

# Minutes



## Disability Services Advisory Committee

To be held at the Shire of Denmark Committee Room,  
953 south coast highway, Denmark on  
Wednesday, 24 October 2018

### Contents

<b>Disclaimer .....</b>	<b>2</b>
<b>1. Declaration of opening / Announcement of visitors.....</b>	<b>3</b>
<b>2. Record of attendance / apologies / approved leave of absence.....</b>	<b>3</b>
2.1 Declarations of interest:.....	3
<b>3. Announcements by the person presiding.....</b>	<b>3</b>
<b>4. Confirmation of minutes .....</b>	<b>3</b>
<b>5. Reports.....</b>	<b>4</b>
5.1 Draft Disability Access & Inclusion Plan 2018-2023 .....	4
5.2 International Day of People with Disability.....	5
5.3 Employment opportunities for people with disability .....	6
<b>6. General business.....</b>	<b>7</b>
6.1 Neighbourhood Walkability Checklist .....	7
6.2 Leave of Absence.....	7
6.3 Haire St Bridge .....	7
6.4 Volunteering opportunities .....	7
<b>7. Next meeting.....</b>	<b>7</b>
<b>8. Closure of meeting.....</b>	<b>7</b>

## Disclaimer

### Disability Services Committee

24 October 2018

These minutes and resolutions are subject to confirmation by the Committee and therefore prior to relying on them, one should refer to the subsequent meeting of the Committee with respect to their accuracy.

No responsibility whatsoever is implied or accepted by the Shire of Denmark for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff.

The Shire of Denmark disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or limitation or approval made by a member or officer of the Shire of Denmark during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Denmark. The Shire of Denmark warns that anyone who has an application lodged with the Shire of Denmark must obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Denmark in respect of the application.

## **1. Declaration of opening / Announcement of visitors**

*10.10am – The presiding Person, Cr Mark Allen, declared the meeting open.*

## **2. Record of attendance / apologies / approved leave of absence**

### **Members:**

Cr Mark Allen

Mr Adrian Hinds, Professional Member (Community)

Mr Peter Boyes, Community Member

Ms Anwen Handmer, Community Member

Ms Helen Spencer, Community Member

Ms Lyn Perry, Denmark Over 50s Association Representative

Kylie Spencer, Acting Director of Nursing, Denmark Health Service Representative

Vacant, Disability Services Commission Representative

### **Staff:**

Mr David Schober, Manager Community Services

Mrs Claudia Simpson, Community Development Officer

### **Apologies:**

Ms Alicia Wood, Community Member.

### **On leave of absence:**

Applies to Elected Members only.

### **Absent:**

Nil

### **Visitors:**

Nil

### **2.1 Declarations of interest:**

Nil

## **3. Announcements by the person presiding**

Ms Alicia Wood submitted her resignation from the committee.

The resignation was accepted by the committee.

### Outcome

*The position will be re-advertised according to Council policies.*

Cr Allen commended the Supervisor of Works and Gardens, Steve Bondini, for planning to include accessible play equipment as part of a play equipment upgrade at Berridge Park.

## **4. Confirmation of minutes**

#### 4.1 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.

Officer recommendation: That the amended minutes of the Disability Services Advisory Committee meeting held on the 22 August 2018, be confirmed as a true and correct record of the proceedings

Committee Resolution	Item 4.1
Moved: Ms Spencer	Seconded: Mr Hinds
<p>That the amended minutes of the Disability Services Advisory Committee meeting held on the 22 August 2018, be confirmed as a true and correct record of the proceedings subject to the following statement being removed from the minutes:</p>	
<p><i>Ms Spencer said she would like to organise a second event in the form of a Disability Services expo to be held in early 2019.</i></p>	
<p>Carried:7/0</p>	

### 5. Reports

#### 5.1 Draft Disability Access & Inclusion Plan 2018-2023

Pursuant to the Disability Services Act 1993 the Shire of Denmark is required to have a current Disability Access and Inclusion Plan (DAIP). The draft Shire of Denmark 2018-2023 DAIP is currently out for public comment.

