CITY OF ARMADALE

MINUTES

OF **COMMUNITY SERVICES COMMITTEE** HELD IN THE **COMMITTEE ROOM**, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON **TUESDAY, 28 AUGUST 2007 AT 7.00 PM**

PRESENT:	Cr G T Wallace	(Chair)
	Cr J H Munn JP	
	Cr L Scidone	
	Cr J A Stewart	(Deputy for Cr L Reynolds)
	Cr R J Tizard	
	Cr H A Zelones JP	
APOLOGIES:	Cr A L Cominelli JP	(Leave of Absence)
	Cr L Reynolds AM JP	
	Cr J MacDonald	(Deputy for Cr Cominelli)
OBSERVERS:	Cr G A Best	
IN ATTENDANCE:	Mr R S Tame	- Chief Executive Officer
	Mr C Askew	- Executive Director Community Services
	Mrs Y Coyne	- Manager Community Services
	Mrs Y Ward	- Minute Secretary
	Public: Nil	

DISCLAIMER

The Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings was not read, given no members of the public were present.

DECLARATION OF MEMBERS' INTERESTS

Nil

QUESTION TIME

Nil

DEPUTATION

Nil

CONFIRMATION OF MINUTES

RESOLVED

Minutes of the Community Services Committee Meeting held 24 July 2007 be confirmed.

Moved Cr Zelones
MOTION CARRIED (6/0)

ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 16/2007

The following matters were included for information in the Community Services section:

- **Outstanding Matters**
  Report on Outstanding Matters – Community Services Committee
- **Monthly / Quarterly Departmental Reports**
  Library & Heritage Services General Monthly Report – July 2007
  Manager Ranger & Emergency Services Monthly Report – July 2007
- **Minutes from Occasional/Advisory Committees**
  Public History Advisory Committee – 5 April 2007
  Armadale Police & Community Centre Man Committee – 18 July 2007

Committee noted the information and no items were raised for discussion and/or further report purposes.

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28 August 2007

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LIBRARY SERVICES – OPENING HOURS PROPOSED CHANGE

WARD	ALL
FILE REF:	LIB/A/1
DATE	16 August 2007
REF	PLW
RESPONSIBLE MANAGER	Executive Director Community Services

In Brief:
This item recommends that:
the opening hours of the City's Libraries be changed effective from Monday, 3 December 2007 to:

Armadale:	open 9am to 8pm Monday to Friday open 9am to 4pm Saturday
Kelmscott:	open 9am to 6 pm Monday to Friday open 9am to 12 noon Saturday
Westfield:	open 9am to 6pm Monday to Friday open 9am to 12 noon Saturday".

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
Deliver a range of services to meet community needs.

Legislation Implications
Nil

Council Policy/Local Law Implications
Nil

Budget/Financial Implications
Nil (accommodated within the recently endorsed Collective Workplace Agreement 2007).

Consultation
- Human Resources Manager
- All Library staff

BACKGROUND

In April 2006 a report was presented to the Community Services Committee recommending changes to Library opening hours in order to achieve Recommendation 4 of the 2005 Libraries Alive! Consultant Report *Strategic Direction for Library Services – Study and Report for the City of Armadale.* The opening hours of the Library Service are currently:

Armadale:	9.30am to 8pm Monday, Tuesday, Wednesday and Friday 9.30am to 5pm Wednesday 9am to 12 noon Saturday
Kelmscott:	9.30am to 8pm Monday, Wednesday, Thursday and Friday 9.30am to 5pm Tuesday 9am to 12 noon Saturday

Westfield: 9.30am to 8pm Monday, Tuesday and Thursday
9.30 am to 5pm Friday
9am to 12 noon Saturday
Wednesday closed

Recommendation 4 of the Consultant Report stated:

"That as soon as practicable Council provide the necessary resources to vary library opening hours as follows:

Armadale: *open 9am to 8pm Monday to Friday*
open 9am to 12 noon Saturday
open Saturday afternoon and Sunday on re-location

Kelmscott: *open 9am to 6 pm Monday to Friday*
open 9am to 12 noon Saturday

Westfield: *open 9am to 6pm Monday to Friday*
open 9am to 12 noon Saturday"

At the Ordinary Council Meeting on 7 May 2007, Council resolved (C21/4/06) as follows:

"That Council:

1. authorise the CEO (or his delegate) to begin negotiation with all relevant parties with a view to changing the library opening hours using the current staffing establishment so that:

a. Armadale Library is open between 9.30am to 8pm Monday to Friday and 9am to 4pm on Saturday,
b. Kelmscott and Westfield Libraries are open between 9.30am and 6pm Monday to Friday and 9am to 12 noon on Saturday,
c. That 9am weekday opening of all branches be implemented as soon as possible once the impact of the changed hours is known, but prior to the relocation of either the Armadale or Kelmscott Libraries, and
d. That on its relocation, Sunday afternoon opening be investigated at the Armadale Library, acknowledging that this cannot be achieved within the current staffing establishment.

2 be presented with a further report on the completion of the negotiations, advising of the outcome and timeframes for any proposed changes to library opening hours."

Negotiation with the relevant parties has now been concluded and the matter of the Library Department staff working hours has been addressed in the 2007 City of Armadale Collective Workplace Agreement, so that the proposed changes to opening hours can be achieved. Note that the Library Staff suggested that 9am opening should be implemented immediately with any change of hours.

DETAILS OF PROPOSAL

The proposal is that, commencing Monday, 4 December 2007, the library opening hours be changed to:

Armadale: open 9am to 8pm Monday to Friday
open 9am to 4pm Saturday

Kelmscott: open 9am to 6 pm Monday to Friday
open 9am to 12 noon Saturday

Westfield: open 9am to 6pm Monday to Friday
open 9am to 12 noon Saturday"

COMMENT

Analysis

This time frame will allow three months for advertising the new opening hours to library users and the public in general. Because the changes will take place at the end of the academic year they will not impact on students using the libraries for study. Additionally, this lead time will be sufficient for the changing of signage and brochures, as well as for the establishment of the new staff rosters.

Options

1. Change the library opening hours as proposed.
2. Consider different opening hours.
3. Retain the current opening hours.

Conclusion

It is recommended that the opening hours of the City's public libraries be changed as proposed.

C52/8/07 RECOMMEND

That the opening hours of the City's Libraries be changed effective from Monday, 3 December 2007 to:

Armadale: open 9am to 8pm Monday to Friday
open 9am to 4pm Saturday

Kelmscott: open 9am to 6 pm Monday to Friday
open 9am to 12 noon Saturday

Westfield: open 9am to 6pm Monday to Friday
open 9am to 12 noon Saturday"

Moved Cr Tizard
MOTION CARRIED (6/0)

ACTIVE 2007 - SPORT AND RECREATION INDUSTRY CONFERENCE

WARD	All
FILE REF:	REC/A/2
DATE	22 August 2007
REF	PGQ
RESPONSIBLE MANAGER	Executive Director Community Services

In Brief:

The report advises that the "Active 2007' – Sport and Recreation Industry Conference will be held at Burswood on 18-19 October 2007, and recommends that Council consider nominating an elected member(s) to attend the conference.

Committee resolved that:

*That Council make no Councillor nomination for attendance at the "Active 2007" Sport and Recreation Industry Conference***.**

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
To foster an effective professional environment and administration of the City's services and encourage innovation and creativity in meeting the needs of the community.

Legislation Implications
Nil

Council Policy/Local Law Implications
Council Policy ADM3 – Conferences, Seminars and Training.

Budget/Financial Implications
Conference registrations are $484 per person (Full Delegate – inc. GST).

Consultation
Nil

BACKGROUND

The "Active 2007" Conference is to be held on 18 and 19 October 2007 at Burswood. A copy of the Registration Brochure is attached to this Agenda. **(Refer to Attachment "A-1" – Summary of Attachments – buff page.)**

In accordance with Council Policy ADM3 it is recommended that Council support the attendance by an interested member at the Conference.

COMMENT

The full conference program is yet to be finalised, however a number of topics are relevant to the provision of recreation services and facilities in the City, and include:

- *It's a Different World* – how will changing demographics revolutionise the provision of sport and recreation.
- *Desperately Seeking Sponsorship* – case study on recreation centre sponsorship.
- *Kids and Clubs* – research on children's attitudes towards physical activity.
- *How does sport and recreation make our community a better place?*
- *Help find more volunteers*
- *Climate Change* – the effect on sport and recreation
- *Recreation Centre Management*
- *Workplace Physical Activity*

The main themes of the conference are:

- Recreation Centre Management

- Workplace Health and Active Recreation

- "On Common Ground" – sessions on changing demographics and their effect on sport and recreation, climate change, extreme sports research and volunteer research.

The City's Manager Recreation Services will be attending the Conference.

C53/8/07 RECOMMEND

That Council make no Councillor nomination for attendance at the "Active 2007" Sport and Recreation Industry Conference.

Moved Cr Scidone
MOTION CARRIED (6/0)

POLICY PROPOSAL – SPONSORSHIP FOR THE CITY'S EVENTS, FACILITIES, PROGRAMS AND PUBLICATIONS

WARD	All
FILE REF:	REC/A/1
DATE	5 September 2007
REF	JKM
RESPONSIBLE MANAGER	Manager Recreation Services

In Brief:
This report
- Presents a draft revised policy of RECN 2 addressing the seeking, contracting and recognition of sponsors for the Cultural Events, Recreation Facilities, Publications and Programs.

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
Nil

Legislation Implications
Part 5 Division 6 'Disclosure of Financial Interests' - Local Government Act 1995.
Local Government Regulations, 1996, 33B and 34 C 'Code of Conduct'.

Council Policy/Local Law Implications
RECN 2

Budget/Financial Implications
The City received approximately $60,000 in revenue from grants and sponsorship for the Cultural Events program for the 2006/2007 financial year.

Consultation
- Manager, Recreation Services
- Events Coordinator
- Senior Administrative Officer

BACKGROUND

The current RECN 2 Policy and Management Practice deals specifically with the use, placement and/or display of any corporate logo associated with a contracted sponsor. The current policy does not include the procedure of engaging and contracting a sponsor and negotiating benefits from within an accepted schedule of benefits.

The City of Armadale has been fortunate in recent years to be the recipient of supplementary revenue for the Cultural Events program via a combination of grants and corporate sponsorship. The total amount received approximately $60,000 in the 2006/2007 financial year which was both *in kind* and cash.

