



**Shire of Cunderdin
Disability Access & Inclusion Plan
2024 - 2029**

Adopted 27th February 2024

This plan is available online and in alternative formats:

Please contact the Shire of Cunderdin Administration Office via:

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The Shire of Cunderdin website allows users to adjust the contrast of pages and text.

An option to increase the text size also allows accessibility in Shire of Cunderdin publications.



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SHIRE OF CUNDERDIN MISSION

To demonstrate proactive, inclusive, and responsible leadership in the provision of facilities, infrastructure, and services for our community now and into the future.

This document explains how Council will endeavour to implement the above mission statement by improving access to functions, facilities, and services for people with disability. Application of this statement will be in accordance with key objectives and principals outlined in the *Disability Services Act (1993) and Disability Services Regulations 2004*.

APPLICATION OF THE DAIP

The Shire of Cunderdin is committed to implementation of the DAIP by all Shire members (Council and Staff), agents, and contractors.

Local governments develop Disability Access and Inclusion Plans to ensure residents and visitors to the district feel welcome. Universal access is the aim for events, facilities, and services in the Shire.

People with disability are valued and equal members of the Shire of Cunderdin community who make a variety of contributions to social, economic, and cultural life. Access and inclusion plans are not just about ensuring buildings have wheelchair access, they also incorporate inclusion at a participatory and service level.

By interlacing desired outcomes, as identified by the Disability Services Act, with the Shire of Cunderdin's integrated planning documents, the Shire ensures that it considers the DAIP framework in the management, and daily routines of the Shire.

The seven desired outcomes are:

1. People with disability have the same opportunities as other people to access the services of, and any event held by a public authority.
2. People with disability have the same opportunities as other people to access the buildings and facilities of a public authority.
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.
4. People with disability receive the same level and quality of service from a public authority as other people receive.
5. People with disability have the same opportunities as other people to make complaints to a public authority.
6. People with disability have the same opportunities as other people to participate in public consultation by a public authority.
7. People with disability have the same opportunities as other people to obtain and maintain employment at a public authority.

Implementation of the DAIP is the responsibility of every staff member, and all operational areas of the Shire. The Disability Services Act (1993) requires that public authorities take practical measures to ensure its officers, employees, agents, and contractors implement the DAIP.

SHIRE BACKGROUND

The Shire of Cunderdin is located 158 kilometres east of Perth, and 58 kilometres east of the regional centre, Northam.

The Shire covers an area of 1,872 square kilometres and consists of two localities being Cunderdin and Meckering.

Majority of the Shires population resides in the Cunderdin townsite with 800 residents, and 100 residents in Meckering. The total population in the Shire is estimated to remain constant over the next ten years.

The Shire is responsible for a wide range of services and facilities. These include services to community property, community events, Local Government regulatory processes and administration.

The local economy is reliant on agriculture, with wheat, canola and lupins being the main crops grown, and sheep production also a prominent sector. The local industries and services are largely based around the agricultural sector.

The estimated resident population for the Shire of Cunderdin as reported in the 2021 Bureau of Statistics Census Data.

- Estimated resident population 960 with a median age of 35yrs
- Estimated resident Aboriginal and Torres Strait Islander population thirty-seven
- Estimated 19.3% under 0-14yrs of age; 15.4% over 65yrs
- Estimated 650 people employed
- With 776 people over the age of 15yrs of age, 484 of these people are gainfully employed within the Shire of Cunderdin in a full time or part time capacity. With the unemployment percentage of the Shire recorded at 5.4%.
- Thirty-one people stated that they require assistance in their core activities. Core activities are day to day limitations on a persons' self-care, mobility, and communication needs. Often these limitations are caused by long term health conditions, a disability or old age.
- Seventy-four people provided unpaid assistance to a person with a disability, health condition or due to old age.

ACHIEVEMENTS FROM 2016 – 2021 DAIP

OUTCOME 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.

