



# DISABILITY ACCESS AND INCLUSION PLAN

2025 - 2030



This document is accessible in alternative formats. It is available online, in an easy-to-read version, and in printed copies in both large and standard fonts. For more information, visit the website at [www.mukinbudin.wa.gov.au](http://www.mukinbudin.wa.gov.au).

## Table of Contents

1.	Background	
1.1	Demographics .....	1
1.2	The Shire History.....	2
1.3	Functions, Facilities and Services (both in-house and contracted) ..	2
1.4	People with disability in the Shire of Mukinbudin.....	4
1.5	Development of the Disability Access and Inclusion Plan.....	5
1.6	Progress since 2008.....	5
2.	Disability Access and Inclusion Policy Statement .....	6
2.1	Seven Outcomes of the DAIP .....	7
3.	Development of Disability Access and Inclusion Plan	
3.1	Responsibility for the Planning Process .....	8
3.2	Community Consultation Process .....	8
3.3	Findings of the Consultation.....	9
3.4	Implementing the DAIP.....	11
3.5	Promotion of the DAIP .....	13
3.6	Review and Monitoring .....	13
3.7	Reporting on the DAIP .....	13
4.	Strategies to Improve Access and Inclusion.....	14
	Appendix 1.....	17

## Acknowledgements

The Shire of Mukinbudin acknowledges and gives particular thanks to all the individuals and community members who contributed to this Disability Access and Inclusion Plan (DAIP).

The Shire will continue to work in partnership with community groups and other public authorities to facilitate services, facilities and information that supports access and inclusion for people with disability.

Council endorses the Shire of Mukinbudin Disability Access and Inclusion Plan 2025 – 2030 and looks forward to working with staff and community to improve access and inclusion in our community.



*Back row (left to right): Cr Abi Farina, Cr Geoff Bent, Cr Callum McGlashan, Cr Ashley Walker, Cr Sandie Ventriss*

*Front row (left to right): Cr Romina Nicoletti, Cr Gary Shadbolt, CEO Dirk Sellenger*

## Introduction

Disability access and inclusion is critical to our sense of community, so that all people can feel they belong, they are included and that they can enjoy equal opportunity in all areas of life.

The Western Australian Disability Services Act (DSA) 1993 and Amendments 2004, require all State and Local Government Authorities to implement a Disability Access and Inclusion Plan (DAIP) to ensure that people with disability have equity of access and inclusion to functions, facilities, services and information. The Shire understands its responsibilities and is committed to ensuring that it fulfils its obligations to the community and relevant legislation.

## Vision and Purpose.

The Shire of Mukinbudin is committed to offering accessible and inclusive services, and information to our staff and the community.

The Shire's key objective is to do all that is practicable to provide people with disabilities, their families and their carers with the same rights as other people to access services within our community. Our DAIP endeavours to.

- Serve people of all abilities.
- Offer access to people of all abilities to our services and events.
- Offer access to our buildings and facilities.
- Offer access to relevant information, in a range of accessible formats.
- Offer quality customer service with an opportunity for feedback.
- Provide services that meet the needs of our community. (Western Australian Department of Health, 2020)

## Definitions

**Disability:** A disability is any continuing condition that restricts everyday activity.

**Access:** Access in this context refers to an individual's physical ability to get to, into and around facilities and services. This access is created by removing structural barriers and including mechanisms to enable structural access.

**Inclusion:** Inclusion in this context refers to an individual's ability to participate as fully as possible in programs and services provided by organisations in an integrated and holistic manner that does not obstruct, embarrass or humiliate an individual.

**Discrimination:** Discrimination in this context refers to treating people with a disability less favourably than people without a disability would be treated under the same circumstances.

## **Useful References**

There is a range of legislation and strategic framework that guides and directs the Shire's delivery of services and facilities, including;

### ***Equal Opportunity Act 1984 (WA)***

The Equal Opportunity Act recognises that people with disability require and are entitled to the same level of service and facility as is available to other members of the community.

### ***Disability Services Act 1993 (WA)***

The Disability Services Act states that a person with a disability has the right to be respected for their human worth and dignity and has the same human rights as other community members, regardless of the degree and nature of their disability.

