Disability Access and Inclusion Plan

2016 - 2020

Our Vision

We create opportunities to build a vibrant sustainable future for our region

Our Mission

Increase investment and attract population to our region

This Plan is available in alternative formats upon request including standard and large print, electronically by email, in audio format on CD and on the Commission's website

Functions, Facilities and Services Provided

The Goldfields-Esperance Development Commission (GEDC) region covers approximately 770,488 square kilometres (including off-shore islands) and has a population of 54,000. It incorporates nine local government authority areas – the City of Kalgoorlie-Boulder and the Shires of Coolgardie, Dundas, Esperance, Laverton, Leonora, Menzies, Ngaanyatjarra and Ravensthorpe.

The GEDC is a statutory authority of the Government of Western Australia, established under the Regional Development Commission Act 1993, to encourage and promote balanced social and economic development in the Goldfields-Esperance Region of Western Australia. GEDC is one of nine Development Commissions in Western Australia and is responsible to the Minister for Regional Development.

A Board of Management comprising of eight members, from local government, community and ministerial appointees, sets the overall strategic direction and goals for the GEDC.

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Our Mission

To increase investment and attract population to our Region

The functions of the Commission, as set out in the Regional Development Commissions Act (1993) are to:

- Maximise job creation and improve career opportunities in the region.
- Develop and broaden the economic base of the region
- Identify infrastructure services to promote business development within the region
- Provide information and advice to promote business development within the region
- Seek to ensure that the general standard of government services and access to those services in the region is comparable to that which applies in the metropolitan area
- Generally, take steps to encourage, promote, facilitate and monitor the economic development in the region.

1. Planning for Better Access

It is a requirement of the Disability Services Act 1993 that public authorities develop and implement a Disability Access and Inclusion Plan (DAIP) that outlines the ways in which an authority will ensure that people with disabilities have equal access to its facilities and services. Other legislation underpinning access and inclusion includes the WA Equal Opportunity Act 1984 and the Commonwealth Disability Discrimination Act 1992 (DDA).

The GEDC considers a DIAP essential, as information from the 2015 Survey of Disability, Ageing and Carers (SDAC) identifies 18.3% of people reporting disability in 2015.

2. Responsibility for the Planning Process

The Business Services Manager is responsible for conducting an annual evaluation and review of the Disability Access and Inclusion Plan. The Disability Services Plan report will be included in the Commission's Annual Report.

The GEDC is mindful of the needs of people with disability and delivers its services to include people with disability. The Commission recognises that people with disability have the same rights as other members of the community. The GEDC acknowledges that all clients have a right to consultation, courtesy, information and the opportunity to express their views on the Commissions services.

3. Progress since 2012

The GEDC is committed to facilitating the inclusion of people with disability through the improvement of access to its information, services and facilities. The GEDC is also committed to supporting staff with disability and open to equal employment opportunities for people with disability. The GEDC adopted its first Disability Service Plan (DSP) in 1996 to address the barriers for people with disability who need to access the GEDC's services and facilities. The DSP addressed both its statutory requirements under the WA Disability Services Act (1993) and its obligations under the Commonwealth Disability Discrimination Act (1992).

As part of the Disability Services Act public authorities are required to provide a review report of achievements under the current DAIP so from 2012-2016.

Periodic reviews of the initial plan highlighted the need for staff awareness and understanding of disability access and inclusion to our information, services and facilities. The GEDC will strive to continuously improve staff awareness of the need to consider people with disability when delivering services by reviewing our strategies annually.

The GEDC plans to continuously improve access to facilities and staff awareness when delivering services with clients and stakeholders.

4. About the plan

The Goldfields Esperance Development Commission has adopted this Disability Access and Inclusion Plan and is committed to ensuring that people with disability can access the Commission's services and facilities. The Plan is subject to review and may be amended and extended as priorities and needs change and as new capabilities emerge with respect to disabled access methodology and with the introduction of new technologies.

The Plan includes:

- Information on the Commission's facilities and services
- A policy statement about the Commission's commitment to addressing the issue of access for people with disability, their families and carers
- The identification of objectives and strategies to overcome barriers faced by people with disability
- Expected timelines and persons responsible for the proposed strategies
- A method of review and evaluation for the Plan; and

- Information about how the Plan is being communicated to staff and people with disability.

5. What this means for agents and contractors

The Disability Services Act (1993) requires DAIPs to be implemented by staff as well as agents and contractors. Services to the public provided by agents and contractors are to be conducted in line with the 7 desired outcomes in the DAIP of the GEDC. Agents and contractors will be expected to report to the GEDC annually on their progress in achieving the desired outcomes.

6. How the plan was developed?

The Assistant Director Business Management and a Senior Project Officer of the Goldfields Esperance Development Commission were charged with the responsibility for developing, reviewing and evaluating the Commission's Disability Access and Inclusion Plan. The original DAIP was amended and updated and took into account changes to the Act. Assistance and guidance was obtained from the Disability Services Commission in the development of the Plan. The DAIP was advertised in the local press and on the GEDC website for a period of three weeks to obtain comment and feedback from the public.