- Programs and events planned for have been diverse in their content and affordability, insuring inclusivity and accessibility for all community members.
- Events planned to be held in alternative locations - the Shire offers a variety of transport options for people requiring assistance, enabling their attendance.

OUTCOME 2

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

- Access ramps were installed at the Meckering Mens Shed.
- Installation of a wheelchair accessible toilet at the Cunderdin Museum.
- Alternative entry point made available at the Meckering Town Hall allowing ease of access rather than tackling the stairs.
- Creation of accessible pathways through the Sandalwood Garden and Meckering Memorial Park.

OUTCOME 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.

- Professionals engaged to deliver information at events.
- Health professionals in attendance at events offering health checks to event attendees.
- Council website allows users to change the size of fonts, and background colours. Providing users with improved readability when accessing information.

OUTCOME 4

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

- Staff attended first aid training for mental health. Raising awareness of compassionate communication processes.
- Contractor induction programs raise disability awareness and acceptable service delivery practices.
- Adopted Code of Conduct guidelines are required to be followed by Council & Staff members.

OUTCOME 5

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

- Multiple formats of complaint registration offered through the Shires website, social media channels & Admin office.
- Council has adopted policies and procedures for complaints.

OUTCOME 6

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

- Multiple forums for community consultation were conducted through group events and personal face to face interaction during the production of multiple projects, and plan implementation.
- Staff offered flexible consultation meeting times, and locations to the community.

OUTCOME 7

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

- Management of employee tasks ensuring everyone feels included and able to reach their full potential.
- Development of Council Policies to maintaining inclusivity for all employees.

CONSULTATION AND ENGAGEMENT

In 2023, the Shire consulted with the Cunderdin Community that a review of the Council's Disability Access and Inclusion Plan (DAIP) would take place. The consultations included:

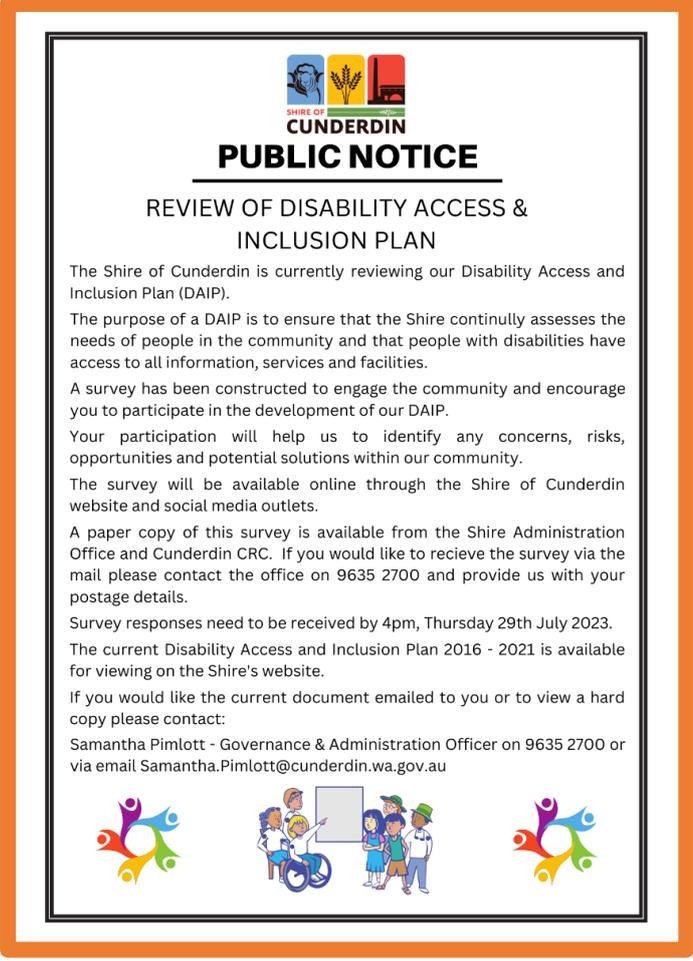
- Attendance and workshops at local Community Group Meetings
- Invitations for the community to participate in a DAIP Survey.
- Surveys for the community to complete were available on the Shire's website, the Administration Office, and Cunderdin Community Resource Centre.
- Discussions with Councillors.
- Advertising that the review was happening occurred in the Bandicoot, Shire Snippets, on the Shire of Cunderdin Facebook page, community notice boards in Cunderdin and Meckering.

