

# DISABILITY ACCESS AND INCLUSION PLAN

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## West Arthur 2022-2027



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# Acknowledgements

The Shire of West Arthur respectfully acknowledges that the land upon which we work and live, is the traditional land of the Wilman Noongar people. We recognise their cultural heritage, beliefs and continuing relationship with the land. We honour Elders past, present and emerging and we support the principles of a reconciled Australia for all its people.

The Shire of West Arthur acknowledges the input received from many individuals and groups within the community, which has been invaluable in the review of the Disability Access and Inclusion Plan. In particular, thanks are given to West Arthur Community and Resource Centre, Home and Community Care staff, Seniors officers, St John Ambulance volunteers and Shire employees, Councillors and individual community members.





# Introduction

The Shire of West Arthur's Disability Access and Inclusion Plan 2022-2027 outlines the outcomes the Shire will achieve to improve access and inclusion for all people of all abilities visiting, living and working in West Arthur. Key actions will be implemented to reduce and eliminate barriers within the Shire to advocate for equity of access for all.

It is a requirement of the Disability Services Act (1993) that all Local Governments develop and implement a Disability Access and Inclusion Plan (DAIP) that outlines the ways in which they will ensure that people with disability have equal access to its facilities and services.

The DAIP is informed by the following legislation:

- Western Australia Equal Opportunity Act (1984)
- Commonwealth Disability Discrimination Act 1992 (DDA) and
- The Disability (Access to Premises Buildings) Standards 2010.

The Shire is committed through this plan and future updates to ongoing consultation, collaboration and action to create a community environment that is available for everyone.