### ***Disability Discrimination Act 1992***

The Disability Discrimination Act is a Commonwealth Act providing protection against discrimination based on any form of disability for everyone in Australia.

### ***Australian Standards***

The Australian Standards set out requirements that must be referred to in the decision making process on issues relating to people with disability;

e.g. Australian Standard 1428 – Design for Access and Mobility

### ***Building Code of Australia***

The Building Code of Australia (BCA) applies to new buildings and buildings undergoing significant refurbishment or alteration. The BCA provides a statement on the technical requirements relevant to the design and construction of buildings and other related structures.

### ***United Nations Convention on the Rights of People with Disability***

Australia is one of 50 countries to have signed and ratified the UN Convention of the Rights of Persons with Disability, coming into effect in May 2008. As a party to the Convention, Australia is required to promote, protect and ensure the full enjoyment of human rights by people with disability and ensure they enjoy full equality under the law.

**Types of disability include:**

**Sensory** – affecting a person's sense, including those affecting vision and/or hearing

**Neurological** – affecting a person's ability to control their movements for example, cerebral palsy

**Physical** – affecting mobility and/or a person's ability to use their upper or lower body

**Intellectual** – affecting a person's judgement, ability to learn and communicate

**Cognitive** – affecting a person's thought processes, personality and memory resulting, for example, from an injury to the brain

**Psychiatric** – affecting a person's emotions, thought processes and behaviour, for example, schizophrenia and bipolar disorder. (Western Australian Department of Health, 2020)

It's important we all work together to build strong communities where everyone can feel valued and can make a contribution.



# **1. Background**

## **1.1 The Shire History**

Mukinbudin is 296kms or just over three hours' drive northeast of Perth in the Wheatbelt region of Western Australia along the Wheatbelt Way drive trail. The town was gazette in 1922, has a population of 555 and an area of - 3,437 square kilometres. The Shire is part of the golden outback and adjoins other local governments of Mt Marshall, Trayning, Nungarin and Westonia.

The town of Mukinbudin is located at the southern end of the Shire which also includes the localities of Bonnie Rock, Dandanning, Karloning, Lake Brown and Wilgoyne. Mukinbudin is the service centre for a farming population of 274 with the balance of the population residing in the urban centre of Mukinbudin.

The road network extends 921 kilometres. There are a number of sporting facilities for football, hockey, cricket, basketball, golf, netball, lawn bowls, tennis, swimming and pistol shooting. Other services include accommodation, art and craft groups, community service groups, book clubs, Community Shed, playgroup and occasional care centre. The town of Mukinbudin has a Primary School, incorporating a Pre-Primary and Kindergarten, a High School to Year 10, Tertiary and Further Education and Distant Education.

The main local industries in Mukinbudin include cereal grain farming, sheep and wool farming, small scale mining, farm machinery and metal fabrication. There is an increase in tourist activity with many fascinating rock formations and picnic locations include Weira Reserve, Quanta Cutting Reserve and Pope's Hill and many granite outcrops scattered throughout the Shire's numerous nature reserves with diversity of wildflowers and wildlife.

Historical locations to the north of Mukinbudin townsite demonstrate the efforts made by pioneers to collect water from gnamma holes, soaks, and rock-lined wells. Other historical displays have been compiled within the old Mukinbudin Railway reserve, and there is a corrugated bulk grain silo built in 1949 by Mr Lloyd George Jones, which has been relocated into town to recognise the importance of the grain growing industry to the District.

## 1.2 The Shire History

In the 1870s pastoralists took up large leases in excess of 20,000 acres to run sheep, plus land was also taken up by Sandalwood cutters and miners enroute to the goldfields. In 1910 the first farmers arrived to commence wheat growing on their 1,000 acre blocks, and it was some time before they added stock to what had been only a wheat growing enterprise. In 1920 the government decided to extend the railway line from Bencubbin to the Mukinbudin area, and the district surveyor, after inspecting the area, decided that a townsite was required. He advised that the local Farmers and Settlers Association wanted the townsite named Barlbarin instead of Muckenbooding, the name by which the area was then known. Land for the townsite was resumed in 1921, and by 1922 when the townsite was gazetted, the local settlers had changed their mind and now wanted it named Muckenbooding, although preferring a shortened spelling. The Surveyor General, H S King, decided it should be spelt Mukinbudin as noted in the gazettal notice of 30<sup>th</sup> June 1922. Muckenbooding is an Aboriginal name, first recorded in 1889 for Muckenbooding Rock, however, the meaning of the name is not known.

