires continued commitment to inclusion and accessibility.

The activities and actions are presented in a table format and includes the proposed activities and actions the Shire will take to improve access and inclusion, who may be responsible for the activity and when it may be applied or implemented.-

## Outcome 1: Existing services are adapted to meet the needs of people with disability.

Activity		Who	When
<b>Adaptive Procedures and Processes</b>			Ongoing
<b>Action</b>	Ensure all procedures and processes support people with disabilities, providing necessary accommodations where possible.		
<b>Information in Development Application</b>			
<b>Action</b>	Provide adequate and accessible information in development applications to ensure transparency and ease of understanding for people with disabilities.		
<b>Improving Access to Footpaths, cycle paths and Roads</b>			
<b>Action</b>	Enhance and maintain footpaths, cycle paths and roads to improve public accessibility, ensuring safer and easier movement for all residents.		
<b>Information at Community Days</b>			
<b>Action</b>	Provide information at community open days, for older people, as well as people with disabilities, and encourage expanded participation		
<b>Sport and Recreation Opportunities</b>			
<b>Action</b>	Promote sport and recreational opportunities for people with disabilities by were practical offering modified and adaptive equipment for individuals with low fitness levels.		
<b>Contractor Compliance with Access Standards</b>			
<b>Action</b>	Continually review pathway access, including kerb cuts in parks, reserves, and major picnic areas, to ensure they are fully accessible.		
<b>Awareness for Groups and Organizations</b>			
<b>Action</b>	Raise awareness among community groups and organizations to foster inclusion for people with disabilities.		

<b>Review of Accessible Parking</b>			
<b>Action</b>	Regularly assess the availability and condition of accessible parking spaces to ensure that they meet the needs of people with disabilities.		

**Outcome 2: People with disability have the same opportunities as other people to access to buildings and other facilities of the Shire of Dowerin.**

Activity		Who	When
<b>Improved Pedestrian Access</b>			
<b>Action</b>	Enhance pedestrian pathways from kerbed roads and car parks to ensure safe and easy access for people with mobility challenges.		
<b>Installation of Ramps and Automatic Doors</b>			
<b>Action</b>	Continue to install ramps and smooth access and, where appropriate, automatic doors at Council buildings to improve accessibility for individuals with disabilities.		
<b>Signage Improvements</b>			
<b>Action</b>	Continue to review information for clear, easy-to-read, and inclusive signage throughout Council facilities, including visual, tactile, and digital options to accommodate people with varying disabilities.		

**Outcome 3: People with disability receive information from the Shire of Dowerin in a format that will enable them to access the information as readily as other people are able to access it.**

Activity		Who	When
<b>Communication Options for People with Disability</b>			
<b>Action</b>	Review the range of communication options (e.g., alternative formats, assistive technologies) to enable people with disabilities to easily communicate with the Council.		
<b>Promote Positive Contributions</b>			
<b>Action</b>	Actively promote the positive contributions made by people with disabilities to enhance the local community, recognizing and celebrating their involvement.		
<b>Collaborative Information Distribution</b>			
<b>Action</b>	Collaborate with disability service providers to disseminate important information, ensuring it reaches those who may benefit most.		

**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 that public authority.**

Task		Who	When
<b>Work Placement Opportunities</b>			
<b>Action</b>	Review and update the employee induction package and consider placement opportunities for people with disabilities to gain valuable experience and contribute to the workplace.		
<b>Workplace Awareness Training</b>			
<b>Action</b>	Offer induction and ongoing disability awareness training for staff, that considers effective communication approaches and expands understanding of the various types of disabilities.		
<b>Positive Information to Enhance Awareness</b>			
<b>Action</b>	Consider distribution of positive information that enhances access awareness and encourages inclusive practices across all sectors of the community.		
<b>Ongoing Staff Education</b>			
<b>Action</b>	Review staff training regularly with and update programs that may improve their knowledge, skills, to better serve people with disabilities.		

**Outcome 5: People with disability have the same opportunities as other people to make complaints to a public authority.**

Task		Who	When
<b>Accessible Council Meetings</b>			
<b>Action</b>	Ensure that Council meetings are accessible, with provisions in place for people with specific access and information requirements (e.g., physical access, sign language interpreters, etc.).		
<b>Access to Buildings</b>			
<b>Action</b>	On election days the Shire ensures that buildings and polling booths are accessible.		
<b>Staff Awareness</b>			
<b>Action</b>	Review training and consider staff awareness of the diversity of complaints that may be received.		

**Outcome 6: People with a disability have the same opportunities as other people to participate in any public consultation by the Shire of Dowerin.**

Task		Who	When
<b>Equal Participation in Public Consultation</b>			
<b>Action</b>	Ensure that people with disabilities are provided the same opportunities as other community members to participate in public consultations held by the Shire.		

**Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.**

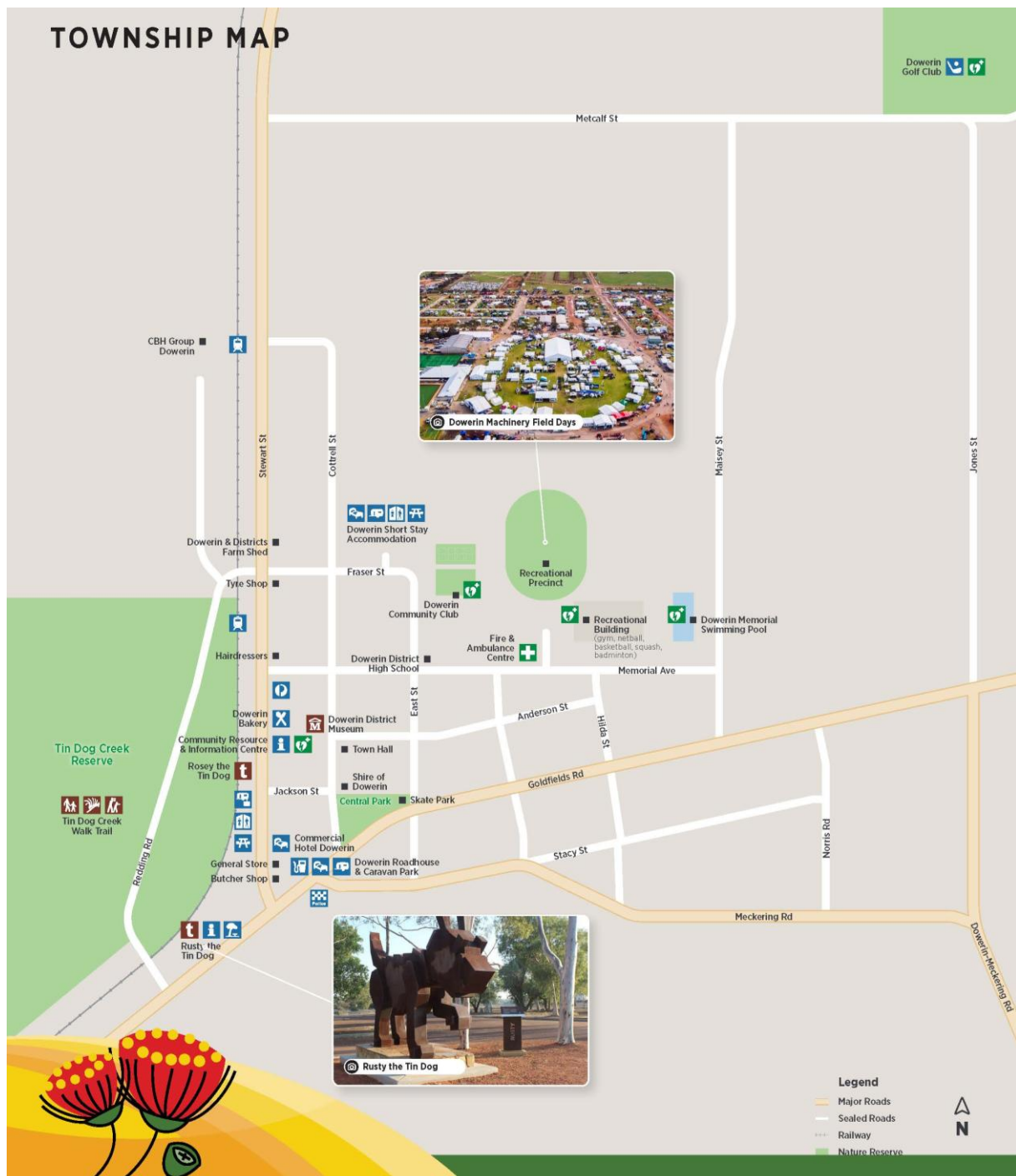
Task		Who	When
<b>Inclusive Council Policies</b>			
<b>Action</b>	Ensure that Council policies and plans reflect the principles and objects of inclusion and diversity.		
<b>Increase Staff Awareness of the Diversity Benefits</b>			
<b>Action</b>	Further staff awareness of the benefits of a diverse workplace and the importance of inclusion, to foster an environment of respect and opportunity.		
<b>Collaborate with Disability Employment Services</b>			
<b>Action</b>	Consider functional disability employment services programs that may be incorporated into Shire activities to help individuals with disabilities gain work experience, that may improve employment prospects and integration into the workforce.		

# Appendix A

## Townsite of Dowerin

Situated 156 Kilometres North East of Perth, The Shire of Dowerin can be reached travelling via Northam and Goomalling or through Toodyay and Goomalling.

