

## PROCEDURAL MOTION

**Council Resolution Number:**

**Moved:**                      **Seconded:**

**That Council accepts late Item 20.1 Disability Access and Inclusion Plan - Progress Report 2024/25 and late item 20.2 Revocation of Resolution 220525.21 and New Determination (Elected Member Fees, Allowances and Expenses 2025-26) for consideration.**

**Motion put and carried / lost**

**For:**

**Against:**

### 20.1      LATE ITEM - DISABILITY ACCESS AND INCLUSION PLAN – PROGRESS REPORT 2024/25

|                         |   |
|-------------------------|---|
| Applicant:              | Shire of Perenjori  |
| File:                   | ADM 0211  |
| Date:                   | 19 June 2025  |
| Disclosure of Interest: |   |
| Voting Requirements:    | Simple Majority   |
| Author:                 | Bianca Plug – Governance Officer  |
| Responsible Officer:    | Paul Anderson – Chief Executive Officer   |
| Attachments:            | <a href="#">20.1.1 – Disability Access and Inclusion Plan 2022-2027</a><br><a href="#">20.1.2 – Disability Access and Inclusion Progress Report 2024/25</a> |

#### Summary

This item recommends that Council considers and endorses the Disability Access and Inclusion Plan (DAIP) Progress Report for 2024/25, as required under the *Disability Services Act 1993*.

#### Background

On 21 September 2022, Council endorsed the Shire of Perenjori Disability Access and Inclusion Plan 2022-2027. The *Disability Services Act 1993* requires all West Australian public authorities, including local governments, to implement a DAIP and report annually on the progress made toward achieving access and inclusion outcomes.

The 2024/25 DAIP Progress Report demonstrates the Shire's ongoing commitment to improving access and inclusion within the community. It highlights specific actions undertaken during the reporting period under each of the seven DAIP outcome areas.

The annual progress report is submitted to the Department of Communities and contributes to the Minister's Statewide DAIP Progress Report, tabled in the WA Parliament.

#### Statutory Environment

*Disability Discrimination Act 1992*

*Disability Services Act 1993*

*Disability Services Regulations 2004*

#### Policy Implications

Policy No. 6001 – Disability Policy

#### Consultation

Nola Comerford – Manager Corporate and Community Services

Adim Hajat – Community Development Officer

Department of Communities – Office of Disability Access and Inclusion

#### Financial Implications

Nil

#### Strategic Community Plan

Goal 1: An inclusive community and a great place to live for all ages and stages of life

Strategic Objectives.

1.4. The community is accessible for and inclusive of people with disability

#### **Officer Comment**

In April 2025, the Department of Communities provided a revised reporting template for DAIP Progress Reports to promote consistency across public authorities. The 2024/25 Progress Report was prepared in accordance with this template and reflects the progress made in implementing the Shire's current DAIP strategies.

Achievements this year include the installation of an ACROD parking bay at the new supermarket, improvements to aged care unit access, and the delivery of the LIFE program in partnership with the CRC.

Several key DAIP-related projects are currently in progress. These include:

- The development and distribution of an annual disability and inclusion awareness survey to all staff
- a review of staff onboarding processes to embed disability and access considerations
- proposed installation of accessible parking signage at the Pavilion and Sports Club
- the development of an audit checklist to assess Shire buildings for accessibility
- review of alternative formats for public documents
- community event to mark the International Day of People with Disabilities on 3 December 2025.

These initiatives support the ongoing implementation of the DAIP and demonstrate the Shire's proactive approach to inclusive service delivery.

The report is presented for Council endorsement prior to submission to the Department of Communities by the deadline of 16 July 2025.

#### **OFFICER RECOMMENDATION**

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council:**

1. **Endorses the 2024/25 Disability Access and Inclusion Progress Report as presented; and**
2. **Authorises submission of the endorsed report to the Department of Communities by 16 July 2025.**

**Motion put and carried / lost**

**For:**

**Against:**

[Next Item](#)

# SHIRE OF PERENJORI



## DISABILITY ACCESS AND INCLUSION PLAN

**2022 - 2027**

This plan is also available upon request in alternative formats such as electronic format (disk or emailed), audio format (CD), large print or from our Website [www.perenjori.wa.gov.au](http://www.perenjori.wa.gov.au)

## ***Contents***

|   |    |
|---|----|
| Acknowledgements  | 3  |
| Background  | 3  |
| The Shire of Perenjori  | 3  |
| Functions, facilities and services provided by the Shire of Perenjori                       | 3  |
| People with disability in the Shire of Perenjori  | 4  |
| Planning for better access  | 4  |
| Progress since 2017   | 5  |
| Access and inclusion policy statement for people with disability, their families and carers | 5  |
| Responsibility for the planning process   | 7  |
| Community Consultation Process  | 7  |
| Responsibility for implementing the DAIP  | 9  |
| Communicating the plan to staff and people with disability                                  | 9  |
| Review and evaluation mechanisms  | 10 |
| Reporting on the DAIP   | 11 |

## ***Acknowledgements***

The Shire of Perenjori acknowledges the input received from many individuals and groups within the community, which has been invaluable in the preparation of this Disability Access and Inclusion Plan.

## ***Background***

### **The Shire of Perenjori**

The Shire of Perenjori covers an area of 8,313 square kilometres, and is responsible for almost 2,000 kilometres of roads. Over 500,000 hectares in the east of the Shire has been acquired by the State and conservation bodies for nature conservation.

Agriculture in the form of broad acre cropping and wheat production is the Shire's largest industry. Current mining activity has diversified Perenjori's economic base, with mining being the second economic and growth driver for the Shire. The Shire has implemented a proactive diversification strategy to reduce the local economy's exposure to weather.

The Shire has two towns Perenjori and Latham, with Latham located 40km South of Perenjori.

### **Functions, facilities and services provided by the Shire of Perenjori**

The Shire of Perenjori is responsible for a range of functions, facilities and services including:

***Services to property:*** construction and maintenance of council owned buildings; construction and maintenance of roads, footpaths and cycle facilities; land drainage and development; waste collection and disposal; litter control and street cleaning; planting and caring for street trees; numbering of buildings and lots, street lighting; and bush fire control.

***Services to the community:*** provision and maintenance of playing areas, parks, gardens, reserves and facilities for sporting and community groups; management of recreation centres and pools; public libraries and information services; environmental health

services; provision of doctors surgery, police licensing services, newsletter production and publication, citizenship ceremonies; youth services and community events.

**Regulatory services:** planning of road systems, town planning schemes; building approvals for construction, additions or alterations to buildings; dog control and environmental health services.

**General administration:** the provision of general information to the public and the lodging of complaints and payment of fees including rates and dog licenses, photocopying, free public internet access and facsimile services.

**Processes of government:** Local Government is responsible for good governance of the district and takes a proactive role in economic, social and environmental outcomes for the district. Processes include ordinary and special council and committee meetings; electors meetings and election of council members; community meetings and community consultations.

### **People with disability in the Shire of Perenjori**

The population recorded as living in the Shire on census night 2021 is 629 people, including 390 males and 239 females. This is a 1% increase from the 2016 census. Most of the population growth is in the male population, with modest growth in the female population.

In 2021, the number of people living with disability decreased from 2.3% recorded in 2016 to 1.1%.

In 2018, there was approximately 69 people in the Shire with a disability and 27 people with a profound or severe activity limitation. According to the data recorded in 2018, 11% of people cared for someone with a disability or had a severe activity limitation in the community.

In 2021, approximately 61 people in the Shire were aged 70 years and over, 4 resided in Council owned residential units.

### **Planning for better access**

It is a requirement of the Disability Services Act that all local government authorities develop and implement a Disability Access and Inclusion Plan (DAIP) that outlines the ways in which the authority will ensure that people with disability have equal access to its facilities and services.

Other legislation underpinning access and inclusion includes the WA Equal Opportunity Act and the Commonwealth Disability Discrimination Act (DDA). While Action Plans are not compulsory under the DDA, they can assist organisations become more accessible and inclusive, and can provide some clarity during disability discrimination proceedings. A DAIP may also satisfy the DDA's requirements for Action Plans.

### **Progress since 2017**

In the past five years, the Shire has completed different tasks in order to keep the town maintained and disability friendly. The Shire has worked towards improving its services and facilities for people with disability. Examples of these improvement include, upgrading its website in June 2022 to adhere with the Web Content Accessibility Guidelines, ensured events were inclusive and accessible for people with disability. Upgrades to public buildings to include ramps and disability signage at the Shire Administration Office.

The implementation of the DAIP 2017-2022 has helped the Managers and Officers in the organisation to keep on track with the enhancement of the town, the awareness of staff and the improvement of events. Any projects that got actioned, Council staff was implementing disability friendly strategies.

### ***Access and inclusion policy statement for people with disability, their families and carers***

The Shire of Perenjori is committed to ensuring that the community is an accessible and inclusive community for people with disability, their families and carers.

The Shire of Perenjori interprets an accessible and inclusive community as one in which all council functions, facilities and services are open, available and accessible to people with disability, providing them with the same opportunities, rights and responsibilities enjoyed by all other people in the community.

