



**Corporate Services Attachments
ORDINARY COUNCIL MEETING
Wednesday, 21 March 2018**

REPORT NUMBER	REPORT TITLE AND ATTACHMENT DESCRIPTION	PAGE NUMBER(S)
9.3.2	List of accounts paid for the period ending 28 February 2018 1. List of Accounts Paid as at 28 February 2018	1 – 6
9.3.3	Initiation for Disability Access and Inclusion Plan 1. “Draft” Disability Access and Inclusion Plan 2018-2022 2. Online survey questionnaire	7 – 49

SHIRE OF CHITTERING

ACCOUNTS PAID
AS AT 28 FEBRUARY 2018 PRESENTED TO THE
COUNCIL MEETING ON THE 21 MARCH 2018

This Schedule of Accounts paid under delegated authority as detailed below, which is to be submitted to each member of Council on the 21 MARCH 2018, has been checked and is fully supported by vouchers and invoices which have been duly certified as to the receipt of goods, the rendition of services and as to prices, computations and costings.

Voucher No's		Value	Pages		Fund No.	Fund Name
From	To		From	To		
Payroll	PR4109	\$ 95,196.59	1	1	1	Municipal Fund
Payroll	PR4127	\$ 89,749.82	1	1	1	Municipal Fund
EFT 15377	EFT 15508	\$ 578,283.66	1	3	1	Municipal Fund
CHQ14325	CHQ14330	\$ 18,858.91	3	3	1	Municipal Fund
Direct	Debt	\$ 33,914.01	3	3	1	Municipal Fund
Bank	Transfer	\$ 40,528.44	3	4	1	Municipal Fund
Trust	Trust	\$ 500.00	4	4	2	Trust Fund
	Total	\$ 857,031.43				

Officer: Natasha Harry

Signature: *On file*

Authorised by: Rhona Hawkins

Signature: *On file*

Date of Report: 9 March 2018

Disclosure of Interest by Officer: Nil

LIST OF ACCOUNTS PAID IN FEBRUARY 2018 - SUBMITTED TO COUNCIL 21 MARCH 2018

Chq/EFT	Date	Name	Description	Amount
1	7/02/18	BENDIGO BANK	PAYROLL ENDING 7/2/18	95,196.59
2	21/02/18	BENDIGO BANK	PAYROLL ENDING 21/2/18	89,749.82
Total Payroll Payments				184,946.41
3	01/02/2018	ACE ELECTRICAL PTY LTD	SENIORS HOUSING ELECTRICAL Repair	1,652.64
4	01/02/2018	BANDIT TREE EQUIPMENT	CH3752 BANDIT CHIPPER Service	1,468.65
5	01/02/2018	BINDOON BAKEHAUS & CAFE	AUSTRALIA DAY CELEBRATION Cakes & vouchers	606.00
6	01/02/2018	BINDOON BASKETBALL ASSOC	REC KIDSPORT VOUCHERS Bindoon Basketball	360.00
7	01/02/2018	BINDOON IGA	REFRESHMENTS Various Departments	41.80
8	01/02/2018	BINDOON MENS SHED	BINDOON MENS SHED Maintenance	1,650.00
9	01/02/2018	BIOCYCLE WA AGENT	SUSSEX BEND RESERVE ATU Service	286.00
10	01/02/2018	BOC LIMITED	DEPOT MAINTENANCE Gas Bottle Monthly Check - November 2017	82.28
11	01/02/2018	BROOKS HIRE SERVICE PTY LTD	CHITTERING ROAD HIRE Bomag Roller	4,835.16
12	01/02/2018	COMMANDER PTY LIMITED	ADMIN EQUIPMENT Commander Service	228.65
13	01/02/2018	COURIER AUSTRALIA	WORKS FREIGHT 23/01/2018	32.65
14	01/02/2018	ECOWATER SERVICES PTY LTD	SENIORS HOUSING MAINTENANCE ATU Quarterly January 2018	337.50
15	01/02/2018	GAME PLANNING AUSTRALIA PTY LTD	PLAN LEGAL EXPENSES Karratha Enterprises Pty Ltd vs Shire of Chittering	7,712.30
16	01/02/2018	HERTZ AUSTRALIA PTY LTD	CESM Vehicle Hire January 2018	1,831.50
17	01/02/2018	HOSE RIGHT	SUNDRY PLANT SLASHER Extend Hoses	1,025.17
18	01/02/2018	JOHN STANLEY ASSOCIATES	CEDS TOURISM Guest Speaker	550.00
19	01/02/2018	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	PROFESSIONAL DEVELOPMENT LG Professionals Membership	45.01
20	01/02/2018	MIDALIA STEEL	CHITTERING ROAD RENEWAL Materials	547.14
21	01/02/2018	MUCHEA PLUMBING & GAS	BINDOON TOILET BLOCK Plumbing Repairs	2,288.00
22	01/02/2018	ON PRESS DIGITAL PRINT SOLUTIONS	LOPS COMMUNITY EMPOWERMENT Fuel Load Guides	1,650.00
23	01/02/2018	PCS - PERFECT COMPUTER SOLUTIONS PTY LTD	ADMIN IT ASSISTANCE November 2017 to January 2018	255.00
24	01/02/2018	PLANNING INSTITUTE OF AUSTRALIA	PLAN ADVERTISING Senior Planning Officer	330.00
25	01/02/2018	RBC RURAL	ADMIN OFFICE Photocopier Charges December 2017	1,168.08
26	01/02/2018	SLIMS TYRE SERVICE	HOLDEN MALIBU CH451 Service and Tyre Repair	923.88
27	01/02/2018	SPENCE INDUSTRIES	ISUZU NQR450 Maintenance	2,869.46
28	01/02/2018	SUNNY SIGN COMPANY	TIMARU ROAD Signage	4.50
29	01/02/2018	WC & SJ WRIGHT	CHITTERING ROAD RENEWAL Hire Dozer	7,232.50
30	01/02/2018	WEST COAST SHADE PTY LTD	BINDOON OVAL PLAY EQUIPMENT Maintenance	3,190.00
31	01/02/2018	WINC AUSTRALIA PTY LTD	ADMIN STATIONERY 05/01/2018 BackOrder	24.18
32	01/02/2018	WORKWEAR GROUP - LGCC	ADMIN UNIFORMS Staff	527.39
33	08/02/2018	CMS LEGAL	Payroll deductions	100.00
34	08/02/2018	LGRCEU	Payroll deductions	61.50
35	08/02/2018	SHIRE OF CHITTERING	Payroll deductions	670.00
36	08/02/2018	ACE ELECTRICAL PTY LTD	ADMIN BUILDING MAINTENANCE Server Room	1,439.12
37	08/02/2018	AUSSIE GOLD	ADMIN UNIFORMS Shirts	831.17
38	08/02/2018	AVON WASTE	AVON WASTE November 2018	25,730.23

LIST OF ACCOUNTS PAID IN FEBRUARY 2018 - SUBMITTED TO COUNCIL 21 MARCH 2018				
39	EFT15417	08/02/2018 BINDOON BAKEHAUS & CAFE	AUSTRALIA DAY AWARDS CEREMONY Refreshments	350.00
40	EFT15418	08/02/2018 BINDOON GENERAL STORE	ADMIN NEWSPAPERS January 2018	39.30
41	EFT15419	08/02/2018 BINDOON HARDWARE & RURAL SUPPLIES	WORKS DEPOT WEED SPRAY Supply of Product	5,074.64
42	EFT15420	08/02/2018 BINDOON IGA	AUSTRALIA DAY AWARDS CEREMONY Refreshments	253.71
43	EFT15421	08/02/2018 BUSHFIRE RISK SOLUTIONS	ESL FIREBREAKS Foam Concentrate	1,850.00
44	EFT15422	08/02/2018 CHITTERING WILDLIFE CARERS INC	OTHER CULTURE COMMUNITY GRANTS Chittering Wildlife Carers	275.00
45	EFT15423	08/02/2018 CHRIS KERSHAW PHOTOGRAPHY	ELECTED MEMBER Portrait/Framing	475.00
46	EFT15424	08/02/2018 COMMARINE	ESL MAINTENANCE PLANT & EQUIPMENT Supply of iPhone Cradles	198.00
47	EFT15425	08/02/2018 COOEE COURIERS & TRANSPORT	ADMIN FREIGHT January 2018	273.24
48	EFT15426	08/02/2018 DOWNER EDI WORKS PTY LTD	IR098 RIDGETOP RAMBLE BITUMEN Supply	200,810.40
49	EFT15427	08/02/2018 ECOWATER SERVICES PTY LTD	MUCHEA HALL MAINTENANCE ATU Servicing January 2018	981.00
50	EFT15428	08/02/2018 EMERALD ACRES	ADMIN STATIONERY Finance	75.76
51	EFT15429	08/02/2018 Edmund Rice College	IF103 FORREST HILLS PARADE Gravel	132.00
52	EFT15430	08/02/2018 FULTON HOGAN INDUSTRIES PTY LTD	RM002 & RM004 ASPHALT Supply of Bulka Bag	1,408.00
53	EFT15431	08/02/2018 GREAT SOUTHERN FUEL SUPPLIES	GREAT SOUTHERN FUEL January 2018	20,403.78
54	EFT15432	08/02/2018 HDS AUSTRALIA PTY LTD	SEW CONSULTANT Bindoon Wastewater Scheme	3,613.50
55	EFT15433	08/02/2018 IT VISION	DEV SERVICES TRAINING IT Vision Module Training	5,701.92
56	EFT15434	08/02/2018 JCB CONSTRUCTION EQUIPMENT AUSTRALIA	P1266 JCB BACKHOE Repair Quick Hitch	837.35
57	EFT15435	08/02/2018 JCT'S CREATIVE SOLUTIONS	ESL MAINTENANCE Fire Station Cleaning January 2018	264.00
58	EFT15436	08/02/2018 JEFF LOUDON	WANNAMAL TOILETS CLEANING January 2018	852.50
59	EFT15437	08/02/2018 KOMATSU AUSTRALIA PTY LTD	P10555 KOMATSU GRADER Servicing 28.12.17 to 29.01.18	527.93
60	EFT15438	08/02/2018 LANDGATE CUSTOMER ACCOUNT	RATE VALUATION Rural UV Interim	80.90
61	EFT15439	08/02/2018 LAWN DOCTOR	BINDOON OVAL FERTILISING Gypsum Application	1,045.00
62	EFT15440	08/02/2018 LO-GO APPOINTMENTS	WORKS DEPOT ADVERTISING Supervisor of Works	6,380.00
63	EFT15441	08/02/2018 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	ADMIN PROFESSIONAL DEVELOPMENT LG Professionals Finance Conference 2018	3,940.00
64	EFT15442	08/02/2018 MIDALIA STEEL	BRIDGE BLIZZARD ROAD MATERIALS Reinforce Steel	14,312.00
65	EFT15443	08/02/2018 MUCHEA GRADING CONTRACTORS	IR098 RIDGETOP RAMBLE Water Bind Road	21,780.00
66	EFT15444	08/02/2018 McLEODS BARRISTERS & SOLICITORS	PLANNING LEGAL EXPENSES Karratha Enterprises Pty Ltd v SOC	8,104.80
67	EFT15445	08/02/2018 N & M RUSSELL PLUMBING & GAS	JOHN GLENN TOILETS PLUMBING REPAIRS New Pressure Pump	550.00
68	EFT15446	08/02/2018 NORTHERN VALLEY'S QUALITY MEATS	AUSTRALIA DAY AWARDS CEREMONY Refreshments	74.30
69	EFT15447	08/02/2018 OCS SERVICES PTY LTD	CLEANING CONTRACT January 2018	4,450.76
70	EFT15448	08/02/2018 OSH GROUP PTY LTD	WORKS Fitness for Work Report	974.38
71	EFT15449	08/02/2018 PHIL'S SOFT SERVE	AUSTRALIA DAY AWARDS CEREMONY Refreshments	261.00
72	EFT15450	08/02/2018 PUMA ENERGY	PUMA ENERGY FUEL January 2018	3,768.60
73	EFT15451	08/02/2018 PUMPS UNITED PTY LTD	RRG004 MUCHEA EAST ROAD PLANT HIRE Standpipe Kit 15.01.18 to 30.04.18	1,321.32
74	EFT15452	08/02/2018 SEEK	PLANNING ADVERTISING Employment Vacancy	737.00
75	EFT15453	08/02/2018 SHERIDANS FOR BADGES	ADMIN STATIONERY Name Plate (EMDS)	54.45
76	EFT15454	08/02/2018 SLIMS TYRE SERVICE	P310 HOLDEN COLORADO SERVICING 150,000km Major Service	2,433.58
77	EFT15455	08/02/2018 SPECIALE SMASH REPAIRS	ADMIN INSURANCE Excess CH1262 Claim	500.00
78	EFT15456	08/02/2018 SPENCE INDUSTRIES	CH1250 AND CH 1703 PLANT General Servicing	891.00
79	EFT15457	08/02/2018 STEWART & HEATON CLOTHING CO P/L	ESL CLOTHING Blue Normex Pants	175.57
80	EFT15458	08/02/2018 SUNNY SIGN COMPANY	RM028 & RM214 ADVISORY SIGNAGE School Bus Turning Sign	99.00

