



**NARRANDERA SHIRE COUNCIL
DISABILITY INCLUSION ACTION PLAN 2017-2021
UPDATE ON PROGRESS AS AT 30 JUNE 2019**



COUNCIL STRATEGIES AND ACTIONS TO ADDRESS DISABILITY AND INCLUSION ISSUES

FOCUS AREA 1 Developing Positive Attitudes and Behaviours

Council CSP Goal - To live in an inclusive and tolerant community

No	Strategy	Action	Timeframe	Responsibility
1	Elevate the profile and importance of people with a disability in our Community	Consider the appointment a person with a disability as a “Living Life My Way” Ambassador for the Shire	By 30 June 2019	Community Development & Library Manager – supported by: Events & Visitor Services Officer
<p>Comment as at 30 June 2019:</p> <p>In reviewing this action, given that the term disability has a very wide scope the appointment of a single person to represent all persons within the community that have a disability may be problematic and requires further consideration.</p>				
1	Elevate the profile and importance of people with a disability in our Community	Advocate for a regular item in the media showcasing people with a disability, disability programs, support staff and carers	Ongoing	Communications Officer
<p>Comment as at 30 June 2019:</p> <p>Council has placed items in the media highlighting funding opportunities, local businesses increasing access for people with a disability and therefore potentially increasing customer opportunities for sales as part of the NSW business chamber initiative.</p>				

2	Educate Council front line staff on the considerations of people with a disability	Conduct disability awareness training on a regular basis	Ongoing	Human Resources Officer – supported by: Workplace Health and Safety Officer
<p>Comment as at 30 June 2019:</p> <p>The Human Resources team are currently looking at available options for awareness education, however Council staff are aware that persons with a disability have a lot to contribute to the community and are aware how to assist persons with a disability.</p>				
3	Promote disability awareness across the Community	Council to set an example by using its publications and website to foster positive attitudes – including promotion of actions being undertaken from the DIAP	Ongoing	Communications Officer
<p>Comment as at 30 June 2019:</p> <p>Staff regularly participate in and contribute to meetings that share disability resource information both internal and external to Council. Relevant information for persons with a disability and their carers is disseminated where possible either through social media or traditional print.</p>				
3	Promote disability awareness across the Community	Participate in events, forums, expos or meetings that has a focus on disability awareness - such as International Day of People with a Disability	Ongoing	Community Development and Library Manager – supported by: Community Support Manager
<p>Comment as at 30 June 2019:</p> <p>Where possible Council staff participate in appropriate forums such as the Local Health Advisory Committee and Interagency Group meetings also meetings with Murrumbidgee Local Health District and Murrumbidgee Primary Health Network. The monthly Continuum of Care meetings with service providers such as those co-ordinated by the Narrandera Hospital to discuss patient discharge needs are invaluable.</p>				

3	Promote disability awareness across the Community	Provide education around road/pedestrian safety into the Community for and about people with a disability	Ongoing	Road Safety Officer
<p>Comment as at 30 June 2019:</p> <p>The Road Safety Officer presented the community safety section of the 'Stepping On' program to two groups (October 2018 and June 2019). The presentation focused on pedestrian safety for people with reduced mobility and included information for mobility scooter users.</p>				

FOCUS AREA 2 Creating Liveable Communities

Council CSP Goal - To feel connected and safe

No	Strategy	Action	Timeframe	Responsibility
1	Ensure the needs of people with a disability are properly considered	Implement an Access Committee – including people with a disability/carers/support workers to be regularly consulted on improving and evaluating Council's actions in addressing disability issues	By 30 June 2019	Community Development and Library Manager
<p>Comment as at 30 June 2019:</p> <p>This process has not progressed as at 30 June 2019 but will be actioned in terms of Councils reviewed Community Engagement Policy.</p>				
2	Ensure safety of pedestrians within the CBD	Install tactile indicators at laneway entrances and around posts and poles to assist vision impaired	By 30 June 2019	Works Manager
<p>Comment as at 30 June 2019:</p> <p>As footpath projects are undertaken and/or Pedestrian Access & Mobility Plan projects are constructed within the Narrandera CBD they will be assessed for tactile indicators against current standards.</p>				
2	Ensure safety of pedestrians within the CBD	Undertake regular safety audits to identify uneven paths and other hazards and assistive measures to be actioned	Ongoing	Works Manager – supported by: Road Safety Officer
<p>Comment as at 30 June 2019:</p> <p>Council annually undertakes repair works to the footpath network to reduce risk and hazards with these works undertaken on a priority basis. The repair program is collated from data gathered by routine inspections by Council staff and from complaints received by the community.</p>				

3	Educate on the need for compliance of building standards and Disability Discrimination legislation	Provide Developers with information on the Access to Premises Standards	Ongoing	Development & Environment Manager
<p>Comment as at 30 June 2019:</p> <p>As part of the Development Application process, all applications are assessed for compliance with the Building Code of Australia and respective Australian/New Zealand Standards. Council's Development Control Plan (DCP) incorporates recommendations from the Universal Housing Design Guidelines based on the Australian Standards for Adaptive Housing and for Access and Mobility.</p>				
3	Educate on the need for compliance of building standards and Disability Discrimination legislation	Provide Businesses with an information package on the advantages and importance of enabling access to people of all abilities	Ongoing	Economic Development Manager
<p>Comment as at 30 June 2019:</p> <p>The Economic Development Manager facilitates business survey for new website to enable Narrandera businesses to register their disabled persons' access arrangements.</p>				
4	Council public buildings and recreation areas are accessible for people of all abilities	Undertake an infrastructure audit and progressively upgrade Council owned assets to meet Access to Premises Standards	Audit by 30 June 2018 - upgrades when possible	Works Manager
<p>Comment as at 30 June 2019:</p> <p>Council's Building Maintenance Co-Ordinator has assessed Council owned premises and has compiled a scope of works to retro-fit older structures as funding becomes available. Any new build projects are designed to ensure compliance with the Australian Building Code (formerly the Building Code of Australia) and relevant Australia/New Zealand Standards.</p>				

