PortAugusta

Disability Discrimination Act Access and Inclusion Action Plan 2013 - 2016

Adopted by Council on

23rd September 2013

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Message from The Council

The Port Augusta City Council Access and Inclusion Action Plan, has been developed with Council's Strategic Plan in mind, ensuring that Council provides fair and equitable access to services and facilities by people with a disability and their carers.

The Plan has been developed in consultation with the community, including people with disabilities, service providers, Council officers and volunteers. From the information gathered, an action plan was created which demonstrates Council's commitment to eliminating discrimination.

This Access and Inclusion Action Plan acknowledges that people with a disability have the same fundamental human rights as all other citizens, and has been developed to comply with the Federal Disability Discrimination Act 1992 (DDA).

Statistics indicate that almost 1 in 5 people have some type of disability. This is not difficult to understand, considering our ageing population. Most people aged 70 and over have some form of disability. With our ageing population it is essential that we continue to plan for the future resources and services that can be provided by Council to our community.

Date: 23rd September 2013

PART 1 - INTRODUCTION

1.1 - About The Port Augusta Local Government Area

The City of Port Augusta is located at the northern end of Spencer Gulf in South Australia which is centred on the town of Port Augusta, the seventh most populous city in South Australia, around 320 kilometres north of the state capital Adelaide.

Aborigines have been trading in the area for thousands of years. European settlement began in the 1840s and the town grew from a pastoral service centre and in 1878, the town became the southern terminus of a Central Australia Railway (a railway town) headed for Darwin. In 1929 the line was extended to the terminus at Alice Springs in the Northern territory. Between 1913 and 1917, the east–west transcontinental railway was built from Port Augusta to Kalgoorlie in Western Australia.

In late 1964, Port Augusta was granted City status, and the current council was formed.

Port Augusta is a stop for the Indian Pacific transcontinental train service on the Sydney–Perth railway and for the Ghan service between Adelaide, Alice Springs and Darwin.

It is important to note that the City of Port Augusta has always been the focal point of the Flinders Ranges region through its connection with early exploration, the export of wool and the construction of roads and railways in this part of the State. The Flinders Ranges have an international reputation as a major tourist attraction.

The region is also rich in minerals and the potential value of new mining development is considerable, not to mention the potential benefits from the services and facilities provided in modern mining communities.

Additionally, the areas diversity with aquaculture, tourism and support services to the Australian Defence Force and the Department for Correctional Services is expected to continue.

1.2 - Council Strategic Management Plan

The Council Strategic Direction and Action Plans focus on successfully achieving its Goals and Objectives within predetermined timeframes, which commit Council to Service Delivery; Organisational Management; Community Involvement plus Linkages and Coordination, all of which can affect people with a disability and/or their carers.

1.3 - Our Vision

Port Augusta is a thriving successful community where our spirit of innovation and resilience has provided opportunities for people of all ages to realise their dreams.

We have capitalised on our top location to attract business investment, residential growth and tourists from all over the world.

Our people have access to excellent health, education, housing and support services that gives them confidence in their future.

We lead the way in living sustainably in an arid environment and in developing alternative energy infrastructure.

Our strong, harmonious and vibrant community makes us proud to call Port Augusta home and enables us to welcome new residents and visitors to share our outstanding quality of life.

Together we thrive, create, connect, care and celebrate our diversity, prosperity and vitality.

1.4 - Our Mission

To create and sustain a safe and vibrant Community where people want to live, work, play and visit

1.5 – Managing Risk Against Disability Discrimination

Within the current Council Risk Management Policy, the following statements are conveyed:

- develop a culture of risk awareness whilst maintaining a culture of innovation and realisation of opportunities within the Council's daily operations;

- ensure compliance with risk management processes that are mandated by legislation;

- integrate and align risk management systems with Council's activities and business processes;

- encourage continuous review and improvement of Council's risk assessment and management processes.

1.6 - Population and Disability Demographic Profile

AUSTRALIAN NATIONAL OVERVIEW

People with a disability

4,200,000 Australians (approximately one in five or 18.5%) had a reported disability in 2009.

A further 21% had a long-term health condition that did not restrict their everyday activities.

Of those with a reported disability, 87% had a specific limitation or restriction; that is, an impairment restricting their ability to perform communication, mobility or self-care activities, or a restriction associated with schooling or employment.

Carers

In 2009, there were 2.6 million carers who provided assistance to those who needed help because of disability or old age.

Just under one third of these (29%) were primary carers; that is, people who provided the majority of the informal help needed by a person with a disability or aged 60 years and over.

Over two-thirds of primary carers (68%) were women.

PORT AUGUSTA COUNCIL OVERVIEW

To plan for services provided by Council, it is considered imperative that the population demographic relevant to this plan, is well known by Council.

The 2011 ABS indicates that the Port Augusta Council has a total population of 14,725, of which approximately:

11%	received the aged Pension
13%	provide unpaid care, help or assistance to family members or others
6%	receive the Disability Support Pension

Which equates to approximately 30% of the areas population.

In addition to this, 789,000 people visit the area each year, of which 61% visit for holiday or leisure (Tourism Research Australia).

Given the National data, one may assume that 197,250 visitors to the Port Augusta Council area may have a disability and or be a carer.

This action plan proactively guides services to our community and visitors.

All persons, Disability rates by age - 2003 and 2009
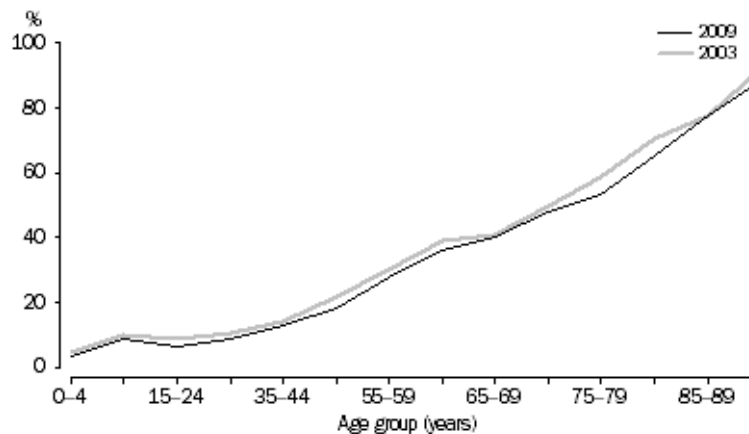
PART 2 – DEVELOPING AN ACCESS AND INCLUSION ACTION PLAN

2.1 – Action Plan Development

To guide the implementation of this Action Plan, Council engaged a specialist consultant to coordinate the development of the Disability Discrimination Action Plan and its associated stakeholder consultation initiatives.

