



Minutes

DISABILITY SERVICES ADVISORY COMMITTEE

HELD IN THE COUNCIL'S COMMITTEE ROOM,
953 SOUTH COAST HIGHWAY, DENMARK ON
THURSDAY, 27 JUNE 2018.

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Council Committee Meeting

27 June 2018

DISCLAIMER

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

1.04pm - Due to it being the first meeting since the 2017 Local Government Elections, the Executive Assistant assumed the Chair and called for nominations for the position of Presiding Officer for the ensuing two (2) years.

Members noted the following Council Policy which relates.

“P040235 - Presiding Members of Council Committees

Objectives

- *To maximise the adherence of Council Committees to adopted policies and procedures;*
- *To maximise the likelihood of Council Committees having continuity of a Presiding Person for the duration of its term; and*
- *To maximise the efficiency and effectiveness of Committees by ensuring that the Chairperson has the appropriate training and support.*

Policy

Wherever there is one or more Elected Members appointed to a Council Committee, then it is Council Policy that the members of the Committee should elect one of those Elected Members to the role of Presiding Person of that Committee.

In addition, a deputy of a member of a Committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause and a deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member (Section 5.11A of the Local Government Act 1995).”.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCEMEMBERS:

Cr Mark Allen
 Mr Adrian Hinds, Professional Member (Community)
 Mr Peter Boyes, Community Member
 Ms Anwen Handmer, Community Member
 Ms Alicia Wood, Community Member
 Ms Helen Spencer, Community Member
 Ms Lyn Perry, Denmark Over 50s Association Representative
 Vacant, Disability Services Commission Representative

STAFF:

Mrs Angela Masih, Administration Officer – Corporate and Community Services
 Mr David Schober, Manager Community Services
 Claudia Simpson, Community Development Officer
 Ms Claire Thompson, Executive Assistant

APOLOGIES:

Julie Hollingsworth, Denmark Health Service Representative
 Helen Spencer; Community Member

ON LEAVE OF ABSENCE:

Applies to Elected Members only.
 Nil

ABSENT:
Nil

VISITORS:
Nil

DECLARATIONS OF INTEREST:
Nil

3. ELECTION OF PRESIDING PERSON

Mr Peter Boyes submitted a nomination for Cr Mark Allen in writing. Cr Allen accepted the nomination.

There being no further nominations received, Ms Thompson declared Cr Allen elected.

Cr Allen assumed the Chair as the Presiding Person.

4. ELECTION OF DEPUTY PRESIDING PERSON

Ms Lyn Perry submitted a nomination for Ms Anwen Handmer in writing. Ms Handmer accepted the nomination.

There being no further nominations received; Cr Allen declared Ms Handmer elected.

5. ANNOUNCEMENTS BY THE PERSON PRESIDING

Nil

6. CONFIRMATION OF MINUTES

6.1 COMMITTEE MEETING

The Mover of a motion to confirm the Minutes of a Council or Committee meeting has to have been present at that meeting.

COMMITTEE DECISION & OFFICER RECOMMENDATION	ITEM 6.1
MOVED: Peter Boyes	SECONDED: Adrian Hinds
That the minutes of the Disability Services Advisory Committee meeting held on the 3 August 2017, be confirmed as a true and correct record of the proceedings.	
CARRIED: 5/0	

7. REPORTS

7.1 Paths & Trails Development Plan Working Group

Council have established a Paths & Trails Development Plan Working Group and included a representative from the Disability Services Advisory Committee. A copy of the Terms of Reference was attached to the Agenda. Members considered whether they would like to represent the Committee on the Paths & Trails Development Plan Working Group, Ms Anwen Handmer put her name forward at the meeting.

COMMITTEE DECISION

ITEM 7.1

MOVED: Anwen Handmer

SECONDED: Adrian Hinds

That the Disability Services Advisory Committee (DSAC) nominate Ms Anwen Handmer to represent DSAC on the Paths & Trails Development Plan Working Group.

CARRIED: 5/0

7.2 Strategic Community Plan (SCP)

Executive Assistant Ms Thompson, explained the Strategic Community Plan (SCP) and how it will align with the Disability Access Inclusion Plan (DAIP) review. Last year the Committee provided some input into the Shire of Denmark's Strategic Community Plan review. The review has now been completed and the Plan was adopted by Council in December 2017. The Plan is the Shire's highest level planning document that will guide Council's strategic priorities and direction over the next ten years. A copy of the Plan was attached for member's information and reference. With respect to Item 7.3, below, strategies and actions included in the DAIP review should align with the SCP.

Officers will be reviewing any comments received via the SCP consultation process for matters relating to disability access and inclusion. These items to be reviewed in line with the DAIP review. The review was due to be submitted by end of August 2018, however officers are in the process of requesting an extension until December to the Disability Services Commission.