The Shire of Cunderdin 2024 – 2029 Disability Access & Inclusion Plan will continue to strengthen ties between the DAIP outcomes and the Shire's integrated planning documents. This integration is essential to providing residents and visitors to the Shire of Cunderdin with an accessible and inclusive community for all to enjoy and be proud of.

Designation of completion dates to many of the tasks assigned to meet each of the seven desired DAIP outcome areas is not possible. That is because the Shire continually acts upon these tasks within its policies and procedures.

During the recent review process potential areas of improvement identified by consultation participants were:

- Reflective tape installation on building steps.
- Assessment of assistance rails in Shire's bathroom facilities.
- Accessible toilets in all venues.
- Implementation of inclusive exercise classes.
- Accessible community bus.
- Ingress and egress difficulties from local business i.e., may need to install sliding doors.



The graphic is a public notice for the review of the Disability Access & Inclusion Plan. It features the Shire of Cunderdin logo at the top, which includes icons for a person, a wheat stalk, and a building. Below the logo, the text reads "PUBLIC NOTICE" in large, bold letters, followed by "REVIEW OF DISABILITY ACCESS & INCLUSION PLAN". The notice contains several paragraphs of text explaining the purpose of the DAIP, the survey process, and how to participate. At the bottom of the notice, there are three colorful icons: a group of people, a person in a wheelchair, and a group of people. The entire notice is enclosed in a double-line border, with the outer line being orange and the inner line being black.

SHIRE OF CUNDERDIN
PUBLIC NOTICE
REVIEW OF DISABILITY ACCESS & INCLUSION PLAN

The Shire of Cunderdin is currently reviewing our Disability Access and Inclusion Plan (DAIP).

The purpose of a DAIP is to ensure that the Shire continually assesses the needs of people in the community and that people with disabilities have access to all information, services and facilities.

A survey has been constructed to engage the community and encourage you to participate in the development of our DAIP.

Your participation will help us to identify any concerns, risks, opportunities and potential solutions within our community.

The survey will be available online through the Shire of Cunderdin website and social media outlets.

A paper copy of this survey is available from the Shire Administration Office and Cunderdin CRC. If you would like to receive the survey via the mail please contact the office on 9635 2700 and provide us with your postage details.

Survey responses need to be received by 4pm, Thursday 29th July 2023.

The current Disability Access and Inclusion Plan 2016 - 2021 is available for viewing on the Shire's website.

If you would like the current document emailed to you or to view a hard copy please contact:

Samantha Pimlott - Governance & Administration Officer on 9635 2700 or via email Samantha.Pimlott@cunderdin.wa.gov.au

During the community consultation we discovered a number of potential barriers. These barriers may effect implementation of identified improvements. Detection of these potential obstacles, i.e., budget restrictions, and private property ownership, allows the Shire and community an opportunity to acknowledge that achieving an accessible and inclusive environment in Cunderdin requires a holistic community approach, and commitment.

STRATEGIES, OUTCOMES, AND IMPLEMENTATION

The following strategies developed; address each of the seven desired outcome areas of the Disability Services Act. The tasks identified during the Shire's DAIP consultation process link to the relevant strategies.

Below each strategy and task, you will find where the DAIP integrates with the Shire's Corporate Business and Strategic Community Plans.