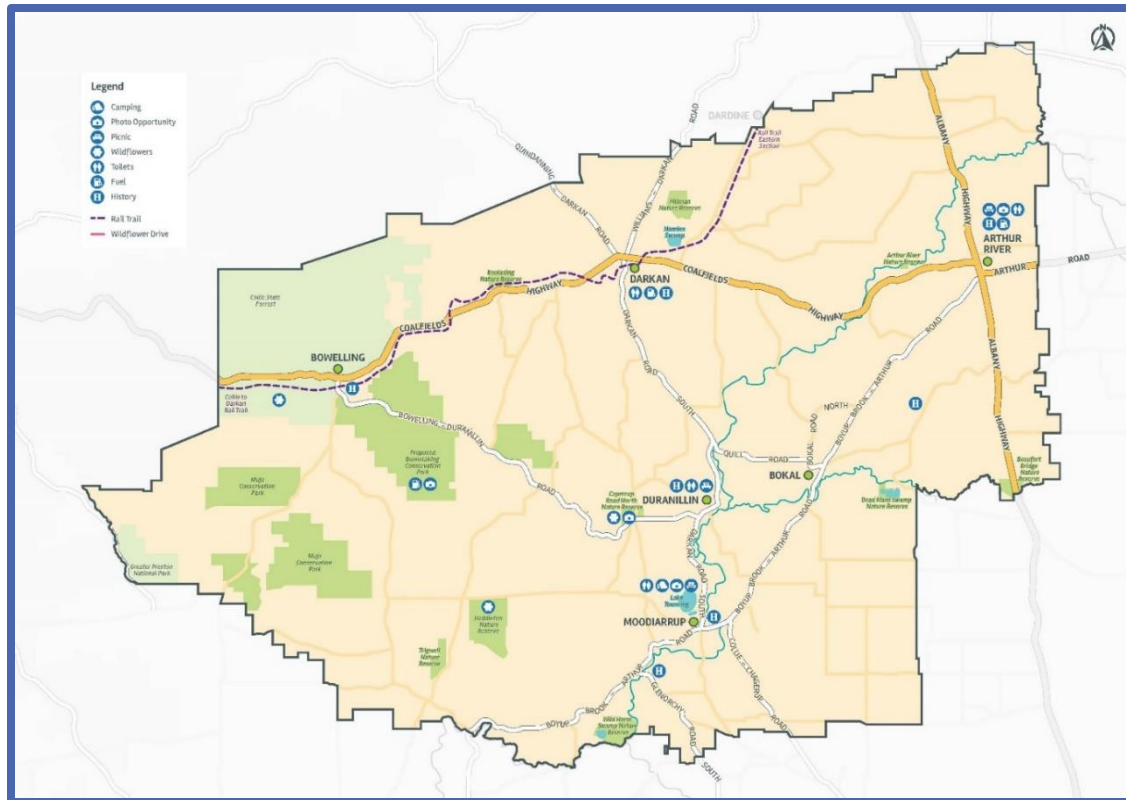
## Background

### The Shire of West Arthur

Situated 204 km south of Perth and 115 km east of Bunbury, the Shire of West Arthur is nestled between the forests of the South-west and the broadacre farming land of the Wheatbelt. At 2,580 km<sup>2</sup> it is one of the larger shires in the area and includes Lake Towerrinning, agricultural and bush land, and nature reserves. It is home to unique flora and abundant wildlife, steeped in history and is dominated by an agricultural economy.

The main town of Darkan is a mix of retail and commercial centres, an industrial area, recreation, and local government and community facilities. Duranillin and Arthur River are other smaller towns located within the Shire. Recently the townscapes and surrounds have benefited from additional Federal funding and many of the facilities have been improved or renovated.

The total population of the Shire at the 2016 Census was 809 people of which approximately 200 live in the town of Darkan.



# Functions, Facilities and Services

The Shire of West Arthur is responsible for a variety of facilities, services and functions.

## Property Services

- Construction and maintenance of Local Government-owned buildings
- Construction and maintenance of roads, footpaths, rail trail and cycle facilities
- Land drainage and development
- Waste collection and disposal
- Litter control and street cleaning
- Planting and caring for street trees
- Numbering of buildings and lots
- Street lighting
- Bush fire control and emergency management

## 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
- Development, maintenance and control of parking.

## Community Services

- Provision and maintenance of playing areas, parks, gardens, halls, cemeteries, reserves, Lake Towerrinning, publically owned historical buildings and facilities for sporting and community groups
- Management of recreation centre and pool
- Public library, Betty Brown Historical Centre, Community Archives and information services
- Senior's meals, activities and welfare;
- Citizenship ceremonies; youth services and community events.

## General Administration

- Provision of general information to the public
- Lodging of complaints
- Payment of fees including rates, dog licences and Department of Transport licensing services.

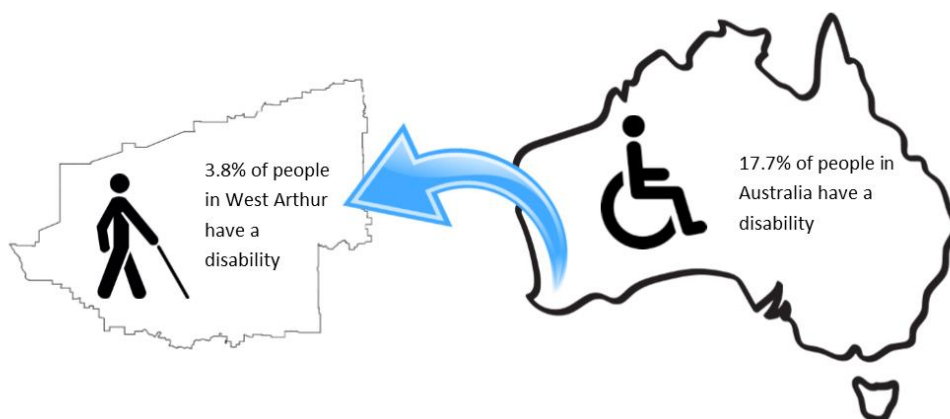
## Processes of Government

- Ordinary and special Local Government and committee meetings
- Council meetings and election of Council Members
- Community consultations.

The communities of Darkan, Arthur River, Duranillin and Moodiarrup are part of the Shire of West Arthur.



## People with Disability in West Arthur



The number of people within the Shire of West Arthur with a disability is well below the national average. Of those people that identified as having a disability, 28 were over the age of 55 (9.7%) and 15 (10%) were over the age of 65 years.

The SDAC defines a disability as any limitation, restriction or impairment which has lasted or is likely to last for at least six months and restricts everyday activities. It found that almost 90% of people with a disability had a limitation with the core activities of communication, mobility or self-care and/or schooling or employment restriction.

Notwithstanding these low numbers, the Shire of West Arthur is committed to ensuring that the community is accessible for, and inclusive of, people with disability, their families and carers.