Noted.

7.3 Disability Access & Inclusion Plan (DAIP)

Pursuant to the Disability Services Act 1993 each public authority (including Local Governments) are required to have a current Disability Access and Inclusion Plan. The Shire of Denmark's plan is due for review this year and will be the Committee's priority task until the reviewed Plan is adopted by Council.

The seven desired outcomes of DAIPs

When developing a Disability Access and Inclusion Plan (DAIP), public authorities must aim to achieve seven desired outcomes. These outcome areas provide a framework for translating the principles and objectives of the Disability Services Act into tangible and achievable results. Schedule 3 of the Disability Services Regulations, 2013 states the seven desired outcomes of a DAIP:

1. People with disability have the same opportunities as other people to access the services of, and any events organised by, a public authority.
2. People with disability have the same opportunities as other people to access the buildings and other 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 the staff of a public authority as other people receive from the staff of that public authority.
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 any public consultation by a public authority.
7. People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.

A DAIP should include:

- a policy statement that incorporates a commitment to furthering the principles and objectives applicable to people with disability, their families and carers by achieving the desired outcomes;
- a policy and procedures regarding the Act's requirements around agents and contractors;
- an outline of the authority's functions, facilities and services, (including in-house and contracted services);
- a description of the consultation process with people with disability and staff used to assist in the preparation of the plan;
- identification of barriers experienced by people with disability in accessing services;
- strategies designed to progress towards achieving the seven desired outcomes for people with disability;
- dates for achievement of the proposed strategies;
- a strategy to communicate the plan to staff and people with disability;
- a mechanism by which people with disability can provide feedback;
- a method to monitor, measure and review results so that the effectiveness of the plan can be evaluated.

Cr Mark Allen read the seven outcomes to the committee, noting that the outcomes related to Shire of Denmark.

- *The Community Development Officer, Claudia Simpson tabled her proposed DAIP review consultation and timeline (see attached) to complete the review by the beginning of December. It was proposed to hold two focus groups in July.*
- *Members discussed access issues to some local businesses and the Executive Assistant advised that the Shire could play an advocacy and education role.*

Ms Thompson referred to a project that the City of Albany had undertaken which was providing businesses with self-assessment kits. Ms Thompson said that perhaps this could be looked into for Denmark.

- *Ms Handmer asked if the Shire had a Positive Discrimination Policy with respect to employing staff. Ms Thompson advised that the Shire does not have a Positive Discrimination Policy. Ms Handmer gave an overview of the benefits of such policies.*
- *Discussion regarding focus groups ensued covering:*
 - *Session venues for focus groups.*
 - *Session lengths, dates, times.*
 - *Session format. Including: Café style/informal, ensuring a comfortable and safe place for participants, the need for the sessions to be rewarding, sessions to include a question time. Tables set up with an issue per table, with participants able to choose an issue that they are interested in and brainstorm.*

Outcomes

- *Ms Lyn Perry suggested that Ms Simpson could speak at the Over 50's Association meeting on 25th July. Ms Simpson and Ms Perry to arrange.*
- *Ms Anwen Handmer to contact Ms Gabrielle Rose (Disability Services Commission) to ask for more contacts in the Denmark area, to involve in focus groups.*
- *Ms Simpson and Ms Handmer agreed to meet to discuss focus groups and create a format for the sessions.*
- *The Executive Assistant has handed the information to Shire Officers regarding the Business Self-Assessment Kits that Albany used. Shire Officers to investigate conduction similar workshops and business audits.*

COMMITTEE RESOLUTION & OFFICER RECOMMENDATION	ITEM 7.1
MOVED: Anwen Handmer	SECONDED: Lyn Perry
That the Disability Services Advisory Committee investigate the development of a Positive Discrimination Policy to be included in the Shire of Denmark's recruitment process.	
CARRIED: 5/0	

7.4 Poison Point Disability Fishing Platform

Last year Mr Boyes and Mr Hinds requested that a fishing platform at Poison Point be looked into again. At this stage, it is considered that investing resources into investigating this project is premature and it is recommended that the Committee consider the project with other projects identified during the DAIP review process.

The Executive Assistant advised the committee that she had passed on all documentation and correspondence relating to Poison Point to Mr Schober.

Mr David Schober spoke to both 7.4 and 7.5 combined.

The Manager of Community Services, Mr Schober advised that the Draft Sport and Recreation Plan had not included an Accessible Fishing Platform.

Ms Handmer advised of a contact she had with Andrew Liddawi from "Break the Boundary" who is the founder of a business that advocates for the accessibility and inclusion of people with physical and neurological disabilities in adaptive Mountain Biking.