Each individual contract, including the proposed schedule of benefits, has previously been negotiated, supported and administered on a case by case basis.

The City of Armadale has made significant advances in its public relations and marketing in recent years including the employment of a full time PR Coordinator and the reinvigoration of its web site and its now appropriate to consider and formalize the marketing procedure so as to enable possible further advancement of this potential source of additional revenue for the City' events, facilities, programs and publications.

Whilst the greater majority of sponsors will be sought for the benefit of the Cultural Events Program, the opportunity exist to expand this to benefit facilities such as the Aquatic Centre, publications like the bushwalks booklet and any other future potential on ongoing departmental programs.

DETAILS OF PROPOSAL

A draft of the revised Policy and Management Practice has been prepared which aims to formalize and incorporate all the procedures that are currently undertaken administratively within Recreation Department in regards to the engagement and acknowledgment of all current sponsors. **(Refer to Attachment "A-2" - Summary of Attachments – buff page.)**

COMMENT

Analysis

By including all procedures and expanding on the existing guidelines to the use of sponsor's logo's, the revised policy should clarify and assist with preventing any communication breakdowns in regards to possible schedule of benefits offered to sponsors.

With a concerted effort backed by a fully endorsed policy of sponsorship of the Events Calendar, there is potential for additional revenue to be obtained from the corporate sector given the current buoyant economy. The amount and extent of the sponsorship program is only currently limited by the time available of the Events Coordinator to pursue it and could quite possibly justify the employment of a dedicated officer in the future.

In addition to the possible financial benefits of sponsorship, part of the rationale behind the revised policy is to view sponsorship as a means of developing and fostering positive corporate relationships between Council and, where possible, the local business community. By encouraging more members of the business community to become involved in the staging of events it would allow them to enter a partnership with Council in fulfilling a social obligation to the community.

The proposed revised policy only encompasses those potential sponsors and/or goods and service providers that may be involved with events, facilities, programs and publications emanating from the Community Services Directorate and is not aimed to incorporate all of Council's sponsorship requirements at this time.

Options

The following options are open to Council:

1. Endorse the draft revised Policy and Management practice.
2. Support the draft revised Policy after amendments.
3. Not support the need for a revised Policy addressing this issue at this time.

Conclusion

It is recommended that Council endorse the revised policy RECN 2 for the reason outlined in this report.

C54/8/07 RECOMMEND

That Council support the revised RECN 2 Policy and Management Practice as attached to these Minutes in Attachment "A-2".

Moved Cr Zelones
MOTION CARRIED (6/0)

DISABILITY ACCESS AND INCLUSION PLAN 2007-2011

WARD	ALL
FILE REF:	CD/D/2
DATE	23 August 2007
REF	YC
RESPONSIBLE MANAGER	Manager Community Services

In Brief:

- This item presents the Disability Access and Inclusion Plan 2007 – 2011 following the completed public comment period.

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications

- To facilitate a wider range of social and cultural experiences for people with disabilities living in the City of Armadale.
- To encourage community participation and responsibility.
- To foster ownership, pride and a supportive and caring community.

Legislation Implications
Disability Services Act (1993).

Council Policy/Local Law Implications
Nil

Budget/Financial Implications

Council has an allocation for Alternative Formats of $1,600. There are no other budget allocations specific to Disabilities.

Consultation
Community Development
Disability Advisory Committee
Disability Services Commission
Community Public Comment

BACKGROUND

Council has previously received the Draft Disability Access and Inclusion Plan (DAIP) 2007 – 2011 and agreed to release it for a public comment period prior to endorsement (C48/7/07). The public comment period has now been finalised and one submission was received. The content of the submission was as follows:

"*For the Council to be taken seriously about its aims to include people with disabilities I suggest that page 8 "Service to the Community" include "Community Members with disabilities" on the first line with Youth and Seniors. Without it, it looks like council is not really serious but just paying lip service to satisfy requirements of the various Government Acts when your own information tells us that 20% of Australians have a disability. Once this minor addition is completed I think this DAIP is an exciting and innovative step forward."*

DETAILS OF PROPOSAL

The content of the submission has been included in the DAIP 2007 – 2011 and the section now reads:

Page 8 Services to the community:

- *Community Development support for all members of the community and interest groups including Youth, Seniors and people with Disabilities.*

The DAIP 2007 - 2011 now presented for final endorsement by Council prior to official lodgement with the Disability Services Commission as required by the Disability Services Act (1993).

COMMENT

Analysis

The City recognises that appropriate planning is an integral part of service delivery, community support and co-ordination. The Draft Disability Access and Inclusion Plan 2007-2011 is indicative of the needs of people with disabilities in the community and ensures that the City meets changing legislative developments in creating an accessible and inclusive community.

Conclusion

The DAIP 2007 - 2011 has been considered by the City's Disability Advisory Committee and has been released for a public comment period. The one submission received has merit and the relevant section has been amended to reflect it. The Plan is now considered complete and after final endorsement by Council will be lodged with the Disability Services Commission as is required by the Disability Services Act (1993).

C55/8/07 RECOMMEND

That Council receive and support the Disability Access and Inclusion Plan 2007-2011 as attached to these Minutes at Attachment "A-3".

Moved Cr Munn
MOTION CARRIED (6/0)

ARMADALE YOUTH PRECINCT STUDY

WARD	ALL
FILE REF:	CD/Y/1
DATE	21 August 2007
REF	MJ
RESPONSIBLE MANAGER	Yvonne Coyne

In Brief:

- This item presents a number of options for Council to consider in relation to a Youth Precinct in *central* Armadale as per the outcomes of the City's Armadale Youth Precinct Study.
- It is recommended that Council give *in principle* support to progress the development of a central skate park.
- Two options are recommended for further investigation. The components differ only in the location of a skate facility. The following provides a summary of the options:
    - 'Street Real' skate park on Commerce Avenue, near the Armadale Train Station (Option 1) or corner of Armadale Road and Church Avenue, behind McDonalds (Option 2).
    - Centre based and outreach services/events/activities coordinated by the City of Armadale in partnership with community groups such as Armadale Youth Resources.
    - Physical changes to current CBD skater hot spots including the installation of signs along Jull Street and in the Shopping Centre.
    - An education campaign to ensure that skaters are aware of local laws, skate-friendly areas in the CBD, and to include them in the development of management plans/code of conduct etc.

Committee amended the recommendation to read:
That Council:

a. *Receive the Armadale Youth Precinct Study (July 2007) as attached to these Minutes at Attachment "A-4".*

b. *Investigate possible sites for the location of a Skate Park within easy access of the City Centre and provide a further report to the Community Services Committee.*

c. *Arrange to visit a range of skate park facilities.*

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
Building our Community
Communicating and Marketing
Developing our Organisation

Legislation Implications
Nil

Council Policy/Local Law Implications
Nil

Budget/Financial Implications
The City has received $10,000 from the Department of Transport and Regional Services (Perth ACC) for the development of the Youth Precinct Study in partnership with the City, and both the Office of Crime Prevention (OCP) and the Armadale Redevelopment Authority (ARA) have committed $12,000 and $10,000 respectively, towards concept designs for the skate park. Once a decision is made to develop a skate park it is critical to undertake a thorough and comprehensive design process. This would include the following involvement/consultation:

- Office of Crime Prevention and local Police to incorporate the principles of 'Designing Safer Communities', 'Safe Cities through Environmental Design and 'Designing Crime out of the Community'.
- professionals to design the skate facility ie. Convic Skate Design.
- potential users of the facility (ie young people).
- stakeholders (ie. community groups, youth organizations, local and surrounding businesses, government departments).
- Preparation and presentation of a variety of design and cost options based on information from OCP and feedback from consultations.

As indicated in the Study, the construction of a skate park can range in cost between $50,000 and $500,000+ with an on-going annual maintenance budget commensurate with the size and scale of the park. The City has provisionally allocated up to $200,000 towards a skate park in its 15 Year Plan, subject to Council's decision to proceed with construction. Additional grant funds will be sourced through the Department of Sport and Recreation, Department of Transport and Regional Services and the Outer Metropolitan Community Fund.

Funds will also be required to implement environmental and structural changes to the CBD to deter skateboarding in restricted areas. Additional funding will be required to develop and conduct an education campaign. This may be acquired through grant sources (eg. Lotterywest) or from existing City budgets such as Youth Concerts and Events.

Consultation
Community Services Directorate
Manager Parks
Coordinator Asset Management
Youth Advisory Committee
Armadale Youth Resources
Armadale Police
Armadale Redevelopment Authority
General Community (Skate Park Survey – Catalyse Research)

BACKGROUND

The proposal to carry out a Youth Precinct Study was in response to a request that Council support the design, building and maintenance of a skate park in the central business district of

Armadale. *(A copy of the Youth Precinct Study was circulated to Councillors under separate cover.)* In 2005 the Armadale Redevelopment Authority (ARA) and local MLA suggested a site at the Armadale Train Station for a skate park, promoting the idea of a "Headquarters" type facility. (**Note: Headquarters is a popular youth centre in Leederville which is currently managed by the YMCA. Headquarters consists of an enclosed and supervised skate park, youth centre and performing space.)* Rather than commissioning an investigation into the feasibility of creating a skate park in the central business district (CBD), Council decided to research a broader study of a youth precinct or "multi-functional youth space", incorporating a skate park. The idea was that a precinct, including a skate park, could achieve a range of options for young people and be managed and monitored more effectively. Council's resolution (C102/10/05), in part, was as follows:

> *"That Council, pursuant to Section 6.8 of the Local Government Act authorise the following expenditure:*
> - *investigation of conceptual designs, costs and location of a multi-functional youth space, incorporating a skate park, in the Armadale CB."*

Following a commitment from the City to undertake a feasibility study, the Department of Transport and Regional Services (DOTARS), with the assistance of the Perth Area Consultative Committee (ACC), was approached (February 2006) as a funding partner and a grant application for $10,000 was submitted.

The Youth Precinct Study provides a description of young people in Armadale, including various facts and statistics relating to employment, mental health, education, welfare, recreational needs etc as well as perceptions of growing up and living in Armadale. The Study delves into the needs and wants of young people by reviewing existing intellectual material, previous studies and Council documents. It concludes that local youth have a desire to feel more included and connected to the community, and that they express an overwhelming need for more youth activities, events and facilities – in particular a skate park. The research indicates that there is general support for a skate park in the CBD.

