



SHIRE OF NORTHAMPTON

DISABILITY ACCESS & INCLUSION PLAN

2019 – 2024*

Consolidated Plan endorsed by Council at Ordinary Meeting held 20 February 2025 for use and reference whilst a review of the plan is being undertaken

Acknowledgement of Country

The Shire of Northampton respectfully acknowledges the Yamatji People, traditional custodians of the land as being the first peoples of this country. We embrace the vast Aboriginal cultural diversity throughout Western Australia and recognises their continuing connection to country, water and sky.

We pay our respects to Elders past, present and emerging.

The Shire of Northampton is committed to fostering respectful partnerships with our Aboriginal ratepayers, residents and visitors.

DISABILITY ACCESS & INCLUSION PLAN FOR THE SHIRE OF NORTHAMPTON

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1.0 Introduction

The Shire of Northampton has adopted the following disability access and inclusion plan to ensure that people with disability can access Council facilities, functions and services. It is subject to annual review and may be amended and extended as priorities and needs change.

The plan includes:

- information on Council functions, facilities and services (both in-house and contracted)
- a policy statement about Council commitments to addressing the issue of access for people with disability, their families and carers
- a description of the process used to consult with people with disability, their families and carers and disability organisations and relevant community groups
- the identification of objectives and strategies to overcome barriers that people with disability identify during the consultation process
- dates and the identification of the persons responsible for the proposed strategies
- a method of review and evaluation of the plan, and
- information about how the plan is being communicated to staff and people with disability.

2.0 Background

2.1 Responsibility for Planning Process

Whilst the primary responsibility for the preparation and implementation of the Disability Access and Inclusion Plan rests with the Shire's Chief Executive Officer, all staff are required to ensure that the recommendations and actions detailed within this plan are taken into account when performing their duties.

Some actions in the Action Plan will apply to all areas of Council while others will apply to a specific area. The Action Plan sets out who is responsible for tasks that have been identified.

2.2 Functions, Facilities and Services (Both In-House and Contracted) Provided by the Shire of Northampton

The Shire of Northampton provides:

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

Services to the community including: provision and maintenance of playing areas and reserves; management of the Shire owned public buildings, libraries and information services: and environmental health services.

Regulatory services including: planning, building, health and ranger services.

General administration including: the provision of general information to the public and the lodging of complaints and payment of rates.

Processes of government including: ordinary and special Council and committee meetings, electors' meetings and election of Council members.

3.0 Policy Statement

The Shire of Northampton is:

1. Committed to ensuring that the community is an accessible community for people with disability, their families and carers.
2. Believes that people with disability, their families and carers who live in country areas should be supported to remain in the community of their choice.
3. Committed to consulting with people with disability, their families and carers and, where required, disability organisations to ensure that barriers to access are addressed appropriately; and
4. Committed to ensuring that its agents and contractors work towards the desired outcomes in the Disability Access and Inclusion Plan.

The Shire of Northampton is committed to achieving the following outcomes to the best of its ability:

3.1 Outcome 1

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

The Shire's strategies towards achieving outcome 1 are to:

- ensure people with disability are provided with an opportunity to comment on access to services.
- monitor the Shires Access and Inclusion policy to ensure it supports equitable access to services by people with disability throughout the various functions of Council.
- make library and other technologies as accessible as possible.
- Council will ensure that any events are organised so that they are accessible to people with disability.

3.2 Outcome 2

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

The Shire's strategies towards achieving outcome 2 are to:

- ensure all buildings and facilities are physically accessible to people with disability.

- ensure that all new or redevelopment works provide access to people with disability, where practicable.
- ensure adequate ACROD parking to meet the demand of people with disability in terms of quality and location.
- ensure that where practicable parks and reserves are accessible.
- increase the number of accessible playgrounds.
- improve access to beaches and the sea for people with disability and people using wheelchairs.
- ensure that public toilets meet the associated accessibility standards.