LIST OF ACCOUNTS PAID IN FEBRUARY 2018 - SUBMITTED TO COUNCIL 21 MARCH 2018			
81	EFT15459 08/02/2018 TOTALLY WORKWEAR - Joondalup	RANGER UNIFORMS Work Pants	98.90
82	EFT15460 08/02/2018 WALGA	MEMBERS PROFESSIONAL DEVELOPMENT Waiga Training	515.00
83	EFT15461 08/02/2018 WC & SJ WRIGHT	RRG004 MUCHEA EAST ROAD PLANT HIRE 20T Excavator	5,317.40
84	EFT15462 08/02/2018 WEST COAST SHADE PTY LTD	JOHN GLENN PARK REPAIRS Shade Sail	440.00
85	EFT15463 08/02/2018 WREN OIL	BINDOON LANDFILL RECYCLING OIL	33.00
86	EFT15464 09/02/2018 AVON WASTE	AVON WASTE MONTHLY SERVICE December 2017 and January 2018	103,314.38
87	EFT15465 15/02/2018 BENDIGO BANK	ADMIN COMPUTER Modem Router	2,381.40
88	EFT15466 15/02/2018 BUILDING COMMISSION	BUILDING SERVICES LEVY JANUARY 2018	4,483.79
89	EFT15467 15/02/2018 CONSTRUCTION TRAINING FUND	CONSTRUCTION TRAINING FUND JANUARY 2018	4,203.72
90	EFT15468 15/02/2018 SHIRE OF CHITTERING	BSL AGENT FEE JANUARY 2018	179.25
92	EFT15470 16/02/2018 21CC BROADCAST PRODUCTIONS	AWARE PROJECT Video Production	7,425.00
93	EFT15471 16/02/2018 DEPARTMENT OF BIODIVERSITY, CONSERVATION AND	ESL GOODS Emergency Services Directory	2,975.00
94	EFT15472 16/02/2018 FRONTLINE FIRE & RESCUE EQUIPMENT	ESL PPE Boots	214.50
95	EFT15473 16/02/2018 LOWER CHITTERING VOLUNTEER BUSHFIRE BRIGADE	ESL LOWER CHITTERING Maintenance	2,451.48
96	EFT15474 16/02/2018 ABCO PRODUCTS	TECH CLEANING Supplies	1,371.86
97	EFT15475 16/02/2018 ACE ELECTRICAL PTY LTD	BINDOON OVAL Installation Cricket Nets	2,165.37
98	EFT15476 16/02/2018 BINDOON MOWERS & MACHINERY	SUNDRY PLANT CHAINSAW Pull Start Repair	45.00
99	EFT15477 16/02/2018 BOC LIMITED	DEPOT MAINTENANCE Gas Bottle January 2018	41.14
100	EFT15478 16/02/2018 BRAGSKALE PTY LTD	RECORDS STORAGE DONGA Ramps and Hand Rails	7,682.00
101	EFT15479 16/02/2018 BULLSBROOK GLASS AND ALUMINIUM	CHINKABEE COMPLEX MAINTENANCE Reglaze Glass	883.30
102	EFT15480 16/02/2018 BUNNINGS BUILDING SUPPLIES	CHITTERING ROAD Timber and Bolts	1,255.35
103	EFT15481 16/02/2018 CHITTERING PEST & WEED	BINDOON HALL Baits for Rodents	264.00
104	EFT15482 16/02/2018 COURIER AUSTRALIA	TECH SERVICES Freight	12.36
105	EFT15483 16/02/2018 ECOWATER SERVICES PTY LTD	SENIORS HOUSING Water Pump Replacement	1,327.50
106	EFT15484 16/02/2018 HERTZ AUSTRALIA PTY LTD	EMERGENCY SERVICES HIRE Vehicle	1,831.50
107	EFT15485 16/02/2018 HIGHWAY TRAFFIC PTY LTD	RIDGETOP RAMBLE Traffic Control Hire	10,181.05
108	EFT15486 16/02/2018 JR & A HERSEY	TECH SERVICES PPE Safety PPE to Site	433.40
109	EFT15487 16/02/2018 KOMATSU AUSTRALIA PTY LTD	CH10555 GRADER Repair Broken Handle	1,195.43
110	EFT15488 16/02/2018 MUCHEA GRADING CONTRACTORS	RIDGETOP RAMBLE Water Truck	3,300.00
111	EFT15489 16/02/2018 N & M RUSSELL PLUMBING & GAS	CLUNE PARK Excavator Hire	1,457.50
112	EFT15490 16/02/2018 PUMPS UNITED PTY LTD	MUCHEA EAST ROAD Hire of Standpipe Kit	2,504.04
113	EFT15491 16/02/2018 RSEA PTY LTD	CHITTERING ROAD HIRE Solar Traffic Lights	1,972.94
114	EFT15492 16/02/2018 SLIMS TYRE SERVICE	CH10886 TORO MOWER Tyre Repair	100.50
115	EFT15493 16/02/2018 SUNNY SIGN COMPANY	BLUZARD ROAD BRIDGE Markers	415.53
116	EFT15494 16/02/2018 T-QUIP	CH10886 TORO MOWER Replacement Belt	194.85
117	EFT15495 16/02/2018 ANNIE HUDSON	LOVE YOUR LIBRARY Refreshments	29.85
118	EFT15496 16/02/2018 AUSSIE GOLD	ADMIN UNIFORM Postage	19.14
119	EFT15497 16/02/2018 AUSTRALIA DAY COUNCIL OF SA	AUSTRALIA DAY Polo Shirt	55.00
120	EFT15498 16/02/2018 AUSTRALIA POST	ADMIN AUSTRALIA POST Postage January 2018	607.11
121	EFT15499 16/02/2018 JOHN BARLOW	COMMUNITY BUS Courtesy Payments	150.00
122	EFT15500 16/02/2018 MARKETFORCE PRODUCTIONS	ADVERTISING Council Meeting Dates 2018	515.72
123	EFT15501 16/02/2018 PETER OSBORN	COMMUNITY BUS Courtesy Payments	200.00

LIST OF ACCOUNTS PAID IN FEBRUARY 2018 - SUBMITTED TO COUNCIL 21 MARCH 2018				
124	EFT15502	16/02/2018	SANDRA KAY	100.00
125	EFT15503	16/02/2018	MARKETFORCE PRODUCTIONS	599.75
126	EFT15504	21/02/2018	CMS LEGAL	100.00
127	EFT15505	21/02/2018	LGRCEU	61.50
128	EFT15506	21/02/2018	SHIRE OF CHITTERING	625.00
129	EFT15507	27/02/2018	BOB WADDELL & ASSOCIATES	7,095.00
130	EFT15508	27/02/2018	CHITTERING IT SERVICES	6,540.00
Cheque Payments				578,283.66
131	14325	01/02/2018	WATER CORPORATION	6,054.21
132	14327	02/02/2018	SHIRE OF CHITTERING - PLEASE PAY CASH	379.30
133	14328	08/02/2018	GHD Services Pty Ltd	6,311.25
134	14329	08/02/2018	SYNERGY	724.15
135	14330	16/02/2018	SERLING CONSULTING (WA) PTY LTD	5,390.00
Direct Debits				18,858.91
136	DD6188.1	7/02/18	WA SUPER	14,009.93
137	DD6188.2	7/02/18	LGIA SUPER	958.75
138	DD6188.3	7/02/18	FUTURE SUPER FUND	131.91
139	DD6188.4	7/02/18	AUSTRALIAN SUPER	1,259.92
140	DD6188.5	7/02/18	REST SUPERANNUATION	367.36
141	DD6188.6	7/02/18	AMP FLEXIBLE LIFETIME INSURANCE	634.84
142	DD6188.7	7/02/18	ANZ SMART CHOICE SUPER	288.46
143	DD6188.8	7/02/18	Australian Ethical Retail Superannuation Fund	255.77
144	DD6188.9	7/02/18	BT LIFETIME - PERSONAL SUPER	185.71
145	DD6215.10	21/02/18	BT LIFETIME - PERSONAL SUPER	176.82
146	DD6215.2	21/02/18	MERCER SUPER TRUST	252.11
147	DD6215.3	21/02/18	LGIA SUPER	958.75
148	DD6215.4	21/02/18	FUTURE SUPER FUND	112.82
149	DD6215.5	21/02/18	AUSTRALIAN SUPER	1,304.11
150	DD6215.6	21/02/18	REST SUPERANNUATION	367.36
151	DD6215.7	21/02/18	AMP FLEXIBLE LIFETIME INSURANCE	635.41
152	DD6215.8	21/02/18	ANZ SMART CHOICE SUPER	288.46
153	DD6215.9	21/02/18	Australian Ethical Retail Superannuation Fund	274.04
154	DD6216.1	21/02/18	MERCER SUPER TRUST	252.11
155	DD6215.1	21/02/18	WA SUPER	11,703.59
Total EFT Payments				578,283.66
Cheque Payments				18,858.91
Total Direct Debits				33,914.01

LIST OF ACCOUNTS PAID IN FEBRUARY 2018 - SUBMITTED TO COUNCIL 21 MARCH 2018					
156	Bank Transfers	01/02/2018	WESTNET	WESTNET/INTERNET	74.94
157	CLUE	05/02/2018	CLUE DESIGN	WEBSITE MANAGEMENT	588.50
158	DD-2	05/02/2018	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 79 Fixed Component - Multi Purpose Health Centre	37882.71
159	DD-1	14/02/2018	ISUZU AUSTRALIA	SERVICE AGREEMENT	185.90
160	FER	20/02/2018	FINES ENFORCEMENT	FIRE, ANIMAL & OTHER FINES	236.00
161	BF/MFEE	28/02/2018	BENDIGO/COMMONWEALTH BANK	BANK & MERCHANT FEES	1,560.39
				Total Transfers	40,528.44
162	Trust Payments	16/02/2018	GIDGEGANNUP RECREATION CLUB INC	T445 REFUND OF OUTDOOR CINEMA EQUIPMENT HIRE 10/02/2018	500.00
				Total Municipal Payments	856,531.43
				Total Trust Payments	500.00



DISABILITY ACCESS AND INCLUSION PLAN
2018 TO 2022

This document is available in alternative formats upon request including in standard and large print, electronically by email, in audio format on CD and on the Shire of Chittering website.

Executive Summary

Currently it is estimated that over 400,000 Western Australians have a disability and these people face many challenges in accessing services, facilities and information as well as participating in community life.

It is a requirement of the *Disability Services Act 1993* (amended 2004), that the Shire of Chittering develops and implements a Disability Access and Inclusion Plan (DAIP) which outlines the ways in which the Shire will continue to ensure that people with disability have equal access to its facilities and services.

Other legislation linked to the Disability Access and Inclusion Plan includes the *WA Equal Opportunities Act (1984)* and the *Commonwealth Disability Discrimination Act 1992 (DDA)*, both of which make discrimination on the basis of a person's disability unlawful.

The Shire of Chittering will continue to ensure that individuals with disability, carers and their families are able to access facilities and services, and the Shire will endeavour to achieve this in a number of practical and diverse ways. The Shire of Chittering is committed to initiating and supporting growth, balanced by progressive strategies in order to preserve and maintain the pristine rural environment of our Shire.

