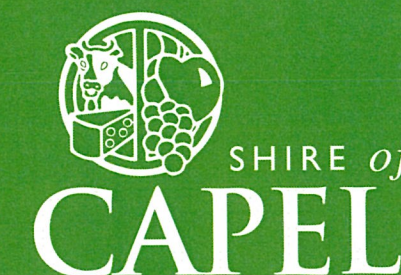


IMPLEMENTATION PLAN



Strategy	Recommendations	Responsible Department/s	Timeframe	Additional Resources
Events & Services - People of all abilities and from all walks of life feel welcome and included at Shire events and services.	Endeavour to provide path lighting and lighting in car parks at Central Lakes Park, Dalyellup and Erle Scott Reserve, Capel.	Community Development; Projects, Facilities & Assets; Parks, Waste & Natural Environment.	2026/2027 2027/2028	Design Stage - \$6,000; Implementation - \$60,000
	Promote that libraries can bring in books for specific requests.	Libraries	Twice Annually	N/A
	Continue running subsidised, inclusive seniors' outings.	Community Development.	Three to four outings per annum	\$7,600 per annum (existing budget)
	Display transcripts on large screens at Shire functions and events, enabling individuals who are hard of hearing to read the audio content.	Community Development; Office of the CEO.	Ongoing	\$10,000 per annum (existing budget)
	Develop a consolidated parking plan for all major events.	Community Development; Projects, Facilities & Assets; Parks, Waste & Natural Environment.	Ongoing	N/A
	Ensure events are advertised well in advance and promote via the Shire's database of people with disability.	Community Development; Communications & Marketing; Libraries.	Ongoing	N/A
	Invite Southwest Aboriginal Medical Services (SWAMS) to have a promotional stall at Dalyellup Jingle & Mingle and information displays in Shire libraries.	Community Development; Libraries	Annually in December	N/A
	Ensure we have a sensory chill zone at Shire events.	Community Development	Ongoing	N/A
	Trial quiet/sensory friendly times at libraries when the new Dalyellup Youth & Multipurpose Centre opens.	Libraries	2027/2028	N/A
	Ensure festival tents/stalls are set up along paths at events, and provide wheelchair-accessible mats when hosting events on the lawn.	Community Development	Ongoing	N/A
	Invite Southwest Breastfeeding Association to Dalyellup Jingle & Mingle & Captivate Capel.	Community Development	Ongoing	N/A
	Expand the Sports Participation Scheme to include funding for STEM competitions.	Community Development	Ongoing	\$5,000 per annum (existing budget)
	Investigate implementing the Human Library initiative as part of the new Dalyellup Youth & Multipurpose Centre.	Libraries	2028/2029	\$2,000 per annum (2028 onwards)
	Ensure a range of youth programs are inclusive of people of all abilities.	Community Development; Libraries	Ongoing	\$40,000 per annum (existing budget)
	Ensure the new Dalyellup Youth & Multipurpose Centre, and the programs it delivers, are accessible and inclusive.	Community Development; Libraries; Information Technology.	2027 onwards	N/A
	Provide accessible events checklist to all organisations who submit an event application to the Shire.	Community Development	Ongoing	N/A

Strategy	Recommendations	Responsible Department/s	Timeframe	Additional Resources
Buildings & Facilities - People of all abilities and from all walks of life are able to access all Shire buildings and facilities.	Ensure Universal Design Principles are applied to all new buildings and upgrades to existing structures.	Projects, Facilities & Assets; Planning	Ongoing	N/A
	Investigate forming a Co Design Panel (CoDAP) for the Shire to provide advice based on lived experience for projects/initiatives. The panel will consist of people who have lived experience of disability as well as industry professionals and will assist the Shire with the design of buildings, facilities and open spaces, and work together to provide advice and insights from an accessibility and inclusion perspective that may not necessarily be covered by the current Australian Standards.	Projects, Facilities & Assets; Parks, Waste & Natural Environment; Engineering & Works; Planning	2026/2027	N/A
	Undertake a feasibility study to make beaches in Dalyellup & Peppermint Grove Beach accessible for people of all ages and abilities.	Community Development	2025/2026	\$15,000 (existing)
	Investigate making the Boyanup and Capel river fronts more accessible.	Parks, Waste & Natural Environment; Planning	2028/2029	\$40,000
	Investigate replacing the staircase down to Central Lakes Park from Bibra Loop with an accessible ramp, when its due to be replaced.	Parks, Waste & Natural Environment; Engineering & Works	2030/2031	\$30,000
	Investigate making the Jamieson Road Footbridge accessible when its upgraded.	Parks, Waste & Natural Environment; Engineering & Works	2030/2031	\$30,000
	Investigate installing an accessible toilet at Gelorup Community Centre.	Projects, Facilities & Assets; Planning.	2027/2028	\$10,000
	Conduct an audit of shaded seating outside Shire facilities.	Projects, Facilities & Assets; Parks, Waste & Natural Environment	2027/2028	N/A - in house
	Rangers to issue warnings and infringements to vehicles parked on footpaths.	Rangers	Ongoing	N/A
	Promote accessible Shire facilities on Shire website, Facebook page and new Destinations Website.	Community Development; Communications & Marketing	2025 - update on an ongoing basis.	N/A
	Explore options for improving hearing at the Dalyellup Community Centre (Dalyellup Seniors' Association indicated they can help finance improvements).	Projects, Facilities & Assets; Information Technology	2026/2027	N/A
	Use the Seniors' Link newsletter to promote google apps like Live Transcribe and Sound Notifications, which make everyday conversations and surrounding sounds more accessible among people who are hard of hearing, using their smart phone or device.	Community Development	Annually in August	N/A
	Install an accessible parking bay at Central Lakes Park, Dalyellup.	Community Development; Engineering & Works	2027/2028	\$10,000
	Install hooks on back of public toilet doors to assist with changing catheters or other medical devices.	Projects, Facilities & Assets	2026/2027	\$500
	Endeavour to install all abilities play equipment in playgrounds.	Parks, Waste & Natural Environment	Annually	\$50,000 (contribution towards existing capital program)
	Investigate installing handrails at entrances to Shire facilities.	Projects, Facilities & Assets	2027/2028	N/A - in house
	Develop a Master Plan for the Waste Transfer Station that includes access and inclusion requirements.	Parks, Waste & Natural Environment.	2025/2026	\$50,000 (existing)