**The Shire of Perenjori:**

- recognises that people with disability are valued members of the community who make a variety of contributions to local social, economic and cultural life. The Shire believes that a community that recognises its diversity and supports the participation and inclusion of all of its members makes for a richer community life.
- believes that people with disability, their families and carers who live in country areas should be supported to remain in the community of their choice.
- is committed to consulting with people with disability, their families and carers and where required, disability organisations to ensure that barriers to access and inclusion are addressed appropriately.
- is committed to ensuring that its agents and contractors work towards the desired outcomes in the DAIP.
- is committed to working in partnership with local community groups and businesses to facilitate the inclusion of people with disability through improved access to facilities and services in the community.
- Is committed to offer the same opportunities to people with disability as others to obtain and maintain employment.
- is committed to achieving the seven desired outcomes of its DAIP.

**These are:**

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.

## **Development of the DAIP**

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

The Chief Executive Officer has responsibility to oversee the development and implementation, review and evaluation of the plan. The final plan is endorsed by Council and it is the responsibility of all officers to implement the relevant actions.

### **Community Consultation Process**

In 2022, the Shire undertook a comprehensive consultation program to review its DAIP, consult with key stakeholders and draft a new DAIP to guide further improvements to access and inclusion.

The process included:

- examination of the 2017-2022 DAIP and subsequent reviews;
- examination of other council documents and strategies;
- investigation of contemporary trends and good practice in access and inclusion;

- consultation with key staff; and
- consultation with the community;

The Disability Services Regulations 2004 set out the minimum consultation requirements for public authorities in relation to DAIPs. Local government authorities must call for submissions (either general or specific) by notice in a newspaper circulating in the local district of the local government under the Local Government Act 1995 or on any website maintained by or on behalf of the local government authority. Other mechanisms may also be used.

- In August 2022 the community was informed through the local newspaper and council's website that council was reviewing and updating its' Disability Access and Inclusion Plan to address the barriers that people with disability and their families experience in accessing council functions, facilities and services.
- The community was advised through the local newsletters and council's website that they could provide input into the development of the plan by:

Completing the feedback survey with the help of the Community Development Officer, who met with individuals and groups.

### **Findings of the consultation**

The Shire of Perenjori undertook research in the local community, asking residents about their experiences of accessing facilities, services, information and events, 13 local residents replied. The results of this research can be found in Appendix 1.

An internal review and consultation found that many of the objectives in the 2017-2022 DAIP had been achieved and that the plan required revision, to ensure currency and relevance. The new plan should not only address current access barriers but also reflect contemporary values and practices, such as striving for inclusion and meeting more than the minimum compliance with access standards. It must also keep abreast of legislative and regulatory changes. These are addressed in the DAIP Action Plan.

## **Access Barriers**

While the review and consultation noted a great deal of achievement in improving access it also identified a range of barriers that require redress. These access barriers include:

- Council policy to guide and inform access and inclusion activities may not reflect contemporary values and practice;
- Processes of council may not be as accessible as possible;
- Events may not always be held in a manner and location that best facilitates the participation of people with disability;
- Suitable parking for people with disability may not be meeting the needs of this growing demographic;
- Staff may be uninformed or lacking in confidence to adequately provide the same level of service to people with disability; and
- People with disability may not be aware of consultation opportunities with the shire.

The identification of these barriers informed the development of strategies in the DAIP. The barriers have been prioritised in order of importance, which assists setting timeframes for the completion of strategies to overcome those access barriers.

## **Responsibility for implementing the DAIP**

It is a requirement of the Disability Services Act that public authorities must take all practical measures to ensure that the DAIP is implemented by its officers, employees, agents and contractors.

Implementation of the DAIP is the responsibility of all areas of council. Some actions in the Action Plan will apply to all areas of council while others will apply to a specific area. The Action Plan sets out who is responsible for each action.

## **Communicating the plan to staff and people with disability**

- In August 2022 council advertised the review of the plan, the availability of a draft plan and sought submissions. The draft plan was made available to the public. As well input was sought from council officers, people with disability, their families, carers, disability organisations and relevant community groups for feedback. In September 2022 the plan will be put forward to council to be formally adopted.

- Council will advertise through the local newspaper that copies of the plan are available to the community upon request and in alternative formats if required, including hard copy in standard print, by email and on the council website.
- As plans are amended both staff and the community will be advised of the availability of updated plans, using the same methods.

### **Review and evaluation mechanisms**

The Disability Services Act sets out the minimum review requirements for public authorities in relation to DAIPs. The Shire's DAIP will be reviewed at least every 5 years, in accordance with the Act. The DAIP Implementation Plan may be amended on a more regular basis to reflect progress and any access and inclusion issues which may arise. Whenever the DAIP is amended, a copy of the amended plan will be lodged with the Disability Services Commission.

### **Review and monitoring**

- The DAIP will be reviewed by staff on a needs basis to ensure it meets the requirements of the community.
- The review of the Shire's DAIP will be included in the DAIP 2022-2027 which will be submitted to the Disability Services Commission in September 2022. The report will outline what has been achieved under the Shire's DAIP 2017-2022.
- A report will be prepared each year on the implementation of the disability access and inclusion plan. A status report will be provided to council. These reports will be formally endorsed by council.
- Progress in implementing the DAIP will be published in the Shire's Annual Report

### **Evaluation**

- Council will annually endorse any reports on the disability access and inclusion implementation process.
- Once a year prior to 31 July council will provide advice to the community regarding the implementation of the DAIP and seek feedback on the effectiveness of strategies. This will inform the further implementation of the plan.

- A notice about the consultation process will be placed in the local newspapers, posted on the Shire's website, and circulated to disability service providers in the Shire.
- The reviewing staff member will use some of the consultation processes used during the initial consultations including advertising for submissions.
- Councillors and council officers will be requested to provide feedback on how well they believe the strategies are working and to make suggestions for improvement.
- Implementation Plans will be amended based on the feedback received and copies of the amended Implementation Plan will be available to the community in alternative formats once endorsed by council.

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

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

Council will report on the implementation of its DAIP through its annual report and the prescribed pro forma to the Disability Services Commission by 30 June each year, outlining:

- its progress towards the desired outcomes of its DAIP;
- the progress of its agents and contractors towards meeting the six desired outcomes; and
- the strategies it used to inform its agents and contractors of its DAIP.

### **Strategies to improve access and inclusion**

As a result of the consultation process the following overarching strategies will guide tasks, reflected in the Implementation Plan, that the Shire of Perenjori will undertake from 2022-2027 to improve access to its services, buildings and information. The seven desired outcomes provide a framework for improving access and inclusion for people with disability in the Shire of Perenjori.

**Outcome 1: People with disability have the same opportunities as other people to access the services of, and any events organised by, a public authority.**

| Strategy   | Timeline |
|--|----------|
| Ensure that people with disability are provided with an opportunity to comment on access to services.    | Ongoing  |
| Develop the links between the DAIP and other Council plans and strategies.                               | Ongoing  |
| Council will ensure that any events are organised so that they are accessible to people with disability. | Ongoing  |

**Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority.**

| Strategy   | Timeline |
|--|----------|
| Ensure all buildings and facilities, including public toilets, are physically accessible to people with disability within existing resources.  | Ongoing  |
| Ensure that all new or redevelopment works provide access to people with disability, where practicable.  | Ongoing  |
| Continue to ensure all premises and other infrastructure related to transport facilities is accessible.  | Ongoing  |
| Ensure additional adequate priority parking to meet the demand of people with disability in terms of quantity and location.                    | Ongoing  |
| Continue to advocate to local businesses and tourist venues the requirements for and benefits flowing from the provision of accessible venues. | Ongoing  |
| Ensure that parks and reserves remain accessible.  | Ongoing  |

**Outcome 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.**

| Strategy  | Timeline |
|---|----------|
| Improve community awareness that Council information can be made available in alternative formats upon request.                       | Ongoing  |
| Provide documentation regarding services, facilities and customer feedback in an appropriate format using clear and concise language. | Ongoing  |

**Outcome 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.**

| Strategy  | Timeline |
|---|----------|
| Improve staff awareness of disability and access issues and improve skills to provide a good service to people with disability. | Ongoing  |
| Improve the awareness of new staff and new Councillors about disability and access issues.                                      | Ongoing  |
| Further generate and sustain staff awareness of disability and access issues.   | Ongoing  |

**Outcome 5: People with disability have the same opportunities as other people to make complaints to a public authority.**

| Barrier   | Timeline |
|---|----------|
| Ensure that current grievance mechanisms are accessible for people with disability.   | ongoing  |
| Ensure that grievance mechanism processes and outcome satisfaction survey forms are available in formats to meet the needs of people with disability. | ongoing  |

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

| Strategy  | Timeline |
|---|----------|
| Continue community awareness about consultation processes in place.                           | Ongoing  |
| Commit to ongoing monitoring of the DAIP to ensure implementation and satisfactory outcomes.  | Ongoing  |
| Improve access for people with disability to the established consultative process of Council. | Ongoing  |
| Seek a broad range of views on disability and access issues from the local community.         | Ongoing  |

**Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.**

| Strategy  | Task Timeline |
|---|---------------|
| Improved staff awareness on providing services for people with disability | Ongoing       |
| Improve workplace environment accessibility                               | Ongoing       |
| Connect with agencies to foster employment possibilities                  | Ongoing       |

## **PROGRESS UPDATE FROM 2017-2022 DAIP**

### **Outcome 1: People with disability have the same opportunities as other people to access the services of, and any events organised by, a public authority.**

- Ensure that people with disability are provided with an opportunity to comment on access to services.
- Monitor the Shire's Access and Inclusion policy to ensure it supports equitable access to services by people with disability throughout the various functions of the Council.
- Made the library technology as accessible as possible.
- Council ensured that any events are organised so that they are accessible to people with disability.