## Our Commitment to an Accessible and Inclusive Community

The Shire of West Arthur has been working towards improving access and facilities since adopting its first Disability Service Plan in 1995. In 2007, the Shire developed a Disability Access and Inclusion Plan and implemented many initiatives and made significant progress towards better access. These improvements have continued since extensive consultation was undertaken and the DAIP was reviewed and adopted in 2017.



# Access and Inclusion Policy Statement

The Shire of West Arthur interprets an accessible and inclusive community as one in which people with a disability can access and are welcomed to participate in all Local Government functions, facilities and services (both in-house and contracted) in the same manner and with the same rights and responsibilities as other members of the community.

The Shire of West Arthur recognises that people with disability are valued and contributing members of the community who make a variety of contributions to local social, economic and cultural life. The Shire believes that a community that recognises its diversity and supports the participation and inclusion of all of its members makes for a richer community life.

The Shire of West Arthur believes that people with disability, their families and carers should be supported to remain in the community of their choice.

The Shire of West Arthur is committed to consulting with people with disability, their families and carers and, where required, disability organisations to ensure that barriers to access and inclusion are addressed appropriately.

The Shire of West Arthur is committed to ensuring that its agents and contractors work towards the desired outcomes in the DAIP.

The Shire of West Arthur is committed to working in partnership with local community groups and businesses to facilitate the inclusion of people with disability through improved access to information, services and facilities in the community.

The Shire of West Arthur is committed to achieving the seven desired outcomes of its DAIP. These are:

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

# Review of Disability Access and Inclusion Plan

The initial DAIP under the current legislation was prepared in 2017 and a review is required every five years. The Chief Executive Officer has the responsibility to oversee the review of DAIP and its implementation. The final plan is endorsed by Council and it is the responsibility of all officers to implement the relevant actions.



The consultation undertaken has been used to develop the strategies in this plan.

# Review of Plan

Progress has continued since the consultation and review of the DAIP in 2017 and the list below outlines some of these achievements:

- Improved access into the pool area via a ramp through the entrance gate
- Dedicated ACROD permit parking bay at swimming pool
- Wheelchair accessible chalet at the caravan park
- Wheelchair access to Nissen Hut
- Wheelchair accessibility to the camp kitchen and ablutions at the caravan park
- Environmental Audit of Shire and public facilities to identify areas that require improvement to be an inclusive community
- Dementia and Alzheimer's information sessions organised
- Modifications to signage and billboard at front office to improve visibility

The Shire's Human Resources Policy was created and is reviewed taking into consideration the following legislation

- Local Government Act 1995 (WA)
- Workplace Relations Act 1996 (Commonwealth)
- Superannuation Guarantee (Administration) Act 1992 (Commonwealth)
- Race Discrimination Act 1975 (Commonwealth)
- Disability Discrimination Act 1992 (Commonwealth)
- Human Rights and Equal Opportunity Act 1986 (Commonwealth)
- Equal Opportunity for Women in the Workplace Act 1999 (Commonwealth)
- Age Discrimination Act 2004 (Commonwealth)
- Industrial Relations Act 1979 (WA)
- Minimum Conditions of Employment Act 1993 (WA)
- Long Service Leave Act 1958 (WA)
- Workers Compensation and Injury Management Act 1981(WA)
- Industrial Training Act 1979 (WA)
- Occupation Safety and Health Act 1984 (WA)
- Work Place Health and Safety Act 2020 (WA)
- Migration Act 1958 (Commonwealth).



# Findings of the consultation

The review and consultation found that most of the initial objectives in the Disability Access and Inclusion Plan 2017-2021 had been achieved. Shire staff and the community reported a range of improvements to Shire services, buildings and other facilities.

Whilst these improvements have resulted in our community becoming more inclusive, there is always room for further improvement. Through the consultation process the following were identified as needing improvement.

## *Buildings and facilities*

### Darkan Sports complex

- Doors into the complex are difficult to open

### West Arthur Community Resource Building

- Back ramp into the Hawthorn room is very steep and are difficult to maneuver for people with walkers. Some ridging on the ramp would slow walkers down
- Betty Brown Historical Centre – step at the entry door is difficult to negotiate

### Sports clubs and ovals

- No wheelchair access to the Darkan Town Oval for events.