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 Cunderdin

Strategy	Task	Task Timeline
Retain links between the DAIP and other Shire Integrated Plans.	<ul style="list-style-type: none"> Continue to incorporate the objectives and strategies of the DAIP into the Shire's integrated planning processes. 	Ongoing
Ensure that events, whether organised or funded, are accessible to people with disability.	<ul style="list-style-type: none"> Ensure all events are planned with the '<i>Accessible Events: A Guide for Meeting and Event Organisers</i>' checklist. 	Ongoing
Ensure all contractors or agents planning or delivery services or works on behalf of the Shire are aware of their obligations under the Disability Services Act 1993 (WA).	<ul style="list-style-type: none"> Tender documents and induction processes will include information advising contractors of their obligations. 	Ongoing
Consult people with disability on their accessibility and service needs.	<ul style="list-style-type: none"> Broadly advertise all consultation opportunities. Develop relationships with a broad range of community organisations. 	Ongoing

Corporate Business Plan

1. COMMUNITY AND SOCIAL
 - 1.1 Community members have the opportunity to be active, engaged and connected
 - 1.1.1 Implement the Shire's Disability Access and Inclusion Plan
 - 1.1.7 Collaborate with the CRC and local groups to deliver community events and initiatives that are diverse and inclusive to local needs
 - 1.2 A Healthy and safe community is planned for.

Strategic Community Plan

1. COMMUNITY AND SOCIAL
 - 1.1 Community members have the opportunity to be active, engaged and connected
 - Inclusive access to Shire facilities and services
 - O'Connor Park and Apex Park are welcoming and active spaces.
 - Well attended local events and celebrations
 - 1.2 A healthy and safe community is planned for
 - Promotion and advocacy of community health and wellbeing

- 1.3 Advocate for the provision of quality health services, health facilities and programs in the Shire
 - Retention of local health facilities, visiting allied health and volunteer health services
3. BUILT ENVIRONMENT
 - 3.2 Enhance connectivity between places
 - Maintenance and extension of the footpath network
 - 3.3 Enhance public spaces and townscapes
 - Clean, accessible, and modern public toilets

OUTCOME 2

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

Strategy	Task	Task Timeline
Ensure that all buildings and facilities meet the standards for access and any demonstrated additional need.	<ul style="list-style-type: none"> Annual inspections completed by Councillor Buildings Committee to identify any additional access requirements and or maintenance. 	Annually
	<ul style="list-style-type: none"> Install reflective tape on hall steps 	2024/2025
Ensure that all new or redevelopment works provide access to people with disability, where practicable.	<ul style="list-style-type: none"> All contractors to work in accordance with the Disability Access and Inclusion Plan. 	Ongoing
	<ul style="list-style-type: none"> Ensure that accessible parking requirements are taken into consideration during all new or redevelopment projects. 	Ongoing
Advocate to local businesses and tourist venues the requirements for, and benefits flowing from, the provision of accessible venues.	<ul style="list-style-type: none"> The Shire will consult with local businesses about any access concerns raised by the community. 	Ongoing
Where reasonable and practicalable the Shire will endeavour to ensure that all recreational areas are accessible.	<ul style="list-style-type: none"> Plan for all buildings to have access to accessible toilet facilities. 	2024 - 2027

Corporate Business Plan

1. COMMUNITY AND SOCIAL
- 1.1 Community members have the opportunity to be active, engaged and connected
3. BUILT ENVIRONMENT
- 3.1.5 With the community, develop preferred pedestrian connections across the Great Eastern Hwy and advocate for them

Strategic Community Plan

1. COMMUNITY AND SOCIAL
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3. BUILT ENVIRONMENT

- 3.2 Enhance connectivity between places
 - Maintenance and extension of the footpath network
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 - Clean, accessible, and modern public toilet

