



# 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 Yalgoo

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Date DAIP Lodged with the  
Department of Communities: 29/07/2024

Date DAIP published on your  
organisation's website: 29/07/2024

URL Link to published DAIP: <https://www.yalgoo.wa.gov.au/publicnotices/>

<b>DAIP Outcome 1: Services and events</b> People with disability have the same opportunities as other people to access the services of, and any events organised by, the department.		<b>State Disability Strategy Outcome</b>	<b>Status</b> (please select Completed, In Progress or Not Progressed)
No.#	Your DAIP Action		Status
	Reviewed: March 2020		In Progress
			Status
			Status
			Status
			Status

Q2

<b>DAIP Outcome 2: Buildings and facilities</b> People with disability have the same opportunities as other people to access the buildings and other facilities of the department.		<b>State Disability Strategy Outcome</b>	<b>Status</b> (please select Completed, In Progress or Not Progressed)
No.#	Your DAIP Action		Status
	As Above		In Progress
			Status
			Status
			Status
			Status

Q3.

<b>DAIP Outcome 3: Accessible information</b> People with disability receive information from the department in a format that enables them to access the information as readily as other people.		<b>State Disability Strategy Outcome</b>	<b>Status</b> (please select Completed, In Progress or Not Progressed)
No.#	Improve community awareness		Status
	As Above		In Progress
			Status
			Status
			Status
			Status

Q4.

<b>DAIP Outcome 4: Service</b> People with disability receive the same level and quality of services from the staff of the department as other people receive.		<b>State Disability Strategy Outcome</b>	<b>Status</b> (please select Completed, In Progress or Not Progressed)
No.#	Improve staff awareness of disability and access issues and improve skills to provide good service to people with disability	<ul style="list-style-type: none"> <li>Advise staff of minimum requirements</li> <li>Conduct a survey of all staff to determine training needs completed.</li> </ul>	Status
	When required, Shire will seek expert advice from the disability field on how to meet the access needs of people with disability.	<ul style="list-style-type: none"> <li>Keep an updated database on people who can be called upon to ask advice.</li> </ul>	Status
			Status
			Status
			Status
			Status

Q5.

<b>DAIP Outcome 5: Complaints</b> People with disability have the same opportunities as other people to make complaints to the department.		<b>State Disability Strategy Outcome</b>	<b>Status</b> (please select Completed, In Progress or Not Progressed)
No.#	Your DAIP Action		Status
	The Shire will review current grievance mechanisms to ensure that they are accessible for people with disability and are acted upon	<ul style="list-style-type: none"> <li>• Review current mechanisms for access. Consult with people with disability and expert advice.</li> <li>• Develop other methods of making complaints, such as web-based forms, access to interpreters, advocacy services, and alternative arrangements such as carers, parents, and guardians acting as advocates.</li> <li>• Promote accessible complaints mechanisms to the community.</li> </ul>	Status
			Status

DAIP Outcome 5: Complaints		State Disability Strategy Outcome	Status
People with disability have the same opportunities as other people to make complaints to the department.			(please select Completed, In Progress or Not Progressed)
			Status
			Status
			Status

Q6.

<b>DAIP Outcome 6: Consultation</b> People with disability have the same opportunities as other people to participate in any public consultation by the department.		<b>State Disability Strategy Outcome</b>	<b>Status</b> (please select Completed, In Progress or Not Progressed)
No.#	Ensure that any consultation is held at an accessible location	<ul style="list-style-type: none"> <li>Advise all staff on appropriate venues for all consultations.</li> </ul>	Status
	Ensure people with disability are provided with an opportunity to comment on access to services	<ul style="list-style-type: none"> <li>Shire's Disability Services Coordinator will liaise with contractors, who are developing and implementing the Shire evaluation activities, to increase their awareness of the importance of getting comments on services by people with disability.</li> <li>Develop feedback mechanism for use of all disability services provider to by the Shire.</li> </ul>	Status.



<b>DAIP Outcome 6: Consultation</b> People with disability have the same opportunities as other people to participate in any public consultation by the department.		<b>State Disability Strategy Outcome</b>	<b>Status</b> (please select Completed, In Progress or Not Progressed)
	Improve community awareness about the consultation process in place. Advertising through various media and using all avenues of information dissemination.	<ul style="list-style-type: none"> <li>Promote the existence and role/purpose of the DAIP to the community.</li> <li>Shire representatives to meet regularly to discuss and review DAIP and processes used to develop DAI policies and make improvements where possible.</li> </ul>	Status
	Improve access for people with disability to the established consultative process of the Shire	<ul style="list-style-type: none"> <li>Consult with people with disability using a range of mediums, including survey, focus groups, interviews on a regular basis.</li> </ul>	Status
	Seek broad range of views on disability and access issues from the local community through effective consultation	<ul style="list-style-type: none"> <li>Include appropriate questions about access and inclusion in general Shire surveys and consultative events and actively pursuit ideas and</li> </ul>	Status.

<b>DAIP Outcome 6: Consultation</b> People with disability have the same opportunities as other people to participate in any public consultation by the department.		<b>State Disability Strategy Outcome</b>	<b>Status</b> (please select <b>Completed, In Progress</b> <b>or Not Progressed</b> )
		thoughts from people with disability.	
	Commit to ongoing monitoring of the DAIP to ensure implementation and satisfactory outcomes	<ul style="list-style-type: none"> <li>The Shire will regularly monitor the progress of the plan and be involved in the annual reviews.</li> </ul>	Status.

Q7.

<b>DAIP Outcome 7: Employment</b> People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.		<b>State Disability Strategy Outcome</b>	<b>Status</b> (please select Completed, In Progress or Not Progressed)
No.#	Your DAIP Action		Status
	Review all employment documents to ensure that it does not discriminate against people with disability	<ul style="list-style-type: none"> <li>Audit all HR policies to ensure they do not discriminate people with disability.</li> <li>Include an equal employment opportunity notice when advertising positions.</li> </ul>	Status
			Status
			Status
			Status
			Status

**Q8. List and describe up to 3 key DAIP achievements and their outcomes for people with disability**

**Achievement 1**

The Shire is developing partnerships with organisations that can assist it to offer the same opportunities to people with disability as other people.
The Shire is ensuring that all Shire documentation is people with disability friendly.
The Shire is ensuring that any events are organised so that they are accessible to people with disability.
The Shire is ensuring that all policies and practices that govern the operation of Shire facilities, functions, and services are consistent with Shire policy regarding access and inclusion.

**Achievement 2 – DAIP Action**

Reviewing all external signage to ensure it is people with disability friendly.
Reviewing and documenting all Shire buildings to ensure ease of access for people with disability and use this documentation as a plan for rectifying any access issues.
Ensuring all Shire buildings and facilities are physically accessible to people with disability.
Ensuring that all new or redevelopment works provide access to people with disability, where practicable.
Ensuring adequate ACROD parking to meet the demand of people with disability in terms of quantity, quality, and location.
Ensuring that parks and reserves are accessible.
Ensuring that public toilets meet the associated accessibility standards.

### Achievement 3 – DAIP Action

Improving community awareness that Shire information is available in alternative formats upon request (such as large print).
Improving staff awareness of accessible information needs and how to obtain information in other formats.
Ensuring the Shire website offers appropriate links to information and material that will help people with disability in all dealings with the Shire.

**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?**

6

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

Select  
Number

Please send the completed report to:

[StateDisabilityStrategy@communities.wa.gov.au](mailto:StateDisabilityStrategy@communities.wa.gov.au) by no later than Wednesday **31 July 2024.**