### Swimming pool

- Access through the front gate is good. Toilets and change rooms are not accessible.
- No access into the pool for disabled.
- Water heating is turned off too early. The cold water is an issue for those with body temperature regulation conditions.

### Playgrounds

- Very few pieces of play equipment that can be used by disabled children

## *Communication*

- Information should always be provided in the Bleat or by mail. Many elderly use this as their main form of communication.

## *Welfare*

- Aging population needs more activities that allow them to get out and about.
- Buddy system during COVID was excellent. Request for it to be re-enacted once COVID spreads through the community.

## *Footpaths*

- No disabled parking at post office/general store
- Gravel path on corner of Bulter and Hillman Street, current footpath does not connect with other footpaths.

- Arthur Street footpath needs improvement
- Some areas of footpaths are not level and are trip hazards
- Trees near the footpaths need to be trimmed and maintained

#### *Transportation and Car Parking*

- All disabled car parks around town need to be repainted
- Disabled car park at Darkan Sports Complex is difficult to get in and out of when there the car park is busy. Its location close to the complex door is good but reversing out is difficult.
- There is not enough disabled car parking at Darkan Sports Complex for major events
- There are no markings on the ground for the disabled car park at the swimming pool and it is not undercover.
- Provision of a community car as transportation for appointments is currently an issue. Volunteers could be used to drive the car and clients could claim back through the Patient Assisted Transport System (PATs).
- Marking on Burrowes street for pedestrian crossovers through roadside parking areas needs to be repainted to prevent cars blocking access for pedestrians.

#### *Housing*

- Future housing (particularly for the elderly) should take into consideration wide passage ways and accessible entrances that will allow for both wheelchair and ambulance accessibility.
- Additional Independent Living Units are required

#### *Seating*

- Additional seating around town should be provided

It was also noted that many private businesses on the main street are difficult to access. The Uniting Church also is difficult to access as there is no access ramp.

## Implementation

The Implementation Plan details the task, timelines and responsibilities for each strategy to be implemented in 2022-2027 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 five year plan. The Shire will provide a progress report to the Department of Communities – Disabilities on the progress of the listed actions.

<b>Outcome 1</b> <b>People with disability have the same opportunities as other people to access the services of, and any events organised, by the Shire of West Arthur</b>			
<b>Strategy</b>	<b>Task</b>	<b>Task Timeline</b>	<b>Responsibility</b>
Ensure that people with disability are consulted on their needs for services and the accessibility of current services be considered to enable access and inclusion in the community.	<ul style="list-style-type: none"> <li>• Involvement in the review of the Disability Access and Inclusion Plan.</li> </ul>	March 2022	Community Development Officer/CEO
	<ul style="list-style-type: none"> <li>• Involvement in review of Community and Strategic Plans.</li> </ul>	July of each year	
	<ul style="list-style-type: none"> <li>• Ensure any consultation process is advertised through a variety of mediums (print, social media and website) so ensure that everyone has the opportunity to contribute to review processes.</li> </ul>	Ongoing	All staff
Continue to link the DAIP to other Shire plans and strategies.	Identify all planning and strategic development documents that can be aligned with the DAIP	Ongoing	CEO
Ensure that events, whether organised or funded, are accessible to people with disability.	<ul style="list-style-type: none"> <li>• Ensure all Shire events planned are accessible to all using the Access and Inclusion Checklist for Creating Accessible Events (Appendix 1).</li> </ul>	Ongoing	All staff
	<ul style="list-style-type: none"> <li>• Develop an accessible events checklist for organisations requesting permission to host events in the Shire of West Arthur.</li> </ul>	July 2022	Community Development Officer/Event Coordinators
Ensure suitable access to the information in the library.	Continue to improve accessibility of collection and technology available.	Ongoing	Library Manager



