



DISABILITY ACCESS AND INCLUSION PLAN PROGRESS REPORT

Reporting Period: 1 July 2023 – 30 June 2024

Report Due Date: 31 July 2024

Public Authority's Details

Name:

Shire of Halls Creek

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Date DAIP Lodged with the
Department of Communities:

31/07/2024

Date DAIP published on your
organisation's website:

31/07/2024

URL Link to published DAIP:

<https://www.halls creek.wa.gov.au/>

DAIP Outcome 1: Services and events		State Disability Strategy Outcome	Status (please select Completed, In Progress or Not Progressed)
People with disability have the same opportunities as other people to access services of, and any event organised by, the Shire of Hall's Creek.			
1.1.1	Ensure the DAIP Plan is referenced as part of Shire community/strategic planning.	12	In Progress
1.1.2	Become familiar with the expectations and opportunities in the State Disability Strategy 2020-2030 document to guide service development	12	In Progress
1.2.1	Identify key agencies and ensure contact details are up to date.	12	In Progress
1.2.2	Continue to be informed of the NDIS rollout in the Kimberley region and identify key agencies	12	Completed
1.2.3	Identify and implement ways to support local interagency meetings, ie provide venue, speakers, administration	12	In Progress
1.2.4	Ensure a calendar of local interagency meetings is available to dovetail any opportunities for information updates, guest speakers etc with engaged services.	12	Not progressed
1.2.5	Liaise with relevant government and non-government agencies regarding services needed by the community.	12	In Progress
1.3.1	Maintain directory	12	In Progress
1.3.2	Refer to Prime Minister & Cabinet	12	In Progress
1.3.3	Place DAIP on Shire website	15	Not progressed

DAIP Outcome 1: Services and events		State Disability Strategy Outcome	Status (please select Completed, In Progress or Not Progressed)
People with disability have the same opportunities as other people to access services of, and any event organised by, the Shire of Hall's Creek.			
1.3.4	Create content for what?	15	Not progressed
1.4.1	Identify relevant research, initiatives and services and ensure receipt of e-newsletters and other information sharing strategies.	15	Not progressed
1.4.2	Continue to be informed as to community issues.	15	Not progressed
1.5.1	Make the Accessible Events guidelines and Events Checklist available on the document management system.	15	In Progress
1.5.2	Promote Events Checklist to staff.	15	Not progressed
1.5.3	Review the Accessible Events guidelines and Events Checklist to ensure it remains relevant to the Shire of Halls Creek ie list of equipment	12	Not progressed
1.6.1	Seek feedback from community and neighbouring shires on equipment others are using for what purpose	13	Not progressed
1.6.2	Research products available to enhance the hearing augmentation at events.	12	Not progressed
1.6.3	Request for funding of products to enhance the hearing augmentation at events.	12	Not progressed

Q2

DAIP Outcome 2: Buildings and facilities		State Disability Strategy Outcome	Status (please select Completed, In Progress or Not Progressed)
People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Halls Creek.			
2.1.1	Conduct access audit at the Visitor Centre, Shire Administration, Cafe and Post Office to ensure upgrades provide a continuous Path of Travel therefore identifying any further access issues that may hinder project. Develop strategy and costing for replacements.	5	In Progress
2.1.2	Integrate all remedial works identified into the works schedule (is this related to the above?)	5	In Progress
2.2.1	Develop a process to ensure access and inclusion is integral to all projects from planning to completion.	5	Not progressed
2.2.2	Develop an accessible building checklist and keep up to date with legislative requirements and best practice.	12	Not Progressed
2.2.3	Ensure that the advice of an Access Consultant and identified local interested parties (ie Disability Service Providers) is sought where required when planning and designing any public facilities or undertaking major refurbishments.	5	Not progressed
2.2.4	Provide best practice access information and advice to private property developers as relevant.	5	Not progressed
2.3.1	Engage with authorities such as Main Roads regarding upgrades/projects to ensure access is considered at all stages (ref to authority's DAIP where applicable)	5	Not progressed

DAIP Outcome 2: Buildings and facilities

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

**State
Disability
Strategy
Outcome****Status**
**(please select
Completed, In
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Progressed)**

2.4.1	Develop and implement Audit schedule for Shire facilities including rest stops and camps within the Shire boundaries.	5	Not progressed
2.4.2	Develop refurbishment/development schedule and seek funding for Shire facilities including rest stops and camps within the Shire boundaries.	5	Not progressed
2.5.1	Ensure building and facility audits conducted against current legislation and best practice examples.	12	Not progressed
2.5.2	Provide information and/or training to relevant staff on the continuous path of travel in induction process.	12	Not progressed

Q3.

DAIP Outcome 3: Accessible information		State Disability Strategy Outcome	Status (please select Completed, In Progress or Not Progressed)
People with disability receive information from the Shire of Hall's Creek in a format that will enable them to access the information as readily as other people are able to access it.			
3.1.1	Identify ways of meeting communication needs of different language groups, ensuring communication is in plain English.	15	Not Progressed
3.1.2	Consider the use of local radio to provide information to the community.	15	Not progressed
3.1.3	Put statement re alternative formats on website and notice on front desk.	12	In Progress
3.1.4	Review the Shire Style Guide for documentation and promotional material, and ensure it includes how to provide Accessible Information.	12	Not Progressed
3.2.1	Identify external agency that can provide resources if required.	15	Not progressed
3.3.1	Subject to requests by customer/s, liaise with language centre as required.	15	Not progressed
3.4.1	Review policy to ensure inclusion of people living with varied abilities	15	Not progressed
3.5.1	Review the website and ensure it complies with the W3C Accessibility Guidelines, including offering alternatives to PDFs.	12	Not progressed
3.6.1	Library services to ensure its alternative format resources such as Large Print and Talking Book collections meet community demand.	15	In Progress

Q4.