With the continued rapid growth of the Shire it is important that the 2012 - 2018 Disability Access and Inclusion Plan proceed into the future to ensure barriers to access and inclusion continue to be addressed and facilities and services are well planned for. People with disability who reside in country areas have a right, as far as is reasonable, to expect to have access to similar services provided to people with disability who reside in the metropolitan areas.

As we move into the future the Shire is committed to meeting the objectives outlined in the Disability Access and Inclusion Plan 2018 – 2022. This Plan will continue to assist in our goal to build and enhance the way of life for individuals with disability and provide the same opportunities, rights and responsibilities enjoyed by other people in the Shire of Chittering.

Alan Sheridan
Chief Executive Officer

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About the Shire of Chittering

The Shire of Chittering boundary is approximately 55kms north of the Perth CBD; with its administration office located in Bindoon, 83 kilometres from the Perth CBD, and covers an area of some 1,220 square kilometres.

The Shire was established in the late 19th Century and has retained some heritage listed public buildings from this period.

Generally the Southern part of the Shire is composed of small rural subdivisions, wineries and some broad acre farming and a small amount of industry including Tiwest and The Livestock Centre.

North of Bindoon is generally broad acre farming, with some vines and orchards and mining industry.

Tourism is a growing industry with the potential to significantly expand. There are many wineries in the region as well as a number of bed and breakfasts and annual events that attract visitors to Chittering.

There are three gazetted townships in Chittering, Bindoon (where the Shire offices are located and main shopping area), Muchea to the South of Bindoon and Wannamal to the North as well as larger sub-divisions in Upper Chittering and Lower Chittering, both south of Bindoon.

The Shire continues to be identified as one of the five fastest growing and sustainable local government regions in Western Australia with an estimated population of 5200 (Australian Bureau of Statistics 30 June 2017).

The Chittering Valley boasts recreational, leisure and community facilities which complement the natural beauty of the area and provides a major part of the infrastructure required to meet the needs and expectations of people who choose to live and work within the Shire of Chittering.

As the sub-divisions in the southern part of the Shire develop though, these needs will increase.

Vision Statement

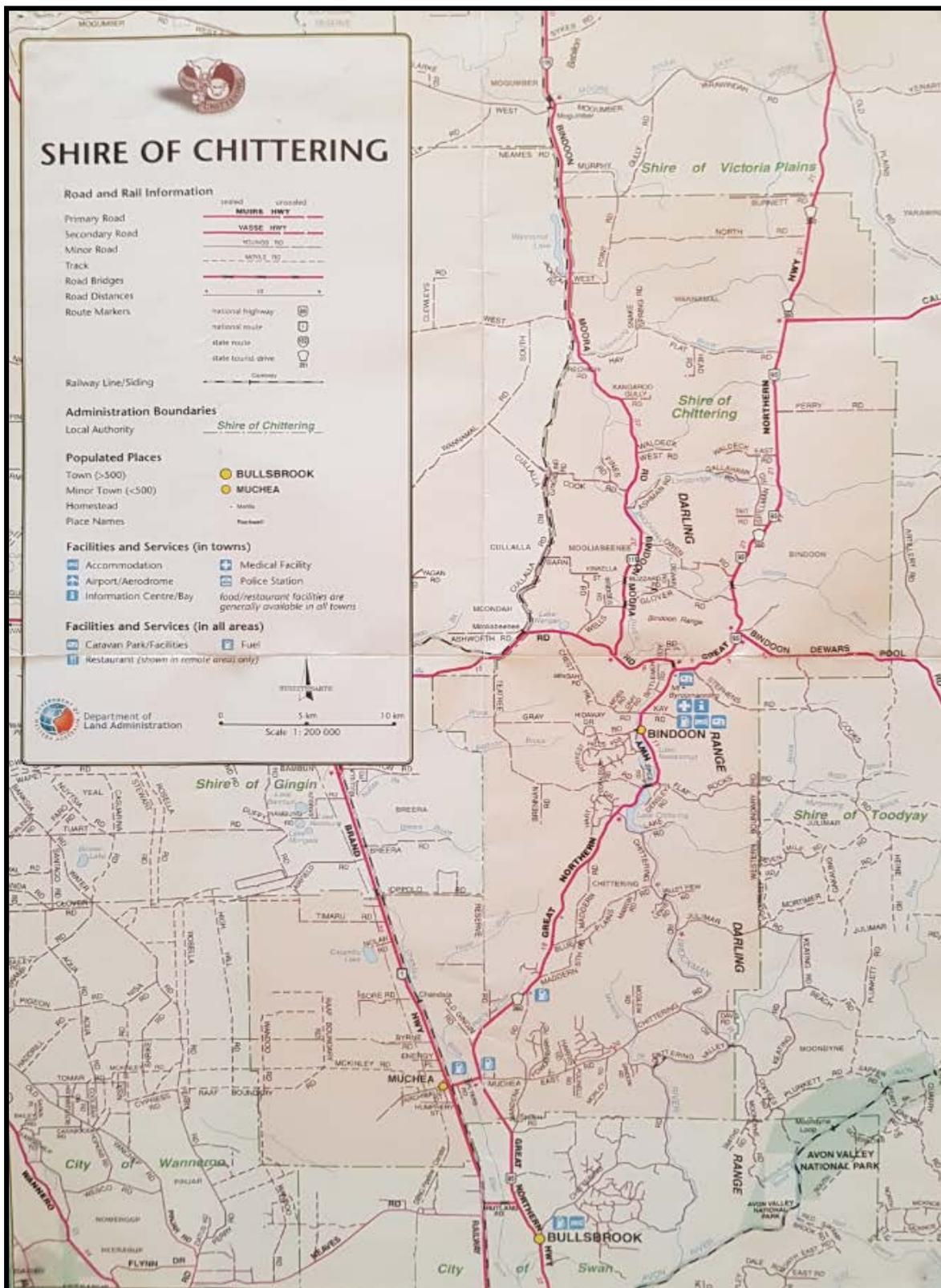
Our Vision is 'to meet the needs of a diverse range of residents and generate a place of belonging and community spirit where citizens and local business can grow while maintaining, enhancing and protecting the rural attributes of the Shire of Chittering.'

Functions, facilities and services

The Shire of Chittering is responsible for a range of functions, facilities and services including:

- **Services to property:** construction and maintenance of Shire-owned buildings, roads, footpaths, drainage, land and development, waste collection and disposal, litter control and street cleaning, planting and caring for street trees, numbering of buildings and lots, street lighting, and bush fire control.
- **Services to the community:** provision and maintenance of playing areas, parks, gardens, reserves and facilities for sporting and community groups, management of recreation centre, public library and information services and community events.
- **Regulatory services:** planning of road systems, sub-divisions 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.
- **General administration:** the provision of general information to the public and the lodging of complaints and payment of fees including rates, dog and cat licences.
- **Processes of government:** Ordinary and Special Council and committee meetings. Electors' Meetings and election of Council Members and community consultations.

Location Plan - Shire of Chittering



Planning for Better Access and Inclusion

It is a requirement of the *Disability Services Act 1993* (amended 2004) that public authorities develop and implement a Disability Access and Inclusion Plan (DAIP) so that people with disability have the same opportunities as others to access services, facilities and information.

Other legislation underpinning access and inclusion includes:

- *WA Equal Opportunity Act 1984*
- *Commonwealth Disability Discrimination Act 1993*
- *United Nations Convention on the Rights of Persons with Disability*

The Shire will continue to strive towards improving access and inclusion for people with disability, their families and carers.

The Disability Services Regulations outlines the seven outcome areas to be implemented by the Shire of Chittering:

1. People with disability have the same opportunities as other people to access the services and any events organised by the Shire;
2. People with disability have the same opportunity as other people to access the buildings and other facilities of the Shire;
3. People with disability receive information from the Shire in a format that will enable them to access information as readily as other people are able to access it;
4. People with disability receive the same level and quality of services from the staff at the Shire as other people receive from the staff at the Shire;
5. People with disability have the same opportunities as other people to make complaints to the Shire;
6. People with disability have the same opportunities as other people to participate in any public consultation held by the Shire; and
7. People with disability have the same opportunities as other people to obtain and maintain employment with the Shire.

It is estimated that there are around 500 people with disability living within the Shire, and the Australian Bureau of Statistics (ABS) 2015 Survey of Disability, Ageing and Carers (SDAC) estimate that one in five or 18.3% of Australians identify themselves as having some form of disability. The influx of retirees will increase this number as according to the ABS survey, 50% of people aged over 60 identified themselves as having a disability. The seasonal influx of tourists, including tourists with a disability, must also be considered.

Profile of Disability

Accuracy of the estimates

The estimates below are based on data from the 2015 Survey of Disability Ageing and Carers (SDAC) and may be subject to a range of statistical and collection errors. The report states that caution should be exercised when interpreting them as there are likely to be differences between the estimates and the actual number of people with disability in some regions and that estimates which are not considered to be sufficiently reliable are annotated with a single or double asterisk (* or **) or an NP (not available for publication). Due to limitations in the precision of the estimates, rounding was employed in their calculation. As a result, discrepancies may occur between the sum of the component items and totals.

Detailed information about the estimates can be found in the [Profile of Disability Explanatory Notes](#) on the ABS website.



The United Nations Convention on the Rights of Persons with Disability aims to enhance opportunities for people with disability to participate in all aspects of social and economic life. While there have been many improvements in the lives of people with disability, significant barriers still remain.

The results of the 2015 Survey of Disability, Ageing and Carers provide a profile of people with disability in Australia.

- There were 4.3 million Australians with disability in 2015
- The likelihood of living with disability increases with age, 2 in 5 people with disability were aged 65 years or older
- Almost 1/3 of people with disability had a profound or severe disability
- Around 3 in 5 people with disability* needed assistance with at least one activity of daily life
- Around half of people with disability used aids or equipment to help with their disability
- Around 1 in 5 people with disability said their main long-term health condition was a mental or behavioural disorder
- People with disability* aged 15-24 years were 10 times more likely to report the experience of discrimination than those aged 65 years and over
- 53% of people with disability participated in the workforce**, compared with 83% of people with no reported disability
- The weekly median income** of people with disability was \$465, which was less than half of those with no reported disability

*Living in households

**Labour force and income figures are for persons aged between 15 and 64 living in households

Further information is available in Disability, Ageing and Carers, Australia: Summary of Findings, 2015 (cat. no. 4430.0) available from the ABS website (www.abs.gov.au).

DISABILITY

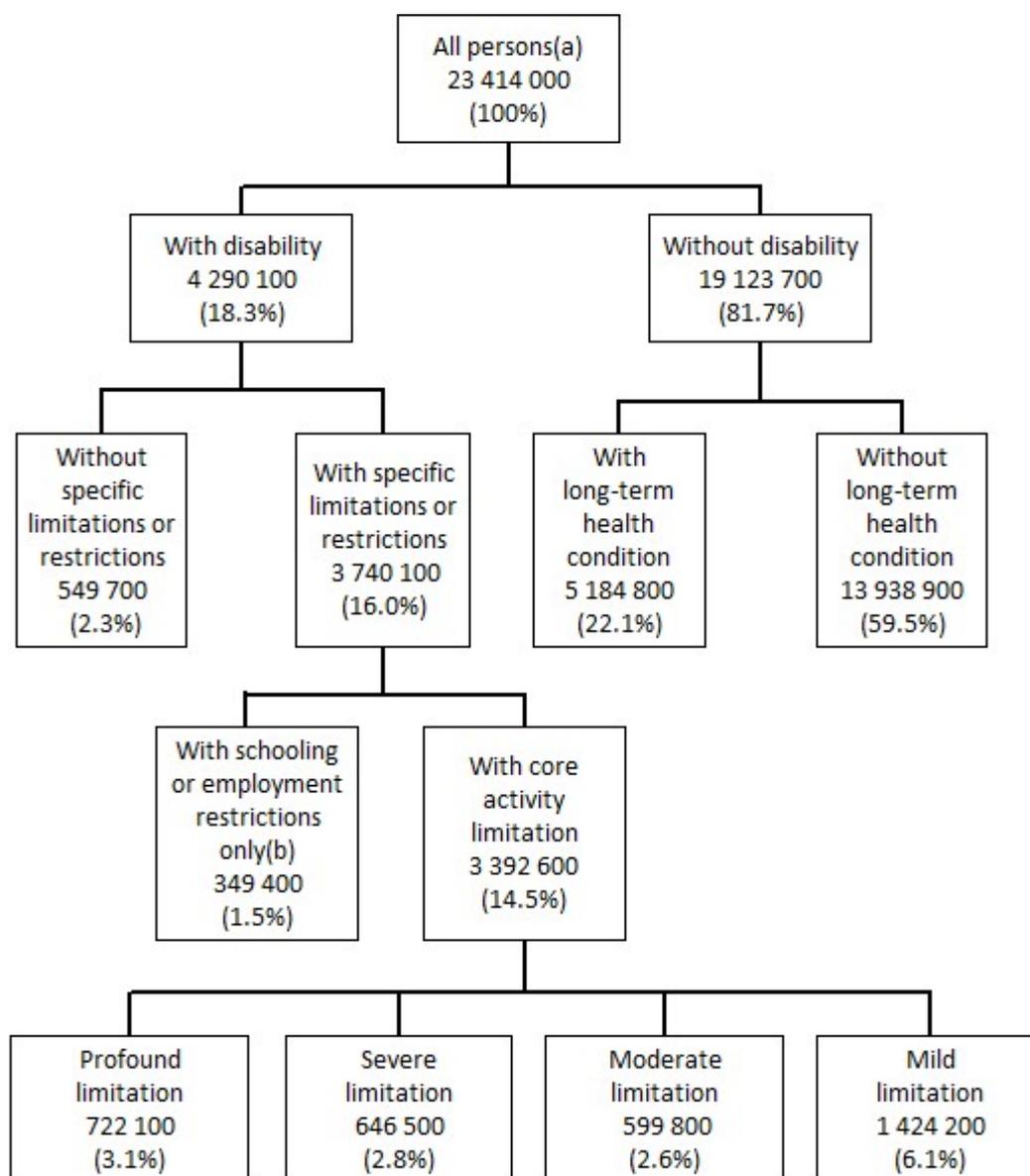
People with disability have the right to freedom, respect, equality and dignity. Australia's ratification of the [United Nations Convention on the Rights of Persons with Disability](#) in 2008 reflects the Australian Government's commitment to take action and support a coordinated plan across all levels of government to improve the lives of people with disability, their families and carers.