3.3 Outcome 3

People with disability received information from a public authority in a format that will enable them to access the information as readily as other people are able to access it.

The Shire's strategies towards achieving outcome 3 are to:

- improve community awareness that Council information can be made available in alternative formats upon request.
- improve staff awareness of accessible information needs and how to obtain information in other formats.
- ensure that the Council's website meets contemporary good practice.

3.4 Outcome 4

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

The Shire's strategies towards achieving outcome 4 are to:

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

3.5 Outcome 5

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

The Shire's strategies towards achieving outcome 5 are to:

- ensure that current grievance mechanisms are accessible for people with disability.

3.6 Outcome 6

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

The Shire's strategies towards achieving outcome 5 are to:

- improve community awareness about the consultation process in place.
- improve access for people with disability to the established consultative process of Council.
- seek broad range of views on disability and access issues from the local community.

4.0 Progress Since 1995

The Shire of Northampton is committed to facilitating the inclusion of people with disability through the improvement of access to its facilities and services. Towards this goal the Shire adopted its first Disability Service Plan in 1995 to address the barriers within the community for people with disability. The Disability Services Plan addressed both its statutory requirements under the WA Disability Services Act (1993) and its obligations under the Commonwealth Disability Discrimination Act (1992).

Since the adoption of the initial Disability Services Plan, the Shire has implemented many initiatives and made significant progress towards better access.

5.0 Community Consultation Process

In 2019, the Northampton Shire Council undertook to review its Disability Services Plan, consult with key stakeholders and draft a new Disability Access and Inclusion Plan to guide further improvements to access and inclusion.

The process included:

- examination of the initial Disability Services Plan and review to see what has been achieved and what still needs work
- examination of other Council documents and strategies
- investigation of current good practice in access and inclusion
- consultation with key staff; and
- consultation with the community

In June 2019 the community was informed through the local newspapers and posters on notice boards that Council was reviewing and updating its current disability access and inclusion plan to address the barriers that people with disability and their families experience in accessing council functions, facilities and services. The community was advised through the local newspapers that they could provide input into the development of the plan. The community was invited to contact Council officers to discuss some of the difficulties they were experiencing in accessing Council services/facilities or in just getting around the community.

The response from the community was disappointing as only two submissions were received. One unsigned written submission was received outlining several areas of need of footpaths and the upgrading of some identified existing footpath areas. The only other submission was a request for a structure to be constructed near the Murchison River to

provide a storage facility with much improved access for the disability beach chair and to encourage more use of the chair.

6.0 Findings of the Consultation

The review and consultation found that most of the initial objectives in the previous Disability Services Plan had been achieved and that a new plan was required to ensure currency and relevance. The review/consultation also identified a variety of new barriers to access inclusion, to be addressed in the Disability Access and Inclusion Plan.

7.0 Access Barriers

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

- processes of Council may not be as accessible as possible
- events may not always be held in a manner and location that best facilitates the participation of people with disability, i.e. the Canoe and Cray Festival that is held on the grassed foreshore, provides limited access via a wheelchair, but this access has been improved by the addition of the asphalt paved walkway that now meanders through the foreshore.
- suitable access for people with disability to picnic areas and playground equipment may not be meeting the needs of the community, but has been substantially improved by the installation of the above asphalt footpath on the Kalbarri foreshore;
- continue the provision of more suitable footpaths with disability access in all areas, with compliant access to barbeques and picnic tables; and
- the needs for more awareness of the range of equipment that is available for the disabled i.e. the beach access wheelchair (beach mobility bike).

The identification of these barriers informed the development of strategies in the Disability Access and Inclusion Plan. The barriers have been prioritised in order of importance, which assists setting timeframes for the completion of strategies to overcome these access barriers.

8.0 Responsibility for Implementing the Disability Access & Inclusion Plan

It is a requirement of the Disability Services Act that public authorities must take all practical measures to ensure that the Disability Access and Inclusion Plan is implemented by its officers, employees, agents and contractors. Implementation of the Disability Services and Inclusion Plan is the responsibility of all areas of Council.

