

DISABILITY ACCESS AND INCLUSION PLAN



www.boyupbrook.wa.gov.au





Boyup Brook Country Music Festival

Alternative Formats

The information in this document is available in alternative formats on individual request. Please contact shire@boyupbrook.wa.gov.au or visit our website for accessible formats and locate the A+ A- options along the top of the main page.

If you are deaf, or have a hearing or speech impairment:

Contact us through the National Relay Service:

TTY users phone 133 677 then ask for 08 9765 1200

Speak and Listen users phone 1300 555 727 then ask for 08 9765 1200

Acknowledgement of Country

The Shire of Boyup Brook acknowledges and pays our respects to the traditional custodians of the land on which we meet.

Acknowledgements

The Shire of Boyup Brook wishes to acknowledge everyone within the workplace and the community, particularly those with lived experience of disability, who have contributed to the development of this Disability Access and Inclusion Plan.

Feedback

We welcome your feedback. Any feedback or comments relating to this document can be sent to shire@boyupbrook.wa.gov.au, in person or by mail to:

Shire of Boyup Brook
PO Box 2
55 Abel Street
Boyup Brook WA 6244



Our Purpose and Context

The Shire of Boyup Brook aims to advocate for all community members, to facilitate improvements to access and inclusiveness within the shire. We will partner with community organisations and individuals to demonstrate continuous improvement and universal design principles where practical and within the budgetary constraints. The Shire will seek out opportunities to leverage funds from supporting organisations and government bodies through grants to enable achievement of the actions against each outcome.

The Shires Disability Access and Inclusion Plan (DAIP) 2024-2029 covers the seven outcomes of access and inclusion and the Shire is committed to implementing the actions associated with these strategies through a staged approach between 2024 and 2029. While there may be budget constraints that limit additional actions, there's flexibility to adapt and amend these actions as needed. This approach allows for adjustments based on changing circumstances or new information.

Our Vision

Growing our community together. Our Shire will be:



A place for people, with a sense of community; one that is active, vibrant, engaged and connected.



A place with community and visitor facilities that are well maintained and further developed as required.



A place that is safe and secure. An inclusive place that nurtures local youth and ageing population and retains local health and medical services.



A place that grows housing and employment opportunities through economic development based on our local comparative advantage.

Our Values

Proactive



Embrace creativity, adaptability and continuous improvement seeking new ideas and solutions to address challenges and seize opportunities to ensure sustainability.

Leadership & Teamwork



Lead through collaboration, promote diversity, have pride in our work and partner with the community to achieve shared visions and aspirations.

Accountability & Integrity



Demonstrate respect, transparency, honesty and inclusivity in all interactions with the community.

Commitment



Build and share knowledge, act professionally and develop relationships that make a positive contribution to our community.

Engaging Community



Show respect, understanding and compassion for others and work collaboratively with community for better outcomes.



Our Strategic Objectives

In accordance with our Community Strategic Plan 2021-2031, the DAIP outcomes are linked across each objective.



Built Environment

Improvement of the built environment addressing the desire for new facilities as well as maintaining and upgrading current facilities and infrastructure.

Outcome 2



Social/Community

Maintaining and improve services for the aged, support for youth, community safety, create a vibrant engaged community, and find new and more effective ways to deliver services and amenities.

All outcomes



Economic Development

Support business development, tourism, and initiatives to create more local jobs to stimulate our economy, increase population and number of visitors.

Outcome 1 and 7



Natural Environment

Deliver quality green spaces and sustainable lifestyles; support and encourage recycling; responsibly promote our natural assets including the river, wildflowers and fauna as well as encourage sustainable agriculture and climate resilience.

All outcomes



Governance and Organisation

Demonstrate strong leadership, with improved planning and consultation, community services and infrastructure development. Make goal orientated decisions for long term benefits of the Shire and the Community.