OUTCOME 3

People with disability receive information from the Shire of Cunderdin 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
Ensure that the Shire’s website follows accessibility guidelines.	<ul style="list-style-type: none"> Evaluate the website 	2024/2025
Proactively communicate information about accessible facilities within the Shire.	<ul style="list-style-type: none"> Advertise accessible facilities and equipment on the Shire’s social media pages. 	2025/2026
	<ul style="list-style-type: none"> Include information about accessible spaces, services, facilities, events, and equipment on the Shire’s webpage 	2024/2025
Raise community awareness that upon request, Shire information is available in various formats.	<ul style="list-style-type: none"> Ensure that documents carry a notation that it is available in an alternate format (e.g., larger print). 	Ongoing
	<ul style="list-style-type: none"> Ensure all new employees, Councillors are aware of the DAIP in their respective induction processes. 	Ongoing

Corporate Business Plan

- 2. ECONOMY
 - 2.2.8 Update and improve visitor information infrastructure as well as online, face to face and print communication channels
- 5. GOVERNANCE AND LEADERSHIP.
 - 5.1 Shire communication is consistent, engaging, and responsive
 - 5.1.1 Shire communication is aligned to policy and best practice engagement standards
 - 5.3 Implement systems and processes that meet legislative and audit obligations
 - 5.3.8 Continual improvement in governance and operational policies, processes, and implementation

Strategic Community Plan

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Policy Manual

- 8.7 Equal Employment Opportunity
- 8.12 Discrimination, Harassment and Bullying

OUTCOME 4

People with disability receive the same level and quality of service from the staff of the Shire of Cunderdin.

Strategy	Task	Task Timeline
Ensure that all employees, existing and new and Elected Members are aware of disability and access issues and have the skills to provide appropriate services.	<ul style="list-style-type: none"> Provide access and inclusion updates at staff meetings. 	Ongoing
	<ul style="list-style-type: none"> Assess staff training needs in relation to DAIP knowledge at performance reviews. 	Annually
	<ul style="list-style-type: none"> Provide all new employees a copy of the DAIP during the induction process. 	Ongoing
Ensure that all Shire of Cunderdin Policy and procedures relevant to Customer Service are consistent with the DAIP.	<ul style="list-style-type: none"> Consideration to the DAIP outcomes during annual review of Policy and Procedure Manuals, will ensure consistent service delivery. 	Annually

Corporate Business Plan

- 5. GOVERNANCE AND LEADERSHIP.
- 5.1 Shire communication is consistent, engaging, and responsive
- 5.1.1 Shire communication is aligned to policy and best practice engagement standards
- 5.3 Implement systems and processes that meet legislative and audit obligations
- 5.3.8 Continual improvement in governance and operational policies, processes, and implementation

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OUTCOME 5

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

Strategy	Task	Task Timeline
Ensure that grievance mechanisms are accessible for people with disability.	<ul style="list-style-type: none"> Continue with current grievance mechanisms by accepting complaints via phone, post, web-form, email, in-person and continue to audit and review monthly. 	Ongoing
	<ul style="list-style-type: none"> Promote a variety of communication methods. 	Ongoing

Corporate Business Plan

- 5. GOVERNANCE AND LEADERSHIP.
- 5.1 Shire communication is consistent, engaging, and responsive
- 5.1.1 Shire communication is aligned to policy and best practice engagement standards
- 5.3 Implement systems and processes that meet legislative and audit obligations
- 5.3.8 Continual improvement in governance and operational policies, processes, and implementation

Strategic Community Plan

- 5. CIVIC LEADERSHIP
- 5.1 Shire communication is consistent, engaging, and responsive
 - Residents and community groups believe they are being listened to and fairly treated
- 5.3 Implement systems and processes that meet legislative and audit obligations
 - Capability of our organization is continually improved

