



SHIRE OF MENZIES

Disability Access and Inclusion Plan

July 2020 to June 2025

This is a controlled document, bound copies are held:

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| 1. Chief Executive Officer Shire of Menzies | Copy 1 of 3 |
| 2. Governance Co-ordinator Shire of Menzies | Copy 2 of 3 |
| 3. Boardroom Shire of Menzies | Copy 3 of 3 |

About the Shire of Menzies

The Shire of Menzies encompasses some 128,353 square kilometres bounded north by the Shire of Leonora, south by both the City of Kalgoorlie-Boulder and the Shire of Coolgardie, to the east is the South Australian border, and various Shires to the west, including Yilgarn, Mt Marshall and Sandstone.

Suburbs and localities within the Shire of Menzies include Kookynie to the north east – once a thriving mining town, now known as a living Ghost Town, and Tjuntjuntjara which is predominantly an aboriginal community close to the South Australian border, accessible via Kalgoorlie.

The Shire of Menzies is responsible for a range of functions, facilities and services including but not limited to the following:

Property Services: Construction and maintenance of Shire-owned buildings roads, footpaths 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; and bush fire control.

Community Services: Provision and maintenance of playing areas, parks, gardens, reserves and facilities for sporting and community groups; management of recreation areas and facilities; public library and information services; youth 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.

Administration: The provision of general information to the public and the lodging of complaints and payment of fees including rates, dog licences and cat registrations.

Government Processes: Ordinary and special Council and Committee meetings; Electors' meetings and election of Council Members; Ward meetings and community consultations.

Agents and Contractors:

Under the *Disability Services Act 1993* (amended 2004), local governments are obliged to inform all agents and contractors providing services of the existence of the Disability Access and Inclusion Plan, and to inform them that all functions, services and facilities provided to the public on behalf of the local government authority are to be conducted in a manner that is inclusive and accessible for people with disability, their families and / or carers.

There are no agents or contractors delivering functions, services or managing facilities on behalf of the Shire.

Should agents be engaged, they are to be advised of the requirements in this Disability Access and Inclusion Plan.

Policy Statement

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

The Shire of Menzies interprets an accessible and inclusive community as one in which all Council functions, facilities and services (both in-house and contracted) are open, available and accessible to people with disabilities, their families and / or carers, by providing them with the same opportunities, rights and responsibilities as other people within the community.

The Shire of Menzies:

- Recognises that people with disability are valued members of the community who make a variety of contributions to local social, economic and cultural life;
- Believes that a community that recognises its diversity and supports the participation and inclusion of all its members makes for a richer community life;
- Believes that people with disability, their families and / or carers should be supported to remain in the community;
- Is committed to consulting with people with disability, their families and / or carers and disability organisations in addressing barriers to access and inclusion;
- Will ensure any agents or contractors delivering services on behalf of the Shire, work towards the desired outcomes in the DAIP;
- Is committed to supporting local community groups and businesses to provide access and inclusion of people with disabilities, their families and / or carers; and
- Is committed to achieving the desired outcomes of its DAIP.

People with disability have the same opportunities to:

1. Access the services of, and any events organised by the Shire;
2. Access the buildings and other facilities of the Shire.
3. Receive information from the Shire in a format that will enable them, their families and / or carers to access the information as readily as other members of the community are able to access it;
4. Receive the same level and quality of service from the staff of the Shire;

5. Make complaints to the Shire
6. Participate in any public consultation by the Shire; and
7. Obtain and maintain employment with the Shire.

Review

A review of the Shire of Menzies Disability Access and Inclusion Plan is a requirement of the Western Australian Disability Services Act 1993, which states that public authorities must review their DAIP at a minimum of every five (5) years.

This review for July 2020 – June 2025 is based on community consultation and will determine the effectiveness of the strategies toward achieving the outcomes for access and inclusion of people with disabilities, their families and / or carers.

Key achievements that have been included in this DAIP, involves the youth of the Shire of Menzies.

1. Aside from the introduction to online engagement, a family health forum is planned for the 2020/21 financial year providing families the opportunity to connect with multiple health service providers in one location.
2. Consultation with parents / guardians of disabled participants who partake of Youth Centre activities. The purpose of the consultation process was to ensure activities were appropriate for this demographic which in turn has led to more inclusive activities being identified and introduced. The information proved useful when attending sport and recreation forums by consulting and sharing information with other entities about how to engage this demographic in the community.
3. During the 2019 – 2020 financial year, the Youth Officer conducted a small number of remote engagement activities (via mail and technological means). The purpose of this was to engage with the community while the Shire's facilities were closed due to Covid-19. The response was overwhelmingly positive and engaging with the community through social media has opened the door for a range of future activities. Some members of the community who are unable to attend regular activities due to personal or health issues have been participating via social media.

Development

Responsibility for the Planning Process:

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

The Shire undertook to review its Disability Access and Inclusion Plan (DAIP) to guide further improvements to access and inclusion of people with disability. DAIP assists the Shire to continually revise and review strategy and outcome achievements; as required in response to community and stakeholder feedback; monitor progress; then alter / plan accordingly.

The Shire of Menzies Disability Access and Inclusion Plan process included:

- Examination of the 2013 – 2018 DAIP;
- Consultation with key staff;
- Consultation with the community by placement of an advertisement in the local newspaper (Menzies Matters);
- Consultation available through the Shire website as well as the Shire's Facebook page, letter box drops, information fact sheets at the Nursing Post, CRC, Menzies and Kookynie Hotels and local Aboriginal Corporation.

Consultation Outcomes:

The Shire of Menzies has a small and dispersed population and response to public consultation is generally poor.