Skate parks are covered extensively in the Study. A thorough analysis of the range of skate parks – including design, size, structure and cost - as well as various management options, such as supervised and unsupervised parks, are considered in relation to the Armadale community and the constraints and opportunities presented. The Study provides a history of skate parks in Armadale as well as an account of the five existing skate facilities in the region. The report concludes that a 'street real' skate facility at the either the Armadale train station (Commerce Avenue) or behind McDonalds (Cnr Armadale Road/Church Avenue) are the two most appropriate options.

The City's current involvement in youth development programs is considered, as are the existing facilities, events, activities, services and community groups with a focus on youth in Armadale. This critical analysis further supports a need for an increased focus on youth and recommends achieving this through service delivery, strengthening of partnerships and improved infrastructure. This deficiency is supported by the literature and through consultation with young people, the community and various stakeholders such as business owners, youth organisations and government departments.

The Study also provides an overview of various models of local government youth service delivery and puts forward five options for Council to consider. The options are given in

detail, including cost implications, sustainability, impact on the community and potential to meet the apparent needs of young people. The background issues and implications surrounding each option are presented.

DETAILS OF PROPOSAL

The Youth Precinct Study contains five options:

Option 1)
- 'Street Real' skate park at Armadale Train Station
- Centre Based and Outreach Services/Events/Activities – coordinated by City of Armadale and Armadale Youth Resources (use of existing AYR Youth Centre)
- Physical changes to current CBD skater hot spots including signage Education campaign to ensure that skaters are aware of local laws, skate friendly areas in CBD, inclusion in management/code of conduct etc.

Option 2)
- 'Street Real' skate park behind McDonalds (alongside Armadale Road)
- Centre Based and Outreach Services/Events/Activities – coordinated by City of Armadale and Armadale Youth Resources (use of existing AYR Youth Centre)
- Physical changes to current CBD skater hot spots including signage
- Education campaign to ensure that skaters are aware of local laws, skate friendly areas in CBD, inclusion in management/code of conduct etc.

Option 3)
- Supervised and managed skate park with restricted access at Train Station
- Development of a new Youth facility adjoining the skate park
- Full time staff

Option 4)
- Development of skate park in outer suburb locations (near Aquatic Centre, Reg Williams Reserve, John Dunn Reserve, Seville Grove) as per site visit results

Option 5)
- Do not proceed with a skate park in central Armadale.

- however it is recommended that Option 1 and Option 2 be further investigated.

Research suggests that currently Option 1 has greater support from the community and is therefore considered more favourably, with Option 2 appearing to have less support from the community and thus is listed as the second recommended option. However, both options are similar, with one having the advantage of proximity to public transport whilst Option 2 is a physically larger site which may allow a greater degree of design and skate options. Further investigation is therefore required to determine the most ideal site.

Future Considerations:

The purpose of the Armadale Youth Precinct Study is to address the current issues in the Armadale CBD pertinent to youth and, in particular, skate parks. As mentioned, Armadale's

youth population is increasing and will continue to do so over the next 5 years. It is predicted that this will impact on the amount of youth accessing the Armadale CBD. The Youth Precinct Study has provided recommendations based on this information and focuses primarily on the CBD. The following points will need to be considered in the future:

- Available funding for skate parks. Department of Sport and Recreation may provide up to one third of the cost of constructing a skate park. A grant will need to be submitted by October 2007. This will require the completion of a feasibility study, including design work, costs and a management plan.
- The role and future of the City's existing skate parks will need to be considered. Many are in need of repair and upgrade.
- The development of a large *regional* skate park in the suburbs. The location for such a facility will need to be considered, as will the cost, design and management plan etc. The City's current recreation facilities (eg Armadale Arena, Aquatic Centre) and proposed recreation facilities (Regional Recreational Centre) may provide a suitable venue for a large skate facility.
- Review of the train station precinct in 3 – 5 years. The use of the land and other occupants may not be complimentary to a skate park.
- Review of skateboarding as a sport in 3 – 5 years. The profile, popularity and characteristics of the sport may change. This could have an impact on current and proposed skate facilities.

COMMENT

Analysis

The provision of skate parks is a pertinent issue for Council to consider. The Youth Precinct Study reviews existing literature and amalgamates the findings to provide several options for consideration. Feedback from many young people suggests that the City's existing skate parks are no longer challenging or popular. Community consultation reveals extensive support for a centrally-located skate park.

Skate parks have become one of the most popular strategies implemented by local governments in Australia to address the various needs of young people in the community. In part, this reflects the growth in young people's interest in skating. Indeed, according to work commissioned by the Queensland Government, over the past 30 years skating has consistently gained popularity and is continuing to grow with predictions that it will rival surfing as a major recreation/sport in the near future.

Furthermore, skateboarding is set to become an Olympic Sport. By the year 2012 it is expected that skateboarding will be included as the third action sport in the Olympic Games, joining snowboarding and BMX racing in a bid to make the 111 year old games more attractive to a younger audience. This is indicative of the sport's growing popularity and the emerging culture of 'extreme sports' amongst the younger generations.

Local governments throughout the country have invested considerably in designing, constructing and managing skate parks. This reflects the growing demands being made by young people and other community members. Local governments have seen an increase in the number of petitions and requests for new and upgraded skate facilities in the community.

There is some evidence to suggest that skate parks have been successful in achieving the following:

- Extending recreational options for some young people;
- Providing young people with a recognized space to 'hang out' and extend their social contacts;
- Allowing youth workers easier access to young people who have little contact with service providers;
- Encouraging young people to get involved in associated activities (such as skate competitions and arts projects);
- Encouraging some young people to get involved in the management and planning of community facilities and events.

It is important to note however, that the construction of a skate park, as a single approach to youth recreational and social issues, has proven to not be effective. It is for this reason that the study recommends that a skate park is only one component of a multi-faceted approach.

Options

Council has the following options:

1) Support the on-going investigation into skate facilities at the Armadale Train Station and behind McDonalds, based on the following:

   - Availability of land at the sites identified in Options 1 and 2. Immediate contact with PTA in relation to train station land (1), and the ARA/City of Armadale in relation to the land behind McDonalds (2).
   - Draft designs of possible skate facilities at each site (requires engagement of professional designers in consultation with local skaters).
   - Detailed cost implications of constructing a facility at each site.
   - Safety and crime prevention implications of each site (includes passive surveillance, proximity to support services, crime prevention by design principles, safety requirements, accessibility etc).
   - Proposed management plan for each site including on-going maintenance and monitoring.

   Investigation will consist of:

   - Further consultation with key stakeholders (government departments, local business, community groups, residents) in relation to a centrally-located skate facility in Armadale.
   - Further consultation to determine preference for site (Option 1 or Option 2) and design of a skate facility.
   - Access to funds from the Office of Crime Prevention ($12,000 grant) and ARA ($10,000) to facilitate the development of concept designs and a site analysis.

2) Not support the on-going investigation into skate facilities in the Armadale CBD and instead recommend investigation into the construction of a large skate facility in the outer suburbs.

3) Not support further investigation into skate facilities in the City of Armadale.

Conclusion

There is significant evidence to suggest that the Armadale community is supportive of an increased focus on youth development within the region and, in particular, skate parks. In response, it is recommended that Council considers further investigation into a multi-faceted approach including a centrally-located skate park, outreach services, education campaigns and physical changes to the Armadale CBD to deter skating, as described in Options 1 and 2. In respect to the Armadale community, Option 1 and Option 2 are recommended. These options are considered to be the most appropriate, cost effective, manageable and sustainable, as per findings in the Armadale Youth Precinct Study.

Officer Recommendation

That Council:

a. Receive the Armadale Youth Precinct Study (July 2007) as attached to these Minutes at Attachment "A-4".
b. Agree *in principle* to the concept of a Skate Park in the CBD as part of an overall strategy to address recreational and social needs of young people.
c. Endorse the further investigations of Options 1 and 2, as outlined in the Youth Precinct Study.
d. Receive a further report in regard to Options 1 and 2 which also includes an overall assessment of possible sites for a larger skate park / youth facility within the district.

Committee Discussion

Committee discussed both the Consultant and Officer reports at length, raising a number of issues identified in the reports in relation to a youth precinct and more specifically a skate park in the CBD. In discussing the recommendation, and in particular, options (1) and (2), Committee identified a range of both positive and negative issues with the proposed locations including access, safety, health/injury, insurance, design, cost, usage, supervision, vandalism, and community amenity. In addition, the uncertainties with option (1) in relation to access to the proposed site was also identified as a concern. Committee was of the view that option (2), based on the survey data, did not have sufficient demonstrated support from the community and given its location, as an entry to the City, was not in favour of it being a preferred skate park location.

During the discussion, members suggested a number of alternative locations close to the CBD and was of the opinion that officers should further investigate these and other alternative locations before making a final decision. In discussing the above issues, Committee was conscious of the need to create a skate park of sufficient size and challenge but was equally aware of the costs associated with construction, installation and on-going maintenance of any such facility. In addition, Committee also discussed alternative sites beyond the CBD including the Aquatic Centre, Recreation Centre and future Regional Recreation Complex. Each of these locations may also provide additional support services, facilities and benefits which may complement a skate facility.

Whilst Committee recognised the value of a youth facility/services as part of a skate park, there was acknowledgement that the capital and on-going operational costs associated with such a facility, is currently beyond Council's financial capacity. In particular, the issue of adequate staffing and supervision is currently not budgeted within the City's 15 Year Financial Plan.

Committee discussed the officer recommendation which suggested the City should investigate an additional larger skate park within the district in the medium to long term in addition to a CBD facility, as this is currently not in Council's 15 Year Financial Plan and felt that, if possible, the provision of one facility was preferable to two. Committee requested, as part of the ongoing investigation process and final decision, that the City make the community aware of what will be provided (once determined) so that expectations do not exceed what is proposed. Committee was concerned at the potential amount of money to be spent on a CBD skate park and associated works, given the list of other strategic priorities that Council wished to deliver, and was unsure of the number of young people that such a facility would benefit. It was acknowledged that the design and complexity of a skate park directly impacts on the number, age and ability of the individuals who access and use it. Thus the eventual design, subject to cost, will be a critical element in the success and ongoing use of such a facility.

Committee recognised the need for facilities and services for youth within the CBD and acknowledged recent changes including the provision of cinemas. Committee was supportive of the concept of a skate park for young people but was unsure about the proposed locations and was of the opinion that other sites should be investigated before making a final decision. As a consequence of the lengthy discussions by Committee, it was agreed that officers should investigate alternative potential sites within easy access of the CBD as well as arrange a tour of existing skate facilities in the metropolitan area for interested Elected Members, prior to finalising any decision on a CBD skate facility, and amended the officer recommendation accordingly.