### **Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire.**

- Continue to ensure all premises and other infrastructure related to transport facilities is accessible.
- Ensured adequate priority parking to meet the demand of people with disability in terms of quantity and location.
- Curbing and footpaths upgrades

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

- Improved community awareness that Council information can be made available in alternative formats upon request.
- Improved staff awareness of accessible information needs and how to obtain information in other formats.
- Provided documentation regarding services, facilities and customer feedback in an appropriate format using clear and concise language.
- The Shire redeveloped its website in June 2022 to include colour contrast and text resize features for people with disability

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

- Improved staff awareness of disability and access issues and improve skills to provide a good service to people with disability.
- Improved the awareness of new staff and new Councillors about disability and access issues.

**Outcome 5: People with disability have the same opportunities as other people to make complaints to the Shire of Perenjori.**

- Web based comments/feedback forms available along with paper copy forms in alternative formats upon request.
- Customer Service Officers are providing extended services to people with disability

**Outcome 6: People with disability have the opportunities as other people to participate in any public consultation by the Shire of Perenjori.**

- Involved Local Health Service providers in neighbouring towns to support and develop activities in the Shire of Perenjori.
- Regular community engagement with key stakeholders.

**Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.**

- Inclusive Event policy and procedure has been implemented
- Provided disability-focused staff training to increase disability confidence within the Shire

## **Disability Access and Inclusion Plan**

### **DRAFT IMPLEMENTATION PLAN**

**2022-2027**

#### **Implementation Plan**

The Implementation Plan itemises what the Shire of Perenjori will be undertaking in 2022-2027 to improve access to its services, information and facilities for people with disability.

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

- individual tasks being undertaken;
- timeline for completion of the individual tasks;
- officer position or part of the public authority with responsibility for completing the individual tasks; and the
- broad strategy that the individual tasks are supporting.

As outlined in the Shire of Perenjori's DAIP, many of the broad strategies will not be completed in 2022-2027; however individual tasks to support the achievement of those strategies may well be undertaken in part or whole in 2022-2027 through the Implementation Plan.

Broad strategies that will not be achieved in the 2022-2027 plan will be supported by tasks outlined in future Implementation Plans.

**Outcome One:**      **People with disability have the same opportunities as other people to access the services of, and any events organised, by the Shire of Perenjori.**

| Strategy   | Task   | Task Timeline                 | Responsibility                |
|--|--|-------------------------------|-------------------------------|
| Monitor the Shire's Access and Inclusion policy to ensure it reflects contemporary values and practices and supports equitable access to services by people with disability throughout the various functions of the Council. | <ul style="list-style-type: none"> <li>Review annually to ensure Policy meets State Government Guidelines.</li> </ul>  | Ongoing                       | Community Development Officer |
| Develop links between the DAIP and other Council plans and strategies.   | <ul style="list-style-type: none"> <li>Identify appropriate strategic business planning documents, budget processes and all other relevant plans and strategies requiring alignment with the DAIP.</li> <li>Incorporate the objectives of the DAIP into Shire's strategic business planning, budgeting processes and all other relevant plans and strategies.</li> </ul> | <p>Ongoing</p> <p>Ongoing</p> | All senior staff.             |
| Council will ensure that any events are organised so that they are accessible to people with disability.   | <ul style="list-style-type: none"> <li>Ensure all events are planned using the Accessible Events checklist.</li> <li>Make the Accessible Events checklist available to staff.</li> </ul>   | Ongoing                       | All Managers                  |
| Ensure that Council staff, agents and contractors are aware of the relevant requirements of the Disability Services Act.   | <ul style="list-style-type: none"> <li>Promote the Shire's policy and procedures regarding the Disability Services Act's requirements around agents and contractors through the newsletter and include in the induction process for new staff.</li> </ul>  | Ongoing                       | All Managers                  |

| Strategy   | Task   | Task Timeline | Responsibility                |
|--|--|---------------|-------------------------------|
| Ensure that people with disability are provided with additional attention at events. | <ul style="list-style-type: none"> <li>Additional shade and seating at events that are supported by the Shire</li> </ul> | Ongoing       | Community Development Officer |

**Outcome Two:**      **People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Perenjori.**

| Strategy   | Task  | Task Timeline | Responsibility                                      |
|--|---|---------------|---|
| Ensure all buildings and facilities are physically accessible to people with disability. | <ul style="list-style-type: none"> <li>Audit access barriers to buildings and facilities using the Access Resource Kit checklists and Disability Access Consultants.</li> </ul> | Ongoing       | Community Development Officer                       |
|  | <ul style="list-style-type: none"> <li>Identify access complaints to support audit results.</li> </ul>  | Ongoing       | Executive Assistant Manager Infrastructure Services |
|  | <ul style="list-style-type: none"> <li>Prioritise and make submission to Council to commence work on rectifying identified barriers.</li> </ul>                                 | Ongoing       |   |

| Strategy   | Task  | Task Timeline | Responsibility   |
|--|---|---------------|--|
| Ensure that all new or redevelopment works provide access to people with disability, where practicable.          | <ul style="list-style-type: none"> <li>Implement project planning to enable the appropriate staff to review proposals for re-development and new work projects.</li> </ul>  | Ongoing       | Community Development Officer                                    |
|  | <ul style="list-style-type: none"> <li>Apply the Building Code of Australia, Australian Standards on Access (mandatory and recommended) and the Advisory Notes on Access to Premises prepared by the Human Rights and Equal Rights Commission when new work to buildings and facilities is undertaken.</li> </ul> | Ongoing       | Manager Infrastructure Services and Environmental Health Officer |
|  | <ul style="list-style-type: none"> <li>Include appropriate specifications in tender documents.</li> </ul>   | Ongoing       | Manager Infrastructure Services and Environmental Health Officer |
| Ensure adequate priority parking to meet the demand of people with disability in terms of quantity and location. | <ul style="list-style-type: none"> <li>Consider sufficient bays at some locations (e.g. Pavilion, Sports Club etc.).</li> </ul>   | Ongoing       | Community Development Officer/Works Supervisor                   |
| Ensure all premises and other infrastructure related to transport facilities are accessible.                     | <ul style="list-style-type: none"> <li>Prioritise and make submission to Council to undertake on issues identified.</li> </ul>  | Ongoing       | Chief Executive Officer  |

| Strategy   | Task  | Task Timeline                         | Responsibility                  |
|--|---|---------------------------------------|---------------------------------|
| Advocate to local businesses and tourist venues the requirements for and benefits flowing from the provision of accessible venues. | <ul style="list-style-type: none"> <li>Promote to business the economic benefits of being accessible.</li> <li>Make access information available on the Shire's website.</li> </ul>   | Ongoing<br><br>Ongoing                | Community Development Officer   |
| Ensure that parks and reserves are accessible.   | <ul style="list-style-type: none"> <li>Conduct regular audit of parks and reserves.</li> <li>Council to keep abreast of contemporary practice in creating universal playgrounds.</li> <li>Footpaths Installation program</li> </ul> | Ongoing<br><br>Ongoing<br><br>Ongoing | Manager Infrastructure Services |
|  | Continue to advocate to local businesses and tourist venues the requirements for and benefits flowing from the provision of accessible venues e.g. ramp for café and priority parking bay at Sports Club.                           | Ongoing                               | Community Development Officer   |
|  | Ensure that parks and reserves remain accessible, pathway improvement.  | Ongoing                               | Team Leader Town                |

**Outcome Three: People with disability receive information from the Shire of Perenjori in a format that will enable them to access the information as readily as other people are able to access it.**

| Strategy   | Task  | Task Timeline | Responsibility                |
|--|---|---------------|-------------------------------|
| Improve community awareness that Council information can be made available in alternative formats upon request.                      | <ul style="list-style-type: none"> <li>Ensure all documents carry a notation regarding availability in alternative formats.</li> </ul>  | Ongoing       | All Staff                     |
|  | <ul style="list-style-type: none"> <li>Advise the community via the local newsletter, that other formats are available.</li> </ul>  | Ongoing       | Community Development Officer |
| Improve staff awareness of accessible information needs and how to obtain information in other formats.                              | <ul style="list-style-type: none"> <li>Make Accessible Information guidelines available.</li> </ul>   | Ongoing       | Community Development Officer |
|  | <ul style="list-style-type: none"> <li>Conduct Accessible Information training and include as part of the induction of new staff.</li> </ul>  | Ongoing       | All Managers                  |
| Provide documentation regarding services, facilities and customer feedback in an appropriate format using clear and concise language | <ul style="list-style-type: none"> <li>Develop an audit plan to identify resident and business related information for people with disability who live and/or work in the shire.</li> </ul> | Ongoing       | All Managers                  |
|  | <ul style="list-style-type: none"> <li>Adopt State Government Guidelines for Information, Services and Facilities, and incorporate into general practice.</li> </ul>                        | Ongoing       | All Managers                  |

**Outcome Four:** People with disability receive the same level and quality of service from the staff of the Shire of Perenjori as other people receive from the staff of the Shire.