OUTCOME 6

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

Strategy	Task	Task Timeline
Actively consult people with disability about the DAIP.	• Advertise the DAIP in all mediums (print, online, email)	Ongoing
	• Establish a register of people to provide comment on access and inclusion issues	2024/2025
Ensure that all Shire consultations, forums, workshops, and meetings are inclusive and accessible. Make sure people with a disability are aware of them.	• Ensure that consultation can take place in different mediums, including in person, phone or electronically.	Ongoing
	• Ensure the consultation documentation is available in different formats.	Ongoing
	• A range of accessible formats will deliver consultation feedback.	Ongoing
	• Hold consultation in accessible locations.	Ongoing

Corporate Business Plan

- 1. COMMUNITY AND SOCIAL
- 1.1 Community members have the opportunity to be active, engaged and connected
 - 1.1.1 Implement the Shire's Disability Access and Inclusion Plan
- 5. GOVERNANCE AND LEADERSHIP.
- 5.1 Shire communication is consistent, engaging, and responsive
 - 5.1.1 Shire communication is aligned to policy and best practice engagement standards
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 - 5.3.8 Continual improvement in governance and operational policies, processes, and implementation

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- 3. BUILT ENVIRONMENT
- 3.2 Enhance connectivity between places
 - Maintenance and extension of the footpath network
- 3.3 Enhance public spaces and townscapes
 - Clean, accessible, and modern public toilets
- 5. CIVIC LEADERSHIP
- 5.1 Shire communication is consistent, engaging, and responsive
 - Residents and community groups believe they are being listened to and fairly treated
- 5.3 Implement systems and processes that meet legislative and audit obligations
 - Capability of our organization is continually improved

OUTCOME 7

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

Strategy	Task	Task Timeline
Improve methods of attracting, recruiting, and retaining people with Disability.	<ul style="list-style-type: none"> Assess the suitability of the Shire as a workplace, including – workstations, plant, and equipment, building access, parking, and working hours. 	Ongoing
	<ul style="list-style-type: none"> Examine methods of recruitment. 	Ongoing
	<ul style="list-style-type: none"> Recruitment processes will follow relevant legislation requirements. 	Ongoing

Corporate Business Plan

- 1. COMMUNITY AND SOCIAL
- 1.1 Community members have the opportunity to be active, engaged and connected
 - 1.1.1 Implement the Shire’s Disability Access and Inclusion Plan
- 5. GOVERNANCE AND LEADERSHIP.
- 5.1 Shire communication is consistent, engaging, and responsive
 - 5.1.1 Shire communication is aligned to policy and best practice engagement standards
- 5.3 Implement systems and processes that meet legislative and audit obligations
- 5.3.8 Continual improvement in governance and operational policies, processes, and implementation

Strategic Community Plan

- 2. ECONOMY
- 2.4 Encourage local workforce participation
 - Residents can access local, inclusive, and modern childcare facilities and services
- 5. CIVIC LEADERSHIP
- 5.1 Shire communication is consistent, engaging, and responsive
 - Residents and community groups believe they are being listened to and fairly treated
- 5.3 Implement systems and processes that meet legislative and audit obligations
 - Capability of our organization is continually improved

Policy Manual

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- 8.12 Discrimination, Harassment and Bullying

DOCUMENT CONTROL

Shire of Cunderdin 2024-2029 Disability Access & Inclusion Plan

Adopted By Council	27 th March 2024	S. Pimlott
Submitted to DoC	2 nd April 2024	S. Pimlott
Accepted by DoC	5th April 2024	S. Pimlott

The Disability Services Act require that reviewal of DAIPs happen at least every five years.

REPORTING

The Shire of Cunderdin reports on the implementation of the DAIP on an annual basis in the Shire's Annual Report and through the Annual Disability Access and Inclusion Plan report lodged with the Department of Communities. This process is in alignment with the State Disability Strategy.

This plan will be subject to review in at least five years. Should the plan require any amendment, or review inside of this stated five years, the Shire will adhere to statutory community consultation, endorse the plan at a Shire of Cunderdin Council meeting and lodge the endorsed amended plan with the Department of Communities.