The DAIP ensures that barriers to access and inclusion are reduced by addressing seven desired outcome areas.

##### Desired outcomes of the DAIP

- People with disability have the same opportunities as other people to access the services of, and any events organised by, a public authority.
- People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority.
- 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.
- 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.

- People with disability have the same opportunities as other people to make complaints to a public authority.
- People with disability have the same opportunities as other people to participate in any public consultation by a public authority.
- People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.

Ms Simpson submitted the draft DAIP to the Disability Services Commission.

Prior to endorsement the Commission have requested the following minor amendments to the document:

- RECOMMENDATION: It is suggested to include a Word version, ensuring it is left aligned, can be easier for screen readers.
- COMPLIANCE: Cover, could you spell out electronic format-disc or emailed?
- RECOMMENDATION: Page 3 could you add name of President?
- COMPLIANCE: Please use people with disability (not disabilities) throughout as the preferred term from the WA disability sector
- COMPLIANCE: Page 8 must add a line or two about how you will ensure agents and contractors implement the DAIP. For example through contract requirements, sent a copy of DAIP etc.
- COMPLIANCE: Page 8 (and 10) Outcome 2 insert `other' facilities...

Outcome:

- *Mrs Simpson will amend the draft DAIP as requested and re-submit to the commission for endorsement prior to adoption by Council.*

## 5.2 International Day of People with Disability

The 2018 International Day of People with Disability will be Monday 3 December. An amount of \$3000 has been allocated in the 2018/19 budget to hold an event.

Discussed the details for 2018 including:

- Disability challenge
- Inspirational speaker
- Venues

Committee resolution

Moved: Cr Mark Allen

Seconded: Ms Handmer

Item 5.2

That the disability challenge have a staggered start and follow a set route along CBD.

Carried:6/1

Committee resolution

Item 5.2

Moved: Ms Spencer

Seconded: Ms Perry

That the disability challenge commence at Denmark Community Resource Centre with a view to introduce the Carers Network to educate the challenge participants on the mental and emotional aspects of dealing with life with a disability.

Carried:7/0

### Outcome

- *The disability challenge route was agreed as follows:  
Start at Denmark CRC  
Chemist  
Library  
Westpac  
Post Office  
Denmark French Bakery  
Berridge Park – morning tea  
Morrisons Newsagent  
IGA  
Finish at Thornton Park for Community BBQ and speaker presentations.*
- *Mr Schober to source adaptive play equipment from Albany Leisure and Aquatic Centre to be used at Berridge Park as part of the challenge.*
- *Mrs Simpson to liaise with Albany Sailability and Andre Liddawi from Break the Boundary to source speakers for the event.*
- *Mrs Simpson to liaise with Ms Naomi Ogden to provide an update on her achievements and Mr Geoff Hill to check his availability.*

### **5.3 Employment opportunities for people with disability**

The Shire of Denmark HR Employment Policies have been provided to the committee as requested at the meeting of 22 August 2018.

The HR Policies were discussed at the meeting.

### Outcome

- *The committee agreed to discuss the Shire of Denmark HR policy at the next committee meeting.*

## **6. General business**

### **6.1 Neighbourhood Walkability Checklist**

- *Mr Schober tabled the Neighbourhood Walkability Checklist for the committee's information as a way to leverage grants to achieve outcomes.*

### **6.2 Leave of Absence**

- *Ms Handmer will be absent from the committee for the next 3 months. She requested leave of absence, however leave of absence is not required. She will be marked as an apology.*

### **6.3 Haire St Bridge**

- *Mr Boyes reported the Mokare Heritage Trail access bridge on Haire Street. Mr Boyes requested for a rubber cover to be placed on the bridge surface to cover gaps between the boards.*

### Outcome

*Mrs Simpson will report to Infrastructure Services.*

### **6.4 Volunteering opportunities**

- *Ms Simpson advised that Shire staff are currently working on the possibility of offering volunteering opportunities to people with disability.*

## **7. Next meeting**

The next meeting will be held on Monday 17 December 2018, commencing at 10.00am, with lunch to follow.

## **8. Closure of meeting**

Meeting closed at 11.58 am.