In 1922 the townsite of Mukinbudin was part of the Nungarin Road Board. In 1933 a separate Road Board was established with Mukinbudin as its administrative centre with two smaller sidings within its boundaries – Bonnie Rock to the north and Lake Brown to the east of Mukinbudin, respectively.

## 1.3 Functions, Facilities and Services (both in-house and contracted) provided by the Shire of Mukinbudin

The Shire of Mukinbudin is governed by seven elected members and provides a range of functions, facilities and services including but not limited to:

- **Services to property include:** construction and maintenance of roads and footpaths; stormwater drainage; domestic waste collection and disposal, including recycling of certain domestic waste; drum MUSTER collection services and facility; litter control and street cleaning; street tree and roadside tree pruning; bushfire control; dog control; cat control and maintenance of parks and gardens.
- **Recreation Services to the community include:** provision and maintenance of outdoor playing areas for football, cricket, hockey, basketball, tennis and lawn bowls, the public swimming pool, children's playground, and Pioneer Botanical Walk trail; plus provision and maintenance of the sporting complex with its social lounge/bar facilities and an indoor hall which caters for basketball and netball.
- **General Services to the community include:** Community Resource Centre; public library; community bus; caravan park; and cemetery.
- **Local Government Regulatory Services to the community include:** town planning; building control; environmental health; public health; and ranger services.



- **Local Government Administration Services to the community include:** provision of general information to the public, lodging and resolution of complaints, collection of rates; vehicle licensing, dog and cat registrations.
- **Processes of Local Government include:** ordinary and special council and committee meetings, annual elector meetings and election of council members.

Shire facilities include:

- Mukinbudin Public Library
- Mukinbudin Memorial Hall
- Mukinbudin Aquatic Centre
- Mukinbudin Community Resource Centre
- Mukinbudin Sporting Complex
- Mukinbudin Caravan Park



*Image above: Mukinbudin Recreation Ground*

## 1.4 People with disabilities in the Shire of Mukinbudin

The Australian Bureau of Statistics (ABS) provides key statistics released 4 July 2024, for Disability, Ageing and Carers Australia, estimating that of our population of 5.5 million Australians, 21.4% had disability, up from 17.7% in 2018.

Due to the size of our population and Merredin being a regional center, there are limited facilities in Mukinbudin for people living with disabilities, although future plans are to ensure universal design for new projects undertaken by the Shire.

There has been recent industry research in the wheatbelt regions and data that indicates there are some retired persons electing to move from metropolitan areas for more affordable housing in the Wheatbelt. This brings added importance to facilities, medical services, accessibility and inclusivity of regional towns.

This trend is being acknowledged at all levels and local governments are being encouraged revitalise their local communities. The Shire has a modern Health Centre and a nearby hospital in Kununoppin, 45kms away in the Shire of Trayning. A volunteer ambulance service provides transport to and from the hospital and beyond.



Image above: Mukinbudin Medical Centre

Public toilet facilities have been located at key public facilities such as, outside the Council Administration Office, in the Recreation Centre, and the main street. All have facilities suitable for people with disabilities. There is aged accommodation available within the Mukinbudin townsite consisting of twelve duplex units. The Shire is an active member of the Central East Accommodation & Care Alliance (CEACA) which provides Independent Living Units in Mukinbudin for rental.

## **1.5 Development of the Disability Access and Inclusion Plan**

The Western Australia Disability Services Act requires all Local Governments to develop and implement a Disability Access and Inclusion Plan (DAIP) to ensure that people with disabilities have equal access to its information, facilities and services.

The Shire's Disability Access and Inclusion Plan is to be updated every five years. The plan is reviewed annually and an annual report is submitted to the Disability Services Commission.

## **1.6 Progress since 2008**

The Shire of Mukinbudin is committed to facilitating the inclusion of people with disabilities through the improvement of access to its facilities and services. To meet this goal, Council has been preparing and reviewing its Disability Access & Inclusion Plan since 2008.