Outstanding items from the 2013 - 2018 DAIP consultation process have been included as most of the previous concerns raised were regarding access to historical buildings. The Shire will continue to undertake restoration and renovations to these buildings accordingly:

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| Shire Town Hall: | Steps at main entry and narrowness of main doors – a historical building with disability access from the side of the building and includes disabled toilet facility |
| Lady Shenton (CRC): | Steps at main entry – a historical building that requires empathetic makeover as funds permit |
| Footpaths: | Kerbing – height in some instances hinders access from road for wheelchairs, gophers etc |

Implementation

Communication:

The Shire of Menzies has and will continue to consult, inform and interact with the residents, interested stakeholders and ratepayers through the following means:

- Notice boards – at the Shire Office, Lady Shenton CRC (Shenton Street), Menzies and Kookynie Hotels
- The monthly Menzies Matters newspaper
- The Shire Website
- The Shire Facebook page
- Letter box drops
- Information fact sheets made available at the Nursing Post and local Aboriginal Corporation
- The remote Aboriginal community at Tjuntjuntjara has two resident Councillors. Information is posted / emailed to the Councillors who in turn pass on that information to the local community.

Agents and / or Contractors:

Under the *Disability Services Act 1993* (amended 2004), local governments are obliged to inform all agents and contractors providing services of the existence of the Disability Access and Inclusion Plan, and to inform them that all functions, services and facilities provided to the public on behalf of the local government authority are to be conducted in a manner that is inclusive and accessible for people with disability, their families and / or carers.

There are no agents or contractors delivering functions, services or managing facilities on behalf of the Shire.

Should agents be engaged, they are to be advised of the requirements in this Disability Access and Inclusion Plan.

Monitoring, Evaluation, Review:

As with all Plans, Policies and Procedures, the Shire of Menzies is constantly undergoing an evolving consultative process to provide inclusion and disability access.

DAIP Strategies

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

People with disabilities who live in country areas should be given the support to remain in the community of their own choice.

When Council is addressing the issue of accessibility to Council's facilities and functions it is aware that by providing better access for people with disabilities, it is providing better access for the whole community.

Outcome 1

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

The Shire of Menzies ensure that people with disability, their families and / or carers are provided with an opportunity to comment on access to services.

To this end, the Shire has several informational tools available to its community including information boards in the Menzies and Kookynie townships; and the most remote Aboriginal community within the Shire, Tjuntjuntjara, have resident Councillors that pass on information to the community.

Currently, the Shire of Menzies is developing and incorporating DAIP objectives into the strategic business planning, budgeting processes and other relevant plans / strategies.

With the limitations imposed by Covid-19, the Youth Officer conducted a small number of remote engagement activities (through mail and technological means) to engage with the community while Shire facilities were unable to open. By engaging the community via Facebook, etc, those members of the community unable to attend regular activities due to personal or health reasons were inclusive, which means this interaction can be utilised into the future.

Outcome 2

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

As the majority of the buildings within the Shire of Menzies are of historical value and / or significance, it is the Shire's intention to find solutions to have inclusive access for those with disabilities. Given the historic nature of the buildings in use for the public i.e. CRC, Post Office, Library and Historical Museum, the works that will need to be involved would be viewed as an ongoing situation as funds are available.

By the Shire conducting an audit of the historical / buildings of significance, the Shire can plan and budget into the future for maintenance and make overs to enhance availability for those with disabilities, their families and carers.

Council will ensure premises and infrastructure relating to transport facilities are accessible

to, and inclusive for people with disability, their families and / or carers as ongoing.

The “ACROD” parking within the Shire is currently named as Disabled Parking. There are several car bays down the minority road along the side of the historical Lady Shenton building, which houses the Post Office, Historical Museum, Library etc. Having the parking bays off the main road ensures the safety of those accessing the Shire facilities as the main road is part of the Northern Goldfields Highway which is utilised for the transportation of heavy mining equipment.

Outcome 3

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

Wherever possible the Council strives to improve community awareness, informing stakeholders that all Council information is available in alternative formats upon request.

The Shire of Menzies provides a copy of its local monthly newspaper ‘Menzies Matters’ and other documentation on the Shire website which enables ease of access and inclusion to public documents, information and other Council related information.

Copies of the ‘Menzies Matters’ is readily available and includes a calendar of Shire events and information bulletin at the Menzies Post Office (located in the CRC) and the outlying townsite of Kookynie for access by all residents.

People with disabilities can access information produced by the Shire of Menzies in different formats. Anyone requiring a different format is encouraged to contact the Shire office.

Outcome 4

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

The Shire of Menzies staff are always encouraged to improve their awareness including access and inclusion compromises and improving customer service skills.

Staff at the Shire of Menzies are made aware that people with disabilities that may have differing needs, should expect and receive the same level and quality of service as others within the community.

Outcome 5

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

The Shire has received no direct or official complaints from people with disability, their families and / or carers about a service.

There are the same grievance mechanisms available to all residents to make a complaint and can be done so by written letter, email, SMS or verbally.

Outcome 6

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

The Shire of Menzies provides many ways for people to participate in public consultation and is more than happy to discuss any grievances community members may have regarding the services available to the disabled, their families and / or carers.

The Shire is committed to ongoing monitoring of the DAIP to ensure implementation and strategic outcomes and has made the DAIP available on the website for the community to access.

As with many Plans, Policies and Procedures, the Shire of Menzies is constantly undergoing an evolving consultative process to enhance disability issues.

Outcome 7

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

The Shire of Menzies ensure all staff involved in the recruitment process have the awareness and resources required to implement non-discriminatory interview processes.

Access training, where available is given to ensure that officers involved in the recruitment process are aware of best practice standards regarding staff recruitment and ongoing employment of people with disability.

Officers involved in the recruitment process are encouraged to engage with a Disability Employment Service (DES) when job vacancies arise.