Some actions in the Action Plan will apply to all areas of Council while others will apply to a specific area. The Action Plan sets out who is responsible for tasks that have been identified.

9.0 Communicating the Plan to Staff and Community

In June 2019 Council informed the community through the local media/newspapers that Council was reviewing and updating its disability access and inclusion plan. The community was requested to provide input into the plans development. Council advised, through the local newspapers, that copies of the finalised plan were available to the community upon request and in alternative formats if required, including hard copy in standard and large print, electronic format, audio format on CD, by email and on the Council website.

10. Review and Evaluation Mechanisms

The Disability Services Act sets out the minimum review requirements for public authorities in relation to Disability Access and Inclusion plans. The Shires Disability Access Inclusion Plan which is a fluid document will be reviewed at least every 5 years, in accordance with the Act.

The Disability Access and Inclusion Plan implementation plan may be amended on a more regular basis to reflect progress in any access and inclusion issues which may arise. Whenever the Disability Access and Inclusion Plan is amended a copy of the amended plan will be lodged with the Disability Services Commission.

11. Review and Monitoring

- The Disability Access and Inclusion Planning Committee will meet annually and more frequently as required to review progress on the implementation of the strategies identified in the Disability Access and Inclusion Plan.
- The review of the Shires Disability Access and Inclusion Plan will be included in the 2019 - 2024 Plan which will be submitted to the Disability Services Commission in 2019. The report will outline what has been achieved under the Shires Disability Access and Inclusion Plan 2013- 2018 Plan.
- The committee will prepare a report each year on the implementation of the Disability Access and Inclusion Plan for endorsement by Council.

12. Reporting on the Disability Access and Inclusion Plan

The Disability Services Act sets out the minimum reporting requirements for public authorities in relation to Disability Access and Inclusion Plans. Council will report on the implementation of its Disability Access and Inclusion Plan through its annual report on the prescribed proforma to the Department of Communities by the 31st of July each year, outlining:

- its progress towards the desired outcomes of its Disability Access and Inclusion Plan
- the progress of its agents and contractors towards meeting the seven desired outcomes
- the strategies it used to inform its agents and contractors of its Disability Access and Inclusion Plan.

13. Strategies to Improve Access & Inclusion

The seven desired outcomes provide a framework for improving access and inclusion for people with disabilities in the Shire of Northampton.

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

Strategies

- ensure people with disability are provided with an opportunity to comment on access to services. **Ongoing**
- monitor the Councils Access and Inclusion policy to ensure it supports equitable access to services by people with disability throughout the various functions of Council. **Ongoing**

- make library technology as accessible as possible. **Ongoing**
- Council will ensure that any events are organised so that they are accessible to people with disability. **Ongoing**

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

Strategies

- ensure all buildings and facilities are physically accessible to people with disability. **Ongoing**
- ensure that all new or redevelopment works provide access to people with disability, where practicable. **Ongoing**
- ensure adequate ACROD parking to meet the demand of people with disability in terms of quality and location. Three new ACROD parking bays have been installed into each of the local supermarket car parks. **Ongoing**
- ensure that where practicable parks and reserves are accessible. **Ongoing**
- ensure the accessibility of playgrounds. **Ongoing**
- improve access to beaches and the sea for people with disability and people using wheelchairs. **Ongoing**
- ensure that public toilets meet accessibility standards. **Ongoing**

Outcome 3 - People with disability receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it.

Strategies

- improve community awareness that Council information can be made available in alternative formats upon request. **Ongoing**
- improve staff awareness of accessible information needs and how to obtain information in other formats. **Ongoing**
- ensure that the Councils website meets contemporary good practice. **Ongoing**

Outcome 4 - People with disability receive the same level and quality of service from the staff of a public authority as other people receive from the staff of that public authority.

