



## 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 Harvey
Contact Person	Amy Cleasby
Position Title	Community Development Officer (Access & Inclusion; Youth; Seniors)
Email	<a href="mailto:amyc@harvey.wa.gov.au">amyc@harvey.wa.gov.au</a>
Phone	9729 0356
Date DAIP lodged with Department of Communities	16 July 2025
Date DAIP published on public authority's website	16 July 2025
Website link for published DAIP	<a href="http://www.harvey.wa.gov.au">www.harvey.wa.gov.au</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 checked="" type="checkbox"/> International Day of People with Disability   <input checked="" type="checkbox"/> Other: List events</p> <p>Annual Sunset Festival</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>			Yes
DAIP Strategy No.	DAIP ACTION	SDS OUTCOME	PROGRESS STATUS
1.2.4	Celebrate and promote annual dates that acknowledge inclusion and disability	7. Welcomed and accepted	Completed
1.2.1	Review and activate the Accessible and Inclusive Events Checklist	7. Welcomed and accepted	Completed
1.2.2	Investigate the provision on an inclusive event Quiet Zone for people with sensory requirements	7. Welcomed and Accepted	In Progress
1.2.3	Support development and promotion of inclusive and accessible events and activities	7. Welcomed and accepted	In Progress

## 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
4.3.1	Ensure Audits are conducted for Shire buildings, facilities, amenities, playgrounds, recreation areas and tourism locations	5. Community Infrastruce	Completed
4.4.1	Continue the renewal, removal of curbing and implementation of missing links across Shire's network of footpaths	5. Community Infrastruce	In Progress

4.4.2	Identify high traffic areas for the installation of crosswalks to ensure safe access to local businesses, amenities and facilities	5. Community Infrastructure	In Progress
4.5.1	Conduct a 4-yearly audit of the Shire's ACROD Bays and implement prioritized actions	5. Community Infrastructure	In Progress
3.2.3	Ensure the accessibility of the Shire's wayfinding, visitor, building and facility signage	5. Community Infrastructure	In Progress

## 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
Does your authority have accessible formats of your Disability Access and Inclusion Plan?			Yes
Accessible formats include: accessible word and pdf versions, audio, Easy Read.			
DAIP Strategy No.	DAIP ACTION	SDS OUTCOME	PROGRESS STATUS
3.1.2	Develop a process for providing the community with translational resources and alternative formats for all Shire communications	15. Information	In Progress
3.3.2	Support the delivery of workshops on self-advocacy, leadership and civic operations for people with disability, access needs and chronic conditions	15. Information	In Progress
1.3.1	Continue to improve the accessibility and inclusiveness of Shire's administration services by employing inclusive design principles and service provision	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 checked="" type="checkbox"/> Other: List</p> <p>For Other: Examples include: disability confident recruiter, Auslan, Easy Read.</p>			Yes
DAIP Strategy No.	DAIP ACTION	SDS OUTCOME	PROGRESS STATUS
3.1.2	Develop a process for providing the community with translational resources and alternative formats for all Shire Communications	15. Information	Completed

## 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
3.2.2	Implement alternative service communications through the Shire's website and social platforms	15. Information	In Progress

## 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
N/A	Shire hosts a quarterly Access & Inclusion Advisory Group made up of community providers and individual community members with lived experience of disability.	13. Voices are heard	In Progress
4.1.2	Ensure Universal Design Principles are applied to all of the Shire's future developments	5. Community Infrastruce	In Progress
4.3.2	Establish an Audit Action Register to monitor progress, priorities and implement recommendations	15. Information	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?			<b>1</b>
State Government: Does your authority have a government board/s? If yes, how many board members disclose they have a disability?			Choose an item. Choose an item.
DAIP Strategy No.	DAIP ACTION	SDS OUTCOME	PROGRESS STATUS
1.1.1	Review and deliver Access & Inclusion Inductions and disability awareness initiatives for Shire officers	1. Education and training	To be commenced
3.3.2	Support the delivery of workshops on self-advocacy, leadership and civic operations for people with disability, access needs and chronic conditions	1. Education and training	In Progress