C56/8/07 RECOMMEND

That Council:

a. Receive the Armadale Youth Precinct Study (July 2007) as attached to these Minutes at Attachment "A-4".

~~b. Investigate possible sites for the location of a Skate Park within easy access of the City Centre and provide a further report to the Community Services Committee.~~

c. Arrange to visit a range of skate park facilities.

Amended Full Council 3 September 2007

That part (b) of Recommendation C56/8/07 be replaced as follows:-

(b) Investigate and report to the November Community Services Committee meeting the possible design and cost of building a "street real" skate park with or without bowl at the following sites:-

- Land between the public toilets and the current amphitheatre, incorporating the latter in the design; and
- A flat unrestricted site.

Moved Cr Munn
MOTION CARRIED (6/0)

EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT

Expressions of Interest for City of Armadale Advisory Committees

On Tuesday, 22 August 2007, a full page coloured advertisement was placed in the Comment News. The ad, calling for expressions of interest from interested persons to nominate for community representative positions for all of the City's Advisory Committees, will close on 7 September 2007. To date, a number of nominations have been received in response to the advertisement, as well as re-nominations from existing representatives.

Staff Resources

The Community Services Directorate is currently experiencing staff resource issues in three of its Departments (Community Development, Libraries and Recreation) and some of these positions are proving difficult to fill. As a result, the provision of services across these Departments may result in a service level which is not of its usual standard.

Dogs' Day Out

The City of Armadale Ranger Services' Department will be sponsoring a "Dogs' Day Out" on Sunday, 7 October 2007 at Rushton Park from 11.00 am to 3.00 pm. The Dogs' Day Out will be a family fun day to encourage responsible pet ownership, dog registration and dog training.

Artopia – 21 September to 14 October 2007

The Big Draw will be held on Friday, 28 September 2007 in Jull Street from 10.00 am to 5.00 pm and will one of 12 Centres which will hold Big Draw events throughout the State. Faber-Castell's support is making it possible for people of all ages in communities around WA to come together and draw. The Big Draw events are open to everyone to enjoy with an emphasis on inclusion and active involvement. Highlights are open artist studios, the Biggest Draw events and artists working in offices, businesses and this year at mining sites.

Outside the Frame

A very successful Outside the Frame Art Award was held on 23-25 August 2007, with a record number of entries (242). The quality of the art on display was again of a very high standard and a credit to the students and schools that took part. The event was again sponsored by McDonalds and the $1,000 prize for the school that received the most awards, was won by Penrhos College.

Spring Family Bushwalks

The first in the series of three walks is Walk the Wungong and will be held on Sunday, 9 September 2007. Unfortunately the Armadale Settlers' Common Walk could not be held this year due the unavailability of several committee members. The other two walks on this year's program include:

23 September Bungendore Park Walk
21 October Churchman Bushland

Frye Park Concept Plan

A consultant for the Frye Park Concept Plan has been appointed and meetings scheduled with the user groups. Some initial sketches have been done which identify the possible location of facilities on the site. The draft site plan is expected to be available within 2-3 weeks.

Armadale Aquatic Centre

Works have commenced on the tiling of the 50 metre pool. It appears likely that the project will not be completed in time for the scheduled opening date for the season of 15 October 2007. Although this will cause some inconvenience to patrons in the early part of the season, the 25 metre pool and the leisure pools will still be available. Plans are in place to notify the public of the unavailability of the 50m pool for the initial few weeks of the season.

2007 OMCF Funding Applications

Applications are currently being completed for funding available through the 2007 Outer Metropolitan Community Fund

Project	**Amount**
Indigenous Development Centre - Champion Drive – Project Officer	$20,000
Cross Park Lighting	$50,000
Cross Park – Netball Courts – Resurfacing	$15,000
Forrestdale Entry Statement	$20,000
Don Simmons Reserve – Playground Equipment	$50,000
Implementation of Dieback Hygiene Plans for CoA Regional Reserves	$13,000
Recreational Development at Forrestdale Lake	$20,000

Cr Stewart left the meeting at 8.35 pm and returned at 8.37 pm.

COUNCILLORS' ITEMS

Nil

MEETING CLOSED AT 8.40 PM

COMMUNITY SERVICES COMMITTEE

SUMMARY OF "A" ATTACHMENTS

28 August 2007

Attachment No.	Subject	Page
A-1	ACTIVE 2007 - SPORT AND RECREATION INDUSTRY CONFERENCE – REGISTRATION DETAILS	24 - 26
A-2	RECN 2 - SPONSORSHIP OF THE CITY'S EVENTS, PROGRAMS, FACILITIES AND PUBLICATIONS – POLICY & MANAGEMENT PRACTICE	27 - 28
A-3	DISABILITY ACCESS AND INCLUSION PLAN 2007 – 2011	29 - 68
A-4	YOUTH PRECINCT STUDY – JULY 2007	Separate Attachment

active 07

ON COMMON GROUND

SPORT AND RECREATION INDUSTRY CONFERENCE
18 - 19 OCTOBER 2007

Active 07 is Western Australia's premier sport and recreation conference. This year's theme is *On Common Ground* and the conference will focus on the big issues that our industry faces in the coming years. Highlights include streams dedicated to recreation centre management and how increased workplace physical activity can improve the bottom line.

Highlights

- **Mao's Last Dancer –** hear of Li Cunxin's inspirational story, the best selling author and subject of a forthcoming feature film. Hear how the discipline of dance is translated to success in business and life
- **It's a Different World** – how will changing demographics revolutionise the provision of sport and recreation?
- **Desperately Seeking Sponsorship** – a marketing expert provides a case study on recreation centre sponsorship opportunities
- **Kids and Clubs –** research on children's attitude toward physical activity **–** what do kids really think?
- **How does sport and recreation make our community a better place?**
- **How to Find more Volunteers** – learn from the biggest ever survey of Western Australian sport club volunteers
- **Sports Betting** – a monster or friend?
- **Climate Change** – the effect on sport and recreation
- **The Changing Workplace**
- **Extreme Sports** – what the extreme crew are doing in Western Australia
- **Recreation Centre Management** – learn from the best
- **Workplace Physical Activity** – it's big and getting bigger!

Government of Western Australia
Department of Sport and Recreation

be active wa

lotterywest

WA Week

Date: **18 and 19 October 2007**
Time: **9am - 5pm**
Venue: **Burswood Entertainment Complex**
Contact: **Tim Haynes (08) 9492 9839 or conference@dsr.wa.gov.au**
www.dsr.wa.gov.au

active 07

ON COMMON GROUND

SPORT AND RECREATION INDUSTRY CONFERENCE

18 - 19 OCTOBER 2007

Registration

Full Delegate	$484 (inc. GST)	Full Delegate registration includes a ticket to the Sport and Recreation Industry Awards Gala Dinner
Student/Volunteer*	$110 (inc GST)	See explanation below

All registrations include lunch, morning and afternoon tea.

* Sport and recreation volunteers can take advantage of our special volunteer delegate rate for Active 07. This special rate recognises the unique role of sport and recreation volunteers in our industry.

The spirit of the volunteer rate is to allow delegates to register for Active 07 who would otherwise be unable to attend. The volunteer rate applies to organisations and individuals who do not have the financial resources to attend at the full delegate rate.
This means that a person who is in full time employment in the sport and recreation industry and is also a volunteer for another organisation would not be granted the volunteer rate.

Sport and Recreation Industry Awards

The Sport and Recreation Industry Awards Gala Dinner is the Industry's night of nights and full delegates to Active 07 receive a free place. The awards recognise excellence and innovation amongst those who service and administer our great industry.

Held at the Burswood Entertainment Complex on Friday October 19, a highlight of the evening will be the Minister's Award for Excellence which comes with a $10,000 prize. A place at the awards includes a three course meal, drinks and entertainment from Courtney Murphy and Murphy's Lore.

This great night is not to be missed. For more information on nominating for an award or booking a table contact Tim Haynes on (08) 9492 9839 or email conference@dsr.wa.gov.au

Date: **18 and 19 October 2007**
Time: **9am - 5pm**
Venue: **Burswood Entertainment Complex**
Contact: **Tim Haynes (08) 9492 9839 or conference@dsr.wa.gov.au**
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Department of Sport and Recreation

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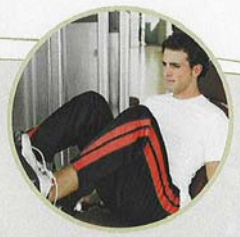
WA Week

active 07

ON COMMON GROUND
SPORT AND RECREATION INDUSTRY CONFERENCE
18 - 19 OCTOBER 2007



Recreation

Conference programming concludes after lunch on day two. While workshops with some of the conference presenters are scheduled for the remainder of the afternoon, delegates have the option of participating in recreation activities.

Here is your chance to rub shoulders with other members of the industry.

Golf

Delegates can participate in the traditional networking fare of a round of golf at the Burswood Park Golf Course.

The cost of 9 holes of golf with cart hire is $28 (inc. GST). Places are limited to get your conference registration form in early.

Yoga, Pilates and Tai-Chi

Yoga, Pilates and Tai-chi are available free to all delegates at this year's conference. Registration is free but places are limited so registration is essential. All sessions feature a qualified instructor.

Recreation Registration

If you intend to participate in recreation, please indicate your selection on the conference registration form.

Cancellation Policy

All cancellations must be made in writing to the conference co-ordinator. A full refund, less administration fee of $80 per delegate, will be paid on cancellations notified by mail prior to October 1 2007.

Regrettably, no refunds will be issued after this date. Should you be unable to attend, a substitute delegate is welcome at no additional charge. Please notify the conference co-ordinator of the substitute delegate's name.

Any deposits for recreation activities will be forfeited should you be unable to attend.
Please note that unforeseen circumstances may result in changes to the program.

Government of Western Australia
Department of Sport and Recreation

be active wa

lotterywest

WA Week

Date: **18 and 19 October 2007**
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Contact: **Tim Haynes (08) 9492 9839 or conference@dsr.wa.gov.au**
www.dsr.wa.gov.au

POLICY

RECN 2 - SPONSORSHIP OF THE CITY'S EVENTS, PROGRAMS, FACILITIES AND PUBLICATIONS

Procedure

RECN2

Relevant Delegation

N/A

Policy

Council supports and encourages the seeking of corporate sponsorship of Council's Events, Programs, Facilities or Publications as a means of financially supplementing the revenue of those activities and thus potentially reducing the direct cost to the City.