Strategies

- improve staff awareness of disability and access issues and improve skills to provide good service to people with disability. **Ongoing**

- improve the awareness of new staff and new Councillors about disability and access issues. **Ongoing**

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

Strategies

- ensure that current grievance mechanisms are accessible for people with disability. **Ongoing**

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

Strategies

- improve community awareness about the consultation process in place. **Ongoing**
- improve access for people with disability to the established consultative process of Council. **Ongoing**
- seek a broad range of views on disability and access issues from the local community. **Ongoing.**



SHIRE OF NORTHAMPTON

**DISABILITY ACCESS & INCLUSION
IMPLEMENTATION PLAN**

2019 – 2024+

Existing Facility	Strategy	Task	Timeframe	Responsibility
Library Facilities	Make library technology as possible	Continue to improve accessibility of technology and collection	Ongoing	Senior Management
Public Events	Council will ensure that any events are organised so that they are accessible to people with disability	Produce an Event Application Package which ensures the needs of people with disability are planned for and provided	Ongoing	Senior Management
All Facilities	Ensure that all new or redevelopment works provide access to people with disability, where practicable	Apply the Building Code of Australia – Australian Standards on access to all existing & new facilities & Emergency Services where practicable. All facilities allow for visually impaired access – line marking & raised	Ongoing	Senior Management
All Facilities & Townsites	Ensure adequate ACROD parking where 'required' to meet the demand of people with disability in terms of quality and location	Undertake an audit of ACROD bays and implement a program to rectify any non-compliance. Consider the need for additional bays at some locations.	Ongoing	Senior Management
Beach Facilities	Improve access to beaches and the sea for people using wheelchairs and the aged	The Shire already has Water Wheel Chairs available in Kalbarri and Horrocks.	Ongoing	Senior Management
		Provide a storage facility on the Kalbarri foreshore for the beach mobility chair, to be included in future budget allocations.	Ongoing	Senior Management
Council Staff & Contractors	Ensure that Council staff, agents and contractors are aware of the relevant requirements of the Disability Services Act.	Promote the Shires policy and procedures regarding the Disability Services Acts requirements around agents and contractors through education and through induction process of new staff.	Ongoing	Senior Management
	Ensure Council staff are trained in accessible information needs	Provide training to staff to raise awareness of access issues.	Ongoing	Senior Management

Existing Facility	Strategy	Task	Timeframe	Responsibility
Shire Offices Northampton	Ensure that Shire Office and Council Chambers are physically accessible	Ongoing improvement to ensure suitable access to those people with a disability to meet the criteria for the Disability Service Regulations Act 2013	Ongoing Ongoing	EHO/Building Senior
Northampton Council Chambers	Lack a unisex disabled toilet	Investigate the options of providing a unisex disabled toilet for persons visiting or working in the Shire offices and Chambers. This will involve major alterations to the building and will be included when any future additions or alterations to the building are carried out.	Implement at next major upgrade.	Senior Management
Old Police Station (Tourist Bureau)	Generally accessible	Provision of hand rails in without disability accessible toilets.	Completed	EHO/Building Surveyor

Old Roads Board Building	Generally inaccessible to people with disability	Investigate an accessible ramp in the Council lawn to rear door.	Ongoing	Senior Management
		Install a concrete path to rear door. Provide a portable ramp for inside entrance door	Ongoing	Senior Management
Hampton Gardens	Generally accessible to people with Disability	Upgrade access path	Completed	Senior Management
RSL Hall	Generally accessible	Appropriate signage be installed to indicate disabled access at the northeastern entry doors.	Ongoing	Manager of Works
		A designated disabled parking bay installed adjacent to northeastern doors.	Ongoing	Manager of Works
		This facility is currently being provided with major upgrades to the building being undertaken, with disabled ablution facilities included	Completed	
Edna Bandy Centre	Lacks a unisex disabled toilet.	Provision of unisex toilet is unwarranted due to proximity to Lions Park disabled toilet facilities.	Complete	Manager of Works
		Appropriate signage be installed indicating location of disabled facilities-at Lions Park.	Ongoing	