The Survey of Disability, Ageing and Carers (SDAC) collects information about the wellbeing, functioning and social and economic participation of people with disability in Australia. This information is important in providing an evidence base for informing policies and planning services to drive better outcomes for people with disability.

The SDAC was developed to align with the World Health Organisation's [International Classification of Functioning, Disability and Health 2001 \(ICFDH\)](#). The survey defines disability as any limitation, restriction or impairment which restricts everyday activities and has lasted, or is likely to last, for at least six months. The survey differentiates between those who have long-term health conditions that limit their activities (that is, those with disability) and those who have long-term conditions without restrictions and limitations.

In 2015, almost one in five Australians reported living with disability (18.3% or 4.3 million people). A further 22.1% of Australians had a long-term health condition but no disability, while the remaining 59.5% had neither disability nor a long-term health condition.

Conceptual Framework: All persons, by disability status, 2015



Note:

- estimates have been rounded to the nearest one hundred persons
- due to rounding the sum of sub-totals may not equal totals
- derived from Table 3.1

(a) For more information on the terms used, refer to the Glossary and appendices associated with this publication.

(b) Excludes people with disability who have both a core activity limitation and a schooling or employment restriction.

Source: ABS Survey of Disability, Ageing and Carers, Australia: Summary of Findings - 2015

Some 3.7 million Australians with disability, had a specific limitation or restriction such as a schooling or employment restriction (e.g. unable to attend or required special equipment) and/or limitation with core activities—communication, mobility or self-care.

For core activity limitations, SDAC provides information on four levels of severity:

- profound limitation (people with the greatest need for help or who are unable to do an activity)
- severe limitation (people who sometimes need help and/or have difficulty)
- moderate limitation (people who need no help but have difficulty)
- mild limitation (people who need no help and have no difficulty, but use aids or have limitations).

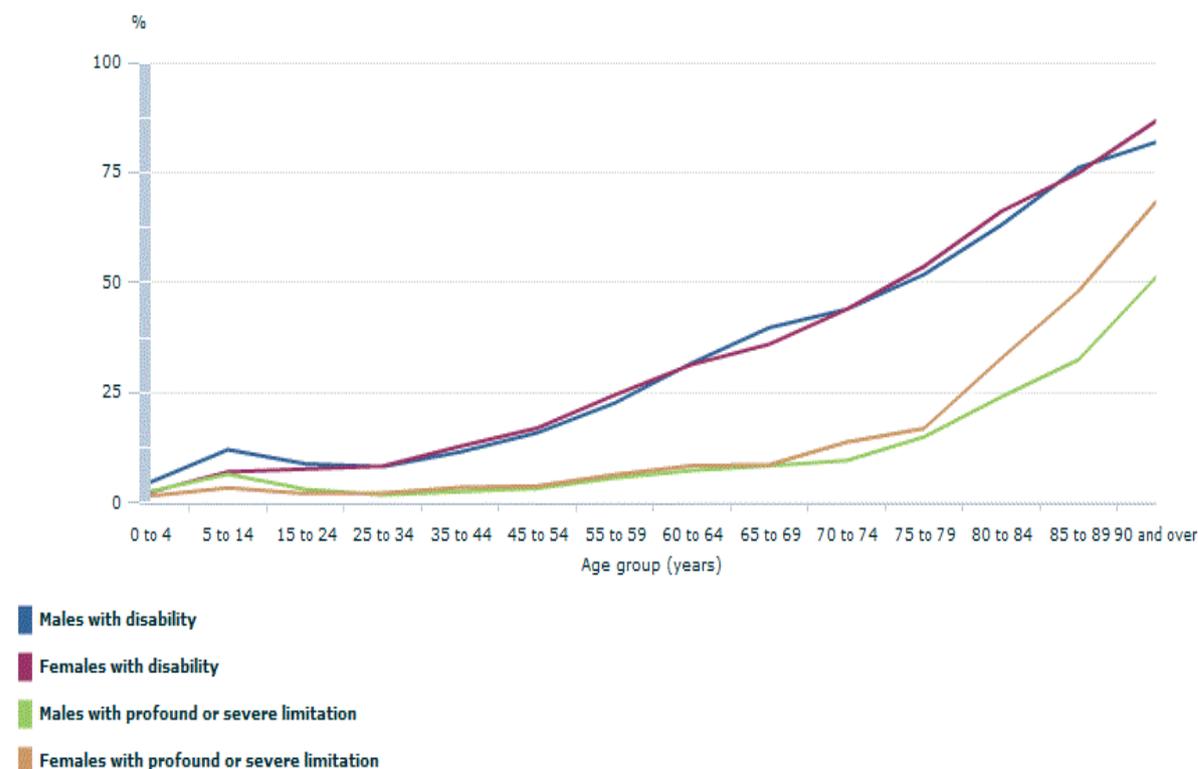
These levels of limitation are described in more detail in the [Glossary](#).

People with profound or severe limitations are often grouped together in the SDAC results for the purposes of understanding those Australians with the greatest need for assistance. In 2015, 1.4 million Australians had a profound or severe limitation with these core activities, almost half of whom were aged 65 years or over. Almost 600,000 people had a moderate limitation while 1.4 million had a mild limitation. Between 2012 and 2015 there was a decrease in the proportion of people with a profound or severe limitation, from 6.1% to 5.8%. The proportion with a moderate level dropped from 2.8% to 2.6% and the proportion with a mild level remained stable at 6.1%.

Population characteristics

In 2015, 18.6% of females and 18.0% of males had disability. The difference between males and females was most pronounced amongst people in older age groups with a profound or severe limitation. For example, 68.3% of females aged 90 years and over had a profound or severe limitation compared with 51.2% of males. At some ages there were higher proportions of males with disability such as for age groups 5 to 14 years (males 12.0% and females 7.0%) and 65 to 69 years (males 39.7% and females 36.0%).

Disability rates, by age & sex, 2015



Save Chart Image

Australian Bureau of Statistics

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Footnote(s): (a) Persons with disability

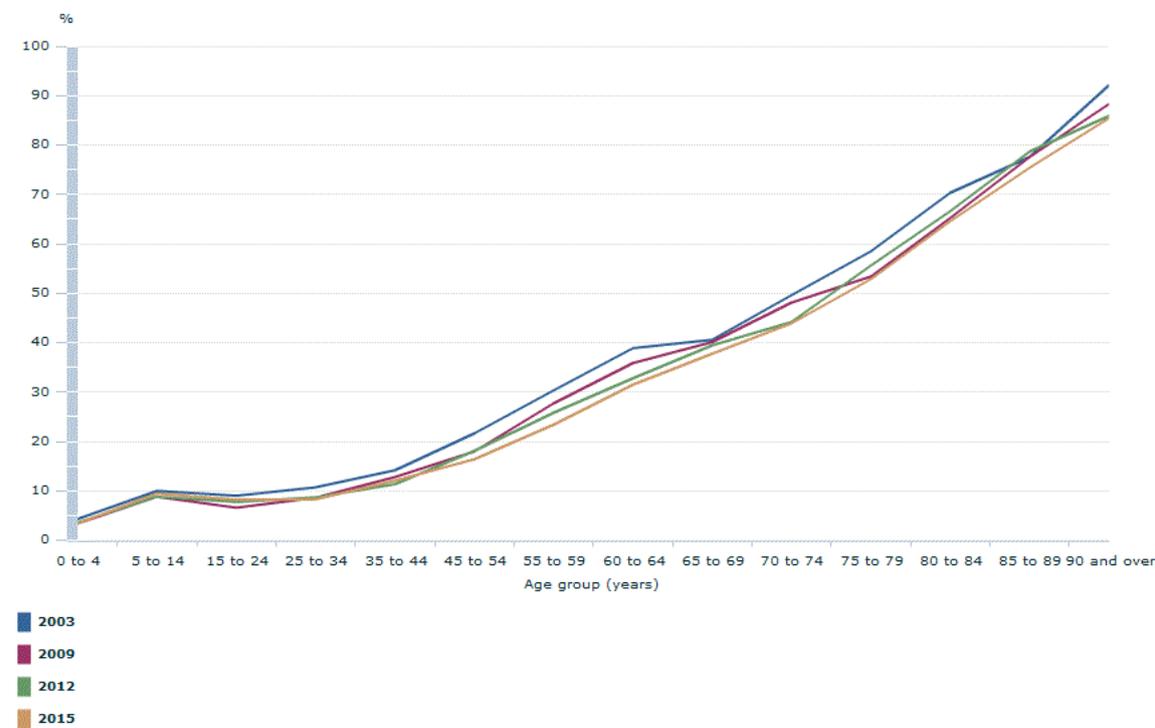
Source(s): ABS Survey of Disability, Ageing and Carers: Summary of Findings—2015

There were differences in disability prevalence rates across Australia's states and territories, due in part to the differing age structures. For example, Tasmania and South Australia, which have older populations, recorded the highest disability prevalence rates (25.2% and 22.0%, respectively), for all people living in households.

In comparison, Northern Territory, Western Australia and the Australian Capital Territory, which have younger populations, recorded the lowest disability prevalence rates (11.3%, 14.0% and 15.8%, respectively), for all people living in households.

There have been changes in the proportion of people with disability within particular age groups since 2003. In recent years, there were decreases in disability prevalence for age groups 45 to 54 years (from 18.1% in 2012 to 16.4% in 2015) and 55 to 59 years (from 25.8% in 2012 to 23.4% in 2015).

Disability rates by age - 2003, 2009, 2012, 2015



Save Chart Image

Australian Bureau of Statistics

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Source(s): ABS Survey of Disability, Ageing and Carers: Summary of Findings—2015

As disability is correlated with age and the results are affected by the age structure of the population, it is useful to examine the results after removing these effects, particularly when comparing rates over time. The age standardised disability rate for all Australians was 17.0%. This compares with 17.4% in 2012 and 17.7% in 2009.

The 2015 SDAC found that the vast majority of Australians with disability were living in households (95.5%) with the other 4.5% living in cared accommodation such as hospitals, nursing homes and aged care hostels. For those with profound limitation, almost one in four (23.5%) lived in cared accommodation.

Employment

Participating in the workforce is important for social inclusion and economic independence. Having disability can impact on a person’s ability and opportunities to participate in paid work. The following 2015 SDAC results are for the working age population (those aged 15 to 64 years), living in households.