2.2 - Aim of This Access and Inclusion Action Plan

The aim of this Plan is to assist Council to identify and remove barriers in policies, programs and services which exclude people with a disability, and to meet its obligations under the Disability Discrimination Act 1992.

In addition to this, the plan process shall:

- Promote and improve access for all
- Build an inclusive community for all people which respects the dignity and values the diversity of individuals
- Strengthens our community
- Ensure the protection of equal rights, the right to participate in all aspects of community life and to ensure the right of equal access to services, resources and facilities provided by Council, in its roles as a purchaser, service provider, policy adviser, planner, regulator and responsible employer

2.3 - Objectives of This Access and Inclusion Action Plan

The objectives of this Plan are to:

- Assist Council to better meet the needs of people with a disability who live, work and visit the region
- Assist Council to meet its legislative requirements under the Disability Discrimination Act, 1992
- Foster a region where people with a disability are afforded the same opportunities as the broader community
- Improve access for people with a disability to Council's services and facilities
- Encourage participation by people, regardless of ability, in Council's activities
- Promote positive and inclusive images of people with a disability within Council and the community

- Enhance the relationship between Council and people with disabilities in the area
- Promote and increase awareness of Council staff and the broader community of the rights and needs of people with disabilities and
- Focus on practical, achievable and deliverable initiatives to enhance access to services, physical infrastructure and public places

2.4 - Establishing an Access and Inclusion Action Plan

All Council services are covered by the Disability Discrimination Act (DDA) 1992, including:

- Public facilities such as parks, Council offices, etc
- Maintenance of road networks and footpath systems
- Children's Services and Aged Care Facilities
- Swimming pool
- Aquatic and Outdoor Adventure Centre
- Library and information services
- Tourism facilities
- Planning and approval mechanisms
- Council meetings
- Council employment practices

The development of an Access and Inclusion Policy and Action Plan represents a commitment by the Port Augusta City Council which will help ensure social inclusion and access for all residents and visitors.

The Policy and Action Plan clearly identifies Council's commitment, operational framework and stated intent towards facilitating and providing an inclusive community.

This can provide many benefits including increased opportunities for social inclusion, improved physical access to facilities and buildings, enhanced community and individual wellbeing and a greater recognition of the diversity of the Port Augusta residents and visitors.

In developing this Plan, the following was included, but not limited to:

A Review of Current Activities
- The Council Strategic Plan
- The range of potential service users and employees in the Council area
- The changing profile of the local community and collection of information
- Numbers of people and their types of disabilities

Identify Physical Barriers

- All the areas to which service users and employees should be entitled to have access
- Physical structures which may act as barriers to people with limited mobility
- Structures designed to deliver services, such as customer information counters and display units
- Décor which may be confusing or disorientating to people with a disability affecting their vision
- Non visual guides to assist people with a disability in using Council premises
- Ways of assisting people with a disability to move through a space in times of emergency and evacuation, including such things as visual fire alarms for people who are deaf or hearing impaired

Communication Barriers

- Alternatives for the advertising of Council services in ways that ensure accessibility to people with disabilities
- Alternative presentation of standard Council forms
- Access to computer technology in ways which can be used by people with disabilities
- Use of current technology to ensure that groups who attend Council meetings and functions have access to the visual and audio enhancements

Attitudinal Barriers

- Commit to a process for the understanding by all staff and elected members, of the implications of the DDA Action Plan
- Ensure all relevant Council Policies are DDA inclusive
- Set realistic, measurable goals and targets with achievable timelines based on collected data and allocate responsibility in liaison with responsible officers and Council committees.

In order to fulfil the requirements of the Disability Discrimination Act 1992, the Policy and Action Plan will also be submitted to the Australian Human Rights Commission.

This plan also considered a previous and comprehensive BCA and DDA audit of many Council buildings which identified actions which need to be undertaken to provide appropriate access for all, optimising the use of Council community resources.

2.5 - Relevant Legislative and Policy Framework

Federal and State Legislation require the planning, development and implementation of processes which fulfil Council's legal and moral obligations when providing access to all citizens and visitors within the Council area.

Relevant Federal and State legislation is outlined below, but is not limited to:

Commonwealth Government

Disability Discrimination Act (DDA) 1992

The Federal Disability Discrimination Act 1992 came into effect on the 1st March 1993.

It provides uniform protection against unfair or unfavourable treatment for people with disabilities in Australia, and seeks to fill the gaps in State and Territory legislation. Its objectives are to:

- eliminate, as far as possible, discrimination against persons on the grounds of disability;
- ensure, as far as practicable, that people with disabilities have the same rights to equality before the law as the rest of the community, and
- to promote recognition and acceptance within the community of the principles that people with a disability have the same fundamental rights as the rest of the community.

Disability Services Act 1986

This is a Commonwealth Act which ensures the rights of people with a disability to access services and to be treated with dignity.

Building Code of Australia

The Building Code of Australia, (BCA) in conjunction with the DDA, applies to new buildings undergoing significant refurbishment or alteration. The BCA is a comprehensive statement of the technical requirements relevant to the design and construction of buildings and other related structures and facilities. Australian Standard AS 1428 is directly referenced under the BCA. Compliance with a range of access provision is required.

Australian Standard 1428 – Design for Access and Mobility

AS 1428 is an important Building Code of Australia (BCA) reference standard which prescribes requirements for physical access which must be adhered to in the planning, development and construction of all buildings and facilities.

Other Australian and International Standards (AS and ISO)

Various Standards set out requirements that must be referred to when making decisions that impact on people with disabilities.