The Shire of Dowerin encompasses the localities of Amery, Booralaming, Doodaring, Daren Lakes, Ejanding, Goddard, Hindmarsh, Koombarkine, Manmanning, Minnivale, Moonjin, Nambling, Uberin, Ucarty.



## Appendix B

### GLOSSARY OF TERMS

Alternative Formats	The Shire, upon request, will endeavour to make documentation and Council documentation available in a range of formats including; Computer Disks or e-mail attachments of information, which can be enlarged on a computer screen; Enlarged documents in 18 point or higher if required; Enlarged photocopies of documents; Audio cassettes of information; Braille copies of information, including tactual graphics.
Australian Standard	Various Australian Standards set out requirements that must referred to when making decisions that impact on People with disability, (e.g. Australian Standard 1428- Design for Access and mobility)
Definitions of Disability	The Commonwealth Disability Discrimination Act 1992 provides protection for everyone in Australia against discrimination based on disability. The definition of a disability in the DDA is as broad as possible and includes; Physical, Intellectual, Psychiatric, Sensory, Neurological, and Learning disabilities, as well as Physical disfigurement, and the presence in the body of disease causing organisms.
Discrimination	Differential treatment or practise either intentional or otherwise that can occur through action, policy, procedure or practice.
Impairment	Any disturbance or interference with the normal structure and functioning of the body, including the systems of mental function. (World Health Organisation) This may or may not be a disability for example high blood pressure is a impairment but not a disability.
Tactile Ground Surface Indicator (TGSi)	A title with raised projections to indicate either danger or a change in level or, to act as a directional guide to people with vision impairment.
Universal Access	Means that a person with a disability is, without assistance, able to approach, enter, pass to and from make use of an area and its facilities.
Universal Design	Product, environment, building design and construction that aims to accommodate the functional needs of everyone; including children, adults and older adults, with or without disabilities. The word universal is often seen coupled to specific design environments or products such as universal kitchen design or universal bathroom design.

## LIST OF ACRONYMS

ABS	Australian Bureau of Statistics
ACROD	Australian Council for Rehabilitation of Disabled.
AIP	Access and Inclusion Plan
BCA	Building Code of Australia
Council	Shire of Dowerin
DAAC	Disability Access Advisory Committee
DDA	Disability Discrimination Act (1992)
DSC	Disability Services Commission
EEO	Equal Employment Opportunities
HREOC	Human Rights and Equal Opportunity Commission
KRA	Strategic Plan Key Result Area
LAC	Disability Service Commission Local Area Coordinator
HACC	Home and Community Care
PATS	Patient Assisted Travel Scheme
CEO	Chief Executive Officer
MGCS	Manager of Governance and Community Services
MIP	Manager of Infrastructure and Projects
MCS	Manager of Corporate Services
EHO	Environment and Health Officer



## Appendix C

### KEY CONTACT SERVICE PROVIDERS

#### ACROD – National Industry Association for Disability Services

Contact	9242 5544	9242 5044	<a href="mailto:acrodwa@acrod.org.au">acrodwa@acrod.org.au</a>
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#### Association for the Blind

Contact	9311 8202	9361 8696	<a href="mailto:mailbox@abwa.afn.au">mailbox@abwa.afn.au</a>
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#### Department of Communities - Disability Services

Contact	9462 9200	9226 2306	<a href="mailto:access@dsc.wa.gov.au">access@dsc.wa.gov.au</a>
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#### People with Disability (WA) Inc

Contact	9386 6477	9386 6705	<a href="mailto:info@pwdwa.org">info@pwdwa.org</a>
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#### Human Rights and Equal Opportunities Commission

Contact	1300 369 711		<a href="mailto:complaintsinfo@humanrights.gov.au">complaintsinfo@humanrights.gov.au</a>
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#### Sussex St Community Law Service

Contact	9470 2676	9470 1805	<a href="mailto:sscls@sscls.com.au">sscls@sscls.com.au</a>
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#### Independent Living Centre

Contact	9381 0600	9381 0611	<a href="mailto:enquiries@ilc.com.au">enquiries@ilc.com.au</a>
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#### Shire of Dowerin Council

Contact	96291 101	96291 017	<a href="mailto:dowshire@dowerin.wa.gov.au">dowshire@dowerin.wa.gov.au</a>
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#### Essential Personnel – Disability Employment Services, Northam

Contact	9622 3476	9622 5975	<a href="mailto:reception@essentialpersonnel.org.au">reception@essentialpersonnel.org.au</a>
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For Information relating to community service providers that provide social or in-home support services for People with disability, older persons or Carers please contact the Commonwealth Carelink on 1800 052 222.