Outcome 2



Our Commitment to Access and Inclusion

The Shire of Boyup Brook operates on the premise that its services and facilities within the local government are accessible and inclusive to all community members and visitors.

The Shire of Boyup Brook adopted its first Disability Access and Inclusion Plan (DAIP) in 2007 to address barriers for people with a disability. The Plan was consistent with the provisions of the *Disability Services Act 1993* (amended in 2004), and addressed the six outcomes.

As we move into 2024, it is evident that many of the strategies and actions have become part of business as usual and more broadly incorporated into other local government plans.

Events typically consider access for all, new buildings are purposefully designed and staff are more aware of other's needs.



Boyup Brook Community Christmas Celebrations



Boyup Brook Community Christmas Celebrations

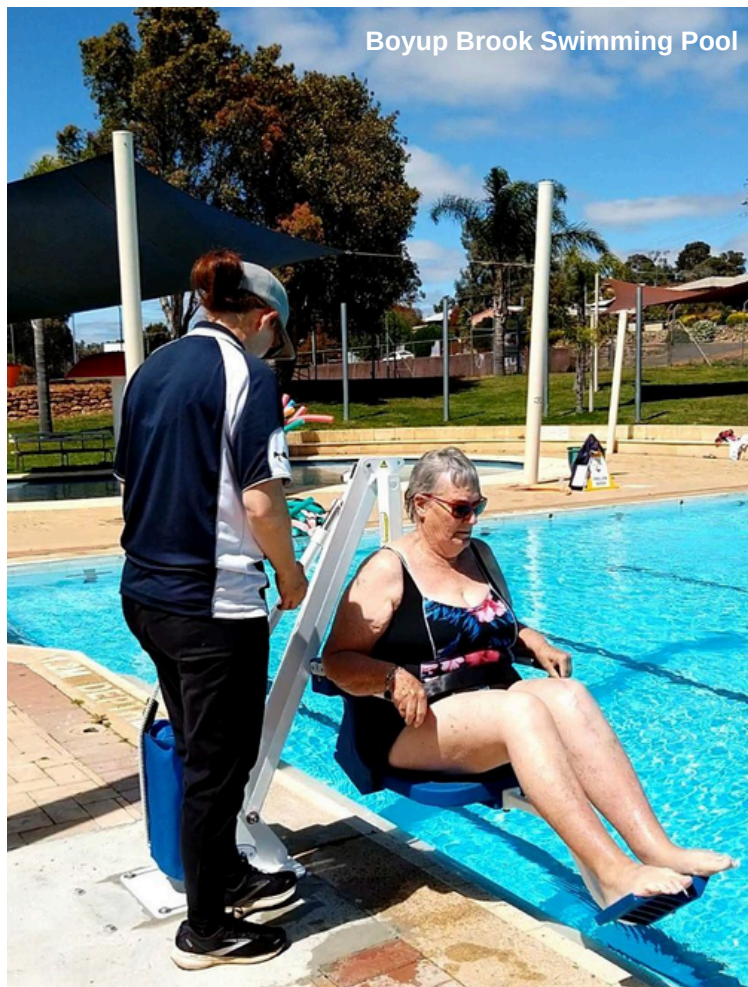
In 2020, the Western Australian Government issued the State Disability Strategy (A Western Australia for Everyone: State Disability Strategy 2020 – 2030). The Shire of Boyup Brook has prepared the DAIP 2024-2029 to align with the Strategy's vision and to continue to comply with the *Disability Services Act 1993*.

The Shire of Boyup Brook is committed to continual improvement and to fostering an inclusive social and environmental community. We are dedicated to eliminating or reducing any impact on individuals or groups with disabilities within the Shire. Family, friends and carers of people with disability, parents with prams, seniors and those with a temporary disability through accident or illness will also benefit from the ongoing improvements in and around the local government area.

In developing this plan, the Shire of Boyup Brook is committed to facilitating the inclusion of people with disability through enhanced access to information, services and all our facilities.