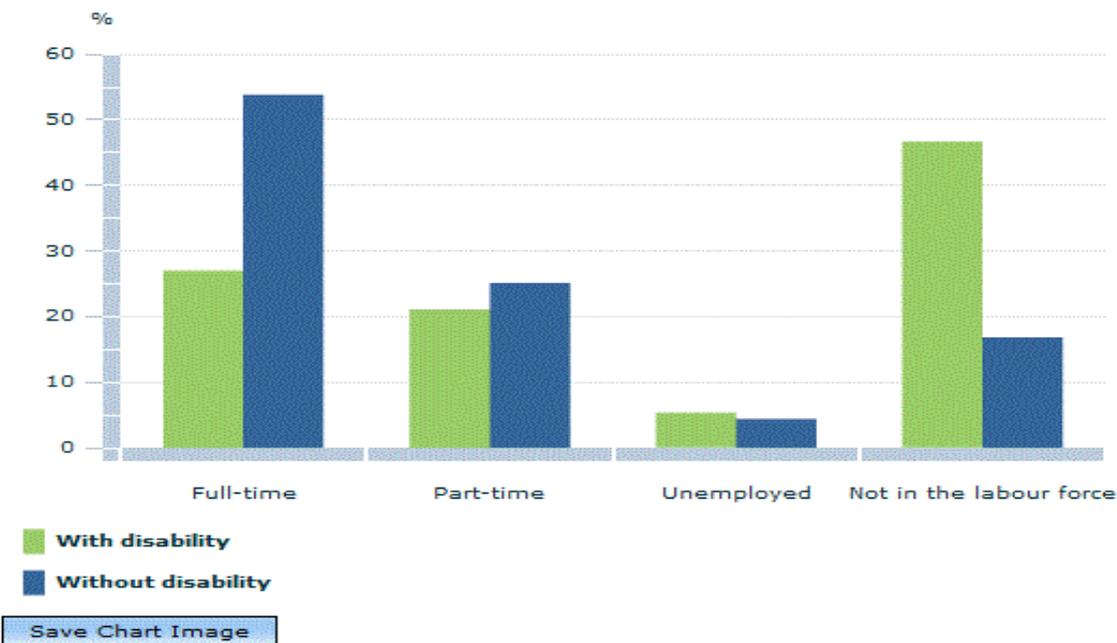
In 2015, there were 2.1 million Australians of working age with disability. Of these, 1.0 million were employed and another 114,900 were looking for work. This means that 53.4% of working age people with disability were in the labour force which compares to 83.2% of people with no disability.

The proportion of people with disability who are in the labour force is associated with the severity of their limitation. In 2015, 25.0% of people with a profound or severe limitation were in the labour force, compared with 58.9% of those with a mild limitation. In 2012, the labour force participation rate was higher for people with profound or severe limitations at 29.7%.

Other key figures for Australians of working age include:

- In 2015, the unemployment rate for people with disability was 10.0%; higher than that for people without disability at 5.3%. This difference was consistent with 2012.
- Just over one-quarter (27.0%) of people with disability were working full-time, compared with over half (53.8%) of those without disability.
- Almost half of people with disability were not in the labour force (46.6%), compared with 16.8% of those without disability.
- There has been an increase in the proportion of people with disability working part-time, from 19.0% in 2012 to 21.1% in 2015.

Persons aged 15 to 64 years(a) - Labour force status, by disability status, 2015



Australian Bureau of Statistics

© Commonwealth of Australia 2016.

Footnote(s): (a) Living in households

Source(s): ABS Survey of Disability, Ageing and Carers: Summary of Findings—2015

Employment restrictions

Of the one million Australians aged 15 to 64 years with disability (living in households) who were employed just over half (52.6%, or 543,800) reported employment restrictions such as needing time off work (142,900) or special equipment (42,300) because of their disability.

In 2015, 762,600 people aged 15 to 64 years with disability who were not in the labour force had an employment restriction, of which 74.3% (566,700) were permanently unable to work.

Income

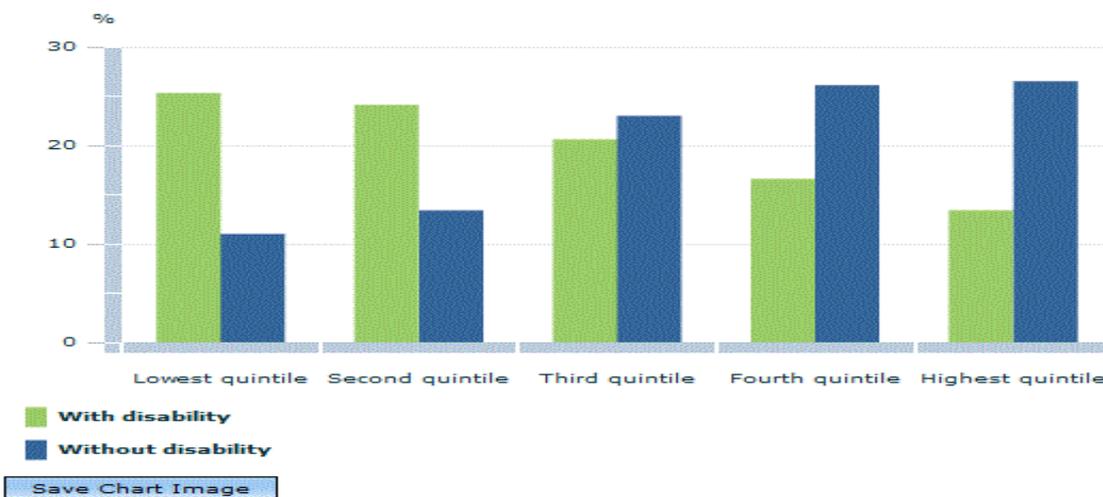
Disability can affect a person’s capacity to participate in the labour force and their ability to earn income. The following 2015 SDAC results relate to people of working age (15 to 64 years) who were living in households.

In 2015, around two in five (41.9%) people of working age with disability reported that their main source of cash income was a government pension or allowance, followed by wages or salary (36.5%). Those with a profound limitation were more than twice as likely to report a government pension or allowance as their main source of income (82.8%) than those with a mild limitation (37.2%).

People with disability were more likely to have lower levels of income than those without disability. In 2015, approximately half (49.4%) of people with disability lived in households in the lowest two quintiles for equivalised gross household income, compared with 24.3% of those without disability (excluding those for whom their income was not known). People with disability were also less likely to live in households with incomes in the highest quintile (13.4%) compared to those without disability (26.5%).

Given the smaller proportion of people earning a wage or salary and their greater reliance on government pensions and allowances, it follows that income levels for those with disability would be lower than those without disability. In 2015, the median gross income for a person with disability aged 15 to 64 years was \$465 per week, less than half the \$950 per week income of a person without disability.

Persons aged 15 to 64 years(a) - Equivalised gross household income quintiles(b), by disability status, 2015



Australian Bureau of Statistics

© Commonwealth of Australia 2016.

Footnote(s): (a) Living in households (b) Excludes people whose household income was not known

Source(s): ABS Survey of Disability, Ageing and Carers: Summary of Findings—2015

Education

The completion of schooling and higher levels of education are important for providing opportunities to people with disability to meaningfully participate in society and the workforce, as well as achieving financial independence. Participation in education can be affected by the support, assistance and equipment available for people with disability.

The proportion of Australians aged 15 to 64 years with disability (living in households) who had Year 12 or equivalent as their highest year of school completed increased from 35.6% in 2012 to 41.0% in 2015. Over the same time period there was a smaller increase for people without disability (59.8% in 2012 to 62.8% in 2015).

A smaller proportion of people with disability aged 15 to 64 years reported having completed a Bachelor Degree or above compared with those without disability (17.0% and 30.1%, respectively). People with disability were more likely to have attained a Certificate level qualification (28.4%) than those without disability (22.5%).

Of older Australians (aged 65 years and over) with disability, 27.2% reported Year 8 or lower as their highest year of school completed, compared with 17.8% of those without disability. A smaller proportion of older Australians with disability (18.6%) reported Year 12 or equivalent as their highest year of school completed compared with those without disability (28.7%).

Long-term health conditions

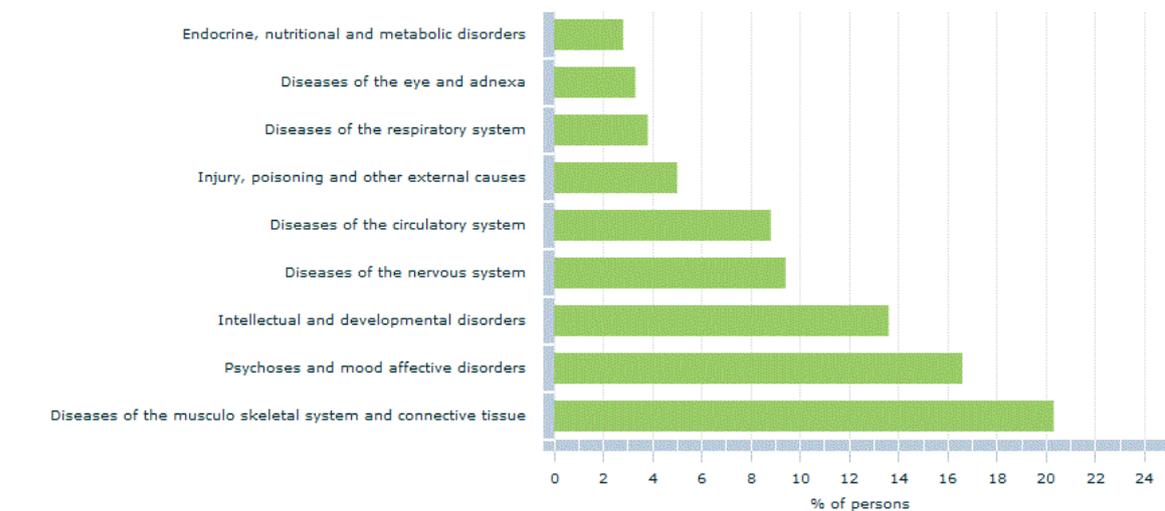
In the SDAC, a long-term health condition is a disease or disorder that has lasted, or is likely to last, for six months or more. The SDAC collects information about long-term health conditions and, through a series of screening questions, determines whether they restrict a person's ability to do activities. People whose long-term health conditions limit their activities are identified as having disability.

For those respondents with more than one long-term health condition, their main condition is the one causing them the most problems.

In 2015, over three-quarters (78.5%) of people with disability reported that a physical condition was their main long-term health condition, with the remainder reporting mental and behavioural disorders (21.5%). Consistent with the findings in 2012, the most commonly reported physical conditions were back problems (13.8%) and arthritis (12.7%). For mental and behavioural disorders, it was intellectual and developmental disorders (6.3%) and depression and mood affective disorders (4.2%) that were the most commonly reported conditions.

Of all people with profound limitation, around two-thirds (64.7%) reported physical conditions as their main long-term health condition while the other one-third reported mental and behavioural disorders (35.3%). Amongst people with moderate and mild limitation, the difference between those who reported physical conditions (88.7% and 85.3%, respectively) as their main long-term health condition and those with mental and behavioural disorders (11.1% and 14.8%, respectively) was much larger.

Persons with profound limitation, by selected main long-term health condition, 2015



Save Chart Image

Australian Bureau of Statistics

© Commonwealth of Australia 2016.

Source(s): ABS Survey of Disability, Ageing and Carers: Summary of Findings—2015

Of those with profound limitation, more people reported diseases of the musculo-skeletal system and connective tissue (20.3%) (such as arthritis and back problems), as their main long-term health condition. The next most commonly reported conditions were mental and behavioural disorders; namely psychoses and mood affective disorders (16.6%) (such as depression) and intellectual and developmental disorders (13.6%) (such as autism).

Need for assistance

People with disability often need assistance and support to be independent and participate in social and economic life. Understanding their need for assistance is important for the effective provision of services. The SDAC collects valuable information about the type and amount of assistance people with disability need, as well as whether they have needs that are unmet.

In 2015, 2.4 million Australians with disability (living in households) needed assistance with at least one activity of daily life. Assistance was most commonly needed with health care (29.3%), property maintenance (26.9%) and household chores (23.5%). The proportion of people needing property maintenance assistance had decreased from 29.1% in 2012.