The Australian Human Rights Commission

The Australian Human Rights Commission Act 1986 (formerly called the Human Rights and Equal Opportunity Commission Act 1986) established the Human Rights and Equal Opportunity Commission (now known as the Australian Human Rights Commission) and gives it functions in relation to the following international instruments:

- International Covenant on Civil and Political Rights (ICCPR)
- Convention Concerning Discrimination in Respect of Employment and Occupation
- Convention on the Rights of Persons with Disabilities
- Convention on the Rights of the Child
- Declaration of the Rights of the Child
- Declaration on the Rights of Disabled Persons
- Declaration on the Rights of Mentally Retarded Persons, and
- Declaration on the Elimination of All Forms of Intolerance and of Discrimination Based on Religion or Belief.

The AHRC is responsible for administering the Disability Discrimination Act 1992, and has developed notes and guidelines on Access to Premises.

South Australian State Government

Local Government Act 1999

Detailing the statutory obligations of Local Government in relation to its role, functions and objectives Chap 1 Sec 3, Chap 2, Sect 6 and 7.

Equal Opportunity Act 1984

The purpose of the *Equal Opportunity Act 1984* (SA) is to promote equality of opportunity for all South Australians. It aims to prevent discrimination against people and to give them a fair chance to take part in economic and community life.

South Australia Disability Services Act, 1993

Act to provide for the principles that are to be applied with respect to people with disabilities; funding and provision of disability services.

Development Act 1993

Part 1 Sec 3 (f) (g) to regulate the design and construction of buildings.

Mental Health Act 2009

An Act which provides for the treatment, care and rehabilitation of people with serious mental illness with the goal of bringing about their recovery as far as is possible; to confer powers to make orders for community treatment, or detention and treatment of such people where required; to provide protections of the freedom and legal rights of mentally ill people.

2.6 - Disability Discrimination

Disability

The Federal Disability Discrimination Act 1992 (DDA) provides protection for everyone in Australia against discrimination based on disability. It encourages everyone to be involved in implementing the Act and to share in the overall benefits to the community and the economy that flow from participation by the widest range of people.

Disability discrimination happens when people with a disability are treated less fairly than people without a disability. Disability discrimination also occurs when people are treated less fairly because they are relatives, friends, carers, co-workers or associates of a person with a disability.

The definition of "disability" in the DDA includes:
- Physical
- Intellectual
- Psychiatric

- Sensory
- Neurological,
- Learning disabilities,
- Physical disfigurement,
- The presence in the body of disease-causing organisms

This broad definition is meant to ensure that everyone with a disability is protected from discrimination.

Additionally, the DDA covers disability which people:
- Have now
- Had in the past (for example: a past episode of mental illness)
- May have in the future (eg: a family history of a disability which a person may also develop)
- Are believed to have (for example: if people think someone has HIV/AIDS)

The Act also covers people with a disability who may be discriminated against because they:
- Are accompanied by an assistant, interpreter or reader
- Are accompanied by a trained animal, such as a guide or hearing dog, or use equipment or an aid, such as a wheelchair or a hearing aid

Further the DDA protects people who have some form of personal connection with a person with a disability, like relatives, friends, carers and co-workers, if they are discriminated against because of that connection or relationship.

Discrimination

Discrimination can be direct or indirect.

Direct Discrimination occurs when a person with a disability receives less favourable treatment than a person without a disability would receive in the same or similar circumstances.

Indirect Discrimination occurs when there is a requirement, condition or practice in force that applies to everyone but unfairly excludes or disadvantages people with a disability because they are unable, or find it difficult, to comply with the requirement, condition or practice due to the disability.

2.7 - Implementation

Following Council's adoption of the plan it will be:

- Distributed to Council elected members, staff and the responsible Council Committee for action
- Registered with Human Rights and Equal Opportunity Commission
- Notified to the public and made available online and at library services

Responsibilities of implementation

The Council is responsible for:

- Ensuring that all Elected Members are aware of the plan as part of their induction
- Overseeing the development and implementation of the plan
- Ensuring that there is an equitable allocation of resources
- Ensuring that all Council decisions reflect the plan's principles and priorities

Council Staff and Volunteers are responsible for:

- Facilitating the provision of information about the plan and its implementation;
- Ensuring that the plan is implemented across all Councils activities and that goals are achieved
- Coordinating the implementation within their areas of responsibilities
- Nominating and releasing relevant officers to attend disability awareness and training programs
- Ensuring that people with disabilities are consulted effectively
- Ensuring that budgets are allocated equitably on needs-based planning
- Providing regular reports on the achievement of the goals

Disability Access Review Advisory Committee responsible for:

- Facilitating the development of the plan
- Liaising with people with a disability in the community and their carers, Council elected members, employees and volunteers
- Monitoring the implementation of the plan and presenting regular reports
- Endorsing the plan
- Advising and commenting on the implementation of the plan as required
- Assisting in the evaluation of the plan

2.8 - Evaluation and Review

The plan will be evaluated through the following processes:

- Regular meetings of officers and the responsible Council Committee will be called to report on the outcomes against the performance indicators
- This will be documented and provided to Council and made available to the community via the website
- The opportunity for the community to provide feedback in relation to the progress of the plan will be given by open invitation to a Disability Access Review Advisory Committee Meeting convened for evaluative purposes close to the plan's completion. This will also serve the function of preparing for the next plan
- Community members throughout the term of the plan can lodge comments to the Council about its progress. Council's response will be made according to the community contacts, correspondence and customer services guidelines.

The overall Action and Equity Plan will be reviewed after three years to ensure that legislative intent and statutory requirements are being satisfied. This will also be incorporated into The Port Augusta City Council Strategic and Business Plans.

2.9 - Wider Community and Stakeholder Consultation

In order to develop the DDA Action Plan in partnership with the local community, Council undertook a number of consultation workshops which provided a forum for people to actively contribute to the development of the Plan.

Consequently, in addition to Elected Members, the Council staff and volunteers who attended and contributed to the consultation workshops included people from departments such as: Town Planning; Community & Recreational; Infrastructure; Community Services; City and Cultural Services; City Management; Cultural Centre; Building Approvals; Front Counter and Finance.

Likewise, community representation included individuals from the local Child Care providers; Uniting Communities; Royal Society for the Blind ; Community Bridging Services; Calvary Silver Circle; Ryan Mitchell Swim Centre; Nanny SA; Hearing Services, Department for Education & Child Development. ; Speech Pathologist, Department for Education & Child Development.; AM Ramsay Village ; Nerrilda Nursing Home; Port Augusta Hospital & Regional Health

Service; Parents ; Occupational Therapist Country Health SA Child Development Unit; and a Retired Disability Officer.