The process of developing and reviewing the DAIP is necessary to improve services, facilities and information for people with disabilities and to prepare for future needs of these people. Since developing the DAIP, the Shire has implemented several initiatives, some of which are highlighted in '*Appendix 1: Achievements*'.

The Shire has continued to improve access and remove barriers through the implementation of many strategies contained in the plan. Significant progress has been made in improving access to community facilities, particularly for individuals with age related disabilities, leading to higher levels of community engagement.

## 2. Disability Access and Inclusion Policy Statement

The Shire of Mukinbudin is committed to the seven desired outcomes identified in this DAIP and ensuring that the locality is accessible and inclusive for people with disabilities, their families, and carers.

The Shire of Mukinbudin also interprets an accessible and inclusive community as one in which all Council functions, facilities, and services (both in house and contracted) are inclusive and accessible for people with disabilities, as they are for other people in the wider community. The Shire will do all practicable to meet the needs of persons with disabilities.

To this end the Shire of Mukinbudin will strive to –

- **Recognise** that people with disabilities are valued members of the community who make a variety of contributions to local, social, economic, and cultural life.
- **Believe** that a community that recognises its diversity and supports the participation and inclusion of all its members, makes for a richer community.
- **Commit** to continuously improve the Shire's DAIP's by consulting with people with disabilities, their families and carers, and the community regarding the barriers to access and inclusion.
- **Support** local community groups, contractors and other relevant organisations to facilitate better access and inclusion outcomes for people with disabilities.

## **2.1 Seven Desired Outcomes of the DAIP**

The Shire of Mukinbudin is dedicated to achieving the following seven desired outcomes through its DAIP:

- 1) People with disabilities, their families and carers have the same opportunities as other people to access the services of, and any events organised by, the Shire of Mukinbudin.
- 2) People with disabilities have the same opportunities as other people to access all buildings of a public nature, plus other facilities provided by the Shire of Mukinbudin.
- 3) People with disabilities receive information from the Shire of Mukinbudin in a format that will enable them to access the information as readily as other people are able to access it.
- 4) People with disabilities receive the same level and quality of service from the staff of, and contractors/agents to, the Shire of Mukinbudin.
- 5) People with disabilities have the same opportunities as other people to make complaints to the Shire of Mukinbudin.
- 6) People with disabilities have the same opportunities as other people to participate in any public consultation process with the Shire of Mukinbudin.
- 7) People with disabilities have the same opportunities as other people to obtain and maintain employment with the Shire of Mukinbudin.

### **3. Development of the Disability Access and Inclusion Plan (DAIP)**

#### **3.1 Responsibility for the planning process**

The Shire CEO has the responsibility to oversee the development, implementation, review and evaluation of the plan. The final plan is required to be endorsed by Council, and it is the responsibility of all officers to implement the relevant actions.

Regular meetings are to be held with the CEO and senior officers to bring together the DAIP outcomes. The Shire will also promote staff discussions on matters relating to access and inclusion so they become part of routine operational matters on a daily basis.

#### **3.2 Community Consultation Process**

To meet statutory requirements a review of the Shire's Disability Access and Inclusion Plan 2019 - 2024 was undertaken in October and November 2024.

The aim being to further improve outcomes for access and inclusion and produce the new DAIP for 2025 - 2030. The process included:

- **Examination** of the current DAIP and review of actions.
- **Review** of annual reports, relevant documents, disability legislation, and best practice in access and inclusion.
- **Consultation** with staff, relevant community and professionals, and Department of Communities;
- **Assessment** of the Disability Services Regulations 2004 and its relevant amendments.

Advertising for public comment on the DAIP was invited through the local paper, notice boards, social media and the Shire website. The Shire of Mukinbudin has reviewed and developed the Disability Access and Inclusion Plan for the period of 2025 – 2030.

### **3.3 Findings of the Consultation**

The consultation and review process provides an opportunity for staff and community members to comment on the redevelopment of the DAIP. Feedback generally reflects the improvements made from the applied strategies and actions.