Council approves the use of the sponsor's logo, by-line or slogan as a means of sponsorship recognition in accordance with the current management practice.

Council will not consider sponsorship proposal that promotes alcohol or tobacco products or any other socially inappropriate product or service.

Rationale

To increase the revenue available for City's Cultural Events, Programs, Publications, Facilities, and encourage positive corporate relations between the City and the business community.

Related Local Law

Related Policies

Related Budget Schedule

Last Reviewed	19 April 2004
Next Review Date	
Authority	Council Meeting of

MANAGEMENT PRACTICE

RECN2	Sponsorship Recognition

1. Sponsorship may be sought via a formal application process in the case of a government grant or be direct call, mail out, personal approach or by being referred by a fellow member of the business community.

2. Potential Sponsors shall be referred for Council's consideration and approval via the Community Services Committee in the following manner:
   (a) Cultural Events Calendar – In a strategy presented annually prior to the commencement of the events 'season'.
   (b) Facilities, Publications and Programs – On a case by case basis as the opportunity for sponsorship arises.

3. The schedule of benefits that may be offered to potential sponsors include the following:

   Standard Benefits
   (a) Placement of the logo, by-line or slogan on the City's designed and paid newspaper advertising.
   (b) Placement of logo by-line or slogan on all printed brochures and promotional material including posters.
   (c) Placement of the logo on City's web site on the page that is specific to the event, program or facility and in a designated sponsor's column.
   (d) Invitation to the event or program opening or VIP functions.

   Optional Benefits
   (e) Display of a vinyl banner and/or corflute signs (or similar) at the stage area of the event or appropriately approved location outside of/or within a facility.
   (f) Acknowledge in verbal presentations and/or speeches by the Mayor and/or elected members.
   (g) Provision of display space (not including a marquee) at the specific event subject to event type and space available.
   (h) Naming rights. (discretionary)

4. The obligations of the sponsors will be negotiated on a case by case basis, and will take the form of cash, contra or a combination there of.

The draft sponsorship agreements shall provide benefits that are commensurate with the level of the sponsor's contribution and be submitted to the Chief Executive Officer for approval.

City of Armadale

Disability Access and Inclusion Plan

2007 – 2011

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Acknowledgements:
The City of Armadale acknowledges the input received from many individuals and groups within the community, which has been invaluable in the preparation of this plan.

In particular, thanks are given the Disability Services Commission, DSC Local Area Coordination, the City's Disability Advisory Committee (DAC), City of Armadale staff and individual community members.

This Plan is available in alternative formats such as electronic format (email and website), standard and large print, computer disk, and audiotape or Braille, on request from a person with a disability.

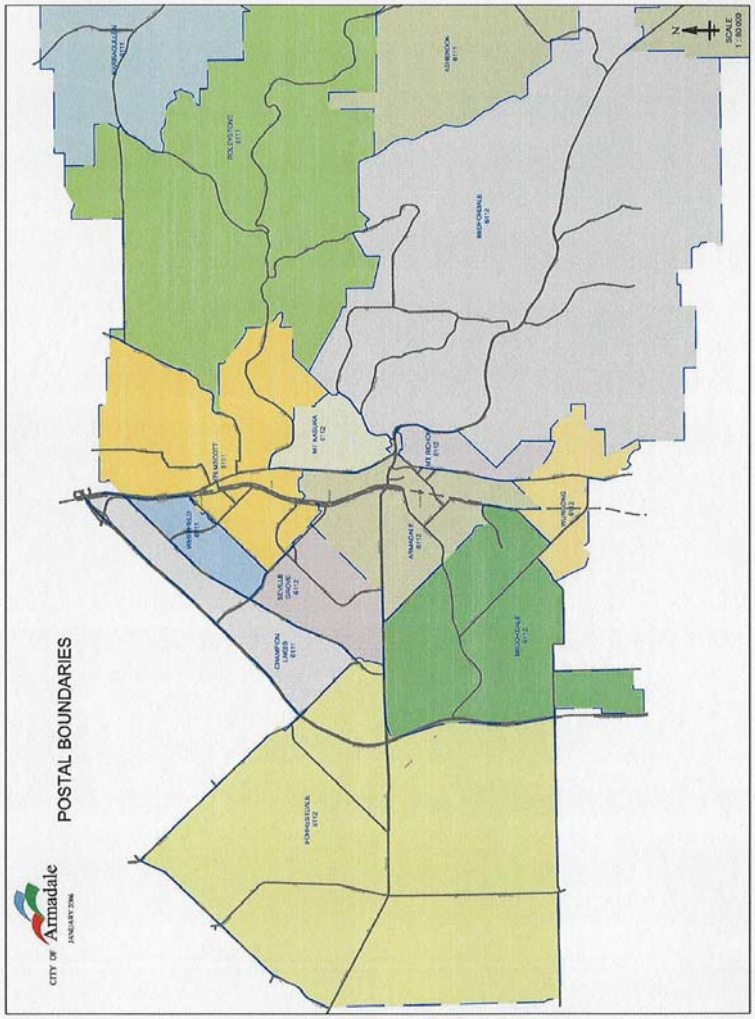
Preface – City of Armadale

The City of Armadale covers an area of 545 square kilometres, stretching from the plains of the metropolitan area to the peaks of the hills, encompassing large lakes, dams, waterfalls and excellent bush walks.

Set against this scenic backdrop are the City's buildings, sculptures and 1,602 hectares of parks and reserves. The City Centre is also home to a wide range of retail and other businesses and is located strategically at the junction of major highways and the Perth commuter rail network. Local industries include a brickworks, beef cattle farming, light industry, orchards and tourism.

The City of Armadale comprises the suburbs of Armadale, Bedfordale, Brookdale, Champion Lakes, Forrestdale, Kelmscott, Karragullen, Mt Nasura, Roleystone, Seville Grove, Westfield, Wungong and Mt Richon.

The City of Armadale (map)



Executive Summary

People with disabilities, their families and carers, as members of the community have the same rights as other people to access local government services and facilities. These rights are enshrined in both Commonwealth and State legislation and make it unlawful to discriminate on the grounds of disability.

Under the Western Australian Disability Services Act (1993), local governments are required to develop and implement a disability service plan (DSP) to ensure that people with disabilities can access Council services and facilities. In addition, disability service plans assist Councils to meet their obligation under the Commonwealth Disability Discrimination Act (1992) and the Equal Opportunity Amendment Act Western Australia (1988).

The City of Armadale is committed to ensuring that the City is accessible to all members of the community. The City developed its first Disability Service Plan in 1995 to address the barriers within the community for people with disabilities, and was the first local government in Western Australia to lodge its DSP with the Disability Services Commission. The implementation of this first plan has resulted in a wide range of initiatives which have improved access to the City's services and facilities.

In 2004, the City contracted a consultant (specialising in the disability field) to review the existing DSP, conduct a consultation with stakeholders and provide guidance and documentation for a new plan.

This new *Disability Access and Inclusion Plan* (DAIP) has been developed to incorporate the findings of the review and further consultation and to ensure that the City has a Plan which meets any changing legislative developments and strives for best practice in creating an accessible and inclusive community.

The Disability Services Commission requires that DAIP's must aim to achieve six desired outcomes. These outcome areas provide a framework for translating the principles and objectives of the Disability Services Act 1993 (amended 2004) into tangible and achievable results. Schedule 3 of the Disability Services Regulations 2004 states the six desired outcomes of a DAIP are:

1. People with disabilities have the same opportunities as other people to access the services of, and any events organised by, the relevant public authority.

2. People with disabilities have the same opportunities as other people to access the buildings and other facilities of the relevant public authority.

3. People with disabilities receive information from the relevant 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 disabilities receive the same level and quality of service from the staff of the relevant public authority.

5. People with disabilities have the same opportunities as other people to make complaints to the relevant public authority.

6. People with disabilities have the same opportunities as other people to participate in any public consultation by the relevant public authority.

These Outcome areas essentially ensure that:

- Existing functions, facilities and services are adapted to meet the needs of all community members, including people with disabilities.
- Access to buildings and facilities is improved.
- Information about functions, facilities and services is provided in formats which meet the communication requirements of all community members.
- Councillors and staff members have a greater awareness of the needs of people with disabilities, and increase their skills to ensure the City is accessible to all.
- Opportunities are provided for all community members, including people with disabilities to participate in public consultations, grievance mechanisms and decision making processes.

The City has included a further two objectives in this Plan, relating to the employment of people with disabilities within the City and also working to increase community awareness of disability access and inclusion. The City will provide information, opportunities, and encouragement to raise this awareness.

The City's DAIP will be implemented by all City Staff, Agents and Contractors.

The Plan contains:

1. Information on the role of the City of Armadale in providing facilities and services to the community.
2. Information on the demographics of disability in the City of Armadale.
3. A description of the review and consultation process and its findings and recommendations.
4. A strategy for the review and evaluation of the plan.
5. Information about how the plan is being communicated to staff, people with disabilities and the wider community.
6. An Action Plan which identifies barriers to access and inclusion, identified during the consultation, as well as strategies to address the barriers, priorities, timelines and responsibilities.
7. Appendices including:
   - the Principles and Objectives of the WA Disability Services Act (1993),
   - a list of current disability legislation and standards, which will be updated as required to maintain currency,
   - the Principles of Universal Design,
   - the State Government Access Guidelines 2003,
   - the DSC Guide to Access Resources, and
   - the DSC Fact Sheet on Disability and Appropriate Language.

Background

Role of the City of Armadale

The City is responsible for a range of functions, facilities and services (in-house and contracted) including:

Services to property:

- Construction and maintenance of roads, footpaths and cycle facilities.
- Construction and maintenance of Council owned buildings.
- 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.
- Bush fire control.

Services to the community:

- Community Development support for all members of the community and interest groups including Youth, Seniors and people with Disabilities.
- Planning for services for people in the community.
- Immunisation and health education.
- Supporting communities in recognising their own potential.
- Provision and maintenance of playing areas and reserves, parks and gardens and facilities for sporting groups, recreation centres, swimming pools and halls.
- Citizenship ceremonies.
- Public library and information services.
- Environmental health services.

Regulatory services:

- Planning of road systems, sub-divisions and town planning schemes.
- Building approval for any construction, addition or alteration to a building.
- Dog control, including registration of dogs.
- Development, maintenance and control of parking.