All their contributions were acknowledged in the attached Action Plan.

PART 3 – ACCESS AND INCLUSION POLICY

3.1 – The Port Augusta Council ACCESS AND INCLUSION POLICY

GENERAL STATEMENT OF POLICY

The Port Augusta City Council (Council) is committed to ensuring that all staff, contractors, subcontractors and the general public has access to non-discriminatory facilities, services and outcomes enabling all to develop knowledge and skills to enhance life and work opportunities.

Council recognises that access and inclusion means giving everyone a fair go in life and that everyone has responsibilities under the law.

Council is not only committed to ensuring that all legislative requirements are met but to maintaining a position of excellence in its handling of disability and equal opportunity matters by endeavouring to respond quickly, seriously and effectively to any complaints that may arise and to take all reasonable steps to prevent discrimination and harassment from occurring in the first place.

Such discrimination will not be tolerated and shall include but not be limited to - unfair treatment, equal opportunity, direct and indirect discrimination, sexual harassment or harassment of any kind, victimisation and bullying.

STATEMENT OF COMMITMENT

The elected members and management of Council has a firm commitment to fair treatment principles, and will ensure that no discriminatory policies, practices or procedures exist in any aspect of its operations.

Council acknowledges that it is unlawful to discriminate on the grounds of:

- Age (people of all ages)
- Sex (whether a person is female or male)
- Race (This includes colour, descent, ethnic origin or nationality. It also applies if you are treated unfairly because of the race of the people you live with or associate with.)
- Physical Disability (This includes the total or partial loss of any function of the body, or the loss of a limb, or the malfunctioning of a part of a person's body, or any malformation or disfigurement—whether temporary or permanent. Thus, a wide range of disabilities is covered, such as partial or total blindness, deafness, epilepsy, AIDS, amputation, diabetes, asthma, heart conditions, paraplegia, skin conditions, cerebral palsy and so on.)

- Intellectual Impairment (This includes permanent or temporary loss or imperfect development of mental faculties, resulting in reduced intellectual capacity. However, it excludes mental illness, which may be covered by Federal law but is not covered by the SA Equal Opportunity Act.)
- Sexuality (whether a person is heterosexual, homosexual, bisexual or transgender.)
- Marital Status (This refers to whether a person is single, married, divorced, separated, widowed, or living in a de-facto relationship
- Pregnancy (This includes whether a woman is pregnant, is suspected of being pregnant, or is expected to become pregnant in the future.)

Council acknowledges that potential and current employees have:

- The right for decisions about who should be offered a job to be made on merit
- The right not to be sexually harassed by other employees or by the employer
- The right to be protected by their employers from sexual harassment by the people to whom they provide goods and services
- The right to work in an environment free of discrimination and harassment
- The responsibility not to discriminate against, or harass, other employees or clients
- The responsibility not to harass other employees or people to whom they are providing goods or services

People who are being offered or provided with goods or services have:

- The right not to be harassed by the providers of those goods or services

Council management has the responsibility to ensure that the workplace and the services given to the community and its staff and volunteers are:

- Free of discrimination and harassment
- And they have a legal responsibility to take all reasonable steps to make sure this happens

Greg Perkin
City Manager

Date: 23/09/2013

Access and Inclusion Plan Priorities

4.1	**Executive Services, Strategic Planning, Council Secretariat and Senior Management**	4.1.1	Council's Strategic Plan
		4.1.2	Consultation with Disability Agencies and Networks
		4.1.3	Responsible officer for DDA social inclusion and access
4.2	**Governance**	4.2.1	Decision making processes
		4.2.2	Statistics and data
		4.2.3	Council contracts
		4.2.4	Council Policies
		4.2.5	Disability Access and Inclusion Committee
4.3	**Tourism**	4.3.1	Tourism infrastructure, services and information
		4.3.2	Disability access
		4.3.3	Accessible tourism
4.4	**Human Resources**	4.4.1	Employment practices
		4.4.2	Staff and volunteer awareness
		4.4.3	Employment opportunities
		4.4.4	Work experience and training
		4.4.5	Local business
4.5	**Social, Recreation, Community and Communication Services**	4.5.1	Accessibility to Council services and resources
		4.5.2	Support and services provided by Council
		4.5.3	Accessible equipment at the Library
		4.5.4	Council community services to be access friendly
		4.5.5	Positive recognition
		4.5.6	Community consultation
		4.5.7	Council events
4.6	**Administration**	4.6.1	Customer services
		4.6.2	Eliminate discrimination

4.7	**Information Technology**	4.7.1	Council IT systems
		4.7.2	Council website
4.8	**Finance**	4.8.1	Consideration of funds to satisfy Access and Inclusion Plan
		4.8.2	Proactive with disability access grant fund opportunities
		4.8.3	Payment options and processes
		4.8.4	Council Community Grant applications
4.9	**Parks and Gardens**	4.9.1	Play spaces
4.10	**Infrastructure**	4.10.1	Staff awareness of infrastructure users
		4.10.2	Footpaths and kerbs
		4.10.3	Adequate signage
		4.10.4	Overhanging vegetation
		4.10.5	Direction signage and information
		4.10.6	Hazards on footpaths
		4.10.7	Resting points
4.11	**Waste Management**	4.11.1	Home waste collection options
4.12	**Public Safety and Community Health**	4.12.1	Emergency response plans
		4.12.2	Respite services
4.13	**Transport and Parking**	4.13.1	Accessible transport options
		4.13.2	Motorised wheelchairs
		4.13.3	Car parking bays for the disabled
		4.13.4	Signage
		4.13.5	Community Transport
4.14	**Building and Planning Services**	4.14.1	Council's Development Plan
		4.14.2	Advise builders and developers
		4.14.3	Development to be responsive to access and equity
		4.14.4	Accessible housing
4.15	**Council Properties/Assets**	4.15.1	Council Leased Buildings

Key Performance Indicators (KPI's)

Each action has been delegated a KPI rating which follow the guidelines below:

High

Those areas which are identified as an urgent need (because they are frequently used by members of the community who are disabled), and should be completed between 2013 – 2014.

Medium

Those areas identified which are not as urgent but would still benefit people with a disability and other population groups if the recommendations were carried out. They should be completed by the year 2015.