| Strategy   | Tasks  | Task Timeline | Responsibility                |
|--|--|---------------|-------------------------------|
| Improve the awareness of new staff and new Councillors about disability and access issues. | <ul style="list-style-type: none"> <li>Induction to incorporate awareness of DAIP</li> </ul> | Ongoing       | Community Development Officer |

**Outcome Five:** People with disability have the same opportunities as other people to make complaints to the Shire of Perenjori.

| Barrier   | Action  | Task Timeline | Responsibility                |
|---|---|---------------|-------------------------------|
| Ensure that current grievance mechanisms are accessible for people with disability.   | <ul style="list-style-type: none"> <li>Review current mechanisms for access. Consult with people with disability and other expert advice.</li> </ul>  | Ongoing       | Community Development Officer |
|   | <ul style="list-style-type: none"> <li>Promote accessible complaints mechanisms to the community.</li> </ul>  | Ongoing       |                               |
| Ensure that grievance mechanism process and outcome satisfaction survey forms are available in formats to meet the needs of people with disability. | <ul style="list-style-type: none"> <li>Provide grievance mechanism process and community survey forms in alternative formats upon request.</li> </ul> | Ongoing       | Community Development Officer |

**Outcome Six: People with disability have the same opportunities as other people to participate in any public consultation by the Shire of Perenjori.**

| Strategy  | Tasks   | Task Timeline                 | Responsibility  |
|---|---|-------------------------------|---|
| Improve community awareness about consultation processes in place.                            | <ul style="list-style-type: none"> <li>Promote the existence, role and activities of the Shire and their facilities for disabled persons to the community.</li> <li>Management and disabled service providers to meet regularly to provide strategic advice to Council.</li> </ul>                  | <p>Ongoing</p> <p>Ongoing</p> | Community Development Officer                         |
| Commit to ongoing monitoring of the DAIP to ensure implementation and satisfactory outcomes.  | <ul style="list-style-type: none"> <li>Council to regularly monitor the progress of the plan and be involved in all reviews of the plan.</li> <li>Consult people with disability in a range of different consultation mediums.</li> </ul>   | <p>Ongoing</p> <p>Ongoing</p> | Community Development Officer                         |
| Improve access for people with disability to the established consultative process of Council. | <ul style="list-style-type: none"> <li>Council's website to ensure agendas, minutes and other documents are available on request in alternative formats.</li> <li>Ensure published versions of Council documents include information in large print about the availability of documents.</li> </ul> | <p>Ongoing</p> <p>Ongoing</p> | <p>Executive Assistant</p> <p>Executive Assistant</p> |

| Strategy  | Tasks  | Task Timeline | Responsibility                |
|---|--|---------------|-------------------------------|
| Seek a broad range of views on disability and access issues from the local community. | <ul style="list-style-type: none"> <li>• Include appropriate questions about access and inclusion in general Shire surveys and consultation events.</li> </ul> | Ongoing       | Community Development Officer |
|   | <ul style="list-style-type: none"> <li>• Council's officers to actively pursue the views of the local community on a wide range of issues.</li> </ul>          | Ongoing       | Community Development Officer |

**Outcome Seven: People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.**

| Strategy   | Tasks   | Task Timeline | Responsibility                |
|--|---|---------------|-------------------------------|
| Improve staff awareness and educate about different disability | <ul style="list-style-type: none"> <li>• Annual survey about disability with current shire staff</li> </ul> | Ongoing       | Community Development Officer |

Discussion with Shire Senior staff has lead to the outcome below:

Outcome 7 refers to people with disability having the same opportunities as other people to obtain and maintain employment with a public authority. The results of this section are shown by monitoring staff behaviour and in (Chart 10). 10 replies show the Shire as average with 2 identifying the Shire as excellent when employing people with disability elements in the communitiy. Some of the qualitative feedback in these areas included:

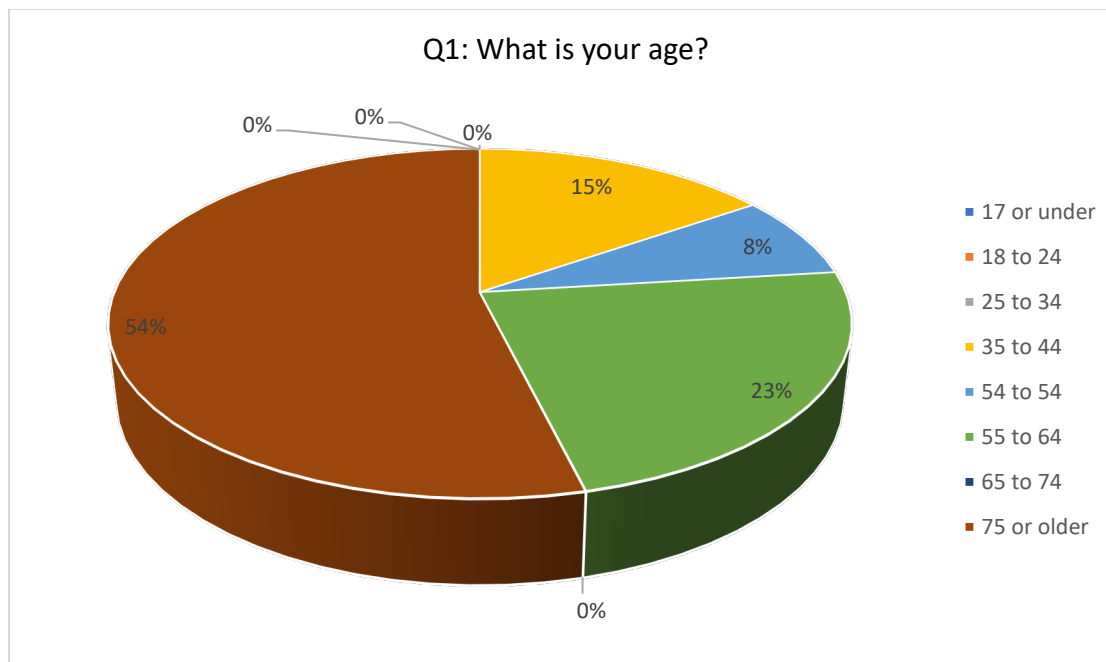
- Public Buildings in the Shire are easily accessible
- Training has to be provided as staff and citizen experience lack of confidence in how to deal with people with disability
- People with disability can be encouraged to apply for jobs within the public authority
- The Shire is giving equally everyone the same opportunity to apply for open positions and decide on who is meeting the requirments best

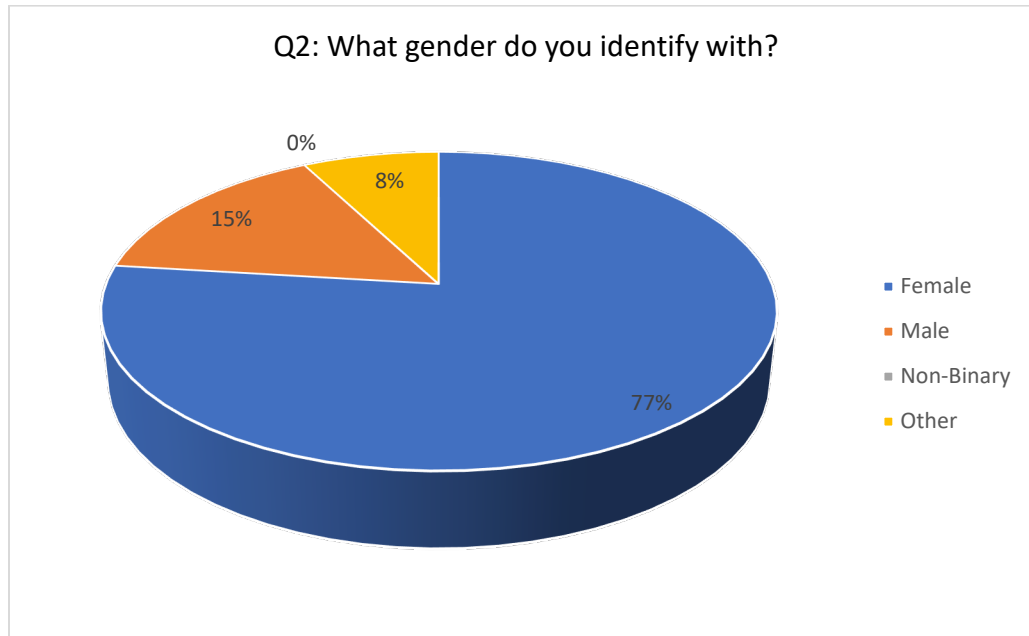
## APPENDIX 1

The Shire of Perenjori undertook a feedback survey, which was sent out to the local communities of Latham and Perenjori by way of a mail drop to all residents registered with a mail box. The survey was also available to download off the Shire of Perenjori website.

There were 13 replies to the survey, which is a response rate of around 100%. The results of the survey are shown below.