General administration services:

- Provision of general information to the public.
- Responding to community feedback.
- Payment of rates.

Processes of government:

- Ordinary and special Council and committee meetings.
- Electors meetings.
- Election of Council members.
- Community consultations.

People with disabilities in the City of Armadale

The residential population of the City of Armadale is currently estimated to be 50,500. According to the Australian Bureau of Statistics (ABS) Survey of Disability, Ageing and Carers (1998), approximately 20% of Australians, or 1 in 5 people, identify themselves as having some form of disability. Based on the population estimate and these findings, it is estimated that there are more than 10,000 people with disabilities living within the City of Armadale. In addition, the City's population is ageing in line with national trends, with the fastest growth over the past ten years among those aged 45 to 54 and over 65. According to ABS figures, around half of people aged over 60 identified themselves as having a disability.

Australian Bureau of Statistics data indicates that most people with disabilities residing in the City of Armadale have a physical impairment, followed by sensory, psychological, acquired brain injury and intellectual disability. These residents identify the need for accommodation support, personal/health care and transport assistance as being of most importance to them.

In addressing the needs of all people living within the City of Armadale, it is essential that access and equity issues for people with disabilities be considered. It was a requirement of the Disability Services Act (1993) that all local government authorities develop and implement a Disability Service Plan (DSP) that outlines the manner in which the authority would ensure that people with disabilities have equal access to its facilities and services.

The City of Armadale is committed to providing access to facilities and services for all people. Towards this goal the City adopted its initial DSP in 1995 to address the barriers within the community for people with disabilities. The City of Armadale was the first local government in Western Australia to lodge its DSP with the Disability Services Commission. The DSP was intended to address both its statutory requirements under the Western Australian Disability Services Act (1993) and its obligations under the Commonwealth Disability Discrimination Act (1992). The DSP has undergone two internal reviews since 1995.

Since the adoption of its initial DSP, the City has implemented many initiatives and made significant progress towards better access. Some of these are detailed here under the relevant Key Outcomes of the 1995 DSP.

1. **Existing functions, facilities and services are adapted to meet the needs of people with disabilities.**
   - Recreation and swimming programs developed to include people with disabilities.
   - Library services significantly enhanced by introducing physical aids to enhance access to existing and expanded services.

2. **Access to buildings and facilities is improved.**
   - Improved access to the Administration building including car parking, access ramps, signage and toilet fittings.
   - Program of access improvements to the City's halls, community, libraries and recreational facilities.
   - Public toilets upgraded to improve accessibility.
   - Access to amphitheatre upgraded.

3. **Information about functions, facilities and services is provided in formats which will meet the communication requirements of people with disabilities.**
   - The City makes information available in alternative formats upon request.
   - The development of a register to facilitate the provision of information in alternative formats.
   - The installation of a Textphone (otherwise known as a TTY – Telephone Type Writer) to facilitate communication for people who are deaf.

4. **Staff awareness of the needs of people with disabilities and skills in delivering advice and services are improved.**
   - Staff received disability awareness training.

5. **Opportunities are provided for people with disabilities to participate in public consultations, grievance mechanisms and decision making processes.**
   - The City promotes the Disability Advisory Committee and its role in advising Council on behalf of the community.

Review of the Disability Services Plan

In 2004 the City contracted E-QUAL (disability consultants) to review the inaugural Disability Services Plan, undertake a consultation with key stakeholders, and draft a new Plan to guide further access and inclusion considerations.

Development and Consultation Process

The process included:

1. A review of the 1995 Disability Service Plan in light of current legislative requirements, particularly considering the outcomes of the review of the WA Disability Services Act (1993) and the development of standards under the Commonwealth Disability Discrimination Act (1992). Relevant literature was reviewed including the existing DSP, subsequent review reports, other Council documents and strategies, Armadale Redevelopment Authority documentation regarding disability access and also other councils' DSPs in order to review contemporary practice.

   A report on this review, as well as a synopsis of the main points to be considered, was provided to the City and its Disability Advisory Committee for consideration. The review found that many of the initial objectives in the first Disability Service Plan had since been achieved and that the Plan was in need of renewal to ensure currency and relevance. The report contained a number of recommendations to assist the new Plan to not only address current access issues in the City, but also reflect contemporary values and practices, and keep abreast of legislative and regulatory changes. These included:

   - Change the name of the DSP to a "Disability Access and Inclusion Plan" in keeping with the requirements of the Disability Services Act 1993 (amended 2004).
   - Ensure the new Plan furthers the principles **and objectives** of the Act.
   - Ensure the new Plan is reviewed **at least** every five years.
   - Ensure the Plan is developed in consultation with people with disabilities and other key stakeholders.
   - Current standards and regulations be referenced in the new Plan.
   - Ensure the Plan is publicly available and accessible.
   - Ensure the Plan is reported on annually to the Disability Services Commission as prescribed.

- Be mindful of the Human Rights Equal Opportunity Commission suggestions for local governments to prepare for the introduction of the Premises Standard.
- Include the need for ongoing monitoring of best practice in access improvement.
- Incorporate the principles of Universal Design.
- Be mindful of the need to develop sustainable communities.
- Consider broadening the scope of the Plan by the addition of other outcomes, such as Employment, Community Awareness.
- Ensure ongoing links with other City strategies.

2. The development of an information session for councillors and senior staff. This consisted of a PowerPoint presentation and handout notes detailing the legislative obligations of local governments regarding access, DSPs, disability demographics, the impact on the community and contemporary changes and trends.

3. Consultation with key stakeholders, to gather information regarding the City's past achievements, identify current barriers, seek suggested outcomes and strategies for inclusion in the new Plan, and help set priorities for improvement. The DSP review was advertised in the local Community newspaper and on Information Radio, advising people of the range of ways they could have their say including face to face meetings, phone interviews, or by emailing, faxing or posting written surveys.

   Nine local service providers were contacted by the consultant to seek their assistance with the review and were provided with electronic and hard copy survey forms for both their consumers and their staff. Several service providers assisted by promoting the review to their consumers and 3 used the survey forms to collect input. Survey forms were also made available at the City's libraries and at the Administration building front counter. A total of 42 completed survey forms were received from people with disabilities, their families and carers.

   Meetings were held with key City staff and all City of Armadale staff Members were invited to complete an emailed survey. 15 completed surveys were returned.

   Meetings were held with staff of 3 local service provision agencies to gather their feedback. In addition 7 completed survey forms were received from service provision staff.

The consultant met with 28 people with disabilities, their families and carers and spoke with 3 on the telephone.

The original review and consultation was conducted back in 2004. To fall in line with Disability Services Act 1993 (amended 2004) compliance factors, the City advertised through the local newspaper and its website a call for community consultation on the updated Plan for a period of two weeks. Following this two week period the DAIP was then amended as requested and put to council for final endorsement in June 2005.

These consultations with the community and other key stakeholders identified a number of access barriers and issues as well as some suggested strategies and recommendations to improve access, and have been included in this Plan.

4. Ongoing consultation with the City's Community Development Department.

Implementation, Review and Evaluation of the Plan

This Plan is a dynamic document intended to guide the City in its work to continue to create an accessible and inclusive community for all. To facilitate its implementation:

- The DAIP will be forwarded to Council for approval.
- Required actions identified in this DAIP will be included in the Strategic Plans for each Directorate within Council, and linked with other relevant Council strategies.
- The availability of the DAIP will be promoted to staff and publicised widely within the community, including key disability groups and advertised through the local paper and City's website. Copies of the Plan will be available in its libraries, the Main Administration Building, and on the website.
- The Disability Advisory Committee will be consulted on the further development, implementation and monitoring of the DAIP. The committee has a key role to play in providing strategic advice to Council on behalf of people with disabilities, their families and carers.
- The DAIP will be reviewed at least every four years, in consultation with the Disability Advisory Committee, key staff and community members and be updated to reflect achievements, new issues and changing priorities.

- Existing State legislation governing services to people with disabilities has recently been reviewed and amended. These amendments have acted to change the nature and content of requirements for disability service planning. During the implementation period of this DAIP, Council has monitored these changes and adapted and modified this Plan (in July 2007) in accordance with the Disability Services Act 1993 (amended 2004) and will lodge the Plan with the Disability Services Commission pending Council endorsement in August 2007.

Appendices:

1. Principles and Objectives of the WA Disability Services Act (1993).
2. List of current disability legislation and standards.
3. Principles of Universal Design.
4. State Government Access Guidelines 2003 – refer Community Development Department, City of Armadale.
5. Disability Services Commission Guide to Access Resources 2003 – refer Community Development Department, City of Armadale.
6. Disability Services Commission Fact Sheet on Disability and Appropriate Language – refer Community Development Department, City of Armadale.

Appendix 1 – Principles & Objectives of the WA Disability Services Act 1993.

Schedule 1.

Principles applicable to people with disabilities:

1. People with disabilities are individuals who have the inherent right to respect for their human worth and dignity.

2. People with disabilities, whatever the origin, nature, type or degree of disability, have the same basic human rights as other members of society and should be enabled to exercise those basic human rights.

3. People with disabilities have the same rights as other members of society to realize their individual capacities for physical, social, emotional, intellectual and spiritual development.

4. People with disabilities have the same right as other members of society to services which will support their attaining a reasonable quality of life in a way that also recognizes the role of the family unit.

5. People with disabilities have the same right as other members of society to participate in, direct and implement the decisions which affect their lives.

6. People with disabilities have the same right as other members of society to receive services in a manner which results in the least restriction of their rights and opportunities.

7. People with disabilities have the same right of pursuit of any grievance in relation to services as have other members of society.

8. People with disabilities have the right to access the type of accommodation and employment that they believe is most appropriate.

9. People with disabilities who reside in country areas have a right, as far as is reasonable to expect, to have access to similar services provided to people with disabilities who reside in the metropolitan area.

Schedule 2.

Objectives for services and programmes relating to people with disabilities:

1. Services are to have as their focus the achievement of positive outcomes for people with disabilities, such as increased independence, employment opportunities and integration into the community.

2. Services are to contribute to ensuring that the conditions of the everyday life of people with disabilities are the same as, or as close to possible to, norms and patterns which are valued in the general community.

3. Wherever possible, services are to be integrated with services generally available to members of the community.

4. Services are to be tailored to meet the individual needs and goals of the people with disabilities receiving those services.