Those with a profound limitation, that is, the most severe level of disability, reported the greatest need for assistance with mobility (88.3%) and health care (77.3%), such as taking medication or administering injections.

Unmet need for assistance

A person who needs assistance with an activity may or may not receive the help they require. Most people needing assistance because of disability received some help (97.4%). Of all Australians with disability (living in households) who needed assistance, 62.1% reported their needs were fully met. A further 35.3% reported their needs were partly met and 2.7% reported their needs were not met at all.

People with profound or severe limitation were more likely to have their need for assistance only partly met or not met at all (43.8%) than those with moderate or mild levels of limitation (33.1%).

A higher proportion of those with profound or severe disability aged under 65 years had their need for assistance only partly met or not met at all (48.2%), compared with those aged 65 years and over (37.4%). In the 2015 SDAC, people with disability were asked to report on the activities for which their needs for assistance were not fully met. The most commonly reported activities were property maintenance (315,800 or 7.7% of all people with disability), cognitive or emotional tasks such as making friends and coping with feelings (305,700 or 7.5% of all people with disability) and household chores (228,700 or 5.6% of all people with disability).

Service use

People with disability may be supported by formal and/or informal providers of assistance. They also may seek assistance from different providers for their various care needs.

In 2015, 80.2% of people with disability who needed help received assistance from informal providers. These included the person's partner (44.2% of those receiving informal assistance), child (29.3% of those receiving informal assistance) and parent (24.4% of those receiving informal assistance). Over half (52.0%) of those receiving assistance from informal providers received care on a daily basis, with 27.3% receiving assistance on a weekly basis.

Of people with disability who needed assistance, the activities for which informal support was needed and received included communication (89.9%), mobility (88.7%) and reading or writing tasks (87.6%).

Of people with disability who needed assistance, 57.6% received assistance from formal providers. These formal providers were most likely to be private commercial organisations (63.6% of those receiving formal assistance) and government providers (46.0% of those receiving formal assistance). Almost 40% of people with disability receiving assistance from formal providers did so on a monthly basis, with 27.0% receiving assistance on a weekly basis and 19.8% on a yearly basis.

The activities for which people with disability needed and received assistance from formal providers included health care (55.0%), cognitive and emotional tasks (52.8%) and communication (43.5%).

Aids and equipment

Aids and equipment can assist people with disability by improving their functioning, promoting their independence and increasing their participation in social and economic life. There are a number of personal and environmental factors that impact the use of aids and equipment including level of impairment or activity limitation, accessibility, reliability/performance and affordability. The availability of assistance from personal carers also plays a role for some people with disability.

Consistent with the 2012 SDAC findings, 2.2 million Australians with disability (living in households or cared accommodation) used aids or equipment in 2015 because of their condition, which is just over half (50.2%) of those with disability. People living alone in a household were more likely to use aids or equipment compared with those living with others in a household (55.7% compared with 46.1%). The majority of those living in cared accommodation used aids or equipment (93.6%).

Communication aids were used by 1.1 million Australians with disability (25.9% of those with disability); with just over 700,000 people reporting that they used a hearing aid (16.4% of those with disability).

Some 639,300 people with disability used mobility aids (14.9% of those with disability); with around 190,000 people reporting that they used either a manual or electric wheelchair (3.8% and 0.6% respectively, of those with disability).

Almost 500,000 people had made home modifications such as grab rails (337,800 or 8.2% of those with disability), modifying their bathroom, toilet or laundry (222,600 or 5.4% of those with disability) or installing ramps (100,200 or 2.4% of those with disability).

Social and community participation

Participating in community activities and interacting with other people contribute to a person's sense of wellbeing. They are particularly important for people with disability, especially those who are not employed, as they help build social support networks.

In 2015, most people (77.4%) with disability (living in households) participated in physical activities, visited public places and engaged with friends and family. Rates of social participation for people with disability declined with age, with the vast majority (93.7%) of younger Australians (aged 5 to 14 years) participating in one or more activities in the 12 months prior to the 2015 survey, compared with those aged 15 to 64 years (81.1%) and those aged 65 years and over (69.7%).

Similar to 2012, the rates of social participation for people with profound or severe limitation were lower than for those with moderate or mild limitation in 2015. For those aged 15 to 64 years, fewer people with a profound or severe limitation attended a movie or performing arts event (42.1% for profound or severe compared with 53.6% for moderate or mild), went out with relatives or friends (58.1% for profound or severe compared with 68.5% for moderate or mild) and went on holidays or camping with others (18.0% for profound or severe compared with 26.1% for moderate or mild).

Accessibility

Access to transport networks is a critical element of participation in society and can be particularly difficult where disability is present. Of people aged 5 years and over with disability (living in households) 40.2% used public transport (1.6 million people). The majority of people with disability could use all forms of public transport (78.5%), most with no difficulty (65.9%). A further 6.1% could use some but not all forms of public transport and 14.7% could not use any.

Of those people with disability reporting difficulty with public transport, the main types of difficulty experienced were access issues due to steps (39.9%), difficulty getting to the stops or stations (25.0%), fear and anxiety (23.3%) and lack of seating or difficulty standing (20.7%).

Access to goods, services and opportunities for social interaction is an important aspect for anyone's health and wellbeing. The SDAC contains a measure of geographical remoteness, which gives an indication of accessibility by measuring the road distance to service towns of different sizes. The measure provides information about remote areas where there are often challenges for people with disability and their families such as lack of services, barriers to accessing distant services and isolation; these challenges may not be shared by people living in major cities. In 2015, 535,600 people with disability lived in outer regional and remote areas of Australia (22.3% of people with disability).

Experience of discrimination

The [Disability Discrimination Act 1992](#) provides protection for Australians against discrimination based on disability. The Act promotes equal rights, opportunities and access for people with disability, as well as making disability discrimination unlawful. Disability discrimination occurs when people with disability are treated less fairly than people without disability.

Almost one in 12 Australians with disability aged 15 years and over and living in households (281,100 people or 8.6%) reported they had experienced discrimination or unfair treatment because of their

disability in the last 12 months. The rates of reported discrimination were similar for men (8.3%) and women (8.9%).

Higher proportions of young people with disability (aged 15 to 24 years) reported the experience of discrimination (20.5%) compared to those aged 65 years and over (2.1%).

An employer was the source of discrimination for almost half of those aged 15 to 64 years with disability who were unemployed (46.9%) or employed full-time (46.2%) and just over one-third (34.6%) of those employed part-time, at the time of the survey.

Over one-third (35.1%) of women and over one-quarter (28.1%) of men aged 15 years and over had avoided situations because of their disability. Older people (aged 65 years and over) were less likely to avoid situations because of their disability (20.1%) than younger people (46.5%).

Review – Shire of the Chittering Disability Service Plan From 2012 To 2017

The Shire of Chittering inaugural Disability Service Plan was developed in 1996. The primary purpose of the plan was to ensure that the Shire of Chittering provided an accessible community to people with disability, their families and carers.

The Disability Service Plan was designed to ensure that people with disability have the opportunities to access and use services, facilities and functions within the Shire of Chittering. The original Plan was developed into a five year plan from 2012-2017 with amendments made in 2016, and a full review being undertaken in 2017 with a view to take the plan forward into 2022.

Summary of Initiatives:

Since 1996 the Shire has developed and implemented plans to improve access and inclusion and includes some of the following achievements:

Remedial Works Program: The inaugural 5-year Universal Access Remedial Works Program is continuing to be implemented to improve access to all Council owned and occupied buildings as funding becomes available.

Priority Waste Removal: Council has promoted through its contractual service for rubbish to be removed from premises for residents who are unable to move their rubbish bin to the kerb due to disability.

Accessible Library Service: The Library has been restructured to allow improved access to all users by widening aisles, and implementing an automated door and providing tables for user access. Wi-Fi and free public computer access has been included for users; however time can be restricted depending on the number of users. In addition, the Library provides a range of material in alternative formats, including large print, audio and video-cassette and on CD-Rom. To encourage user participation and improve service, the Library continues to initiate trial programs including Library on the move, which is a home delivery service for library materials and the Library promotes e-resources as supplied by the State Library of Western Australia. This gives users access to magazines, video, audio, standard and large print materials using web based programs. The Shire continues to investigate and promote suggestions made by the community in trial programs.

In Home Support and Community Care: Council has been proactive in securing the services of Silver Chain and Western Health Services, which assist the frail aged and people with disability to remain independent within their own homes.

Services for Seniors: The Shire of Chittering provides through its recreational service, the free use of a community bus and provides grants for mostly indoor/outdoor activities for the aged and disabled. Several hundreds of items of information are available each year through the Library services and retiree organisations. Senior houses have been adapted for self-care disabled.

Parking: Vehicles displaying current ACROD permits are provided for in all of Shire recreational parks and car parks.

Footpaths: Footpaths and kerb ramps are systematically being improved, in accordance with the 2006 audit.

Council Administration Building: A lower counter has been installed in the Shire Library. Access for people with disability has been improved.

Information: All material provided by the Shire of Chittering is available in alternative formats on request for people with disability. The Annual Report can be provided in a larger print and Council Agendas and Minutes are promoted on a weekly basis through the local newspaper as being available in alternative formats on request. Plain English training is offered to staff and documents are being rewritten in plain English.

Elections: All election material is available in alternative formats on request. Venues are accessible for people with disability, including parking.

Employees with disability: Where possible, Council vehicles, plant and equipment are modified for employees with disability.

Access Policy Statement for People with Disability, their Families and Carers

The Shire of Chittering is committed to ensuring that an accessible community is provided to people with disability, their families and their carers. This is achievable by consistently ensuring that all planned Shire of Chittering facilities, services, information, consultation and decision-making processes are accessible to people with disability.

Where practical, existing Shire of Chittering facilities will be adapted to ensure access and this will provide all residents with equal opportunities, rights and responsibilities.

The Shire of Chittering recognises that people with disability are equally valued members of society with a unique and valuable contribution to make to the social, cultural and economic diversity of the community.

The Shire of Chittering is committed to actively consulting with people with disability, their families, carers, disability organisations, encouraging and seeking input on planned initiatives and feedback on strategies already in place. This is the most appropriate and effective way to ensure barriers to access is successfully addressed.

Progress Since 1996 Under The Disability Access And Inclusion Plan

The Shire of Chittering is committed to facilitating the inclusion of people with disability through the improvement of access to its information, facilities and services. The Shire adopted its first Disability Service Plan (DSP) in 1995 to address the access and inclusion barriers within the community.

Links and communication networks have been established with relevant service providers to improve information and access to individuals with disability, their carers, and families.

In 2007 the Wheatbelt Regional Council established a Regional Access and Inclusion Plan.

Since the adoption of the initial DSP, the Shire is making significant progress towards better access and inclusion.

- 1. Existing functions, facilities and services are adapted to meet the needs of people with disability.**
 - The Library has been re-arranged to provide better access
 - Library on the move has begun on a trial basis
 - WiFi has been installed to be accessed by library users.

- 2. Access to buildings and facilities has been improved.**
 - Improved access was provided to the Administration building, including a ramp, contrast edging on steps and relocation of easy access parking bays.
 - Door to Council Chambers/ Bindoon Library was widened and automated.
 - Footpaths in the main street were upgraded and kerb ramps installed including tactile points.

- 3. Information about functions, facilities and services is provided in formats, which meet the communication needs of people with disability.**
 - Information was made available in alternative formats on request.

- 4. Employee awareness of the needs of people with disability and skills in delivering services is improved.**
 - Training and awareness of access and inclusion with induction.
 - Further training plan has been implemented to include bi-annual mental health awareness sessions for all staff.

- 5. Opportunities are provided for people with disability to participate in public consultations, grievance mechanisms and decision-making processes.**
 - Information on consultations was simplified and made available in alternative formats upon request.
 - Municipal election voting was held in accessible buildings and some voting booths were modified to suit people using wheelchairs.

- 6. Ensure that the community is aware that Shire information is available in different formats.**
 - The Shire website has been re-designed to provide much easier access to information.
 - Emergency information is now included on the Shire website.
 - An SMS service has been put in place where people can register to receive fire ban information.
 - The Shire of Chittering facebook page is regularly updated and monitored to keep all people up to date on Shire information.