High levels of satisfaction would be indicated in areas such as:

- Accessing information
- ACROD - accessible parking
- Improved ramps
- Receiving high levels of customer service
- Opportunity to make complaints
- Employment

The review supports the Shire's efforts to address the barriers to access and inclusion within the 2018 - 2024 DAIP. More efforts will be made to address the ongoing barriers and to continue to improve services and information such as.

- Ensure the Shire's website is continuously reviewed to consider contemporary good practice.
- Consideration to be given to more alternate formats to access our DAIP.
- Reseal old and damaged ramps and footpaths (ongoing)

The Shire of Mukinbudin acknowledges that this is a continuous improvement process and the 2025 – 2030 DAIP remains open and adaptive to barriers to access and inclusion so they can be responded to individually, on a case-by-case basis, and more readily addressed through appropriate funding and works

The review supports the Shire's efforts to address the barriers to access and inclusion within the 2018 - 2024 DAIP. More efforts will be made to address the ongoing barriers and to continue to improve services and information such as.

- Ensure the Shire's website is continuously reviewed to consider contemporary good practice.
- Consideration to be given to more alternate formats to access our DAIP.
- Reseal old and damaged ramps and footpaths (ongoing)

The Shire of Mukinbudin acknowledges that this is a continuous improvement process and the 2025 – 2030 DAIP remains open and adaptive to barriers to access and inclusion so they can be responded to individually, on a case-by-case basis, and more readily addressed through appropriate funding and works.





*Image above: White Street Calming Ramp*



*Image above: Accessible parking on Shadbolt Street, outside the Memorial Hall*

### 3.4 Implementation of the DAIP

Implementation of the DAIP is the responsibility of all personnel of the Shire. The Disability Services Act (1993) requires public authorities to take all practical measures to ensure that the DAIP is implemented by its officers, employees, agents and contractors.

Provision has been made in all contract and tender documents to advise Contractors of their obligation to implement the Shire of Mukinbudin's DAIP wherever practicable. The Shire's tender documents also include reference to the DAIP to broaden awareness and contractors will receive a copy of the DAIP.

There is also an evaluation form for local groups and key organisations to capture how many people with disabilities attend community facilitated, Shire funded events and activities.







*Images above: Centenary Celebrations, 2022*

### **3.5 Promoting the DAIP**

Once the DAIP has been endorsed by Council and the Disability Services Commission it will be promoted widely via the website, advertisement in the local newspapers and at community events.

Copies of the DAIP can be obtained from the Shire and may be made available in as many alternative formats as practicable upon request. There is also ongoing training proposed for staff on Disability Awareness and how to access and apply provisions of the DAIP.

### **3.6 Review and Monitoring**

The Disability Services Act requires that DAIPs be reviewed at least every five years. Whenever the DAIP is amended, a copy of the amended plan must be lodged with the Disability Services Commission and advertised in the community. The Implementation Plan can be updated more frequently at the discretion of the Shire.

### **3.7 Reporting on the DAIP**

The Disability Services Act 1993 sets out the minimum reporting requirements for public authorities in relation to DAIPs.

The Shire of Mukinbudin will report on the implementation of its DAIP through the annual reporting process, outlining:

- Progress towards the desired outcomes of its DAIP.
- Progress of relevant action towards key outcome.
- Consideration given to alternate formats for copies of the DAIP; and
- Ways to improve reporting and measuring actions and outcomes when reporting to the Disability Services Commission annually.

#### 4. Strategies to Improve Access and Inclusion

The seven desired outcomes provided a framework for strategies aimed at improving access and inclusion for people with disabilities in our 2019 – 2024 DAIP. This DAIP reflects on these and advances the strategies and actions into approaches and actions for Council's 2025 - 2030 DAIP and Implementation Plan.