Legislative Framework



Legal obligations under relevant disability laws can be categorised into two key themes.

- Prevent unlawful disability discrimination and
- Ensure equal access to opportunity for everyone

State, National and international disability laws have informed this plan, together with the State Disability Strategy 2020-2030 and the State Disability Action Plan 2020-2030.

The *Disability Discrimination Act 1992* (DDA) provides all Australians with protection against unlawful discrimination based on their disability. Under the Act, it is unlawful to discriminate against a person on the basis of their disability. Disability discrimination can occur in two ways.

- Direct discrimination is about less favourable treatment
- Indirect discrimination is about unfair exclusion.

The implied obligation under the DDA is to ensure equitable, safe and dignified access for people with disability.

The *Equal Opportunities Act 1984* (EOA) operates in a similar manner to the DDA but also requires agencies to ensure equal access to opportunities for people with disability, amongst others. The implied obligation under the EOA is to ensure that people with disability have access to the same opportunities as others. That is, 'equity' for all.

The *State Disability Services Act 1993* as amended (DSA) requires all public authorities in WA to develop and implement a Disability Access and Inclusion Plan (DAIP).

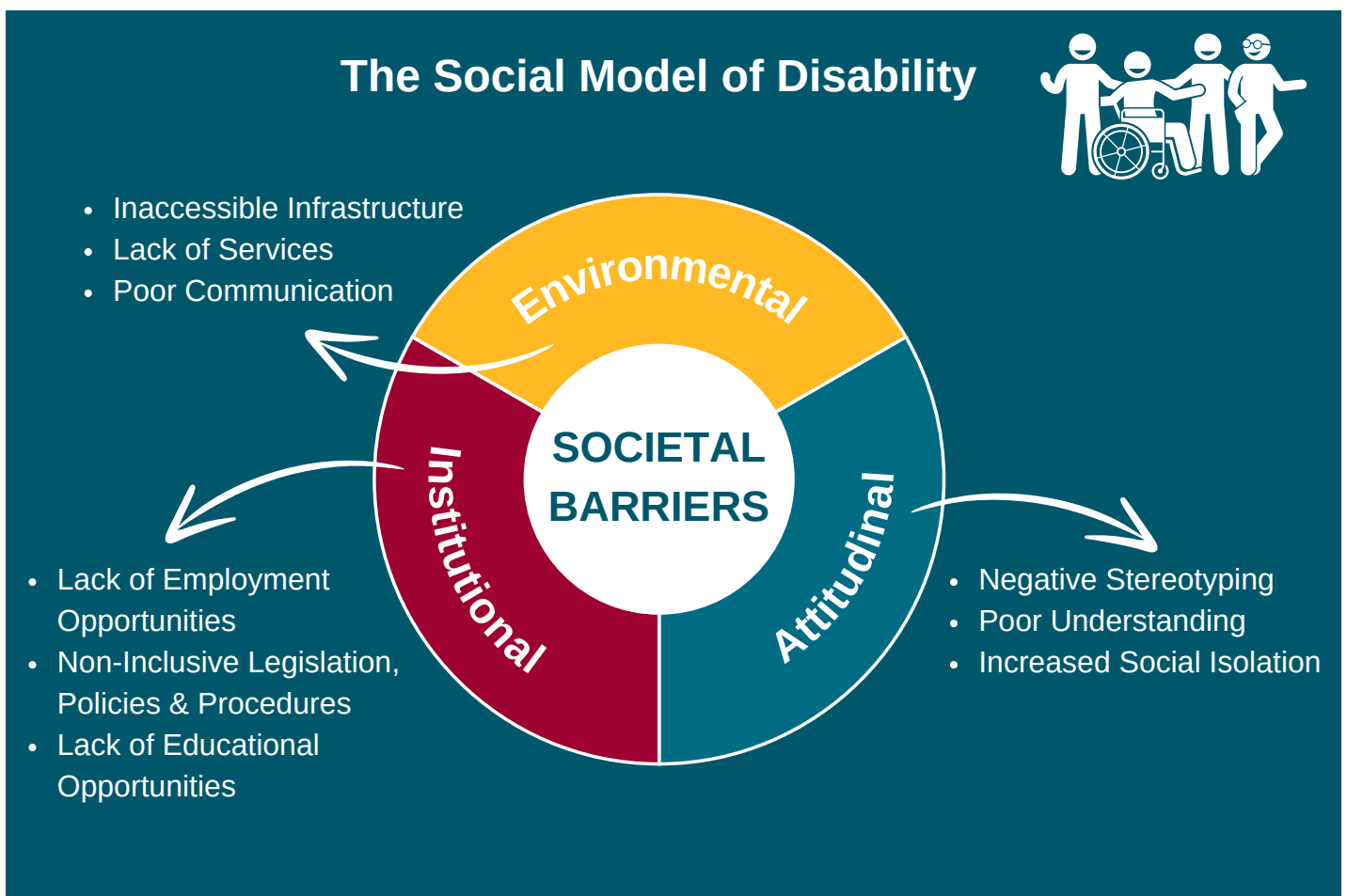
The DAIP is aimed at identifying strategies to ensure that people with disability can actually access services, buildings, facilities, information and complaint mechanisms and can participate in events, consultations and employment offered by local government authorities.