Outcomes

- *Mr Schober suggested to have an Accessible Fishing Platform included in the Sport and Recreation Plan, once it is available for public consultation.*
- *Mr Schober, Ms Handmer and Ms Lenore Lyons CEO of Great Southern Centre for Outdoor Recreation Excellence (GSCORE) could meet to discuss arranging for Mr Andrew Liddawi to visit the Shire.*

7.5 Draft Sport and Recreation Masterplan

A draft Sport and Recreation Masterplan will be considered by Council at their June 2018 meeting for the purpose of advertising for public comment. The purpose of the plan is to research and document current and proposed sport and recreation opportunities for the next 15 years to assist in informing future decision making for investment. The plan is to assess the efficiency and effectiveness of sport and recreation facilities whether provided by Council, not for profit or community based providers. Part of the work includes an assessment of current infrastructure to identify where facilities may be improved, rationalised or consolidated and made more suitable to the emergency needs of existing and future residents of the Shire.

A copy of the DRAFT plan was attached for members' consideration, with the view of identifying any opportunities for new or improved sport and recreation facilities or services for people with disability.

Noted – this item was discussed together with item 7.4.

8. GENERAL BUSINESS

8.1 Updates from NDIS and Denmark Over 50's

Cr Allen suggested that in future an item could be included on the Agenda for Ms Handmer to report regarding her involvement in DSC (Disability Services Commission) and NDIS (National Disability Insurance Scheme), and for Ms Perry to provide an update from the Denmark Over 50's Association.

8.2 Denmark River walking trail

Mr Peter Boyes raised a concern for the east side of the Denmark River walking trail. The path is uneven, and requires some maintenance. The pathway is also very low in places, with poor drainage which becomes an issue when the river is high or

there has been a large rainfall, with the pathway flooding. Mr Boyes enquired if a grant from Lottery West might assist in fixing and maintaining the path.

Mr Adrian Hinds offered support for Mr Boyes statements regarding the disrepair of the Mokare trail, stating that he believes the trail offers great tourism opportunities for travellers to Stop-Walk-Stay in the town, mainly due to the short timeframe and picturesque scenery the walk offers. Mr Hinds suggested that the timeframe taken to walk the Trail needs to be advertised in an attempt to capture the passing tourists.

Outcome

- *Mr Schober to refer the matter to Infrastructure.*

8.3 Transition programs for Child Disability

Ms Alicia Wood put forward her concerns that there seems to be no transition programs in place for children with disability (namely Autism, mental disability) between Daycare to Primary School, Primary School to High School, and once children leave High School.

Outcome

- *Mr Schober suggested that he could contact Steve and Sonia Johnson (from the Denmark Senior High School) to arrange a meeting with Ms Wood and Mr Schober to discuss this concern.*

8.4 Disability Challenge

Mr Hinds raised concern that issues arising from the Disability Challenge on 1 December 2016 had not been addressed. The Executive Assistant explained to Mr Hinds that many of the matters had been referred onto Infrastructure, with the Committees comments and would be subject to budget.

8.5 Painting of drainage lids

Mr Hinds had emailed enquiring “if there were any laws, rules or obstacles to the Shire marking, with high visibility paint, any irregularities or potential difficulties caused by the intrusion of structures related to entities such as Water Corp, Western Power etc. into public pathways?” Mr Hinds was unhappy that this question had not been included in the Agenda.

The Administration Officer – Corporate and Community Services, advised Mr Hinds that his query had been taken to the Manager of Technical Service who had advised that there are no rules or regulations regarding the marking or painting of an asset that may be deemed a disability hazard. Further investigation would be required regarding Western Power and Water Corporation assets. In previous times, school children had painted some drainage lids, this could be something that our Community Development Officer could arrange through Youth Services.

Discussion regarding the Shire arranging the drainage lids to be painted for better visibility ensued.

Outcome

- *Shire Officers are to identify which assets need attention and whom they belong to. Once this is addressed, the Community Development Officer can approach our Youth to propose they paint the lids. This issue needs further investigation and will be discussed next meeting when more detail is available.*

8.6 Street number visibility

Ms Lyn Perry raised concern that people who are visually impaired are not able to see street/house numbers and enquired if the Shire could have numbers painted on the curb side. She believed this would also assist Emergency Services.

Mr Schober advised that Street numbers are separate to Emergency Roadside Numbering.

Noted - Mr Schober brought to the attention of DSAC, items that are already within the Shire's Budget, particularly in Community Development, give Officers a better chances of progressing. Items without supporting budget line items, will need to be requested through Council meetings and via a business case.

9. NEXT MEETING

The next meeting will be held on 22nd August 2018; commencing at 10.00am.

10. CLOSURE OF MEETING

11.57am – There being no further business to discuss the Presiding Person, Cr Allen, declared the meeting closed.

These minutes were confirmed at the meeting of the _____

Signed: _____

(Presiding Person at the meeting at which the minutes were confirmed.)