##### **Outcome 1:**

**People with disabilities have the same opportunities as other people to access the services of, and any events organised or sponsored by the Shire of Mukinbudin.**

<b>Strategies</b>	<b>Timeline</b>
Consult people with disabilities on their need for services and the accessibility of current services	Annually Ongoing
Monitor the Shire facilities and support services to ensure equitable access and inclusion	Ongoing
Promote the inclusion of the DAIP values and goals into other Shire plans and strategies	Ongoing
Ensure that as far as possible and practicable, all events are inclusive to people with disabilities	Ongoing
Engage with appropriate entities to implement and broadcast the Shire's access and inclusion initiatives	Ongoing

##### **Outcome 2:**

**People with disabilities have the same opportunities as other people to access the buildings and other facilities provided by the Shire of Mukinbudin.**

<b>Strategies</b>	<b>Timeline</b>
Identify footpaths, playgrounds, parks and public buildings which require upgrade to improve access for people with disabilities	Ongoing
Ensure new and redevelopment building works, wherever practical provide access for people with disabilities in accordance with current Standards on Access and Mobility	Ongoing
Ensure adequate car parking for people with disabilities in all Shire of Mukinbudin car parks	Ongoing
Advocate to local businesses the benefits of providing accessible facilities and amenities and the importance of employing people with disabilities	Ongoing

**Outcome 3:**

**People with disabilities receive information from Shire of Mukinbudin in a format that will enable them to access the information as readily as other people are able to access it.**

Strategies	Timeline
Ensure information on Council and Shire services and facilities is available and accessible in a range of formats by all sectors of the community	Ongoing
Ensure the Shire website meets best practice standards for people with disabilities	Ongoing
Consider the needs of people with disabilities when producing advertising materials for events and activities	Ongoing

**Outcome 4:**

**People with disabilities receive the same level and quality of service from the staff of the Shire of Mukinbudin as other people receive from the staff of the Shire of Mukinbudin.**

Strategies	Timeline
Raise awareness and understanding amongst existing staff, new employees about the disability access and inclusion.	Ongoing
Provide disability awareness training to staff to ensure they have the skills to offer high quality customer services to people with disabilities.	Ongoing
Encourage the identification of opportunities to improve the quality of service to people with disabilities.	Ongoing
Ensure that staff, agents and contractors are aware of the relevant legislative requirements of the Disability Service Act (1993)	Annually ongoing

**Outcome 5:**

**People with disabilities have the same opportunities as other people to make complaints to Shire of Mukinbudin.**

Strategies	Timeline
Ensure the complaints policy and procedures are accessible to people with disabilities and available in alternate formats upon request.	Ongoing
Encourage feedback from community to assist with removal of barriers and improvement of access.	Ongoing

**Outcome 6:**

**People with disabilities have the same opportunities as other people to participate in any public consultation by the Shire of Mukinbudin.**

<b>Strategies</b>	<b>Timeline</b>
Ensure public consultation is accessible to all people with disabilities.	Ongoing
Ensure consultation is facilitated in an appropriate format to enable all members of the community to comment on the DAIP and disability access issues.	Ongoing as requested
Raise awareness of opportunities for people with disabilities to participate in the public consultation.	Ongoing

**Outcome 7:**

**People with disabilities have the same opportunities as other people to obtain and maintain employment with the Shire of Mukinbudin.**

<b>Strategies</b>	<b>Timeline</b>
Incorporate a statement on each position description and job advertisement that the Shire is an equal opportunity employer.	Ongoing
Ensure the Shire has positive relationships with disability employment providers.	Ongoing
Undertake the monitoring of the needs of any Shire employee with a disability and to address those needs where possible to maintain their employment.	Ongoing as required
Provide management and staff with support and training on inclusion of people with disabilities in the workplace.	Ongoing



## **APPENDIX 1: Progress and Achievements**

### **Progress since 2008 under the Disability Access and Inclusion Plan**

#### **Outcome 1:**

**People with disabilities have the same opportunities as other people to access the services of, and any events organised or sponsored by the Shire of Mukinbudin:**

- The Shire Library has increased the number of audio books (talking books) and large print books held at the library, and these are regularly rotated through the WA LISWA rotation program. These books are located at easily accessible levels and are well signed;
- Successful uploading of the Shire's DAIP onto the website;
- Positive relationships developed between other Shires through NEWROC grouping allowing a central exchange point of ideas and developments;
- Public events and forums are held at the Sporting Complex, Memorial Hall, or Shire Chambers, based on attendance and to accommodate individuals with mobility disabilities, a common condition in the Shire.