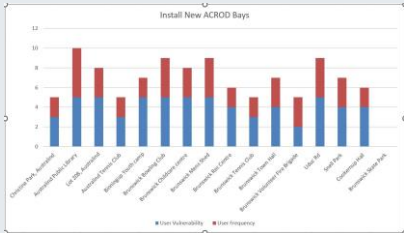
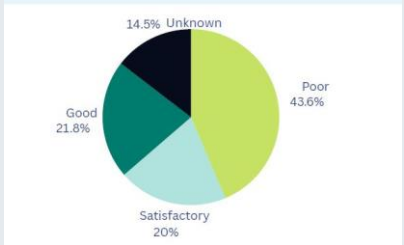
## SECTION 8: ACHIEVEMENTS

- 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: The Shire recently completed the Binningup Bowling Club ramp project, delivered with the support of the Shire's Coastal Communities Fund and the Community Development Sport and Recreation Officer.</p> <p>This important upgrade ensures safer and more accessible entry to the club for all community members, including those with mobility challenges. The new ramp is part of Shire's ongoing commitment to fostering inclusive, connected, and resilient coastal communities.</p> <p>Deputy Shire President John Bromham praised the initiative, saying: "Projects like this demonstrate how small-scale infrastructure can have a big impact on community inclusion and participation. We're proud to support the Binningup Bowling Club and help ensure that everyone feels welcome."</p>	
<p><b>ACHIEVEMENT 2</b> (maximum word count: 150)</p> <p>Achievement is from DAIP Outcome: 6. Consultation</p> <p>Photos: <input checked="" type="checkbox"/> Permission to publish confirmed   <input type="checkbox"/> Minimum 300 dpi</p> <p>Achievement: The Shire recently completed an audit of public buildings, public toilets, ACROD parking, pathways and signage across our 7 major towns. The Community Development team then hosted a Forum for people with lived experience of disability to help us prioritize the actions required. These actions were tabled and will be completed under a 3-year capital works plan.</p>	<p><b>Photos</b> (max. 2)</p>  <p><b>Community Feedback on SoH Accessibility</b></p> 
<p><b>ACHIEVEMENT 3</b> (maximum word count: 150)</p> <p>Achievement is from DAIP Outcome: 3, Information</p> <p>Photos: <input checked="" type="checkbox"/> Permission to publish confirmed   <input type="checkbox"/> Minimum 300 dpi</p>	<p><b>Photos</b> (insert max. 2)</p>

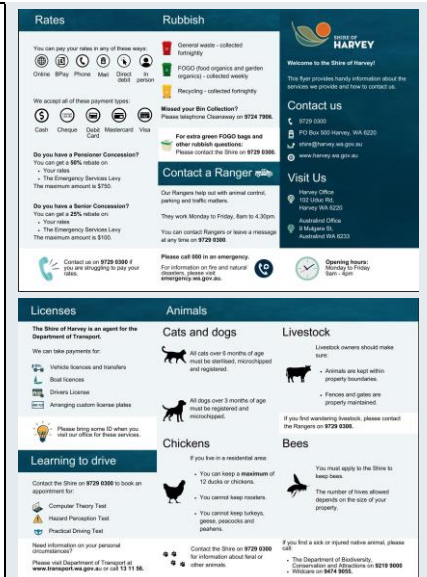
Achievement: In collaboration with the Shire's Customer Service Team, people with lived experience of disability and the Marketing team, the Community Development Access & Inclusion Officer designed and delivered an "Easy Read" brochure outlining the Shire's rules and regulations. The Easy Read brochure contains only the 'need to know' information for residents and is available in a regular and large printed paper format as well digitally, to be accessible by screen readers.

The Easy Read brochure is also in the same style as the Accessibility Checklist to help people visually identify with accessible information across Shire.

The Accessibility Checklist is linked to the Shire's Event Application page and is provided to event organizers to support their consideration of how they promote and develop their activities to maximize access and inclusion. This publication is also available in a large print paper format and a digital format which is accessible via a screen reader. This Checklist will be used to audit two Shire led and two Community led events this year to monitor and report on event accessibility in the Shire.

<https://www.harvey.wa.gov.au/documents-and-forms/information-sheets/2025/april/shire-of-harvey-easy-read-brochure>

<https://www.harvey.wa.gov.au/documents-and-forms/forms/2025/march/accessibility-guidelines>



## SECTION 9: DAIP ACTIONS IN DIGITAL FORM

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?

Choose an item.

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

Hyperlink 1:

Hyperlink 2:

Hyperlink 3:

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to: [StateDisabilityStrategy@communities.wa.gov.au](mailto:StateDisabilityStrategy@communities.wa.gov.au) **by 4pm, Wednesday 16 July 2025.**