The Shire of Chittering Access and Inclusion Statement and Policy

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

The Shire of Chittering interprets an accessible and inclusive community as one in which the Shire functions, facilities and services (both in-house and contracted) are open, available and accessible to people with disability. This includes providing the same opportunities, rights and responsibilities as other people in the community in an effort to provide equal opportunities and the equitable distribution of resources as needed.

1. The Shire of Chittering recognises that people with disability are valued members of the community who make a variety of contributions to local social, economic and cultural life;
2. The Shire of Chittering believes that a community that recognises its diversity and supports the participation and inclusion of all of its members makes for a richer community life;
3. The Shire of Chittering believes that people with disability, their families and carers should be supported to remain in the community;
4. The Shire of Chittering is committed to consulting with people with disability, their families and carers and disability organisations in addressing barriers to access and inclusion;
5. The Shire of Chittering will ensure its agents and contractors work towards the desired outcomes in the DAIP;
6. The Shire of Chittering is committed to supporting local community groups and businesses to provide access and inclusion of people with disability; and
7. The Shire of Chittering is committed to achieving the seven desired outcomes of the Shire of Chittering's Disability and Access and Inclusion Plan 2018 - 2022.
8. People with disability have the same opportunities as other people to access the services of, and any events organised by, the Shire of Chittering.
9. People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Chittering.
10. People with disability receive information from the Shire of Chittering in a format that will enable them to access the information as readily as other people are able to access it.
11. People with disability receive the same level and quality of service from the staff of the Shire of Chittering as other people receive from the staff of the Shire of Chittering.
12. People with disability have the same opportunities as other people to make complaints to the Shire of Chittering.
13. People with disability have the same opportunities as other people to participate in any public consultation by the Shire of Chittering.
14. People with disability have the same opportunities as other people to obtain and maintain employment with the Shire of Chittering.

Development of the Disability Access and Inclusion Plan

Responsibility for the planning process

The Chief Executive Officer has responsibility to oversee the development, implementation, review and evaluation of the DAIP. Council endorses the final DAIP and it is the responsibility of officers to implement the relevant actions.

Consultation process

In developing the 2012 – 2017 Disability Access and Inclusion Plan the Shire of Chittering took elements from the 2006 – 2010 Plan which were determined to be still relevant and included them in the Plan as needing to be addressed.

Feedback from Council's Customer Service Requests / Complaints were also considered during the development of this Plan.

The Draft Plan was advertised in the local newspaper for public comment and made available on the website and in electronic and hard copy format from 2 May 2012 to 1 June 2012.

While not a lot of feedback was received, the responses have been positive and these have incorporated into the Shire of Chittering Disability Access and Inclusion Plan 2012 – 2017.

A new survey is offered to the community via survey monkey in addition to the release of the Shire of Chittering Draft Disability Access and Inclusion Plan 2018-2022, both have made available from the 6 March 2018 with a closing date of 16 April 2018 which has been advertised in the local newspaper.

Summary of the Disability Access Audit Report

The initial Disability Access Audit and consultation found that most of the primary objectives in the first DSP were being progressively achieved and that the new DAIP was required to address access barriers particularly in public buildings. It should also reflect legislative and regulatory changes such as striving for inclusion and access beyond the minimum compliance of the standards.

The audit and consultation also identified a variety of remaining barriers to access and inclusion to be addressed in the DAIP Action Plan.

Access Barriers

The access barriers identified include:

- Poor physical access to Shire buildings – limited or no accessible toilets, parking, footpaths, ramps and rails in public buildings
- Lack of safe paths and / or no dual path.
- Limited or nil transport options for people with disability. Limited suitable parking for people with disability which may not be meeting the needs of the growing demographics of the Shire.
- Lack of promotion / available information regarding locally available services for people with disability – both Shire services and services delivered by other agencies.
- Lack of promotion of new improvements regarding access.

- Lack of access to employment opportunities.
- No pedestrian crossing.
- Lack of accessible drinking fountains and seating.
- Lack of alternative accessible communication strategies such as Braille and Auslan, for people with sensory impairments.
- Events may not always be held in a manner and location that best facilitates access and the participation of people with disability.
- Elements of the Shire's website require improvement to best meet the needs of people with disability.
- Staff may be uninformed or lacking in confidence to adequately provide the same level of service to people with disability.
- People with disability may not be aware of consultation opportunities with the Shire.
- Elected members may lack awareness of the issues involved with access and inclusion.

These barriers formed the development of strategies for the DAIP and assists in setting timeframes for the completion of strategies to overcome access barriers.

Responsibility for implementing the DAIP

The Disability Services Act (1993) requires the Shire of Chittering to take all practical measures to ensure that the DAIP is implemented by its officers, employees, agents and contractors.

Managers within the Shire of Chittering are to be responsible for implementing the strategies identified in the Plan and will provide regular updates to the Chief Executive Officer.

Communicating the DAIP

As per the requirement of the Western Australian Disability Services Act, Disability Access and Inclusion Plans are public documents and must be made available on request:

- In electronic or audio format or as a hard copy, including Braille and large print;
- On the Shires website; and
- Promoted in the local press

The following strategies will be undertaken to ensure clear communication of the DAIP to the community and Shire staff and others:

- The community will be informed through the local media (newspaper and radio) and via the Shire's website that copies of the DAIP are available upon request and in alternative formats if required, including hard copy in standard and large print, electronic format, by email and on the Shire's website.
- As the DAIP is amended, Shire staff and the community will be advised of the availability of updated plans, using the above methods.

- Provide a copy of the DAIP to staff and local service providers.
- Inform all Shire contractors and agents who deliver a public service on behalf of the Shire of Chittering and include in any tender processes that the Council has a DAIP.

Evaluation mechanisms

The Disability Services Act requires that the DAIP be reviewed at least every five years. Whenever the DAIP is amended, a copy of the amended plan must be lodged with the Disability Services Commission. The Implementation Plan can be updated more frequently if desired.

Monitoring and Reviewing

The Shire of Chittering's DAIP will be reviewed and submitted to the Disability Services Commission in 2018. The report will outline what has been achieved under the Shire's DAIP 2012 -2017.

Evaluation

- An evaluation will occur as part of the four-yearly review of the DAIP.
- The community, staff and Councillors will be consulted as per the endorsed communication strategies, as part of any evaluation.
- Information on outcomes of the Disability Access and Inclusion Plan will be incorporated into the Shire of Chittering Annual Report.
- Feedback will be sought from people with disability, their carers and families about the effectiveness of the DAIP.
- Amendments to the DAIP will be promoted using the consultation strategy previously identified.

Reporting on the DAIP

The Disability Services Act requires the Shire of Chittering to report on the implementation of its DAIP in the Annual Report outlining:

- progress towards the desired outcomes of its DAIP;
- progress of its agents and contractors towards meeting the seven desired outcomes; and
- the strategies used to inform agents and contractors of its DAIP such as advertising, social media and staff inductions.

The Shire of Chittering is also required to report on progress of the DAIP to the Disability Services Commission by June 30 each year.

Strategies to Improve Access and Inclusion

The following overarching strategies have been developed to address each of the seven desired outcome areas of the Disability Services Act. These will form the basis of the Implementation Plan.

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 Chittering as other people.

Strategy	Timeline
Ensure policies and procedures relating to access and inclusion are integrated within practices of the organisation	December 2019
Incorporate the objectives of the DAIP into strategic planning and other relevant plans and strategies where relevant.	Review to be undertaken by December 2018
<p>Audit current regular events to check the adequacy of access and inclusion to build improvement measures including using the Accessible events checklist to ensure that All events organised by the Shire are to provide at a minimum</p> <ul style="list-style-type: none"> • Adequate accessible parking • Adequate accessible toilets • Clear event and directional signage <p>Promotional material available in a variety of accessible formats.</p>	Implemented / Ongoing
Ensure applicants consider disability access and inclusion when requesting funding for community initiatives through Community Grants Programs.	Ongoing
Event organisers post or email information and promotional material to people with disability contact list and key agencies/groups. Include access and inclusion details such as placing gaps between chairs and reserved seating to ensure close proximity to performances.	Ongoing

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

Strategy	Timeline
Continue to implement processes to ensure safety and accessibility are maintained whilst works are in progress.	New audit to be undertaken by 30 June 2019. Ongoing through future works.
Ensure that all facilities and infrastructure complies with minimum access standards as required by Australian Standards on Access and Mobility. (AS1428 suite) and are physically accessible and safe; particularly pedestrian facilities such as footpaths, bus stops, parks, reserves, gardens etc.	Audit to be conducted by December 2019.
Re-development and new building works to have where practical mobility disability access and disability access where required – whilst new building projects are being workshopped invite comment on access and inclusion matters from the community.	December 2018
Consider opportunities to educate community on shared path rules.	Ongoing
Ensure that fire wardens are trained in evacuation procedures for people with disability.	December 2019 / Ongoing

Outcome 3: People with disability have the same opportunity as other people to access information in a format that will enable them to access the information as readily as other people are able to access it.

Strategy	Timeline
Improve staff awareness of accessible information needs and how to provide information in other formats.	Ongoing
Employee promote DFES emergency alerts in their publications to encourage people with disability, family, friends and carers to have a mobile phone on hand.	Ongoing
Ensure that upgrades to the website are in a format suitable for people with disability and readable with screen-readers and other assistive technology.	Ongoing
Provide readily accessible information regarding services, facilities and customer feedback in an appropriate format and using clear and concise language.	Ongoing
Establish an internal committee to determine the most appropriate, up to date methods for providing accessible information to our stakeholders with disability, low literacy, language barriers or other communication difficulties.	Ongoing

Outcome 4: People with disability receive the same level and quality of service from the employees and Councillors of the Shire of Chittering as other people receive.

Strategy	Timeline
Ensure that staff involved in front line customer service roles receive additional training on appropriate communication techniques and personal interaction skills.	Ongoing
Seek and act on feedback from the annual customer satisfactions survey in order to improve customer service for people with disability.	Ongoing
Review and if necessary, develop policies and procedures for improving service accessibility to people with disability to ensure that they receive the same level of service as others.	Primary Review to be completed by December 2019 / Ongoing
Ensure professional development and support is available for staff providing services to people with disability.	December 2019 / Ongoing
Include disability awareness training as part of induction.	Ongoing

Outcome 5: People with disability have the same opportunities as other people to make complaints to the Shire of Chittering.

Strategy	Timeline
Ensure people with disability are provided an opportunity to comment on facilities, services and events.	Implemented / ongoing
Improve staff knowledge of complaint handling from people with disability by including Accessible Information Training Package in the induction.	Reviewed annually
Develop and implement an Access and Inclusion feedback form.	Implemented / ongoing
Monitor complaints and feedback received to identify areas for improving accessibility for people with disability.	Implemented / ongoing
Regularly promote in newsletter contact details to promote and encourage community feedback relating to Access and Inclusion plan.	December 2018 / Ongoing

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

Strategy	Timeline
Involve disability service providers in a review of Guidelines for Community Consultation, to ensure they adequately address the needs of people with disability.	Implemented / ongoing
Provide sufficient notice of meetings, suitable venues and an appropriate level of support to people with disability who are directly involved in consultation process.	Implemented / ongoing
Ensure consultation documents are available for comments and any outcome or findings are located on the website and in alternative formats on request.	Ongoing
Develop a database of people with disability and their carers for consultation and information provision (people to be included only if permission is given for information to be used this way)	December 2018
Widely promote opportunities for consultation through; <ul style="list-style-type: none"> • Newspapers • Website • Newsletters • A Survey • Mailing list for people with disability available from Community development • Provide six to eight weeks feedback time for public consultation questionnaires. 	February 2018 & February 2022

Outcome 7: People with disability have the same employment opportunities as other people at the Shire of Chittering to obtain and maintain employment.

Strategy	Timeline
Review employment practices annually (Equal Employment Opportunity Plan) to ensure recruitment process and practices meet the requirement for the employment of people with disability.	June 2018
Conduct regular education/information sessions for managers to improve awareness.	Annually
Provide entry level employment and pathways through on-the job training opportunities (e.g. work experience placements for people with disability, casual work)	Ongoing
New employees are encouraged to complete a confidential Diversity Questionnaire that captures information on disability and any associated workplace adjustments that need to be undertaken.	Implemented / ongoing
Ensure job descriptions include clear and precise description of the tasks required to be undertaken for the advertised position.	Primary review to be completed by June 2018 / Ongoing



SHIRE OF CHITTERING

Disability Access and Inclusion Plan

Implementation Plan 2018 – 2022

Implementation Plan

The Implementation Plan details the task, timelines and responsibilities for each broad strategy to be implemented in 2018 – 2022 (4 years) to progress the strategies of the DAIP.