5. Programmes and services are to be designed and administered so as to meet the needs of people with disabilities who experience additional disadvantage as a result of their age, gender, ethnic origin, geographical remoteness, or aboriginality.

6. Programmes and services are to be administered so as to promote recognition of the competence of, and enhance the community perception of, people with disabilities.

7. Programmes and services are to be designed and administered so as to promote the participation of people with disabilities in the life of the local community through maximum physical and social integration in that community.

8. Programmes and services are to be designed and administered so as to ensure that no single organization providing services shall exercise control over all or most aspects of the life of a person with disabilities.

9. Organisations providing services, whether those services are provided specifically to people with disabilities or generally to members of the community, are to be accountable to those people with disabilities who use their services, the advocates of such people, the State and the community generally for the provision of information from which the quality of their services can be judged.

Appendix 2 – Access Legislation, Regulations and Standards.

Disability Services Act (1993):

The Western Australian Disability Services Act (1993) includes nine principles applicable to people with disabilities. In summary, these principles state that a person with a disability has the right to be respected for their human worth and dignity and has the same human rights as other community members, regardless of the degree and nature of their disability.

Under Part 5, Section 28 of the Act, state government agencies and local governments are required to develop and implement a disability service plan that will further the principles of the Act. This essentially means planning to ensure that people with disabilities have equitable access to services provided by public authorities in Western Australia.

Each public authority is also required to report on the implementation of their plan in the agency's annual report.

The Disability Services Act was reviewed in 2001-02. Ten recommendations were made relating to Disability Service Plans. At the time of development of this plan for the City of Armadale, the amendments to the Act were expected to be put to Parliament during 2004. The City's plan was developed to be mindful of these expected reforms.

The recommendations from the Review of the Act, which related to DSPs were:

Recommendation 20
Disability service plans be renamed 'Disability access and inclusion plans'.

Recommendation 21
Section 28 (1) be amended to require agencies to develop disability access and inclusion plans which further the principles and objectives of the Disability Services Act.

Recommendation 22
Agencies be required to lodge a disability access and inclusion plan with the Disability Services Commission.

Recommendation 23
Agencies be required to review their disability access and inclusion plan at least every five years.

Recommendation 24
Section 28 (1) be amended to require agencies to consult with people with disabilities and other key stakeholders in the development and review of their disability access and inclusion plan.

Recommendation 25
Section 28 (1) be amended to require agencies' disability access and inclusion plans to meet standards as specified in the regulations.

Recommendation 26
Plans to be publicly available and accessible.

Recommendation 27
Agencies be required to report annually to the Disability Services Commission on the implementation of their plans and key outcomes, in the format as prescribed in the regulations.

Recommendation 28
The Minister for Disability Services to report annually to Parliament on achievements and compliance with respect to Part 5 of the Act.

Recommendation 29
Agencies not complying with the disability access and inclusion plan requirements to be named in Parliament as a part of the Minister for Disability Services' annual report to Parliament on disability access and inclusion plan achievements. These agencies to be provided with a written warning that this will occur unless compliance is established.

Recommendation 30
Public authorities to require their funded and/or contracted service providers to meet the requirements of the public authority's disability access and inclusion plan or alternatively to develop their own disability access and inclusion plan.

To obtain a full copy of the Disability Services Act (1993), contact the State Law Publisher on 9321 7688 or on www.slp.wa.gov.au.

Commonwealth Disability Discrimination Act (1992):

The Disability Discrimination Act is a Commonwealth Act that seeks to provide uniform protection against discrimination based on disability for everyone in Australia.

Under the Act it is unlawful to discriminate against a person, or their associate, if they have a disability in the following areas of life:

- Employment
- Education
- Access to premises used by the public
- Provision of goods, services and facilities
- Accommodation
- Buying land
- Activities of clubs and associations
- Sport
- Administration of Commonwealth Government laws and programs

The definition of disability is broad and covers a disability that a person has now, had in the past, may have in the future or is believed to have.

A person who believes they have suffered discrimination may make a complaint to the Human Rights and Equal Opportunities Commission. Enquires can also be directed to the Sussex Street Law Service at www.sscls.asn.au or telephone (08) 9470 2676.

More information about the Human Rights and Equal Opportunities Commission, The Act and making a complaint is available at www.hreoc.gov.au

Western Australian Equal Opportunity Act (1984):

The Western Australian Equal Opportunity Act (1984) was amended in 1988 recognising that people with disabilities require and are entitled to the same level of service as is available to other members of the community.

The amendment to the Act makes it unlawful for a person to discriminate against any person on the grounds of impairment. Under the legislation, an action is regarded as being discriminatory if a person with an impairment is treated less favourably than others in the same or similar circumstances.

Impairment is defined as any condition existing at birth or from illness or injury. It also includes impairments that existed in the past and no longer exist.

If a person believes they have been discriminated against by a public agency because of their impairment, they have the right to complain to the Commissioner of Equal Opportunity in Western Australia.

More information about the Equal Opportunity Commission, the Act and making a complaint is available at www.equalopportunity.wa.gov.au or phone (08) 9216 3934.

Australian Standards on Access:

There are several Australian Standards relevant to providing access to buildings and facilities - some are listed below. It is important to refer to the latest version of the relevant Standard.

- **AS 1428.1** General requirements for access - New building work.
- **AS 1428.1** Supplement 1 General requirements for access - buildings - commentary
- **AS 1428.2** Enhanced and additional requirements - buildings and facilities
- **AS 1428.3** Requirements for children and adolescents with physical disabilities
- **AS 1428.4** Tactile ground surface indicators for the orientation of people with vision impairment
- **AS 1735.7** Stairway lifts
- **AS 1735.12** Escalators and moving walks Part 12. Facilities for people with disabilities
- **AS 3769** Automatic teller machines (ATMs) - user access
- **AS 2890.1** Off-street parking: Mandatory requirements
- **AS 2890.5** On-street parking

Building Code of Australia:

The Building Code of Australia (BCA) sets out the minimum requirements for building design and construction throughout Australia, it references various Australian Standards and Codes to provide technical building requirements. Standards referenced by the BCA have legal application.

DDA Draft Premises Standard:

Work has been underway for some years to develop an Access to Premises Standard under the DDA, to ensure that premises built to comply with the BCA will also comply with the DDA. The Australian Building Codes Board's Building Access Policy Committee, which includes representatives from the disability sector, industry, design professionals, government, property owners, local government and building surveyors, has developed a draft standard and regulatory impact statement. These are currently undergoing an Australia wide consultation process. When the Standard is in its final form, the relevant sections of the BCA will be identical ensuring consistency between the two.

Appendix 3 – The Principles of Universal Design

Version 2.0 - 4/1/97
Compiled by advocates of universal design, listed in alphabetical order:

Bettye Rose Connell, Mike Jones, Ron Mace, Jim Mueller, Abir Mullick, Elaine Ostroff, Jon Sanford, Ed Steinfeld, Molly Story, and Gregg Vanderheiden

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UNIVERSAL DESIGN:

The design of products and environments to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design.

The authors, a working group of architects, product designers, engineers and environmental design researchers, collaborated to establish the following Principles of Universal Design to guide a wide range of design disciplines including environments, products, and communications. These seven principles may be applied to evaluate existing designs, guide the design process and educate both designers and consumers about the characteristics of more usable products and environments.

The Principles of Universal Design are presented here, in the following format: name of the principle, intended to be a concise and easily remembered statement of the key concept embodied in the principle; definition of the principle, a brief description of the principle's primary directive for design; and guidelines, a list of the key elements that should be present in a design which adheres to the principle. (Note: all guidelines may not be relevant to all designs).

PRINCIPLE ONE: Equitable Use

The design is useful and marketable to people with diverse abilities.

Guidelines:

1a. Provide the same means of use for all users: identical whenever possible; equivalent when not.

1b. Avoid segregating or stigmatizing any users.

1c. Provisions for privacy, security, and safety should be equally available to all users.

1d. Make the design appealing to all users.

PRINCIPLE TWO: Flexibility in Use

The design accommodates a wide range of individual preferences and abilities.

Guidelines:

2a. Provide choice in methods of use.

2b. Accommodate right- or left-handed access and use.

2c. Facilitate the user's accuracy and precision.

2d. Provide adaptability to the user's pace.

PRINCIPLE THREE: Simple and Intuitive Use

Use of the design is easy to understand, regardless of the user's experience, knowledge, language skills, or current concentration level.

Guidelines:

3a. Eliminate unnecessary complexity.

3b. Be consistent with user expectations and intuition.

3c. Accommodate a wide range of literacy and language skills.

3d. Arrange information consistent with its importance.

3e. Provide effective prompting and feedback during and after task completion.

PRINCIPLE FOUR: Perceptible Information

The design communicates necessary information effectively to the user, regardless of ambient conditions or the user's sensory abilities.

Guidelines:

4a. Use different modes (pictorial, verbal, tactile) for redundant presentation of essential information.

4b. Provide adequate contrast between essential information and its surroundings.

4c. Maximize "legibility" of essential information.

4d. Differentiate elements in ways that can be described (i.e., make it easy to give instructions or directions).

4e. Provide compatibility with a variety of techniques or devices used by people with sensory limitations.

PRINCIPLE FIVE: Tolerance for Error

The design minimizes hazards and the adverse consequences of accidental or unintended actions.

Guidelines:

5a. Arrange elements to minimize hazards and errors: most used elements, most accessible; hazardous elements eliminated, isolated, or shielded.

5b. Provide warnings of hazards and errors.

5c. Provide fail safe features.

5d. Discourage unconscious action in tasks that require vigilance.

PRINCIPLE SIX: Low Physical Effort

The design can be used efficiently and comfortably and with a minimum of fatigue.

Guidelines:

6a. Allow user to maintain a neutral body position.

6b. Use reasonable operating forces.

6c. Minimize repetitive actions.

6d. Minimize sustained physical effort.

PRINCIPLE SEVEN: Size and Space for Approach and Use
Appropriate size and space is provided for approach, reach, manipulation, and use regardless of user's body size, posture, or mobility.

Guidelines:

7a. Provide a clear line of sight to important elements for any seated or standing user.

7b. Make reach to all components comfortable for any seated or standing user.

7c. Accommodate variations in hand and grip size.

7d. Provide adequate space for the use of assistive devices or personal assistance.

Please note that the Principles of Universal Design address only universally usable design, while the practice of design involves more than consideration for usability. Designers must also incorporate other considerations such as economic, engineering, cultural, gender, and environmental concerns in their design processes. These Principles offer designers guidance to better integrate features that meet the needs of as many users as possible.