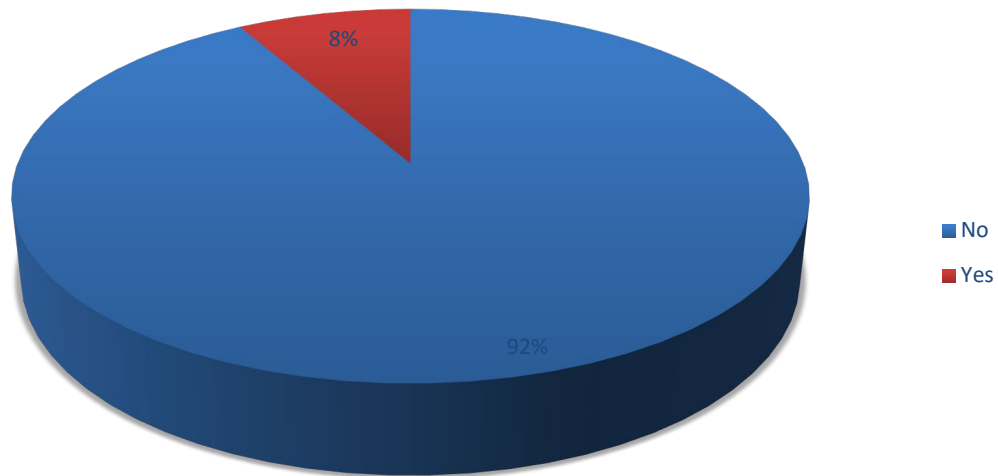
Out of the total number of respondents, there was a significant portion of them who identified their age as being 75 years or older. This equates to 53% of the total number of people surveyed. As a representation of the Shire of Perenjori, this indicates a significant aging population however there can be reservations made as the youth are less likely to participate in community surveys. This is illustrated in Q1.





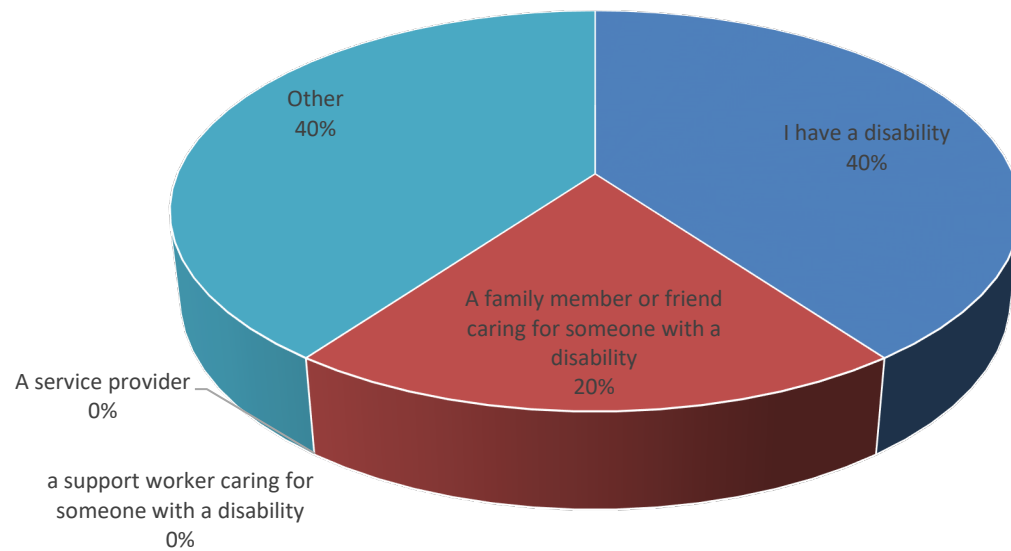
Females made up 77% of the total number of survey participants. 23% of the respondents identified as male and other with the latter amounting to 7%.

Q3: Are you Aboriginal or Torres Strait Islander

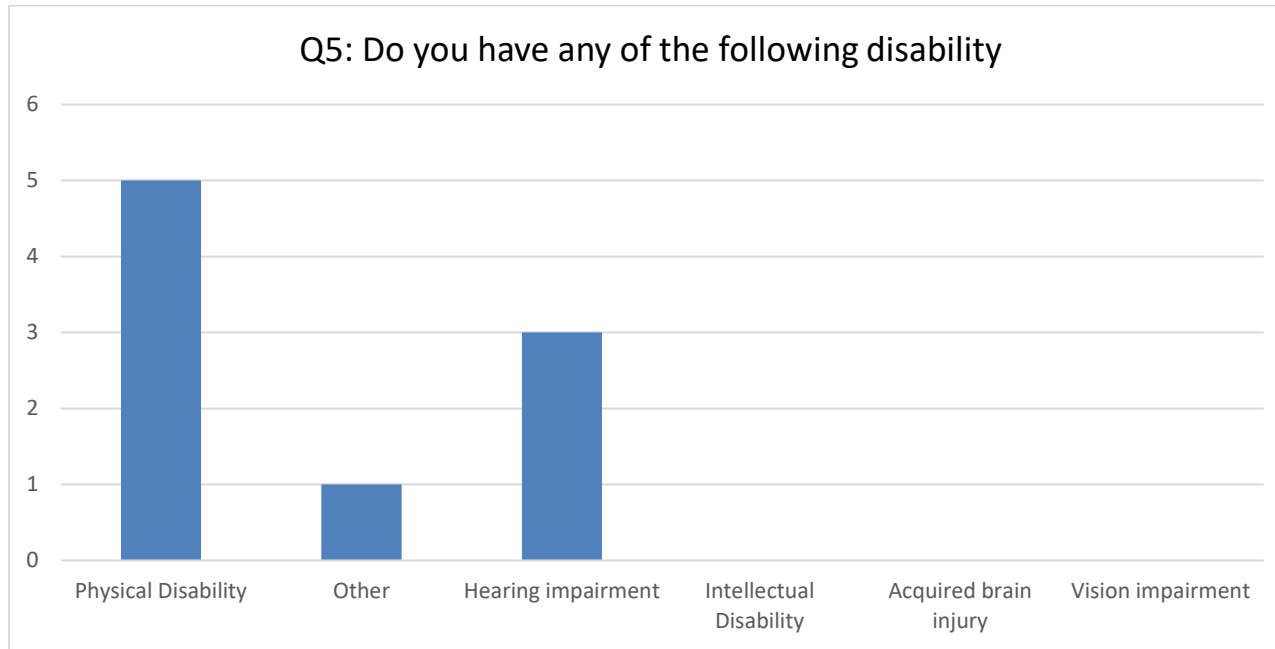


There were that identified as Aboriginal or Torres Strait Islander.

Q4: Do you have a disability or care for someone with a disability.

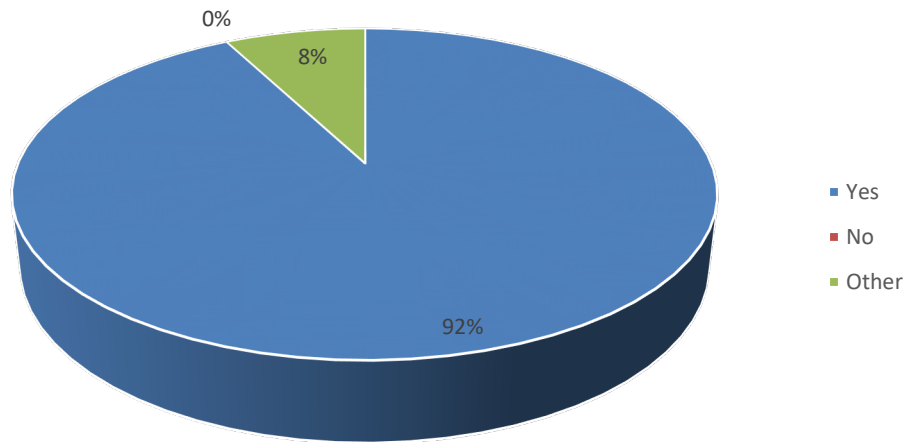


The data collated illustrates the number of respondents with a disability, cared for someone with a disability or provides service to a person with a disability. 61% of participants skipped the question. 40% of participant noted they had a disability, 20% were a family member caring for someone with a disability and 40% selected other.



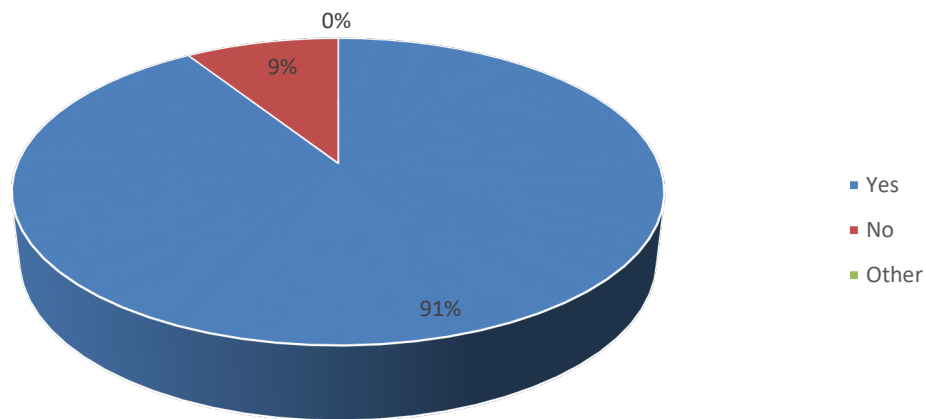
The following questions asked participants to list their disability. 62.50% of respondents identified as having a physical disability, 37.50% had hearing impairment, 12.50% selected other and 38% skipped the question.

Q6: Can you access public toilets and change rooms



The question asked respondents on the level of accessibility of the public toilets and change rooms in the Shire. 92% of respondents noted they could access toilets and public change rooms. 8% noted other and provided a qualitative response of only accessing public toilets with rails.