7. Policy Statement

Access for People with Disability, their Families and Carers

The GEDC works within a consultative framework, involving a variety of representative individuals and groups in all of its projects. The GEDC targets its service provision to industry, investors, community groups and government agencies, rather than the general public. The GEDC is a small agency, dealing with a relatively small number of people, service delivery can therefore be tailored to individuals on a as needs basis.

The GEDC recognises that people with disability make a variety of valuable contributions to social, economic and cultural life, and may be valid representatives to the Commission's consultative process for particular projects. The GEDC is committed to ensuring that current and prospective clients with disability, their families and carers are able to fully access GEDC services. The particular needs of individuals or client groups are always considered, and service delivery adapted accordingly.

8. Disability Access and Inclusion Plan Strategies 2016-2020

Outcome 1: People with disability have the same opportunities as other people to access the services of and events organised by the GEDC.

Strategy
Be flexible and adaptable in responding to barriers experienced by people due to various disability.
Be responsive to addressing the barriers experienced by the families and carers of people with disability.
Ensure that all policies and practices that govern the operation and provision of services are consistent with the Commission's policy on access.
Ensure that people with disability are able to access the services of the GEDC and any events organised by the GEDC.

Outcome 2: People with disability have the same opportunities as other people to access the GEDC buildings and facilities.

Strategy
Ensure that access to the GEDC offices is available to all people.
Ensure that toilet facilities are available to people with disability.
Develop an awareness and culture within the Commission that ensures there are no barriers to the Commission's offices.

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

Strategy
Develop an awareness and culture within the Commission that ensures there are no barriers to information.
Staff and visitors are informed that information is available in alternative formats on request.
GEDC staff are aware of the need to deliver information in alternative formats if required.
GEDC key Documents meet standards of accessibility as set out in State Government Access Guidelines for Information.
All GEDC publications, information and forms use inclusive language and are accessible to staff and visitors with disability.
GEDC's website adheres to State Government standards for information accessibility for people with disability.

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

STRATEGY
Ensure staff are aware of the key access needs of people with disability, their families and carers.

Work collaboratively with the Disability Services Commission and other government agencies on how to meet the access needs of people with various disability, including physical, sensory, cognitive and psychiatric disability.

Outcome 5: People with disability have the same opportunities as other people to make complaints to GEDC.

STRATEGY
Provide a process for all people to make a complaint regarding service received from the GEDC.
Ensure all staff are aware of the process and of the confidential nature of complaints.

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

STRATEGY
GEDC will ensure that people with disability are included in community engagement activities.
Engagement opportunities will be held at accessible and inclusive venues.

Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with the GEDC.

STRATEGY
Use inclusive recruitment practices to ensure that the job applications process is accessible to people with disability by: Make contact with a Disability Employment Services to determine the services they offer and register appropriate vacancies Make sure advertisements contain an EEO statement Make sure interviews are held in an accessible venue. Upskill management staff if required on interview skills and how to support people with disability in the workplace
Provide support to staff with disability.

9. Review Mechanisms

The Business Services Manager will maintain an on-going review of the DAIP and provide information for the Commission's staff on issues concerning people with disabilities and the initiatives of the Disability Services Commission. The Business Services Manager will also report the achievements of the DAIP in the Annual Report.

10. Evaluation Mechanisms

- The Business Services Manager will review the DAIP annually,
- The DAIP will be available on the GEDC web site,
- The GEDC will seek feedback on the DAIP from the Disability Services Commission,

- If the DAIP requires amendment following feedback, the community will have the opportunity to comment and the updated DAIP will be submitted to the Disability Services Commission.

11. Communication of the DAIP

Staff at the Commission have been notified of the Plan and made aware of their responsibilities. The communication of the plan will initially occur on induction and again when staff will be asked to contribute to the annual review of the DAIP. The availability of the Plan will be advertised in the local press, with invitations to provide input into subsequent amendments.

A copy of this Plan will be provided to the Disability Services Commission. The GEDC DAIP will be available in alternative formats on request, including electronic format, hard copy – in both standard and large print, audio format and on request by email. The DAIP is also on the GEDC website at www.gedc.wa.gov.au.

Summary

Publication Date	November 2016

Review Date	November 2020
Replaces	DAIP 2012-2016
Distribution	Staff, Board, Community
Policy Officer (Name/Position)	Business Services Manager
Policy Officer (Phone)	90805008
Approved by CEO (Name & Signature)	Shayne Flanagan
Approval Date	
Version	V4
Status	Draft

Revision Record

Date	Version	Revision Description
2007-2012	1	
2012-2016	2	
2012-2016	3	Added criteria number 7 regarding employment opportunities
2016-2020	4	Updated ABS Survey Results Terminology changed from disabilities to disability Graphics as it is a public facing document **Item 3** now includes - by reviewing our strategies annually. **Item 9** Communication now includes on induction and consultation on annual review Change in wording to - electronic format, hard copy – in both standard and large print, audio format and on request by email