Action Plan

The following is a Disability Access and Inclusion Action Plan developed by consultants in conjunction with City of Armadale Councillors & staff, government and non-government organizations, the community. The plan has been prepared to enable implementation taking into consideration available budgets, resources and time constraints.

The Plan does not include:

- **Services that the City does not provide, and**
- **Actions that are already covered in other areas of the Plan.**

City of Armadale Disability Access and Inclusion Action Plan 2007 - 2011

The Disability Services Commission requires that statutory authorities develop plans, which include six key outcome areas. These outcomes need to be considered by Local Government Authorities when planning improved access for people with disabilities and provide a framework for translating the principles under the Disability Services Act 1993 (amended 2004) into tangible and achievable results. This Plan also includes two additional outcomes, relating to the employment of people with disabilities within the City and also working to increase community awareness of disability access and inclusion.

The key outcomes for the Plan are:

1. People with disabilities have the same opportunities as other people to access the services of, and any events organised by, the City of Armadale.

2. People with disabilities have the same opportunities as other people to access the buildings and other facilities of the City of Armadale.

3. People with disabilities receive information from the City of Armadale in a format that will enable them to access the information as readily as other people are able to access it.

4. People with disabilities receive the same level and quality of service from the staff of the City of Armadale.

5. People with disabilities have the same opportunities as other people to make complaints to the City of Armadale.

6. People with disabilities have the same opportunities as other people to participate in any public consultation by the City of Armadale.

7. People with disabilities have the same opportunities as other people to be employed within the City of Armadale.

8. The City of Armadale will provide information, opportunities and encouragement to raise the awareness of the community regarding disability access and inclusion.

Each of these outcome areas is addressed under five headings to provide a coordinated Action Plan:

Issues	The issue preventing access and/or inclusion
Strategies	What we want to do
Timeline	When we will do it

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

Guiding Principles:

- The City of Armadale will endeavour to be responsive and adaptable in responding to the barriers experienced by people with various disabilities.
- The City of Armadale will ensure that all policies and practices governing the operation of Council functions, events, facilities and mainstream services should be consistent with the Council's Disability Access and Inclusion Plan.
- The City of Armadale's programs and services for people with disabilities should be consistent with the Principles and Objectives of the WA Disability Services Act 1993 (amended 2004).
- The City of Armadale will ensure that all contracts for services to the community ensure that provision is made for access for people with disabilities.
- The City of Armadale will ensure that all planning processes will consider the needs of people with disabilities.

Issues	*Strategies*	*Timeline*
Accessible and safe footpaths.	Inspection of footpaths and kerbs in high use areas.	Ongoing
	Ensure that when driveways are constructed they do not create barriers to safe access	Ongoing
	Continue program of upgrading footpaths and kerbs. Consider access needs of residents as a priority for provision/upgrade.	Ongoing
Communication between Council and the ARA.	Ensure strong links with the ARA to ensure cooperation and coordination of access improvement in the City of Armadale.	Ongoing
Accessing busy roads.	Investigate ways of improving safety and access for people with disabilities in crossing busy roads. eg Armadale Road and Albany Highway.	Ongoing

Issues	*Strategies*	*Timeline*
Mobility routes and distances between services.	In partnership with the ARA undertake an audit of the Armadale and Kelmscott business and retail area, identifying access barriers.	2009
	In consultation with the ARA identify access barriers in relevant areas.	Ongoing
	In consultation with people with disabilities, identify a network of priority mobility routes and ensure a continuous accessible path of travel on these routes, including rest points with seating, tactile paving as required and accessible paths and kerbs.	2007 and Ongoing
	Promote these mobility routes to the community eg: a mobility map showing routes, facilities – toilets, parking etc.	2007
Access needs of all community members	Relevant key staff to become familiar with best practice in access and inclusion for people with all types of disability.	Ongoing
Accessible events.	Ensure all events are planned using the Accessible Events checklist included in Appendix of the City's Disability Access and Inclusion Plan 2007-2011. Make the Accessible Events checklist available to staff on the City's Intranet.	Ongoing

Outcome Two: ***People with disabilities have the same opportunities as other people to access the buildings and other facilities of the City of Armadale.***

Guiding Principles:

- The City of Armadale is committed to ensuring that its buildings and facilities are accessible to all community members, including people with disabilities, their families and carers.

Issues	*Strategies*	*Timeline*
Accessible City buildings	Undertake a current access audit (including various Council Buildings eg: Administration building and ramp) considering all types of disability and Universal Design Principles and Implement remedial works program to improve access.	Ongoing
Compliance with ACROD 'Blue Bays' parking	Undertake an audit of ACROD bays and implement a program to rectify any non-compliance. Consider the need for additional bays at some locations.	2007
	Investigate ways of minimising illegal use of the bays in collaboration with businesses.	Ongoing
Awareness of new Premises Standard.	Relevant key staff to be registered for email updates from the Human Rights and Equal Opportunity Commission.	Ongoing
	Ensure relevant staff are provided with information and training regarding the new Premises Standard and any other legislative or regulatory changes regarding access.	Ongoing
Accessible non-City buildings	Investigate ways of providing advice and assistance to improve access.	2007 and Ongoing

Issues	*Strategies*	*Timeline*
	Liaise with government services such as Centrelink and Australia Post to improve access to their premises.	2007 and Ongoing
	Promote to business the economic benefits of being accessible.	2007 and Ongoing
	Develop information for businesses on access/universal design especially shopping centre, small shops in the Mall, banks, Centrelink and Pioneer Village.	2008/2009
	Make access information available on the City's website.	2007
	Develop local access awards.	2009

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

Guiding Principle:

- The City of Armadale will ensure that information about its functions, facilities and services is written in clear and concise language, and is available in formats to meet the needs of all people including people with disabilities.

Issues	*Strategies*	*Timeline*
Awareness of Council information in alternative formats.	Ensure documents carry a notation regarding availability in alternative formats if requested.	Ongoing
	Continue to invite applications for inclusion on a register of people requiring other formats.	2007
Promotion of Council information in alternative formats.	Make use of newspapers and radios when promoting local news.	Ongoing
	Develop and maintain a list of key disability groups and send relevant media releases to them for dissemination to their members.	2007 and Ongoing
Accessible Website.	Develop website according to the State Government Access Guidelines.	2007
	Liaise with the Association for the Blind to ensure accessibility.	2007
	Ensure forms and applications are available electronically.	Ongoing

Outcome Four: ***People with disabilities receive the same level and quality of service from the staff of the City of Armadale.***

Guiding Principle:

- The City of Armadale is committed to ensuring that services are provided by skilled and competent staff and that Councillors and staff are aware of the needs of all community members including people with disabilities, their families and carers.

Issues	*Strategies*	*Timeline*
Staff awareness of disability issues.	Conduct survey of all staff to determine training needs.	Ongoing
	HR to liaise with appropriate training agencies to develop and implement staff training courses including general disability awareness training for all staff, accessible information training, specific training for recreation facility staff, building and planning staff, communication training eg: using the TTY etc.	Ongoing
	Conduct training and convey information on a regular basis.	Ongoing
Staff recognition for good practice.	Develop and implement a staff recognition program for good practice in access and inclusion.	Ongoing
	Develop and maintain register of staff with skills and experience eg: sign language	Ongoing

Outcome Five: ***People with disabilities have the same opportunities as other people to make complaints to the City of Armadale.***

Guiding Principle:

- The City of Armadale is committed to ensuring that people with disabilities are able to access grievance mechanisms and have opportunities to raise concerns or make complaints about any aspect of their services.

Issues	*Strategies*	*Timeline*
Grievance Mechanisms	Ensure that current grievance mechanisms are accessible for people with disabilities.	2007 and Ongoing
	Improve staff knowledge so they can receive complaints from people with a disability.	Annually
	Ensure that relevant processes and satisfaction survey resources are available in various formats to meet the needs of people with disabilities (when requested).	2007 and Ongoing

Outcome Six: ***People with disabilities have the same opportunities as other people to participate in any public consultation by the City of Armadale.***

Guiding Principle:

- The City of Armadale is committed to ensuring that all community members are able to participate in public consultations and decision-making processes.

Issues	*Strategies*	*Timeline*
Monitoring of Disability Access and Inclusion Plan.	Disability Advisory Committee to regularly monitor the progress of the plan and be involved in all reviews of the plan.	Ongoing
	Ensure the Plan is reported annually to the Disability Services Commission as prescribed.	Annually
	Develop a register of experienced persons to provide comment on access and inclusion issues on request.	Ongoing
Disability Access and Inclusion in community surveys.	Include appropriate questions about access and inclusion in surveys and consultation events.	Ongoing
Accessible Consultation processes.	Investigate the current methods of communicating and promoting all consultations, including Town Planning Scheme advertisements, to the community.	2007

Outcome Seven: ***Opportunities are provided for people with disabilities to be employed within the City of Armadale.***

Guiding Principle:

- The City of Armadale is committed to the principles of Equal Employment Opportunities.

Issues	*Strategies*	*Timeline*
Employment opportunities for People with Disabilities.	Implement the EEO legislation Consider as part of an equal opportunity policy.	Ongoing
Awareness of resources and support available.	Ensure Managers / Supervisors are aware of the capacities and capabilities of people with disabilities when employing staff.	Ongoing
	Run awareness sessions in conjunction with supported employment agencies, regarding responsibilities and resources available.	Ongoing

***Outcome Eight:* Council will provide information, opportunities and encouragement to raise the awareness of the community regarding disability access and inclusion.**

Guiding Principle:

- The City of Armadale is committed to working to create an inclusive community that is aware of and provides for the access needs of all of its members, including people with disabilities.

Issues	*Strategies*	*Timeline*
Awareness of disability and access issues in the general community	Promote the aims and availability of the Disability Access and Inclusion Plan in the community.	2007 and Ongoing
	Run regular articles on disability and access issues, particularly promoting positive stories on access improvement and inclusion, in the Council newsletter and local newspapers.	Ongoing
Awareness of disability and access issues in the local business community.	Provide advice and support to local businesses to become more accessible and inclusive.	2010
	Develop a Local Access Award for businesses. Promote businesses that have improved their access or services for people with disabilities.	2010
	Liaise with and give talks to local businesses (for e.g. the Chamber of Commerce and retailers' associations)	2008 and Ongoing

This Booklet can be made available in alternative formats including Braille and Audio.

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