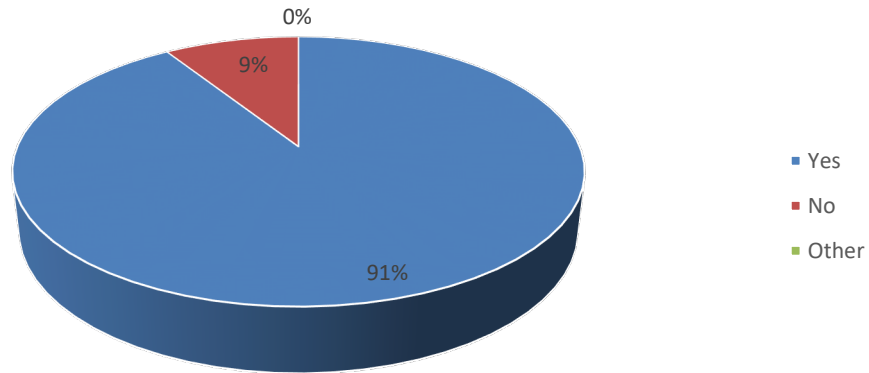
Q7: Can you access playgrounds, parks and sporting facilities



Respondants were asked to provide feedback on the accessibility of parks and sporting facilities. 91% of respondents stated they were able to access parks and sporting facilities and 9% stated they were unable to access parks and gardens.

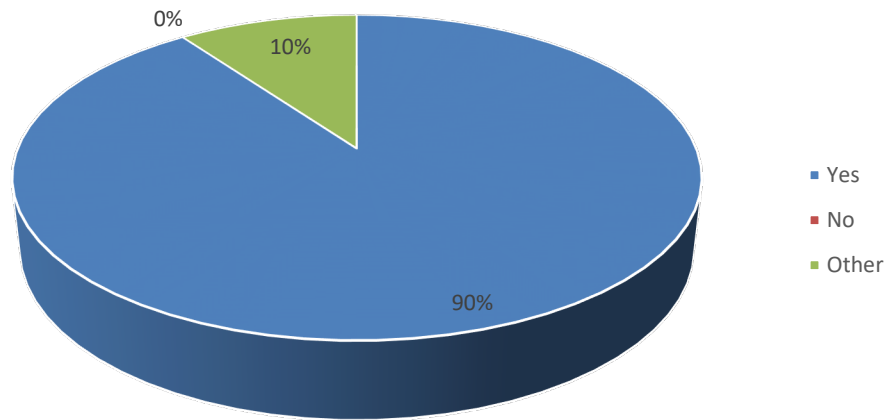
Respondents who were unable to access parks and sporting facilities did not elaborate on the accessibility barriers. 15% skipped the question.

Q8: Do you have the opportunity to access in the events in the community.



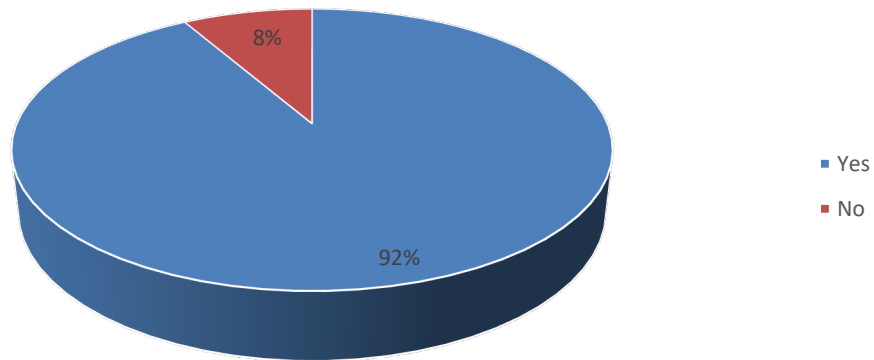
90% of respondents said they had the opportunity to attend events in the community. 9% illustrated that they were unable to access events in the community. 15% skipped the question.

Q9: People with disability have the opportunity to lodge feedback to the Shire to improve its services?



90% of respondents agreed to having the opportunity to provide the Shire with feedback on services.

Q10: Information provided by the Shire is easy to understand for people with disability.



Majority of the respondents stated that information provided by the Shire is provided in a format that can be understood by people with disability.



## Disability Access and Inclusion Plan (DAIP) Progress Report 2024-2025

### Reporting period: 1 July 2024 – 30 June 2025

The *Disability Services Act 1993* requires public authorities to:

- develop and implement a Disability Access and Inclusion Plan (DAIP).
- report annually on the progress made in achieving the seven DAIP outcomes.

Please submit your completed DAIP Progress Report 2024-2025 (in Word format only) to [StateDisabilityStrategy@communities.wa.gov.au](mailto:StateDisabilityStrategy@communities.wa.gov.au) by **4.30pm, Wednesday 16 July 2025**.

#### PUBLIC AUTHORITY DETAILS

|  |   |
|--|---|
| Public Authority Name  | Shire of Perenjori  |
| Contact Person   | Bianca Plug   |
| Position Title   | Governance Officer  |
| Email  | <a href="mailto:governance@perenjori.wa.gov.au">governance@perenjori.wa.gov.au</a>  |
| Phone  | 99730100  |
| Date DAIP lodged with Department of Communities  | 23 September 2022   |
| Date DAIP published on public authority's website  | 21 September 2022   |
| Website link for published DAIP  | <a href="https://www.perenjori.wa.gov.au/documents/88/disability-and-inclusion-plan-2022-27">https://www.perenjori.wa.gov.au/documents/88/disability-and-inclusion-plan-2022-27</a> |
| Has your public authority taken all practical measures to ensure its DAIP is implemented by relevant agents and contractors? | Yes   |

## Completing Sections 1-7

Sections 1-7 require public authorities to list the **actions** implemented against each of the seven DAIP outcomes. DAIPs can list strategies only, or both strategies and actions. Where your DAIP includes Strategies only, the DAIP actions will be in an implementation plan, action plan or other internal working document.

### What is a Strategy and what is an Action?

A **strategy** is a broad direction or approach to be taken to achieve a desired outcome.

An **action** is the activity, project or program delivered to achieve a strategy. An action is not the individual tasks, checklists or steps to complete the action.

DAIP examples:

1. Strategies only: [City of Mandurah](#) and [Department of Treasury](#)  
OR
2. Strategies and actions: [City of Perth](#) and [Child and Adolescent Health Service](#).

### To complete the tables in Sections 1-7:

- Column 1 – Strategy Number
  - Enter the number of your DAIP Strategy (text is not required).
- Column 2 – DAIP Action
  - Copy and paste the action wording from your DAIP, internal working document, operational or implementation plan.
- Column 3 - SDS outcome:
  - select one State Disability Strategy outcome from 1 – 15. Refer to State Disability Strategy Outcomes Guide (provided with this template) to identify the most appropriate outcome.
- Progress status select from:
  - **To be commenced:** the action is not scheduled to start yet.
  - **In progress:** the action is underway or is incorporated into business as usual.
  - **Completed:** the action has been implemented and completed.
  - **Not progressed:** the action has been delayed or is discontinued.

## SECTION 1: DAIP OUTCOME 1 – SERVICES AND EVENTS

**People with disability have the same opportunities as other people to access the services and events of a public authority.**

| QUESTION  |  |                             | ANSWER          |
|---|--|-----------------------------|-----------------|
| <p>Did your authority organise events in 2024-2025 that positively impacted community attitudes towards people with disability? If yes, indicate the event:</p> <p><input type="checkbox"/> International Day of People with Disability   <input type="checkbox"/> Other: List events</p> <p>Events that contribute to positive community attitude change are those that:</p> <ul style="list-style-type: none"><li>• Raise the profile of people with disability.</li><li>• Facilitate community interaction between the general public and people with disability.</li><li>• Incorporate explicit disability awareness activities. For example: an Auslan choir, wheelchair basketball, sensory room.</li></ul> |  |                             | No              |
| DAIP Strategy No.   | DAIP ACTION  | SDS OUTCOME                 | PROGRESS STATUS |
| 1   | Review the Shire's Access and Inclusion policy annually to ensure it meets State Government Guidelines.  | 12. Legislation and Justice | In Progress     |
| 2   | Identify relevant plans and strategies requiring alignment with the DAIP and incorporate the objectives of the DAIP into Shire's strategic business planning, budgeting processes and all other relevant plans and strategies. | 10. Disability Services     | Completed       |
| 3   | Ensure all events are planned using the Accessible Events Checklist and make the Accessible Events Checklist available to staff.   | 5. Community Infrastructure | In Progress     |
| 4   | Promote the Shire's policy and procedures regarding the Disability Services Act's requirements around agents and contractors through the newsletter and include in the induction process for new staff.                        | 12. Legislation and Justice | In Progress     |
| 5   | Ensure that people with a disability are provided with additional shade and seating at events that are supported by the Shire.   | 5. Community Infrastructure | Completed       |