Low or Ongoing

Those areas which require ongoing action to meet the needs of our diverse community.

As needs basis only: Those areas which are rarely if ever accessed by people with disability, and have a narrow focus of people who access it. Upgrades only assessed on an as needs basis. This category also includes facilities/services for which upgrades would cause unjustifiable hardship. It also includes buildings which may be sold and abandoned in the very near future; therefore extensive upgrades are not feasible. If not ongoing, actions should be addressed by 2016.

KPI's will also provide comments on achievements based on actions.

Whilst the City Manager and Directors are noted as responsible for some actions, it is their responsibility to delegate the Actions to their relevant staff in addition to making them accountable for required outcomes.

4.1	Executive Services , Strategic Planning, Council Secretariat and Senior Management						
	Goal	**Strategies**	**Actions**		**Priority H M L O**	**Resource**	**KPI / Actions**
1	**Council's Strategic Planning** includes consideration of people with disabilities	Disability Discrimination Action Plan remains highlighted in Council's Strategic Planning and funding provided within budget limitations for improvements.	a) Ensure reviews of Council's Strategic Plan include reference to the DDA, and relevant statutes and standards. b) Directors/Managers responsible for actions provide quarterly reports on performance.	City Manager City Manager And Directors	O	Staff time	ongoing
2	Improve consultation with Disability Agencies and Networks in the development, implementation and review of Strategic Planning Initiatives.	Undertake specific consultation with Disability Agencies and Networks	Council will consult with relevant Disability Agencies and Networks when developing or reviewing community plans.	Director Community Services	M	Staff Time	Ongoing

4.1	Executive Services , Strategic Planning, Council Secretariat and Senior Management						
	Goal	Strategies	Actions		Priority H M L O	Resource	KPI / Actions
3	Ensure responsibility for DDA legislative requirements, social inclusion and access at Council is clear.	Clarify roles and responsibilities for DDA legislative compliance, social inclusion and access risk management within position descriptions.	Provide training to Elected Members and Management Team relating to DDA legislative requirements. Review Council's Code of Conduct to include acceptance of Council's DDA policies and procedures.	City Manager	M	Staff Time	By Dec 2013

4.2	**Governance**						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
1	**Decision making** processes to be available in accessible formats.	Decision making processes to be available in alternative formats.	a) Investigate appropriate options of communicating all Council and Committee meetings. b) Encourage participation of people with disabilities, service providers and community members on a Disability Access and Inclusion Advisory Committee.	City Manager and Disability Access and Inclusion Advisory Committee	H	Staff Time	Investigate then ongoing
2	**Collect accurate statistics** on numbers of people with disabilities accessing Council services.	Statistics and data need to be collected.	a) Staff to gather data on the number of people with disabilities accessing Council services, to enable findings to be incorporated into Council's Strategic and Business Plans.	Director Community Services	M	Staff Time	Ongoing
3	**Council contracts** to be DDA inclusive.	All appropriate Council contracts, licences, leases and work orders must be DDA inclusive.	a) Review all Council contracts to require contractors to agree to Council's DDA and Inclusion policy. b) Require evidence from all contractors undertaking works for Council, that they	Contracts and Events Officer	M	Staff Time	Review then ongoing

4.2	**Governance**						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
			understand their DDA obligations. c) Require evidence from all contractors that they understand what disability discrimination is.				
4	**Council Policies** to relate to people with disabilities and their carers	Assess Council Policies	a) Review Council Policies and Procedures to ensure they are DDA compliant and mitigate risks against complaints	City Manager and Disability Access and Inclusion Advisory Committee	H	Staff Time	Ongoing
5	Provide opportunities for people with disabilities to have an active voice in civic leadership	Establish a Disability Access and Inclusion Advisory Committee	a) Develop a "Terms of Reference" for a Disability Access and Inclusion Advisory Committee. b) Council establish the membership for a Disability Access and Inclusion Advisory Committee	City Manager	H	Staff Time	During 2013

4.3	Tourism						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
1	Tourism in the Council area is marketed as accessible to all.	Encourage and support **tourism infrastructure, services and information** that is accessible to the community and visitors.	Develop access guides which promote the economic and social benefits of accessible tourism in the Port Augusta Region. Expand and improve accessibility information in the Port Augusta Visitors Guide Encourage and support tourism operators to provide accessible services. Advocate to the Development and Tourism Sector, the importance of providing accommodation, entertainment and services that meet the needs of our ageing population and visitors with special needs	Manager Tourism Facilities and Disability Access and Inclusion Advisory Committee	M	Staff Time	Ongoing

4.3	Tourism						
	Goal	Strategies	Actions	Responsible for Actions	Priority H M L O	Resource	KPI / Actions
2	Improve **Disability access** to the Port Augusta City Council's tourism / visitor information facilities.	Provide DDA compliant access to all Council visitor services properties and facilities.	Investigate adequacy of disabled facilities at peak visitor times. Investigate options for improved access at Wadlata. (existing ramp is too steep) Where appropriate, integrate recommendations of the South Australian Accessibility Tourism Plan into Council's DDA Access and Inclusion Plan. a) All staff and volunteers to be aware of Council DDA Policies and obligations through training and induction. b) Contractors to be inducted in DDA policies and risk management, to ensure compliance with DDA obligations c) Ensure that all disabled parking areas provided at Council facilities meet appropriate standards.	City Manager, Manager Tourism Facilities and Disability Access and Inclusion Advisory Committee	M	Staff Time	Ongoing

4.3	Tourism						
	Goal	Strategies	Actions	Responsible for Actions	Priority H M L O	Resource	KPI / Actions
			d) Improve access to Council Tourism facilities by upgrading pathways, walkways and signage. e) Tourist brochure and public computer resources to be accessibility friendly.				
3	Improve tourist operators knowledge of DDA obligations.	Council to be a leader of **accessible tourism** in the Port Augusta area.	Work with local tourism related businesses and inform them of obligations under the DDA and the benefits of being inclusive and access friendly.	City Manager, Manager Tourism Facilities and Disability Access and Inclusion Advisory Committee	M	Staff Time	Ongoing