#### **Outcome 2:**

**People with disabilities have the same opportunities as other people to access the buildings and other facilities provided by the Shire of Mukinbudin:**

- Access ramps from footpaths to road surface have been provided in certain areas;
- Auto door has been installed at the main entrance to the Administration Office;
- Pram ramps installed to allow minimal trip hazard from road to footpath;
- Disabled toilet signage is provided to appropriate standard.

#### **Outcome 3:**

**People with disabilities receive information from Shire of Mukinbudin in a format that will enable them to access the information as readily as other people are able to access it:**

- The Shire advertised through its newsletter that Council information is available in alternative formats upon request;
- Staff are aware of how to reformat information to assist people to access it.

#### **Outcome 4:**

**People with disabilities receive the same level and quality of service from the staff of the Shire of Mukinbudin as other people receive from the staff of the Shire of Mukinbudin:**

- Shire staff continue to assist persons to help arrange travel to essential service, access books and audio for their enjoyment and to assist in understanding information.

**Outcome 5:**

**People with disabilities have the same opportunities as other people to make complaints to Shire of Mukinbudin.**

- The Shire provides information through public documents regarding all Council agreed works;
- On election days the Shire ensures that buildings are accessible and that modified polling booths are in place;
- Shire staff have proven themselves to be most understanding and very giving in assistance towards people with disabilities.

**Outcome 6:**

**People with disabilities have the same opportunities as other people to participate in any public consultation by the Shire of Mukinbudin.**

- Shire staff have assisted people with disabilities to access and be included in all Council discussions and functions on request;
- Staff provide and explain the purpose of the Council function or meetings in a professional manner.

**Outcome 7:**

**People with disabilities have the same opportunities as other people to obtain and maintain employment with the Shire of Mukinbudin:**

- Equal Opportunity Statements included in job advertisements;
- Opportunities for volunteering presented to persons with disabilities;
- Applications accepted from persons with disabilities and two persons with identified disabilities have been interviewed;
- Staff training in the employment of people with disabilities.

## **Implementation Plan 2025 - 2030**

The Implementation Plan provides the Shire's proposed approach and outlines the actions to be applied to achieve continuous improvements of access and inclusion to Shire services, information and facilities for people with disabilities.

The Implementation Plan is presented using a table to outline the:

- General approach the Shire proposes towards outcomes listed.
- Actions proposed to achieve the outcomes listed.
- Responsibility for the actions, and
- The relevant timeframe.

The Shire understands that the task/s of improving access and inclusion are endless and therefore a philosophy of continuous improvement is applied to the Shire's DAIP's.

To support this approach to continuous improvements, the Shire will routinely review and report on outcomes and actions. As part of the Shire's continuous improvements, in the event actions aren't achieved within this DAIP's period of application they will be supported within future adaptive Implementation Plans.

**Outcome One:**

**People with disabilities have the same opportunities as other people to access the services of, and any events organised or sponsored by the Shire of Mukinbudin.**

<b>Approach</b>	<b>Task</b>	<b>Timeline</b>	<b>Responsibility</b>
Make provision to give a voice to people with disability.	<ul style="list-style-type: none"><li>✓ Shire staff to document requests and matters raised and report to the appropriate Shire officer.</li><li>✓ Discuss topics of access and inclusion at relevant meetings.</li></ul>	Annually	All staffs and Management
Monitor and assess the Shire services and information.	<ul style="list-style-type: none"><li>✓ Supported staff discussions about access and inclusion matters.</li><li>✓ Regularly review information and signage.</li></ul>	Ongoing	Management
Promote the incorporation of the DAIP values and goals	<ul style="list-style-type: none"><li>✓ When the Shires Strategic Plan is reviewed further integration of values and goals be examined.</li><li>✓ New and reviewed Shire plans to consider the incorporation of DAIP values and objectives.</li></ul>	Ongoing	Management
Do all practicable to ensure events are accessible and inclusive to all people.	<ul style="list-style-type: none"><li>✓ That public events within the Shire are planned incorporating the 'Creating Accessible Events Checklist'</li><li>✓ That privately run events are introduced to the 'Creating Accessible Events Checklist' and encouraged to implement</li></ul>	Ongoing	Management

**Outcome Two:**

**People with disabilities have the same opportunities as other people to access the buildings and other facilities provided by the Shire of Mukinbudin.**