## Outcome 2

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

Strategy	Task	Task Timeline	Responsibility
Ensure that all buildings and facilities meet the standards for access and any demonstrated additional need.	<ul style="list-style-type: none"> <li>• Undertake inspections on all buildings and public infrastructure using the Access and Inclusion Resource Kit Checklists (Appendix 1)</li> <li>• Complete all identified urgent maintenance.</li> <li>• Update asset management plans for all Council buildings and community infrastructure to remove access barriers and improve accessibility.</li> <li>• Consider means of improving access to heritage buildings whilst maintaining their integrity.</li> <li>• Investigate means of improving door access to the Darkan Sports Complex.</li> <li>• Investigate means of slowing walkers on the back ramp at the West Arthur CRC</li> </ul>	<ul style="list-style-type: none"> <li>• 2022/23</li> <li>• Annually</li> <li>• Ongoing</li> <li>• Ongoing</li> <li>• 2022/23</li> <li>• 2022/23</li> </ul>	Shire Builder
Ensure that all new or redevelopment works meet the standard for access.	<ul style="list-style-type: none"> <li>• Ensure that the legal requirements for access are met in all plans for new or redeveloped buildings and facilities.</li> <li>• Ensure that no development application is signed off without a declaration that it meets the legal requirements.</li> <li>• Ensure that key staff are trained and kept up to date with the legal requirements.</li> <li>• Ensure that all new developments are reviewed using the Access and Inclusion Resource Checklist (Appendix 1).</li> <li>• Ensure that all tender documentation includes specifications for disability access.</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Shire Builder</li> <li>• CEO/Environmental Health Officer</li> <li>• CEO</li> <li>• Shire Builder</li> <li>• Shire Builder</li> </ul>

Strategy	Task	Task Timeline	Responsibility
Ensure that ACROD parking meets the needs of people with disability in terms of quantity and location.	<ul style="list-style-type: none"> <li>• Ensure new parking lots comply and ensure the bays are marked and the kerb on to the road is easily manoeuvred.</li> <li>• Repaint marking on the existing ACROD parking lots to ensure visibility.</li> <li>• Review the provision of ACROD parking at other locations in the Shire (e.g. Darkan Post office/general store, Darkan Sports Complex, Duranillin, Moodiarrup and Arthur River).</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• 2022/23</li> <li>• 2022/23</li> </ul>	Shire Works Manager
Promote the requirements for, and benefits flowing from, the provision of accessible venues for local businesses.	Inform proprietors during routine inspections and enquiries regarding new ventures or modifications.	Ongoing	Environmental Health Officer
Ensure that all public spaces and recreational areas are accessible.	<ul style="list-style-type: none"> <li>• Continue the implementation of the program of footpath upgrades including access ramps.</li> <li>• Ensure that trees overhanging footpaths are trimmed and maintained.</li> <li>• Remove trees that create hazards from tree roots and replace damaged sections.</li> <li>• Install a composting toilet at Bowelling Station</li> <li>• Investigate the provision of access (prams, wheelchairs, walkers) to the Darkan Town Oval (used for large events)</li> <li>• Provide accessible change rooms and toilets at the swimming pool</li> <li>• Investigate the provision of disability access to the Darkan Swimming Pool</li> <li>• Ensure that new playground developments and picnic facilities cater for children and families with disabilities.</li> </ul>	<ul style="list-style-type: none"> <li>• 2022/23</li> <li>• Ongoing</li> <li>• Ongoing</li> <li>• 2023</li> <li>• 2022/23</li> <li>• 2022/23</li> <li>• 2022/23</li> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Works Manager</li> <li>• Parks and Gardens staff</li> <li>• Works Manager</li> <li>• Shire Builder</li> <li>• Parks and Gardens Staff</li> <li>• Project Officer</li> <li>• Shire Builder</li> <li>• Shire Builder</li> <li>• Works Manager</li> </ul>

### Outcome 3

**People with disability receive information from the Shire of West Arthur 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
Ensure that the community is aware that Shire information is available in alternative formats upon request.	<ul style="list-style-type: none"> <li>Ensure that all documents carry a notation that it is available in alternative formats.</li> <li>Publicise the availability of other formats in the local newspaper "The Bleat"</li> </ul>	Ongoing	Administration staff  Community Development Officer
Improve employee awareness of accessible information needs and how to provide information in other formats.	Train employees in providing accessible information and advice. Information can be sourced from the State Government Access Guidelines for Information, Services and Facilities guidelines.	Ongoing	Community Development Officer
Ensure the Shire's website meets contemporary good practice.	Ensure website complies with the W3C web content guidelines.	Ongoing	Administration staff