Strategy	Recommendations	Responsible Department/s	Timeframe	Additional Resources
Information - People of all abilities and from all walks of life are able to receive information from the Shire in a format that will enable them to assess the information.	Continue to develop a database of people with disability, stating their preferred method of communication in order to keep them informed. Have cards to hand out at community events so people can provide preferred contact details.	Community Development; Communications & Marketing	Ongoing	N/A
	Continue to display Shire information in high traffic areas, including the reception area of the Shire Administration Building & Shire Libraries.	Community Development; Communications & Marketing; Libraries; Customer Service	Ongoing	N/A
	Continue utilising community newsletters and notice boards to share information and promote initiatives.	Community Development; Libraries; Communications & Marketing	Ongoing	N/A
	Use large font in printed information, higher contrast fonts on websites and printed information, and captioning and subtitles on video material.	Community Development; Libraries; Communications & Marketing	Ongoing	N/A
	Increase online information and presence on social media platforms.	Communications & Marketing	Ongoing	N/A
	Implement a new Accessibility Widget on the Shire's Corporate, Libraries & Tourism Websites. User Way powers digital accessibility compliance on websites and provides instant accommodations for common disability profiles from vision impairments to dyslexia and beyond.	Communications & Marketing	2025/2026	N/A

Strategy	Recommendations	Responsible Department/s	Timeframe	Additional Resources
Quality of Service - People of all abilities and from all walks of life receive a high level of service from the staff at the Shire of Capel.	Allocate funds in the budget to provide inclusion training to staff every two years.	Organisational Development	2026/2027 and 2028/2029	\$4,000 every two years.
	Work with internal teams to assist and promote National Relay Service awareness to the public. Review form templates to include Easy Read requirements.	Customer Service; Information Technology; Governance	2025/2026	N/A
	Invite people with disability into the reception meeting room, if required, so they can sit down and receive service in a quiet and private environment.	All Departments	Ongoing	N/A
	Library staff to continue helping people with forms and online services.	Libraries	Ongoing	N/A
	Include the name and contact details of the employee responsible for access and inclusion on the Shire website.	Community Development; Communications & Marketing	2025/2026	N/A
	Ensure there is representation on the Shire's Access & Inclusion Reference Group of people living with diverse abilities, backgrounds, and experiences of marginalisation.	Community Development.	Ongoing	N/A

Strategy	Recommendations	Responsible Department/s	Timeframe	Additional Resources
Opportunities for Feedback - People of all abilities and from all walks of life have the opportunity to make complaints or provide feedback to the Shire.	Investigate community engagement platforms, that include dialogue with Councillors and polls on areas of interest.	Office of the CEO	2025/2026	\$18,000 (existing)
	Promote the Shire's 'Report It' link on the Shire's website.	Communications & Marketing	March, August & November each year	N/A
	Implement the Coffee with a Councillor initiative.	Office of the CEO	2025/2026	N/A

Strategy	Recommendations	Responsible Department/s	Timeframe	Additional Resources
Public Consultation - People of all abilities and from all walks of life have the opportunity to participate in any public consultation undertaken by the Shire.	Investigate community engagement platforms, that include a range of enagement tools.	Office of the CEO.	2025/2026	\$18,000 (existing)
	Endeavour to have diverse representation of our community on all Shire committees.	Community Development; Office of the CEO	Ongoing	N/A
	Incorporate access and inclusion requirements into our Community Engagement Strategy.	Communications & Marketing	2025/2026	N/A
	Utilise the created database of people with disability to keep them informed of upcoming public consultation.	Community Development; Office of the CEO; Communications & Marketing	Ongoing	N/A

Strategy	Recommendations	Responsible Department/s	Timeframe	Additional Resources
Employment - People of all abilities and from all walks of life have the opportunity to obtain employment and develop career pathways with the Shire.	Engage Disability Employment Services to see how we can be more flexible with employing people with disability.	Organisational Development	Ongoing	N/A
	Promote employment opportunities to Disability Employment Services (DES) and investigate the Work Assist Program.	Organisational Development	Ongoing	N/A
	Promote the diversity of Shire staff to the community via social media and Shire websites, and encourage a diverse range of staff to attend community events/information sessions.	Communications & Marketing	Ongoing	N/A