## SECTION 2: DAIP OUTCOME 2 – BUILDINGS AND FACILITIES

**People with disability have the same opportunities as other people to access the buildings and facilities of a public authority.**

| DAIP Strategy No. | DAIP ACTION   | SDS OUTCOME                             | PROGRESS STATUS |
|-------------------|---|---|-----------------|
| 1                 | Audit access barriers to buildings and facilities using the Access Resource Kit checklists and Disability Access Consultants. Identify access complaints to support audit results and prioritise and make submission to Council to commence work on rectifying identified barriers.                                     | 5. Community Infrastructure             | To be commenced |
| 2                 | Implement project planning to enable the appropriate staff to review proposals for re-development and new work projects.  | 6. Travel - transport services          | In Progress     |
| 2                 | Apply the Building Code of Australia, Australian Standards on Access (mandatory and recommended) and the Advisory Notes on Access to Premises prepared by the Human Rights and Equal Rights Commission when new work to buildings and facilities is undertaken. Include appropriate specifications in tender documents. | 6. Travel - transport services          | In Progress     |
| 3                 | Consider sufficient bays at locations (e.g. Pavilion, Sports Club etc) to ensure priority parking meets the demand of people with disability.   | 6. Travel - transport services          | Not progressed  |
| 4                 | Ensure infrastructure related to transport facilities are accessible and make submission to Council to undertake the issues identified.   | 6. Travel - transport services          | Not progressed  |
| 5                 | Promote to business the economic benefits of being accessible.  | 5. Community Infrastructure             | Not progressed  |
| 5                 | Make access information available on the Shire's website.   | 15. Information                         | Completed       |
| 6                 | Council to keep abreast of contemporary practice in creating universal playgrounds by conducting regular audit of parks and reserves.   | 8. Recreation, Social, Arts and Culture | In Progress     |
| 6                 | Footpaths Installation program, pathway improvement.  | 8. Recreation, Social, Arts and Culture | Not progressed  |
| 6                 | Continue to advocate to local businesses and tourist venues the requirements for and benefits flowing from the provision of accessible venues e.g. ramp for café and priority parking bay at Sports Club.   | 8. Recreation, Social, Arts and Culture | Not progressed  |

### SECTION 3: DAIP OUTCOME 3 – INFORMATION

**People with disability receive information from a public authority in a format that enables them to access the information as readily as other people.**

| QUESTION  |   |                           | ANSWER          |
|---|---|---------------------------|-----------------|
| <p>Does your authority have accessible formats of your Disability Access and Inclusion Plan?</p> <p>Accessible formats include: accessible word and pdf versions, audio, Easy Read.</p> |   |                           | Yes             |
| DAIP Strategy No.   | DAIP ACTION   | SDS OUTCOME               | PROGRESS STATUS |
| 1   | Ensure all documents carry a notation regarding availability in alternative formats.  | 15. Information           | To be commenced |
| 1   | Advise the community via the local newsletter, that other formats of documents are available.   | 15. Information           | In Progress     |
| 2   | Improve staff awareness by making accessible information guidelines available.  | 1. Education and training | To be commenced |
| 2   | Conduct Accessible Information training with staff and include as part of the induction of new staff.                                     | 1. Education and training | To be commenced |
| 3   | Develop an audit plan to identify resident and business related information for people with disability who live and/or work in the shire. | 7. Welcomed and accepted  | To be commenced |
| 3   | Adopt State Government Guidelines for Information, Services and Facilities, and incorporate into general practice.                        | 15. Information           | In Progress     |

## SECTION 4: DAIP OUTCOME 4 – SERVICE QUALITY

**People with disability receive the same level and quality of service from the staff of a public authority as other people receive.**

| QUESTION  |  |                           | ANSWER          |
|---|--|---------------------------|-----------------|
| <p>Did your authority deliver training in 2024-2025 that improved staff capacity to respond positively to people with disability?</p> <p>If yes, what type of training was provided:</p> <p><input type="checkbox"/> Disability awareness    <input type="checkbox"/> Disability awareness refresher</p> <p><input type="checkbox"/> Other: List</p> <p>For Other: Examples include: disability confident recruiter, Auslan, Easy Read.</p> |  |                           | No              |
| DAIP Strategy No.   | DAIP ACTION  | SDS OUTCOME               | PROGRESS STATUS |
| 1   | Induction of new staff to incorporate awareness of the DAIP.       | 1. Education and training | In Progress     |
| 1   | Induction of new Councillors to incorporate awareness of the DAIP. | 1. Education and training | In Progress     |

## SECTION 5: DAIP OUTCOME 5 – COMPLAINTS

**People with disability have the same opportunities as other people to make complaints to a public authority.**

| DAIP Strategy No. | DAIP ACTION   | SDS OUTCOME          | PROGRESS STATUS |
|-------------------|---|----------------------|-----------------|
| 1                 | Review current grievance mechanisms for access by consulting with people with disability and other expert advice. | 13. Voices are heard | To be commenced |
| 1                 | Promote accessible complaints mechanisms to the community.  | 13. Voices are heard | In Progress     |
| 2                 | Provide grievance mechanism process and community survey forms in alternative formats upon request.               | 15. Information      | Completed       |

## SECTION 6: DAIP OUTCOME 6 – CONSULTATION

**People with disability have the same opportunities as other people to participate in any public consultation by a public authority.**

| QUESTION  |   |                             | ANSWER          |
|---|---|-----------------------------|-----------------|
| <p>Does your authority have a DAIP advisory, reference or working group with members who have lived experience of disability?</p> <p>A DAIP advisory, reference or working group is one whose purpose is to:</p> <ul style="list-style-type: none"><li>• Shape your public authority's access and inclusion initiatives.</li><li>• Raise the profile of access and inclusion within your public authority.</li><li>• Influence change in policy and practices relating to access and inclusion.</li></ul> |   |                             | Yes             |
| DAIP Strategy No.   | DAIP ACTION   | SDS OUTCOME                 | PROGRESS STATUS |
| 1   | Promote the existence, role and activities of the Shire and their facilities for disabled persons to the community. | 15. Information             | Completed       |
| 1   | Management and disabled service providers to meet regularly to provide strategic advice to Council.                 | 13. Voices are heard        | In Progress     |
| 2   | Council to regularly monitor the progress of the plan and be involved in all reviews of the plan.                   | 3. Leadership and influence | Completed       |
| 2   | Consult people with disability in a range of different consultation mediums.  | 13. Voices are heard        | In Progress     |

|   |  |                      |             |
|---|--|----------------------|-------------|
| 3 | Council's website to ensure agendas, minutes and other documents are available on request in alternative formats.      | 15. Information      | In Progress |
| 3 | Ensure published versions of Council documents include information in large print about the availability of documents. | 15. Information      | In Progress |
| 4 | Include appropriate questions about access and inclusion in general Shire surveys and consultation events.             | 13. Voices are heard | In Progress |
| 5 | Council's officers to actively pursue the views of the local community on a wide range of issues.                      | 13. Voices are heard | In Progress |

## SECTION 7: DAIP OUTCOME 7 – EMPLOYMENT

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


| QUESTION  |  |   | ANSWER                             |
|---|--|---|------------------------------------|
| Local Government: How many elected members disclose they have disability?   |  |   | 0                                  |
| State Government: Does your authority have a government board/s?<br>If yes, how many board members disclose they have a disability? |  |   | Choose an item.<br>Choose an item. |
| DAIP Strategy No.   | DAIP ACTION  | SDS OUTCOME                             | PROGRESS STATUS                    |
| 1   | Annual survey about disability with current shire staff. | 2. Employment and economic independence | In Progress                        |



## SECTION 8: ACHIEVEMENTS

- Select three achievements – the third must be an achievement from either DAIP Outcome 3, 4, 5, or 6.
- Limit the achievement description to 150 words maximum.
- Achievements must demonstrate at least one of the following:
  - ☐ Resulted in positive change: what happened and what changed.
  - ☐ Innovation: implemented or created something new to address a need, gap or solve a problem.
  - ☐ Improvement in disability access and inclusion practice. For example: building project progressing from minimum standards to application of universal design principles.
  - ☐ Outcomes: where change has been measured. For example: increased awareness, satisfaction, knowledge, confidence.

### Photos

- Insert a maximum of two photos per achievement.
- Only submit photos where permission to publish the image has been obtained.
- Photos should be in jpeg format and be a minimum of 300 dpi.

| ACHIEVEMENT 1 (maximum word count: 150)  | Photos (max. 2)  |
|--|--|
| Achievement is from DAIP Outcome: 2, Buildings and Facilities  |  |
| Photos: <input checked="" type="checkbox"/> Permission to publish confirmed <input type="checkbox"/> Minimum 300 dpi   |  |
| <p>Achievement:</p> <p>To improve physical accessibility and emergency response access, the Shire installed an additional concrete pathway at the entrance of Unit 42A Russell Street following recommendations from the CRC's <i>Staying in Place</i> program. The new pathway ensures ambulance personnel can safely reach the unit when needed, while also enabling the resident to independently access their home using a gopher. In addition, bathroom handrails were installed to enhance safety and mobility inside the home. This achievement demonstrates how local partnerships can address individual access needs while supporting broader DAIP goals to promote age- and disability-friendly housing in the Perenjori community.</p> |  |

| ACHIEVEMENT 2 (maximum word count: 150)   | Photos (max. 2)   |
|---|---|
| Achievement is from DAIP Outcome: 2, Buildings and Facilities   |   |
| Photos: <input checked="" type="checkbox"/> Permission to publish confirmed <input type="checkbox"/> Minimum 300 dpi  |   |
| <p>Achievement:</p> <p>An ACROD parking bay was installed at the newly constructed supermarket in Perenjori, developed by Breffni Group following a Shire-managed tender process. The bay improves physical accessibility for people with disabilities by accessing essential services and demonstrates how local development processes can contribute to more inclusive community infrastructure.</p>  |    |
| ACHIEVEMENT 3 (maximum word count: 150)   | Photos (insert max. 2)  |
| Achievement is from DAIP Outcome: 4. Service Quality  |   |
| Photos: <input checked="" type="checkbox"/> Permission to publish confirmed <input type="checkbox"/> Minimum 300 dpi  |   |
| <p>Achievement:</p> <p>The Shire successfully secured funding to deliver the LIFE program, aimed at supporting the health and wellbeing of older adults and people with disability in the community. The program offered physiotherapy and water aerobics classes, as well as guided orientation on using gym equipment safely by a qualified personal trainer. Through this funding, the Shire held a community wellness event featuring a local physiotherapist, personal trainer, and Desert Blue Connect counselling services. The program complemented and supported the <i>Staying in Place</i> initiative delivered by the local CRC. This achievement demonstrates the Shire's commitment to improving service quality, promoting physical and mental wellbeing, and enabling inclusive and accessible programming.</p> |  |

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## SECTION 9: DAIP ACTIONS IN DIGITAL FORM

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If your public authority produced video or social media clips to promote and demonstrate the impact of any of your DAIP actions or activities – please include hyperlinks below.