4.4	Human Resources						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
1	**Employment practices** to be aligned with the objectives of the DDA.	Ensure that Council recruitment and employment processes are transparent, accessible for all and DDA compliant.	a) Review Council's HR Manual to incorporate AHRC best practice guidelines. b) Council employment interview panels to be aware of DDA obligations and Council Policies. c) Ensure that physical access and communication assistance is provided in interview processes as required. d) Job descriptions should specify requirements to ensure access for people with disabilities. e) Provide flexible workplace arrangements to staff, so they can best manage any issues by which they could be confronted and personally challenged.	Human Resources Manager	H	Staff Time	Ongoing

4.4	**Human Resources**						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
2	Maximise Councils capabilities to best service people with disabilities.	Improve **Management, staff and volunteer awareness** of the DDA and disability issues	a) Induct and educate staff and volunteers with an understanding of disabilities and DDA obligations and legislative requirements. b) Disability awareness/ communication training to be held on a regular basis enabling staff to properly manage appropriate customer service commitments.	Human Resources And the Management Team	H	Staff Time	Ongoing
3	Advocate for an increase in **employment opportunities (EEO)** for people with disabilities within Port Augusta.	Seek employment opportunities for people with disabilities within Port Augusta.	a) Refer to the ALGA publication "Accessible workplaces: best practice for the employment of people with disabilities in local government. b) Ensure that all staff and volunteers abide by Council's EEO Policy. c) All Council employment and advertising material to promote Council as an EEO Employer.	City Manager, Human Resources and Disability Access and Inclusion Advisory Committee	H	Staff Time	Ongoing

4.4	Human Resources						
	Goal	Strategies	Actions	Responsible for Actions	Priority H M L O	Resource	KPI / Actions
4		Provide a range of **work experience and training** opportunities for people with disabilities where possible.	Actively promote and support work experience and training opportunities for people with disabilities.	Management Team and Human Resources	H	Staff Time	Ongoing
5		Advocate to **local business**, so they may be employers of people with a disability.	a) Discuss with Business Port Augusta the benefits of inclusive employment practices and being accessible businesses. b) Encourage Business Port Augusta to offer incentives and/or awards to businesses showing leadership in inclusive employment practices.	City Manager and Disability Access and Inclusion Advisory Committee	M	Staff Time	Ongoing

4.5	**Social , Recreation, Community and Communication Services**						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**

1	Improve **accessibility to all Council services and resources.**	Improve Council communication resources and services for the community and visitors.
		
		Ensure all Council buildings and facilities are access compliant.
			a) Provide electronic access for people with disabilities, removing barriers to Council communication
			b) Ensure Council publications, documentation, forms and media are in accessible formats.
			c) Promote and advertise all Council accessible communications via website, newsletters, at reception areas and with relevant service providers.
			d) Incorporate user friendly accessibility initiatives where appropriate, including:
			  i. Arranging for Auslan interpreters
			  ii. Processes for transferring documents into alternative formats e.g. Braille, audio, electronic, etc
			  iii. Website
			  iv. Computer Systems
				Director City and Cultural Services and Director Corporate Services	M	Staff & Volunteer Time	Ongoing

4.5	Social , Recreation, Community and Communication Services						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
			v. Telephone Systems vi. Hearing Systems vii. Maps viii. Community Directories ix. Touch screens x. VOIP xi. Installation of hearing loops xii. Explore option of keeping database of community communication needs. e) Be aware of AHRC guidelines, the UN charter on disability and national disability standards. f) Assess access for all when considering the community's recreation needs. g) Ensure that all evacuation plans cater for disabled people				
2	Improve community awareness of **support and services provided by Council** for people with	Promote through networks how Council can support people with disabilities	Develop and regularly update a disability services guide in electronic and hard copy format to be available to Council customer service staff, on Council's website,	City Manager and Disability Access and Inclusion Advisory Committee	M	Staff and Volunteer Time	Ongoing

4.5	Social , Recreation, Community and Communication Services						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
	disabilities.		distributed through networks and available in hard copy at various locations. Include an article on Council's disability support and services in the Council Newsletter on at least an annual basis.				
3	Ensure the Library is accessible to all.	Continue to review & increase range of **accessible equipment** at the Library	a) Continue to increase the range of alternative media, e.g. large print books, audio visual, Braille texts, audio tapes, CDs and other software. b) Undertake an access assessment of the Library and recommend improvements. c) Continue to improve adaptive technology that increases access to the internet at libraries. d) All new chairs, tables and computer desks to be accessible and conform to	Disability Access and Inclusion Advisory Committee and Library Management	H	Staff and Volunteer Time	Ongoing

4.5	Social , Recreation, Community and Communication Services						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
			relevant standards e.g. Australian Standards and guidelines AHRC guidelines.				
4	**Council community/ recreation services and programs to be access friendly.**	Incorporate the needs of people with disabilities into existing services.	a) Council facilities to consider priority recommendations from access audit report during budget deliberations and/or building upgrades. b) Encourage use of existing community / recreation services and programs by people with disabilities. c) Investigate easier access to the Disability Swing in Gladstone Square.	Management Team, Program Managers, Recreation Officer and Disability Access and Inclusion Advisory Committee	H	Staff and Volunteer Time	Ongoing

4.5	Social , Recreation, Community and Communication Services						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
5	Provide **positive recognition** of people with disabilities in the workforce and in the community.	Council can demonstrate that they recognise the achievements of people with disabilities in the community and workforce that can be taken to the wider community.	a) Include an article in Council's newsletter at least once per year highlighting the positive outcomes of a person with disabilities in our community. b) Encourage local media to highlight positive achievements by people with disabilities	City Manager and Disability Access and Inclusion Advisory Committee	H	Staff Time	Ongoing
6	Ensure **Community consultation** occurs in formats that meet the needs of people with disabilities.	Consult with the community in a manner that meets the needs of people with disabilities.	a) All Council public consultation meetings/forums to be held in accessible venues, and the venues to be promoted as accessible. b) All public consultation documents to be available in alternative formats on request of people with disabilities.	City Manager and Disability Access and Inclusion Advisory Committee	H	Staff Time	Ensure Public Consultation Policy is compliant

4.5	Social , Recreation, Community and Communication Services						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
7	Ensure planning of **Council activities and events** gives consideration to accessibility for all.	**Council events** to be inclusive.	a) Develop an access checklist to assist in planning events. b) Support and promote arts events that showcase works by people with a disability.	Director City and Cultural Services and Disability Access and Inclusion Advisory Committee	M	Staff Time	Ongoing