It is intended that the Implementation Plan will be updated annually to progress the achievement of all the strategies over the duration of the four-year plan.

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 Chittering.			
Strategy	Task	Task Timeline	Responsibility
Ensure policies and procedures relating to access and inclusion are integrated within practices of the organisation	<p>Conduct an audit of policies and procedures to determine integration relating to access and inclusion.</p> <p>Amend policies and procedures as required and submit to council for endorsement.</p>	December 2019	Executive Manager/ Human Resource Coordinator.
Incorporate the objectives of the DAIP into strategic planning and other relevant plans and strategies where relevant.	Review strategic plans and make amendments as necessary.	Review to be undertaken by December 2018	Executive Managers/ Human Resource Coordinator.
<p>Audit current regular events to check the adequacy of access and inclusion to build improvement measures including using the Accessible events checklist to ensure that All events organised by the Shire are to provide at a minimum</p> <ul style="list-style-type: none"> • Adequate accessible parking • Adequate accessible toilets • Clear event and directional signage <p>Promotional material available in a variety of accessible formats.</p>	<p>Use Accessible Events Checklist to ensure minimum requirements are met as a base.</p> <p>Update guidelines for promotional material to ensure materials are available in a variety of accessible formats.</p>	Implemented / Ongoing	EDO/CDO/HR Coordinator
Ensure applicants consider disability access and inclusion when requesting funding for community initiatives through Community Grants Programs.	Add section in grant submission requirements relating to access and inclusion considerations.	Ongoing	CDO
Event organisers post or email information and promotional material to people on the disability contact list and key agencies/groups. Include access and inclusion details such as placing gaps between chairs and reserved seating to ensure close proximity to performances.	<p>List of people with disability/support agencies and groups to be developed.</p> <p>Links and emails detailing events to be sent to persons, support agencies and groups.</p>	Ongoing	CDO

Outcome 2: People with disability have the same opportunities as other people to access the buildings and any other facilities of the Shire of Chittering.			
Strategy	Task	Task Timeline	Responsibility
Continue to implement processes to ensure safety and accessibility are maintained whilst works are in progress.	Add section on the site works plan for works to including infrastructure upgrades, maintenance and new construction works.	New audit to be undertaken by 30 June 2019. Ongoing through future works.	EMTS
Ensure that all facilities and infrastructure complies with minimum access standards as required by Australian Standards on Access and Mobility. (AS1428 suite) and are physically accessible and safe; particularly pedestrian facilities such as footpaths, bus stops, parks, reserves, gardens etc.	Audits to be undertaken on existing building infrastructure. Audit tool to be developed and implemented for upgrade and new projects.	Audit to be conducted by December 2019.	Building Coordinator/ Building Surveyor
Redevelopment and new building works to have, where practical, mobility disability access and disability access where required – whilst new building projects are being workshopped, invite comment on access and inclusion matters from the community.	Access and inclusion audit to be undertaken for new building works. Bi-Annual “Have your say” invites and surveys to be made available in relation to access and inclusion issues.	December 2018 Surveys to be made available annually in March and September.	Building Coordinator/ Building Surveyor/ HR Coordinator
Consider opportunities to educate community on shared path rules.	Develop shared path fact sheet for the public. Provide fact sheet on website and available in alternate formats.	Ongoing	EMTS
Ensure that fire wardens are trained in evacuation procedures for people with disability.	Include procedures for people with disability in the emergency evacuation planning.	December 2019 / Ongoing	HR Coordinator

Outcome 3: People with disability receive information from the Shire of Chittering in a format that will enable them to access the information, as readily as other people are able to access it.			
Strategy	Task	Task Timeline	Responsibility
Improve staff awareness of accessible information needs and how to provide information in other formats.	Provide staff with an alternative format fact sheet and links of where to provide alternative format to all users.	Ongoing	ESO / HR Coordinator
Employees promote DFES emergency alerts in their publications to encourage people with disability, family, friends and carers to have a mobile phone on hand.	Ensure DFES emergency alert links are clear and regularly promote the integrated SMS register. Develop Emergency Alert fact sheet available on the website and in alternate formats.	Ongoing	CESM / ESO
Ensure that upgrades to the website are in a format suitable for people with disability and readable with screen-readers and other assistive technology.	Regularly audit the website to ensure the format is accessible. Invite persons with disability, groups and disability services to assist in auditing our website for accessibility and recommendations.	Ongoing	ESO
Provide readily accessible information regarding services, facilities and customer feedback in an appropriate format and using clear and concise language.	Use social media and the Shire website to provide access and information regarding services, facilities and to promote customer feedback points.	Ongoing	ESO / CDO / EDO
Establish an internal committee to determine the most appropriate, up to date methods for providing accessible information to our stakeholders with disability, low literacy, language barriers or other communication difficulties.	Establish a committee of applicable staff to audit existing methods and to workshop best practice to providing information to stakeholders with disability, low literacy, language barriers or other communication difficulties.	Ongoing	HR Coordinator

Outcome 4: People with disability receive the same level and quality of service from the employees of the Shire of Chittering as other people receive.			
Strategy	Task	Task Timeline	Responsibility
Ensure that staff involved in front line customer service roles receive additional training on appropriate communication techniques and personal interaction skills.	Include specialised training in individual training programs.	Ongoing	HR Coordinator
Seek and act on feedback from the annual customer satisfactions survey in order to improve customer service for people with disability.	Review annual customer satisfaction survey in relation to customer service for people with disability.	Ongoing	EMCS
Review and if necessary, develop policies and procedures for improving service accessibility to people with disability to ensure that they receive the same level of service as others.	Review policies and procedures to ensure improved service and accessibility for persons with disability.	Primary Review to be completed by December 2019 / Ongoing	Executive Managers/ HR Coordinator
Ensure professional development and support is available for staff providing services to people with disability.	Include professional development training options relating to persons with disability.	December 2019 / Ongoing	HR Coordinator
Include disability awareness training as part of induction.	Include in induction.	Ongoing	HR Coordinator

Outcome 5: People with disability have the same opportunities as other people to make complaints to the Shire of Chittering.			
Strategy	Task	Task Timeline	Responsibility
Ensure people with disability are provided an opportunity to comment on facilities, services and events.	Ensure community consultation targets persons with disability by sending direct links to surveys via social media and the Shire website.	Implemented / ongoing	ESO / CDO / EDO
Improve staff knowledge of complaint handling from people with disability by including Accessible Information Training Package in the induction.	Develop a plain English complaint handling process for persons with disability and train staff on this process. Include complaint handling in the Shire induction.	Reviewed annually	HR Coordinator
Develop and implement Access and Inclusion feedback form.	Develop and implement specialised form.	Implemented / ongoing	HR Coordinator
Monitor complaints and feedback received to identify areas for improving accessibility for people with disability.	Develop a complaints database including identifying markers for improving accessibility for people with disability.	Implemented / ongoing	HR Coordinator
Regularly promote in newsletter contact details to promote and encourage community feedback relating to Access and Inclusion plan.	Send newsletters directly to mailing list for persons with disability, disability service organisations and groups.	December 2018 / Ongoing	ESO / CDO / EDO

Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation by the Shire of Chittering.			
Strategy	Task	Task Timeline	Responsibility
Involve disability service providers in a review of Guidelines for Community Consultation, to ensure they adequately address the needs of people with disability.	Invite comments from disability service providers and groups relating to guidelines for community consultation and make amendments as necessary.	Implemented / ongoing	HR Coordinator
Provide sufficient notice of meetings, suitable venues and an appropriate level of support to people with disability who are directly involved in consultation process.	Provide “save the date” information in various formats and ensure dates are listed on the Shire website updated regularly on social media.	Implemented / ongoing	ESO / CDO
Ensure consultation documents are available for comments and any outcome or findings are located on the website and in alternative formats on request.	Ensure documents are readily available and advertised on social media and the Shire website.	Ongoing	ESO
Develop a database of people with disability and their carers for consultation and information provision (people to be included only if permission is given for information to be used this way)	Develop a database of persons with disability and carers for consultation and information provision.	December 2018	CDO
Widely promote opportunities for consultation through; Newspapers Website Newsletters A Survey Mailing list for people with disability available from Community development Provide six to eight weeks feedback time for public consultation questionnaires.	Ensure broad range media forms are used for advertising and consultation surveys.	February 2018 & February 2022	ESO / CDO

Outcome 7: People with disability will have the same employment opportunities as other people at the Shire of Chittering.			
Strategy	Task	Task Timeline	Responsibility
Review employment practices annually (Equal Employment Opportunity Plan) to ensure recruitment process and practices meet the requirement for the employment of people with disability.	Review recruitment procedures and practices at least annually.	June 2018	HR Coordinator
Conduct regular education/information sessions for managers to improve awareness.	Conduct annual information sessions / workshops relating to access and inclusion.	Annually	HR Coordinator
Provide entry level employment and pathways through on-the-job training opportunities (e.g. work experience placements for people with disability, casual work)	Develop a volunteer program to include opportunities for persons with disability as far as practicable. Promote volunteer and work experience programs using social media and the Shire website.	Ongoing	HR Coordinator
New employees are encouraged to complete a confidential Diversity Questionnaire that captures information on disability and any associated workplace adjustments that need to be undertaken.	Include a confidential Diversity Questionnaire in new staff / volunteer induction packages. Encourage all new staff and volunteers to complete the Diversity Questionnaire.	Implemented / ongoing	HR Coordinator
Ensure job descriptions include clear and precise description of the tasks required to be undertaken for the advertised position.	Review all Position Descriptions to ensure they are clear and precise and written in plain English.	Primary review to be completed by June 2018 / Ongoing	HR Coordinator

Your Community Your Say

The Shire of Chittering is committed to building a friendly and welcoming community.

We want to hear from a wide range of people in the community, of all ages and abilities about their experiences in relation to access and inclusion so that we can make a better community for everyone to live in.

We will use your feedback to assist in determining what improvements to access and inclusion are needed in relation to people, places and policies within the Shire of Chittering.

This survey takes about 10 minutes to complete and is open for feedback online or in hard copy format until Monday, 7 May 2018.

Hard copies and more information about this survey are available by contacting Tresa White, at the Shire on 9576 4607 or via hr@chittering.wa.gov.au.

If you are completing this survey offline please return your completed hard copies to the Shire of Chittering, 6177 Great Northern Hwy, Bindoon WA 6502.

1. Are you aware that the Shire of Chittering has a Disability Access and Inclusion Plan?

- Yes
- No

2. Do you identify as:

- Person with Disability
- Family member of a person with disability
- Friend of a person with disability
- Carer
- Service Provider
- Other
- None of the above

3. Where do you live

- Bindoon
- Chittering
- Muchea
- Wannamal
- Other

4. How friendly do you think the Shire’s staff are when interacting with people with disability?

On a scale of 1-10 (10 being the highest) please indicate how your experiences have been

1 _____ 5 _____ 10

Please provide comments for improvement

5. How physically accessible do you think the Shire’s buildings and infrastructure are for people with disability?

(Please think about Shire run/managed events and access to parks, halls, footpaths, buildings, toilets, gardens parking etc)

On a scale of 1-10 (10 being the highest) please indicate how your experiences have been

1 _____ 5 _____ 10

Please provide comments for improvement

6. How accessible do you think the Shire’s information is for people with disability?

(Please think about emails, flyers, signage, website social media, radio etc)

On a scale of 1-10 (10 being the highest) please indicate how your experiences have been

1 _____ 5 _____ 10

Please provide comments for improvement

7. Are you aware of any particular barrier or issue faced by people who reside within the Shire who have a disability?

- No
- Yes

Please provide comments for improvement

8. Gaining employment helps people with disability to feel more independent.

Do you have any suggestions on how the Shire can help to provide employment opportunities for community members with disability?

9. Would you like to receive notifications about disability initiatives and improvements of the Shire of Chittering?

If so please provide your details:

Name:

Postal Address

Email:

Mobile

Preferred method of contact

- Email Mobile Post

Thank you for your feedback which will help our organisation to develop strategies to incorporate improved access and inclusion into our plans for the future.