The Social Model of Disability

This plan uses the United Nations Convention on the Rights of Persons with Disabilities definition of disability, which describes people with disability as people who have long-term physical, mental, intellectual, or sensory differences that, when interacting with inaccessible communities and environments, prevent full and equal community participation. This is often called the social model of disability. The social model of disability is an important way of perceiving inequality because it views disability as stemming from communities, services and spaces that are not accessible or inclusive.

The organisation People with Disability Australia use the Social Model of Disability to inform how we work to advance and protect the rights, health and wellbeing of people with disability. The social model sees 'disability' is the result of the interaction between people living with impairments and an environment filled with physical, attitudinal, communication and social barriers. It therefore carries the implication that the physical, attitudinal, communication and social environment must change to enable people living with impairments to participate in society on an equal basis with others. <https://pwd.org.au/resources/models-of-disability/>



National Disability Statistics



**4 million people
in Australia have
a disability**



**18% of all
Australians have
a disability (2018)**

This is also known as the prevalence of disability



1 in 4

have a mental or behavioural
disorder as their main
condition, including:

6.5%

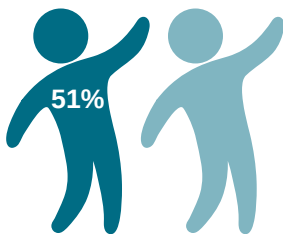
with intellectual and developmental disorders (including autism)

3.8%

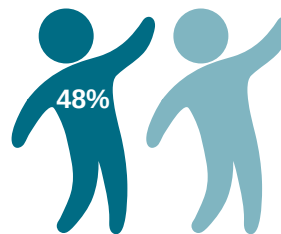
with mood affective disorders, such as depression

2.6%

with dementia or Alzheimer disease



1 in 2
are female



1 in 2

aged five and over have a
schooling or employment
restriction (2018)

The prevalence of disability increases with age. Around one in eight (12%) of people aged under the age of 65 have some level of disability, rising to one in two (50%) for those aged 65 and over. This means that the longer we live, the more likely we are to experience some form of disability.