Chiverton House Museum	Generally accessible to disabled and compliant toilets.		Ongoing	EHO/Building Surveyor
Mooniemia Centre	Generally inaccessible to Mooniemia building, classrooms and hall. Lacks a unisex disabled toilet. It is noted that this falls within the responsibility of the users of the property and is dependent upon their receiving grants for any works they undertake.		Ongoing	Mooniemia Centre Management
Northampton Country Club	Generally compliant. Site is split level. Separate access is provided to upper Function room and lower areas (via Southern Carpark). New Disabled Toilets have been provided.	New facility disable access compliant	New facility compliant. Completed	EHO/Building Surveyor EHO/Building Surveyor
Northampton Showgrounds	Lacks a unisex disabled toilet.	Provision of unisex disabled toilet (convert 2 ladies pans). Provision of handrails in non-disabled toilets.	New facility compliant	Senior Management EHO/Building Surveyor
Gwalla Cemetery	Historical Site. Limited Disabled Access.	No action recommended.		

Northampton Cemetery	Ensure that cemetery grounds are as physically accessible as nature of site permits.	Provision of level ground surface where feasible. New ablution facility constructed with disabled facilities compliant	New compliant facilities	Senior Management
Horrocks Beach – South End Beach	Unisex disabled toilet is located nearby. Generally inaccessible to people with disabilities however Council has a Water Wheelchair at Horrocks.	Provision of signage to indicate location of existing unisex disabled toilet.	Ongoing	Manager of Works
Horrocks Beach Toilets, Change Rooms and Community Kitchen	Generally accessible to people with disability. Compliant unisex disabled toilets.	Compliant.	Completed	Completed
Horrocks Beach Tennis Court Toilets.	Lacks unisex disabled toilet however facilities are provided within easy access. Council is also considering the provision of a new Community Centre nearby which would incorporate disabled facilities.	Provision of handrails in non-disabled toilets.	Completed	EHO/Building Surveyor

Matt Burrell Pavilion	Access path requires extension into car park.	Investigate the possibility of the provision of access path extension into car park.	Ongoing	Manager of Works
	Lacks designated disabled parking bay.	Provision of a designated disabled parking bay adjacent to the access path.	Ongoing	Manager of Works
Port Gregory Toilets	New facilities constructed with compliant disability access	New ablution facilities compliant	Completed	
Red Bluff Toilets	New facilities constructed with compliant disability access	New ablution facilities compliant	Completed	EHO/Building Surveyor
Allen Centre	Review number of disabled parking bays.	The current amount of parking bays is considered adequate, but their relocation and adequacy will need to be reviewed should the proposed extensions go ahead.	Ongoing	
	Uncompliant disabled toilet.	Upgrade disabled toilet to AS1428.1 specifications.	Completed	
		Provision for handrails in non-disabled toilets.	Completed	
		Mild upgrade of access pathways including provision of doorbell front and rear.	Completed	

Blue Holes Ablutions	New facilities constructed with compliant disability access and facilities	New ablution facilities compliant	Completed	
Jakes Point Ablutions	New facilities to be constructed with compliant disability access and facilities	New ablutions to be compliant	Completed	
Beach Access a) Jakes Point	Generally inaccessible to people with disability	Provision of accessible path to beach shelter and beach be included in future development.	Ongoing	Manager of Works & EHO/Building Surveyor.
b) Blue Holes	1) Generally accessible to people with disability but could be improved. 2) New facilities constructed with ambulant and disability compliant facilities and access. 3) Carpark to be upgraded to provide better access for disabled to both the new ablution block and to the picnic shelter and beach areas.	1) Investigate possibility for the provision of beach access from beach shelter. Tidal movements need to be investigated. 2) New ablution facilities compliant 3) Carpark to be upgraded in the 2019/2020 financial year	1) Ongoing 2) Completed 3) Ongoing	Senior Management Manager of Works
Chinaman's Beach Toilets	1) Generally accessible to people with disability. 2) Compliant disabled toilet.	Provision of short concrete ramp into car park at western end of verandah.	Ongoing	Senior Management