### DAIP stories in digital form

|   |    |
|---|----|
| Did your authority produce video or social media clips on any DAIP actions/activities in 2024-2025? | NO |
|---|----|

If yes, please provide hyperlinks to digital content if publicly available online.

Hyperlink 1:

Hyperlink 2:

Hyperlink 3:

Please submit your completed Disability Access and Inclusion Plan (DAIP) Progress Report 2024-2025 to: [StateDisabilityStrategy@communities.wa.gov.au](mailto:StateDisabilityStrategy@communities.wa.gov.au) **by 4pm, Wednesday 16 July 2025.**

## 20.2 LATE ITEM – REVOCATION OF RESOLUTION 220525.21 AND NEW DETERMINATION (ELECTED MEMBER FEES, ALLOWANCES AND EXPENSES 2025-26)

|                         |   |
|-------------------------|---|
| Applicant:              | Shire of Perenjori                      |
| File:                   | ADM 0102                                |
| Date:                   | 19 June 2025                            |
| Disclosure of Interest: |   |
| Voting Requirements:    | Absolute Majority                       |
| Author:                 | Paul Anderson – Chief Executive Officer |
| Responsible Officer:    | Paul Anderson – Chief Executive Officer |
| Attachments:            | Nil                                     |

### Summary

This item presents a notice of motion from Shire President Cr Sutherland seeking Council's consideration to revoke part of Council Resolution 220525.21, which was carried by Absolute Majority at the Ordinary Council Meeting held on 22 May 2025 and proposes a revised recommendation to adopt a new annual attendance fee for the Shire President.

### Background

At the Ordinary Council Meeting held on 22 May 2025 Council resolved the level of Elected Member Fees, Allowances and Expenses for the upcoming 2025-26 as follows:

Council Resolution Number: 220525.21

Moved: Cr Hepworth

Seconded: Cr Fraser

That Council:

1. Adopts (*in accordance with section 5.98, 5.99 and 5.99A of the Local Government Act 1995*) annual attendance fees to be paid to all Councillors in lieu of individual meeting fees and annual allowances, in lieu of reimbursement of expenses.
2. Approve for inclusion in the 2025/26 budget, the following meeting attendances fees for the financial year payable quarterly in advance from 1 July 2025:
  - a) An annual meeting attendance fee for the Shire President of 75% of the maximum fee set by SAT in April 2025, and in accordance with *section 5.99 of the Local Government Act 1995*.
  - b) An annual attendance fee for council members of 75% of the maximum fee set by the SAT in April 2025, and in accordance with *section 5.99 of the Local Government Act 1995*
3. Approve for inclusion in the 2025/26 budget, the following Annual allowances for the Shire President and Deputy Shire President for the financial year 2025/26 payable in two payments in accordance with council policy no.9009:
  - a) An annual allowance for the Shire President the maximum allowance of \$22,470 set by SAT in April 2025, and in accordance with *section 5.99 of the Local Government Act 1995*.
  - b) An annual allowance fee for the Deputy President of 25% (\$5,617.50) of the maximum fee set by SAT in April 2025 and in accordance with *section 5.99 of the Local Government act 1995*.
4. Approve in accordance with *section 6.4 of the SAT determination*, Council remunerate independent committee members the maximum amount determined by SAT on 4 April 2025. *98(2)(b) and (3) of the Act and regulation 31(1)(b), and 32(1) of the Local Government (Administration) Regulations 1996*, and in accordance with the Salaries and Allowances Tribunal's current determination for 2025/26.
5. Approve the reimbursement of expenses incurred by a Council member in accordance with *section 5.98(2)(b) and (3) of the Act and regulation 31(1)(b), and 32(1) of the Local Government (Administration) Regulations 1996*, and in accordance with the Salaries and Allowances Tribunal's current determination for 2025/26.

Motion put and carried 7/0 by Absolute Majority  
For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell  
Against: Nil

### Statutory Environment

*Local government Act 1995*

10(1)(a) Revoking or changing decisions (Act s. 5.25(1)(e))

If a decision has been made at a Council or a committee meeting then any motion to revoke or change the decision must be supported, in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority.

### Policy Implications

7009 – Elected Member Fees and Expenses

7003- Elected Members use of Shire Vehicles

### Consultation

Shire President

Paul Anderson – Chief Executive Officer

Ally Bryant - Finance Manager

### Financial Implications

Council member fees, allowances and expenses will be included in the 2025-26 draft budget considerations.

### Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.6. The organisation, assets and finances of the Shire are managed responsibly.

### Officer Comment

The Shire President has requested that the section relating to the Presidents annual attendance fee be reconsidered by Council to an amount of 50% of the maximum fee set by SAT in April 2025.

- |    |  |
|----|--|
| 2. | Approve for inclusion in the 2025/26 budget, the following meeting attendances fees for the financial year payable quarterly in advance from 1 July 2025:                                  |
| a) | An annual meeting attendance fee for the Shire President of 75% of the maximum fee set by SAT in April 2025, and in accordance with <i>section 5.99 of the Local Government Act 1995</i> . |

The comparison that was presented to council at the May meeting was as follows:

| Council Meeting Fees – Annual Payment |          |            |          |              |          |             |
|---------------------------------------|----------|------------|----------|--------------|----------|-------------|
| Council President                     | \$21,138 | \$5,284.50 | \$21,880 | 75% increase | \$16,410 | \$11,125.50 |
|                                       |          |            | \$21,880 | 50% increase | \$10,940 | \$5,655.50  |
|                                       |          |            | \$21,880 | 25% increase | \$5,470  | \$185.50    |

The Presidents allowance has previously been set at 25% of the SAT maximum

The Council can consider the following options:

1. Reaffirm the decision as resolved
2. Consider revoking the decision to amend
3. Revoke the previous decision
4. Reconsider the request and put forward another motion for discussion.

#### OFFICER RECOMMENDATION

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council:**

1. Re-affirms part 2a of Councils decision (Resolution No. 220525.21) resolved by Absolute Majority at the Ordinary Council Meeting held on 22 May 2025 as follows:
  2. *Approve for inclusion in the 2025/26 budget, the following meeting attendances fees for the financial year payable quarterly in advance from 1 July 2025:*
    - a) *An annual meeting attendance fee for the Shire President of 75% of the maximum fee set by SAT in April 2025, and in accordance with section 5.99 of the Local Government Act 1995.*

**OR**

2. Considers revoking part of Councils decision (Resolution No. 220525.21) resolved by Absolute Majority at the Ordinary Council Meeting held on 22 May 2025 as follows:
  2. *Approve for inclusion in the 2025/26 budget, the following meeting attendances fees for the financial year payable quarterly in advance from 1 July 2025:*
    - a) *An annual meeting attendance fee for the Shire President of 75% of the maximum fee set by SAT in April 2025, and in accordance with section 5.99 of the Local Government Act 1995.*

**Motion put and carried / lost by Absolute Majority**

**For:**

**Against:**

#### OFFICER RECOMMENDATION

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council:**

**Revokes part 2a of Councils decision (Resolution No. 220525.21) resolved by Absolute Majority at the Ordinary Council Meeting held on 22 May 2025 as follows:**

2. *Approve for inclusion in the 2025/26 budget, the following meeting attendances fees for the financial year payable quarterly in advance from 1 July 2025:*
  - a) *An annual meeting attendance fee for the Shire President of 75% of the maximum fee set by SAT in April 2025, and in accordance with section 5.99 of the Local Government Act 1995.*

**Motion put and carried / lost by Absolute Majority**

**For:**

**Against:**

## OFFICER RECOMMENDATION

**Council Resolution Number:**

**Moved:**

**Seconded:**

**That Council:**

**Approve for inclusion in the 2025/26 budget, the following meeting attendance fees for the financial year payable quarterly in advance from 1 July 2025:**

- a) An annual meeting attendance fee for the Shire President of 50% of the maximum fee set by SAT in April 2025, and in accordance with section 5.99 of the *Local Government Act 1995*.

**OR**

- b) An annual meeting attendance fee for the Shire President of XX% of the maximum fee set by SAT in April 2025, and in accordance with section 5.99 of the *Local Government Act 1995*.

**Motion put and carried / lost by Absolute Majority**

**For:**

**Against:**