National Carer Statistics



**2.65
million
carers**



**10.8%
of all
Australians
are carers**



**235,000
young carers
(under the
age of 25)**



Access and Inclusion Statistics 2021 ABS Census

Shire of Boyup Brook (SoBB)
population



1834

SoBB households that speak a
non-English language



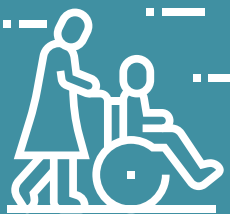
19

SoBB people with a disability



249

SoBB people who need
assistance with core activities



89

Carers



93

SoBB top long term health
conditions



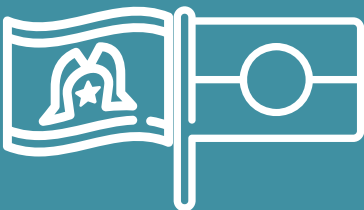
Arthritis	14.7%
Mental Health	10.1%
Diabetes	6.6%
Asthma	6.5%

Percentage of Australians with a
disability



17.7%

SoBB Aboriginal and Torres
Strait Islander population



22



Development of the DAIP 2024-2029

Consultation and Planning

The development of the DAIP 2024-2029 involved identifying strategies and actions from three different sources:

- Review of 2017-2023 DAIP outcomes
- Internal consultation
- Community consultation

The consultation process ensures that any barriers faced by the community in the Shire of Boyup Brook, and by staff in relation to access and inclusion are identified and incorporated into the new DAIP. The process included:

- Internal review of the previous DAIP to determine what actions were still relevant
- Internal discussions with senior staff members
- External consultation process where the community was asked for feedback through the local Gazette, social media and website platforms, and advertising posters displayed on prominent community notice boards
- Direct or one on one phone sessions with various community groups and organisations

Information gathered from the Community Resource Centre's "Community Access for All" information sessions identified several challenging locations for wheelchair access in and around Boyup Brook. These solutions and suggestions will be incorporated into the actions related to the relevant outcome.

Review, Monitoring and Reporting of the DAIP



The Shire of Boyup Brook reviews its strategic plans and actions annually to monitor progress and ensure it remains consistent with the Shire of Boyup Brook's priorities, and that it adapts to emerging access and inclusion issues and best practice solutions. This will be achieved by:

- Keeping staff informed about progress on the implementation and achievements outlined in the DAIP
- Communication with staff on relevant updates received from the Department of Communities
- Promoting awareness by ensuring the training of all new staff occurs as part of the induction process
- Completion of the annual reporting template to Department of Communities by 31 July each calendar year





Implementation of the DAIP

The *Disability Services Act 1993* requires staff along with agents and contractors of the Shire of Boyup Brook to conduct their business in a manner consistent with the Shire of Boyup Brook's DAIP. It requires agents and contractors to take all practicable measures to ensure that relevant outcomes are implemented that align with the strategies in the Plan.

Implementation of the DAIP is the responsibility of all Shire of Boyup Brook staff. Some initiatives apply to all areas of the local government while others apply to specific areas.

Communications of the DAIP

The DAIP 2024 – 2029 will be promoted in the following ways:

- Publish on the Shire of Boyup Brook website
- Promote on the Shire of Boyup Brook social media platforms
- Provide a hard copy in Shire of Boyup Brook Administration Office front counter

The DAIP will also be available in alternative formats and languages upon request.



Access and Inclusion Outcomes

The DAIP provides a framework for the identification of barriers to access and inclusion, and for development of strategies to improve access and inclusion. These strategies contribute to seven access and inclusion outcomes, which are defined in the *Disability Services Regulations 2004*.

Outcomes

1

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

2

People with disability have the same opportunities to access 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 readily.

4

People with disability receive the same level and quality of service from employees of the relevant public authority.

5

People with disability have the same opportunities to make complaints to the relevant public authority.

6

People with disability have the same opportunities to participate in any public consultation by the relevant public authority.

7

People with a disability have the same opportunities regarding employment practices (recruitment and retention) by the relevant public authority.





St John Ambulance Boyup Brook Sub Centre

Additional Information

for further information on DAIP and the Department of Communities, please visit:

<https://www.wa.gov.au/organisation/departments-of-communities>

On 3 December 2020, the State Government launched a 10 year whole-of-community vision to protect, uphold and advance the rights of people with disability living in Western Australia.