DAIP Outcome 4: Service		State Disability Strategy Outcome	Status (please select Completed, In Progress or Not Progressed)
People with disability receive the same level and quality of service from the staff of the Shire of Hall's Creek as other people receive.			
4.1.1	Ensure staff are made aware of the new DAIP once endorsed.	12	In Progress
4.1.2	Provide induction training on access and inclusion to new staff and elected members.	12	Not progressed
4.1.3	Conduct training on access and inclusion for staff across all areas, at least every two years and provide training tailored to staff requirements in different areas of the Shire.	12	Not progressed
4.2.1	Make a range of access resources available, such as links to the Access Guidelines, Access Resource Kit, List of Access Consultants, Employment resources and other useful disability information. Promote these to staff.	12	Not Progressed
4.2.2	Review resources annually to ensure information provided is up to date and contemporary.	12	Not progressed
4.2.3	Identify key dates for awareness raising in line with community issues ie Mental health Week, International Day of disability.	11	Not progressed
4.2.4	Identify experts in the community and invite them to share information with staff.	12	Not progressed
4.3.1	Develop strategy to increase knowledge of relevant staff in relation to current public health issues with the support Community Health Plans required under the Act.	12	Not progressed

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Q5.

DAIP Outcome 5: Complaints		State Disability Strategy Outcome	Status (please select Completed, In Progress or Not Progressed)
People with disability have the same opportunities as other people to make complaints to the Shire of Hall's Creek.			
5.1.1	Promote the Shire's complaints processes to staff and the community.	13	Not Progressed
5.2.1	Review complaints process to ensure that people with access needs are supported to have their complaints addressed.	13	Not progressed
5.2.2	Ensure changes are made as per outcome of review of the complaints process.	13	Not progressed
5.3.1	Develop Customer Service Charter.	13	Completed
5.4.1	Promote Customer Service Charter	13	Completed

Q6.

DAIP Outcome 6: Consultation		State Disability Strategy Outcome	Status (please select Completed, In Progress or Not Progressed)
People with disability have the same opportunities as other people to participate in any public consultation held by the Shire of Hall's Creek.			
6.1.1	Identify and implement ways of gathering input from the community eg online, advisory groups, requests for input on access to new facilities and services.	13	Not Progressed
6.2.1	Follow the Accessible Events and Accessible Information guidelines and checklists when planning and running Council meetings, including agendas, papers and minutes.	12	Not progressed
6.3.1	Follow the Accessible Events and Accessible Information guidelines and checklists when planning and running the committee meetings, including agendas, papers and minutes	12	Not progressed
6.3.2	Provide the meeting papers in other local languages on request.	12	Not Progressed

Q7.

DAIP Outcome 7: Employment		State Disability Strategy Outcome	Status (please select Completed, In Progress or Not Progressed)
People with disability have the same opportunities as other people to gain and maintain employment at the Shire of Hall's Creek.			
7.1.1	Review EEO and other HR policies and procedures to ensure they do not discriminate against people living with varied disability.	12	Not Progressed
7.2.1	Carry out an access audit of workplaces. Would the Shire do access audit for workplaces other than shire buildings	2	Not progressed
7.2.2	Ensure new council buildings or refurbishments meet the Access to Premises – Buildings Standard and follow enhanced standards for fit out and other areas not covered by the BCA.	5	Not progressed
7.3.1	Promote an inclusive culture that supports and encourages employees with disability.	2	Not Progressed
7.3.2	Use the DSC employment Toolkit to guide recruitment and employment of people with disability.	3	Not progressed
7.3.3	Ensure employees have access to adaptive equipment.	8	Not progressed
7.3.4	Establish employment pathways for employees with disability to establish clear career development opportunities.	1	Not progressed
7.4.1	Identify any barriers in current recruitment process.	4	Not progressed

DAIP Outcome 7: Employment

People with disability have the same opportunities as other people to gain and maintain employment at the Shire of Hall’s Creek.

**State
Disability
Strategy
Outcome**

Status

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7.4.2 Amend recruitment process as per guidelines.

4

Not progressed

Q8. List and describe up to 3 key DAIP achievements and their outcomes for people living with varied abilities

Achievement 1

As part of our ongoing commitment to ensuring accessibility and safety for all staff, we have installed grab bars in the toilet and shower of the Shire staff house located at 8 Darcy Street. Valued at approximately \$800.00, these modifications are a crucial enhancement, providing support and stability for individuals with mobility challenges. This installation reflects our dedication to creating an inclusive and supportive workplace environment, ensuring that all employees can live and work comfortably and safely. We continue to prioritise improvements that promote the well-being and accessibility of our staff members in their homes and at work.

Achievement 2 – DAIP Action

Please list achievement – there is a 100-word limit. Provide a clear description of the achievement and the outcome/result as it relates to people with disability.

Achievement 3 – DAIP Action

Please list achievement – there is a 100-word limit. Provide a clear description of the achievement and the outcome/result as it relates to people with disability.

Q9. Is your Public Authority due to review its DAIP and amend or develop a new DAIP in the 2024-2025 reporting period?

Yes

No

For Local Government Authorities Only

Q10. Q How many elected members does your Council have?

Q11. How many elected members identify as having a disability?

Please send the completed report to:

StateDisabilityStrategy@communities.wa.gov.au by no later than Wednesday **31 July 2024**.