4.6	Administration						
	Goal	Strategies	Actions	Responsible for Actions	Priority H M L O	Resource	KPI / Actions
1	Strengthen Council's commitment to **Customer Services** for people with disabilities.	Increase skills and confidence of Customer Service Officers by conducting disability awareness/communication training for reception staff.	a) Implement training for all customer service staff in communication/ disability awareness. b) Investigate all available technologies including SMS, web accessibility, and workplace modifications to accommodate people with a range of disabilities, ie: sensory, neurological, hearing impaired, physical, psychiatric, Intellectual etc. c) Train staff in use of TTY service and provide a directory of local disability agencies that can assist with sign language and interpreters.	City Manager and Disability Access and Inclusion Advisory Committee	H	Staff Time	Ongoing

4.6	Administration						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
2		**Eliminate discrimination** and facilitate ease of access to customer service facilities by people with disabilities.	a) Purchase support chairs to be placed in the reception area of Council programs for customers. b) Ensure front counters are wheelchair accessible.	City Manager and Disability Access and Inclusion Advisory Committee	H	Staff Time	Audit and Ongoing

4.7	Information Technology						
	Goal	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
1	**Council IT systems** and website are accessible to everyone.	Ensure Council's IT is provided in accessible formats.	a) Ensure hardware resources are accessible to all. b) Consider installing Assistive Listening System device in the Council Chambers. c) Consider allowing internet access at council front counter for disabled services information access.	IT Manager, Disability Access and Inclusion Advisory Committee	M	Staff Time	Investigation & Ongoing
2		Ensure the **Council web site** conforms to access standards and guidelines and provides an effective service to all.	a) Ensure the format of Council's website meets the World Wide Web Consortium W3C access standards.	Disability Access and Inclusion Advisory Committee, IT Manager	M	Staff Time	Ongoing

4.8	Finance						
	Goals	Strategies	Actions	Responsible for Actions	Priority H M L O	Resource	KPI / Actions
1	**Due consideration is given to funds to satisfy Access and Inclusion Plan** obligations during Council's budget planning process.	Link the DDA Access and Inclusion Plan to Council's Business Plan process, and make provision for appropriate funding allocations where necessary.	a) Prioritise the work that needs to be done. b) Link priorities to business plan and budget. c) Investigate grant fund opportunities.	City Manager	H	Staff Time	Annually reviewed
2	Seek **disability access grant fund opportunities to implement required DDA actions**	Source external grant funding opportunities to implement recommendations of the Access and Inclusion Plan. Ensure accessibility obligations are included in applications for grant funds.	a) Investigate and apply for grant fund opportunities appropriate to disability access.	City Manager	M	Staff Time	Inclusion in Community Grants allocation
3		Ensure **payment options and processes** are accessible.	a) Assess the format of invoices and rates notices to improve readability for the visually impaired giving consideration to the preferred font of the Royal Society for the Blind	Director Corporate Services and IT Manager	L	Staff Time	

4.8	Finance						
	Goals	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resourc e**	**KPI / Actions**
			(recommended minimum is Arial 12)				
4	**Council Community Grant applications** to demonstrate access inclusivity.	Where appropriate, Council Community Grant funds may be conditional upon DDA access compliance.	a) Council will encourage applicants for Community Grants to demonstrate measures taken/planned to include people with disabilities in group/organisation activities.	Events Coordinator (Brooke Mundy)	M	Staff Time	Review Community Grants conditions

4.9	**Parks and Open Space Areas**						
	Goals	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
1	**Play spaces** in the Port Augusta Council area to be accessible to all.	Encourage the development of disability friendly facilities to encourage the use by children with a disability, their parents and carers.	a) Promote accessible facilities which are currently available. b) Upgrades to existing equipment should be considered against Port Augusta City Council's Open Space and Play Space Strategy.	Disability Access and Inclusion Advisory Committee and Director Infrastructure and Environment	H	Staff Time	Ongoing

4.10	Infrastructure						
	Goals	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
1	**Increase council's outside workforce's awareness of infrastructure users** with a disability	Outside Workforce Staff to be aware of access issues for people with disabilities and ensure alternative and safe passage is considered when works are being carried out.	a) Provide training and ongoing refresher training for maintenance and construction workers to increase the outside workforce's awareness of access requirements.	Director Infrastructure and Environment	M	Staff Time	Ongoing
2	**Increase accessibility of Footpaths and kerbs** for people with disabilities.	Continue a program of works to improve access. .	a) Continue a footpath Maintenance program within the Port Augusta Council area based on Australian Standard 1428, focussing on high usage travel routes within budget limitations.	Disability Access and Inclusion Advisory Committee and Director Infrastructure and Environment	M	Staff Time	Ongoing
3	**Adequate signage** is in place during road and footpath maintenance.	Ensure all road and footpath maintenance is signposted for maximum safety.	a) Visible barriers to be used when construction is in progress and para-webbing to be installed if work is not completed. b) Liaise with utility providers e.g.: Telstra, ETSA, SA Water etc in regards to their obligations to ensure adequate safety barriers during their works.	Director Infrastructure and Environment	M	Staff Time	Ongoing

4.10	Infrastructure						
	Goals	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
4	**Minimise** obstruction of footpaths from **Overhanging vegetation** from private properties	Develop a public awareness scheme regarding clear access on footpaths.	a) Develop an information flyer for the public requesting pruning of vegetation. b) Raise public awareness with through local media	City Manager and Disability Access and Inclusion Advisory Committee	M	Staff Time	Ongoing
8	Clear **direction signage and information** throughout the Council area and in Council buildings.	All new signs to meet International or Australian Standards and to give clear directions and information.	a) Continue regular meetings of Council's Signage Reference group b) Plan to improve disability signage throughout the Council area and at all Council facilities as identified in access audit. c) Ensure all signage satisfies international and/or Australian Standards.	Disability Access and Inclusion Advisory Committee and Director Infrastructure and Environment	M	Staff Time	Ongoing
9	**Reduce access obstructions** placed on footpaths by shop owners	Council to develop enforceable policies and guidelines relating to "A" frame advertising signs and clothing racks blocking access and safety on footpaths.	a) Council to liaise with stakeholders of "A" frame advertising signs and clothing racks with regard a new access and safety policy and procedure. b) Council to inform the community about "A"	Disability Access and Inclusion Advisory Committee and Director Infrastructure and Environment	M	Staff Time	Ongoing