A Western Australia for Everyone: State Disability Strategy 2020-2030 (the Strategy) sets the foundation for building a more inclusive Western Australia, empowering people with disability to participate meaningfully in all parts of society and to have the resources to do so.

For more information or to read the strategy in full, please visit

<https://www.wa.gov.au/government/document-collections/state-disability-strategy-2020-2030>

Building code of Australia **<https://www.abcb.gov.au/>**

References

State Disability Strategy 2020-2030

Australian Institute of Health and Welfare - People With Disability in Australia 2024

Australia's Disability Strategy 2021-2031

United Nations Convention on the Rights of Persons with Disabilities





Boyup Brook Swimming Pool

Shire Contact Information



55 Abel Street, Boyup Brook WA 6244
PO Box 2, Boyup Brook WA 6244



Ph: 9765 1200



Email: shire@boyupbrook.wa.gov.au



Opening hours: Monday - Friday
8.30am - 4.30pm



www.boyupbrook.wa.gov.au



The Shire of Boyup Brook is an inclusive and equal opportunity employer that values and respects diversity in the workplace.

Appendix – Outcomes and actions

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 Boyup Brook.

Strategy	Action/s	Timeline
1.1	<p>Ensure all shire documents related to events and services are provided in an accessible format that is designed for all.</p>	<ul style="list-style-type: none"> Continue to review forms and documents. Implement the requirements of the Shire style guide across all documentation. Ensure staff are informed with DAIP policy changes. Create documents and forms that comply with the principles in the Web Content Accessibility Guidelines (WCAG 2.0) with reference to colour contrast and accessibility. https://www.w3.org/TR/WCAG22/
1.2	<p>Ensure all functions and events organised by the Shire are accessible and adopt the principles outlined in the DAIP.</p>	<ul style="list-style-type: none"> Shire event staff utilise the event application process and relevant checklists. (Access Institute Handbook 2.3 Festivals & Outdoor Events).
1.3	<p>Ensure all event organisers consider access and inclusion strategies to meet the outcome 1.</p>	<ul style="list-style-type: none"> Encourage event organisers to develop large and accessible maps for larger scale events. Event application and approval process includes assessment of the events accessibility. Support event organisers by providing information on “How to provide better access to outdoor events” Access Institute Handbook 2.3).
1.4	<p>Encourage local business and community groups to increase their awareness and become more accessible and inclusive.</p>	<ul style="list-style-type: none"> Partner with community organisations to promote accessible solutions for the community. Include reference to compliance with disability principles in MOU's and Community Grants.
1.5	<p>Ensure project scope documents require agents and contractors to comply with access standards where practicable.</p>	<ul style="list-style-type: none"> Include compliance standards in scope of works for projects. Work with project managers and architects on Sandakan Park redevelopment and Evacuation Centre. Apply the principles of universal design for Shire multi -residential developments.

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

Strategy		Action/s	Timeline
2.1	Apply to the principles of the Wayfinding Design Guidelines and “Whys of Access” to assist with navigation through the local environment and provide continuous paths of travel relevant to users.	<ul style="list-style-type: none"> • Conduct an audit of paths and kerbings and continue to improve safe access that meets the needs of the community. • Conduct an audit of crossings within the townsite to identify priority locations. • Seek feedback from community about how they get around asking questions in relation to their day using a map to identify barriers. 	2024-2026
2.2	Implement an annual works program that identifies maintenance required to ACROD parking at public/shire buildings.	<ul style="list-style-type: none"> • Annual inspection of designated ACROD parking bays. • Investigate alternative designs and signage to reduce maintenance. • Include the addition of bollards to accessible parking bays. 	2024-2025 Annually
2.3	Continue to improve access to existing shire facilities such as the medical centre and cemetery.	<ul style="list-style-type: none"> • Investigate options to improve access to existing facilities and consider opportunities to use an access consultant. 	Annually
2.4	Review access to all public buildings and identify areas to improved access.	<ul style="list-style-type: none"> • Assess the type of controls in use such as handles and light switches on public buildings frequently accessed by the community. • Review circulation and passing spaces at each public building. 	2024-2029