Approach	Task	Timeline	Responsibility
Utilise existing processes to improve access to Public Buildings.	<ul style="list-style-type: none"><li>✓ Shire officers undertaking public building assessments should include a review of access for persons with mobility disabilities</li><li>✓ Assessment forms may be administered to include relevant provisions that look to support access improvements.</li></ul>	Continuing	EHO and Handyman
Redevelopment plans to give due consideration to access and inclusion.	<ul style="list-style-type: none"><li>✓ Shire officers involved at the early building design stage to do all practicable to incorporate relevant provisions</li><li>✓ Consultation for access and inclusion is as part of early planning for significant redevelopments of relevant buildings.</li></ul>	Continuing	EHO and CEO
Advocate to local businesses.	<ul style="list-style-type: none"><li>✓ Introduce to existing and new businesses in the Shire the benefits of accessible buildings and events.</li><li>✓ Invite local businesses to participate in 'You're welcome' onsite inspections</li></ul>	Continuing	EHO and CEO
Engage with the 'You're welcome' at AccessWA	Utilise "You're welcome" at AccessWA to assist with implementing and broadcasting the Shires access and inclusion for people with disabilities. Promote this to businesses and groups within the Shire Arrange inspections with the 'You're welcome' staff from AccessWA to identify access and inclusion positives and negatives and strive towards listing the Shire as an accessible and inclusive destination	2014	PEHO and CEO

**Outcome Three:**

**People with disabilities receive information from Council in a format that will enable them to access the information as readily as other people are able to access it.**

Strategies	Task	Timeline	Responsibility
Continuously improve Council and Shire format information.	<ul style="list-style-type: none"><li>✓ Consider alternate formats being utilised to improve access to information provided by the Shire.</li><li>✓ Where practical look to develop alternate approaches such as Easy Read to assist visually and hearing impaired people with key Shire information.</li><li>✓ Provide staff with access to alternative avenues of communications such as computer enhanced speaking documents</li><li>✓ Liaise with the CRC staff to highlight available technology for the needs of people with hearing and visual disabilities</li></ul>	Continuing	CEO and Administration staff

**Outcome Four:**

**People with disabilities receive the same level and quality of service from Council staff as other people receive from the staff of Council.**

Approach	Task	Timeline	Responsibility
Support Shire staff skills and knowledge.	<ul style="list-style-type: none"><li>✓ Maintain Shires staff professionalism and confidence serving and informing customers with disabilities.</li><li>✓ Access information and education resources available through DSC, WALGA and other suitable education assets will be used.</li><li>✓ During staff meetings encourage openness and inclusion to raise access and inclusion matters.</li></ul>	Continuing	CEO and Administration staff and 'outside' staff

**Outcome Five:**

**People with disabilities have the same opportunities as other people to make complaints to Council.**

Approach	Task	Timeline	Responsibility
Maintain staff skills and knowledge of complaints procedures.	<ul style="list-style-type: none"><li>✓ Review procedures for complaints and service requests, and</li><li>✓ Education resources available through DSC, WALGA and other suitable education assets will be used.</li><li>✓ Do all practicable to make available a range of suitable alternate formats suitable for people with disability to make complaints.</li></ul>	Continuing	CEO, Senior Admin Staff

**Outcome Six:**

**People with disabilities have the same opportunities as other people to participate in any public consultation by Council.**

Approach	Task	Timeline	Responsibility
Maintain relevant public consultation.	<ul style="list-style-type: none"><li>✓ When planning public consultation, acknowledge access and inclusion.</li><li>✓ Advertise public consultation in as many relevant formats as practicable.</li><li>✓ Present public consultation in as many relevant formats as practicable.</li></ul>	Continuing as needed	CEO, Admin staff  CEO, EHO & Admin staff



**Outcome Seven:**

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

<b>Approach</b>	<b>Task</b>	<b>Timeline</b>	<b>Responsibility</b>
Maintain relevant staff position descriptions.	✓ Include the equal opportunity statement in all position descriptions and job advertisements issued by the Council.	Continuing.	CEO, Admin staff
Monitor the needs of employees with a disability needs.	✓ Ensure the needs of disabled people are monitored through routine reviews.	Continuing.	CEO, Admin staff