### Outcome 4

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

Strategy	Task	Task Timeline	Responsibility
Ensure that elected members and employees are aware of access needs and can provide appropriate services.	<ul style="list-style-type: none"> <li>Provide training to newly elected members and staff during induction processes</li> <li>Periodically survey all staff to review requirements for ongoing training.</li> </ul>	Ongoing	Manager Corporate Services
Seek feedback on service provision from people with disabilities.	Consult with people with disabilities during strategic planning process.	Annually	Community Development Officer



### Outcome 5

**People with disability have the same opportunities as other people to make complaints to the Shire of West Arthur.**

Strategy	Task	Task Timeline	Responsibility
Ensure that complaint and feedback procedures are accessible to people with disabilities and area acted upon.	<ul style="list-style-type: none"> <li>Review current grievance procedures to ensure they are inclusive.</li> <li>Develop a process to respond to access issues identified by the community.</li> </ul>	<b>2022</b>	Manager Corporate Services

### Outcome 6

**People with disability have the same opportunities as other people to participate in any public consultation undertaken by the Shire of West Arthur.**

Strategy	Task	Task Timeline	Responsibility
Ensure that people with disabilities are actively consulted about the DAIP and other significant planning processes	<ul style="list-style-type: none"> <li>Ensure that all advertising relating to public consultation is disseminated across a variety of platforms.</li> <li>Ensure that methods of providing input are available in a variety of ways and that information on how to participate is provided in a clear and concise manner.</li> <li>Engage directly with members of the public that are impacted.</li> <li>Include appropriate questions about access and inclusion in general Shire surveys and consultation events.</li> </ul>	Ongoing	Community Development Officer
Maintain access for people with disabilities to the established consultative process of Council	Ensure that minutes, agendas and other documents are available on request in alternative formats and are published on the Shire website.	Ongoing	Manager Corporate Services

### Outcome 7

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

Strategy	Task	Task Timeline	Responsibility
Improve inclusive recruitment practices to ensure attraction, recruitment and retention of people with disability.	<ul style="list-style-type: none"><li>• Make sure job information documents are in an accessible format.</li><li>• Ensure interviews are held in an accessible venue.</li><li>• Work with employees and service providers to enable ongoing employment, where possible, for people with disability.</li><li>• Seek opportunities to engage local people with a disability in the workforce by liaising with support agencies.</li></ul>	Ongoing	Manager Corporate Services

# Document Management

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## **APPENDIX 1 - Access and Inclusion Checklists**



Creating Accessible Events Checklist is available from the following link (Outcomes 1 and 6):

<https://www.disability.wa.gov.au/Global/Publications/For%20business%20and%20government/DAIPs/Archived%20DAIP%20docs/Creating-accessible-events-checklist-for-Outcome-1-and-Outcome-6.pdf>

Buildings and facilities Checklist is available from the following link (Outcomes 2 and 7):

<https://www.disability.wa.gov.au/Global/Publications/For%20business%20and%20government/DAIPs/Archived%20DAIP%20docs/Buildings-and-facilities-checklist-for-Outcome-2-and-Outcome-7.pdf>

Information Checklist is available from the following link (Outcomes 3 and 7):

<https://www.disability.wa.gov.au/Global/Publications/For%20business%20and%20government/DAIPs/Archived%20DAIP%20docs/Information-checklist-for-Outcome-3-and-Outcome-7.pdf>

Staff access and awareness Checklist is available from the following link (Outcomes 4 and 7):

<https://www.disability.wa.gov.au/Global/Publications/For%20business%20and%20government/DAIPs/Archived%20DAIP%20docs/Staff-access-awareness-checklist-for-Outcome-4-and-Outcome-7.pdf>

Adapting Services Checklist is available from the following link (Outcomes 5, 6 and 7):

<https://www.disability.wa.gov.au/Global/Publications/For%20business%20and%20government/DAIPs/Archived%20DAIP%20docs/Adapting-services-checklist-for-Outcomes-5-6-and-7.pdf>

Public participation Checklist is available from the following link (Outcomes 5 and 6):

<https://www.disability.wa.gov.au/Global/Publications/For%20business%20and%20government/DAIPs/Archived%20DAIP%20docs/Public-Participation-checklist-for-Outcome-5-and-Outcome-6.pdf>