FOCUS AREA 3 Supporting Access to Meaningful Employment

Council CSP Goal - To have a progressive Council that communicates and engages well with the community and is a role model for inclusivity

No	Strategy	Action	Timeframe	Responsibility
1	Seek opportunities for people with a disability to be considered for employment with Council	Investigate student placements, work experience and volunteering roles for people with a disability in accordance with the Workforce Management Plan	30 June 2019	Human Resources Officer
<p>Comment as at 30 June 2019:</p> <p>Special needs students are welcomed and have undertaken work placements at the Narrandera Shire Library, these placements are normally organised through Narrandera High School and Council is very supportive to retaining this ongoing partnership.</p> <p>Council currently provides volunteer work opportunities for disabled persons through the Home and Community Care office and the Narrandera Shire Library. A section of Council's Administration Centre was recently remodelled to provide disabled access for a current and potentially future members of staff to access an office space and amenities.</p>				
1	Seek opportunities for people with a disability to be considered for employment with Council	Investigate options for forming partnerships or participating in government initiatives relating to employment of people with a disability	30 June 2019	Human Resources Officer
<p>Comment as at 30 June 2019:</p> <p>Council currently provides volunteer work for disabled persons through the Home and Community Care office and the Narrandera Shire Library workforce program.</p>				

2	Recognise support requirements of Council employees with a disability	Potential workplace adjustments-- and review of such - for people with a disability to be included in Council's recruitment processes	30 June 2019	Human Resources Officer – supported by: Workplace Health and Safety Officer
<p>Comment as at 30 June 2019:</p> <p>Council has a program of implementing adaptive office furnishings to provide a better working environment for disabled persons; in addition a section of the Council Administration Centre was reconfigured to provide access for disabled employees to an office space and staff amenities.</p>				
2	Recognise support requirements of Council employees with a disability	Include relevant disability discrimination legislation and disability awareness in Council's recruitment procedures	30 June 2018	Human Resources Officer – supported by: Workplace Health and Safety Officer
<p>Comment as at 30 June 2019:</p> <p>The Human Resources team provide commentary at the start of every recruitment interview that Council is an Equal Employment Opportunity workplace and does not tolerate discrimination within the workplace; similarly upon appointment the successful applicant undertakes a workplace induction where the principles of Equal Employment Opportunity and the Code of Conduct are enforced.</p>				
3	Advocate creating employment opportunities for people with a disability to businesses and industry	Setting Council as an example, to business through presentation to the Narrandera business group as well as via other meetings and forums	30 June 2019	Economic Development Manager
<p>Comment as at 30 June 2019:</p> <p>The Economic Development Manager intends to make a presentation to the Narrandera Business Group at the next available opportunity.</p>				

FOCUS AREA 4 Improving access to services through provision of better systems and processes

Council CSP Goal - To have a progressive Council that communicates and engages well with the community and is a role model for inclusivity

No	Strategy	Action	Timeframe	Responsibility
1	Seek other methods of communication that caters to people with a disability	Audit and revise Council's website to be compliant with WCAG2.0AA (*refer note below)	2 Years	Communications Officer
<p>Comment as at 30 June 2019:</p> <p>Narrandera Shire Council is nearing the completion of a new Council website project. The new website layout is engaging, easy to use and the technical requirements will be WCAG2.0AA compliant with a review function included for each page or content creation before publishing. The new website is intended to be public by October 2019.</p>				
1	Seek other methods of communication that caters to people with a disability	Where practicable to do so make available audio versions of Council information – including capacity on Council's website	2 Years	Communications Officer
<p>Comment as at 30 June 2019:</p> <p>The current Narrandera Shire Council website does not currently facilitate this function. The upcoming website will have the functionality to create web content that provides alternative methods of communicating intended messages including videos with audio, text size and colour variations, and text conversion to audio.</p>				

1	Seek other methods of communication that caters to people with a disability	Investigate the feasibility of a portable hearing loop for use/hire within the Community	12 Months	Information Technology Manager
<p>Comment as at 30 June 2019:</p> <p>For a hearing loop to work correctly the loop needs to be installed by a professional and not be located near devices that may interfere with the correct operation. Council does not have any staff with experience with the installation or operation of a hearing loop.</p>				
2	Ensure that People with a Disability are Proactively engaged	Review Council's Community Engagement Strategy to ensure that it contains accessible and inclusive elements	12 Months	Governance and Engagement Manger
<p>Comment as at 30 June 2019:</p> <p>Council events are considered and managed with consideration to the access requirements of specific groups. A formal consultative group has not yet been established but will be considered as part of the reviewed Community Engagement Policy.</p>				
2	Ensure that People with a Disability are Proactively engaged	Ensure that Council events comply with best practice	12 months Following implementation	Community Development and Library Manager – supported By: Economic Development Manager
<p>Comment as at 30 June 2019:</p> <p>The Economic Development Manager assisted CVGT Australia to negotiate a new lease with Council that included the installation of a disability access ramp at the front of the premises and an automated opening door.</p>				