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

Strategy		Actions	Timings
3.1	Ensure the Shire’s information disseminated via internet and social media is consistent with the DAIP	<ul style="list-style-type: none"> • Provide a banner on the homepage with a link to the DAIP. 	2024
3.2	Ensure all shire documents related to events and services are provided in an easy to read font, (arial 12) that is clear and legible and designed for all.	<ul style="list-style-type: none"> • Continue to review forms and documents. • Ensure staff are informed regarding DAIP strategies. • Ensure all documents and forms comply with the Web Content Accessibility Guidelines (WCAG 2.0).https://www.w3.org/TR/WCAG22/ 	Ongoing Ongoing Ongoing Ongoing
3.3	Review strategies and actions by consulting with representatives the community.	<ul style="list-style-type: none"> • Create a working group who meet annually to explore and implement additional support to assist people access relevant information and provide the shire with feedback. 	2024-2025

Outcome 4: People with disability receive the same level and quality of service from the staff of the Shire of Boyup Brook as other people receive from the staff of the shire.

Strategy		Action/s	Timeline
4.1	Continue to improve customer service to ensure people with communication barriers are given time to get their message across or source information.	<ul style="list-style-type: none">• Review Customer Service Charter to include communication access actions.• Identify different types of communication methods such as Auslan & provide staff with a basic understanding or tools to use.	2024-2026
4.2	Provide training to all staff on disability access and inclusion awareness.	<ul style="list-style-type: none">• All staff undertake disability access and inclusion training as part of induction.• Explore the use of online videos and training focusing on disability access and inclusion for key staff.	Ongoing

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

Strategy	Action/s	Timeline
5.1	As part of outcome 4, staff to use skills and knowledge to identify people who need assistance.	<ul style="list-style-type: none">• Knowledge gained through training and education.• Use of a Auslan for hard of hearing people. Ongoing
5.2	As part of outcome 3 ensure form is easy to complete and read and is available in alternative formats.	<ul style="list-style-type: none">• Style guide based on best practice and current standards. Ongoing
5.3	Develop streamlined complaints management systems for matters relating to accessibility and inclusion.	<ul style="list-style-type: none">• Review existing tools for feedback.• Allow ongoing feedback to be embedded into DAIP strategies annually. Ongoing
5.4	Utilise feedback as a resource for future planning and quality improvement.	<ul style="list-style-type: none">• Investigate how to capture and use data provided though feedback to develop an access map. Ongoing

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

	Strategy	Action/s	Timeline
6.1	Community engagement processes will be well-promoted to all stakeholders across a wide selection of the community.	<ul style="list-style-type: none">• Develop a marketing and communications campaign to increase awareness.• Partner with local organisations to increase reach and participation.• Raise awareness within the community of the working group.• Develop terms of reference for the working group.	2024-2026
6.2	Specific direct communication will occur with key stakeholders.	<ul style="list-style-type: none">• Utilise working group to engage with key stakeholders on an annual basis to measure success across the DAIP for reporting.	Annually

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

Strategy	Action/s	Timeline
7.1	People with disability will be encouraged and supported to apply for roles at the shire.	<ul style="list-style-type: none"> • Ensure advertisements are inclusive. • Expand relationship with disability employment service providers. • Ensure recruitment processes are transparent, consistent, and fair for all people with disability and diverse backgrounds.
7.2	Workplaces at the shire will be accessible and safe for all staff.	<ul style="list-style-type: none"> • Compliance to Building Code and relevant Australian Standards.
7.3	Investigate tools to assist the Shire become an inclusive volunteering workspace.	<ul style="list-style-type: none"> • Selected staff to complete the Volunteering WA training course. • Provide opportunities for inclusion of volunteers during emergency recovery.