4.10	Infrastructure						
	Goals	Strategies	Actions	Responsible for Actions	Priority H M L O	Resource	KPI / Actions
			frame advertising sign access and safety. c) Staff to actively enforce Council policies and guidelines relating to "A "frame advertising sign access and safety.				
10	Ensure seats or **resting points** are available for people with disabilities who are unable to walk far.	Council to assess access ways for the disabled.	a) Place seats at bus stops that do not already have them and in areas of high pedestrian activity or need.	Disability Access and Inclusion Advisory Committee and Director Infrastructure and Environment	M	Staff Time	Ongoing

4.11	Waste Management						
	Goals	Strategies	Actions	Responsible for Actions	Priority H M L O	Resource	KPI / Actions
1	Investigate **home waste collection options** for the disabled.	Investigate the cost of implementation of a service to support waste management for people with disabilities.	a) Investigate current strategies used by people with disabilities for waste collection assistance. b) Seek costings for the implementation of waste collection options and present to Council as part of budget planning process. c) Promote waste collection assistance measures for the disabled and implement where necessary.	Disability Access and Inclusion Advisory Committee and Director Infrastructure and Environment	H	Staff and Volunteer Time	Investigation / Implementation

4.12	**Public Safety and Community Health**						
	Goals	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
1	Services for the disabled are included in Port Augusta's **Emergency Response Plans**	Identify barriers of access in Port Augusta's emergency response procedures.	a) Revise current procedures and evacuation plans to ensure that people with a disability are considered in Council wide emergency plans. b) Advocate on behalf of disability services at Zone Emergency Committee meetings and exercises.	Disability Access and Inclusion Advisory Committee and Risk Management Officer	H	Staff Time	Implementation
2	Advocate for increased **respite services** for people with disabilities, including weekend respite and respite for carers of children with disabilities.	Council to lobby for increased respite services in the Council area.	a) Council to liaise with government and non-government agencies to encourage the provision of, and increase in, respite services.	City Manager	M	Staff Time	Advocate

4.13	Transport and Parking						
	Goals	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
1	Increased transport options for people with a disability in the Port Augusta area.	Lobby State and Federal Government to ensure **accessible transport options** for the disabled are provided.	a) Advocate for improved local public transport options including Access Cabs which can proactively respond to community needs.	Director Community Services and Disability Access and Inclusion Advisory Committee	H	Staff and Volunteer Time	Advocate, Investi-gate, Ongoing
2	Encourage safe use of **motorised wheelchairs** within Port Augusta.	Ensure Part 1, Section 8 of the Disability Discrimination Act 1992 is not contravened in regard to motorised wheelchairs.	a) Identify equitable use of motorised wheelchairs and inform the community of their obligations under the DDA	Disability Access and Inclusion Advisory Committee and Executive Management	H	Staff & Volunteer Time	Ongoing
3	All **car parking bays for the disabled** meet Australian Standards.	Conduct an assessment of Council disabled car parking bays in the Port Augusta area on a regular basis.	a) Ensure dignified and equitable car parking access to Council, retail and tourism facilities. b) Develop an internal process that ensures the implementation of new car parking bays for people with disabilities, both on Council land or private property, adheres to Australian	Director Infrastructure and Environment	H	Staff Time	Ongoing

4.13	Transport and Parking						
	Goals	Strategies	Actions	Responsible for Actions	Priority H M L O	Resource	KPI / Actions
			Standards AS 1428 (Access to premises).				
4	Car parking spaces for people with a disability are used correctly	Ensure Council controlled car parking bays for people with a disability are appropriately **sign posted**.	a) Police the wrongful use of car parking bays for people with disabilities. b) Campaign against the wrongful use of car parking spaces for people with disabilities.	Director Infrastructure and Environment	H	Staff Time	Ongoing
6	Council owned Community Transport vehicles are accessible.	Council to ensure their community buses are Access Friendly	a) Investigate transport options of disabled people using the Substance Misuse Service.	Director Infrastructure and Environment	H	Staff Time Budget	Complete and Advocate

4.14	**Building and Planning Services**						
	Goals	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
1	Development Assessment (Planning) considers DDA Obligations.	**Council's Development Plan** to be inclusive and non discriminatory.	a) Council to incorporate DDA guidelines for development applicants of Councils accessible and equitable planning requirements. b) Ensure that where public access is involved, that all development approvals are accompanied by advice from Council about the developer's obligations under Councils planning requirements and relevant legislation, including the DDA.	Community Planner	M	Staff Time	To be included in Development Plan review
2	Increase awareness on the part of developers and builders of their obligations under the DDA.	Advise **builders and developers** of their obligations under the DDA.	a) Inform builders and developers of access obligations pursuant to the DDA and the BCA. b) Council planning staff to be aware of all relevant access standards when they are developed or revised.	Community Planner	M	Staff Time	Education then ongoing

4.14	**Building and Planning Services**						
	Goals	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
3		Ensure that business and industry centre **development is well planned and is responsive to access and equity** issues.	a) Ensure that Council's Development Plan promotes accessible and equitable development when planning for the community into the future. b) Ensure that a high quality of accessible and equitable business and community infrastructure is provided to meet the needs and expectations of future and existing communities.	Community Planner	M	Staff Time	Education then ongoing
4	Advocate for increased **accessible housing** in the community.	Advocate for adaptable housing during the design and building process of prospective builders.	a) Encourage the use of universal and adaptable access standards by prospective builders.	Community Planner and Development Officer	M	Staff Time	Advocate

4.15	Council Properties						
	Goals	**Strategies**	**Actions**	**Responsible for Actions**	**Priority H M L O**	**Resource**	**KPI / Actions**
2	Improve equitable access to all **Council leased buildings**	Identify and implement a program of works which modifies access to all Council leased facilities	a) Prioritise work based on access audit results and within budget limitations to improve access. b) Ensure all new alterations and building works are carried out in accordance with Council Policies, Procedures, Australian/ International Standards and obligations under the DDA. c) Ensure that all new lease documents are conditional upon lessees having a DDA Access and Inclusion Plan in place.	Disability Access and Inclusion Advisory Committee and Director Infrastructure and Environment	M	Staff Time	Ongoing