	Lacks designated disabled parking bay with signage. Carpark is currently gravel, when upgraded to a bitumen seal, a designated bay will be provided	Provision of a disabled parking bay including signage on northern side of building. Provision of handrails in non-disabled toilets.	Ongoing Completed	Senior Management EHO/Building Surveyor
Sally's Tree Toilets	Accessible to people with disability. Compliant disabled toilet.	Compliant	Completed	
Public Jetty Access	Generally inaccessible to people with disability. A new specific fishing jetty/platform has been constructed at Chainman's beach for disability access to fishing from the platform. Update – platform requires replacement as a result of Cyclone Seroja.	Most jetties have compliant access with a specific jetty provided at Chainman's Beach for fishing access for the disabled.	Ongoing	Senior Management
Commercial Jetty Toilets - Kalbarri	Lacks unisex disabled toilet. Generally accessible to people with disability.	Provision of new toilet block incorporating above nearer the Marina playground. This should be located on the south side of the sealed access into the Boat Pen Car Park. After this it is recommended that the existing Toilet Block be demolished.	Ongoing	Senior Management

Kalbarri Golf and Bowling Club	This has compliant disabled toilets.		Completed	Completed
Kalbarri Arts & Crafts & Kalbarri News premises	Generally inaccessible to people with disability. Compliant unisex disabled toilet located in close proximity to Hall (Kalbarri Oval Amenities Building).	Provision of access path to both Hall and Arts & Crafts Building. This will be addressed once the upgrade of the Amenities Building and surrounding car park is complete.	Ongoing	EHO/Building Surveyor
Kalbarri Airport	This has compliant disabilities toilets.		Completed	
Kalbarri Oval Amenities Building	Generally accessible for people with disability.	Compliant	Completed	
Ajana Hall Building demolished as a result of Cyclone Seroja	Lacks a unisex disabled toilet. Generally inaccessible to people with disability.	This is a low usage facility for which the expending of funds in the provision of disabled toilets is not considered warranted at this stage.	Ongoing	Senior Management
Binnu Hall	New Binnu Community Hall has compliant disabled facilities	New building compliant	New facility is compliant	Senior Management
Alma School	Generally inaccessible to people with disability. Lacks a unisex disabled toilet.	This is a low use facility for which the expenditure of funds on the provision of Disabled facilities cannot be justified at this stage.		Senior Management.

Northampton Golf Club	Generally inaccessible to people with disability.	Provision of concrete pathway to northern end of Front Verandah. Provision of Unisex Disabled Toilet to Southwestern end of building in verandah area.	Ongoing Ongoing	Manager of Works Senior Management
Northampton Bowling Club	Generally inaccessible to people with disability. Compliant facilities will be provided when the club facilities are relocated to the oval precinct	Compliant facilities to be provided on relocation. 2024 update – relocation no longer proposed. Requires re-assessment	Bowling club to be relocated, new facility will be compliant.	Senior Management
Northampton News Building	Toilets and access comply		Completed	
Northampton Historic Railway Station	Generally inaccessible to people with disability however it is only used for storage and temporary meeting place for Volunteer Fire Brigade at present time.	Review if and when usage changes. 2024 update. Use has changed to Men's Shed and requires reassessment.		Senior Management
Northampton Doctors Surgery	Has compliant Disabled Toilet.	Provision of railing to Reception Area Toilet. Provision of access ramps to entrance.	Completed	
Kalbarri Doctor's Surgery	Toilets and access comply		Completed	
Kalbarri Child Care Centre	Bathroom and toilets have been modified to provide disabled access and new ramp to front verandah area has been constructed	Bathroom and toilets have been modified to provide disabled access and new ramp to front verandah area has been constructed	New toilet facilities compliant	

