



## Disability Access and Inclusion Plan (DAIP) Progress Report 2025-2026

### Reporting period: 1 July 2025 – 30 June 2026

The *Disability Services Act 1993* requires public authorities to:

- develop and implement a Disability Access and Inclusion Plan (DAIP).
- report annually on the progress made in achieving the seven DAIP outcomes.

Please submit your completed DAIP Progress Report 2025-2026 (in Word format only) to [StateDisabilityStrategy@communities.wa.gov.au](mailto:StateDisabilityStrategy@communities.wa.gov.au) by **4.30pm, Wednesday 15 July 2026**.

### PUBLIC AUTHORITY DETAILS

Public Authority Name	Shire of Broomehill-Tambellup
Contact Person	Pam Hull
Position Title	Strategic Support and Projects Officer
Email	projects@shirebt.wa.gov.au
Phone	08 9825 3555
Date DAIP lodged with Department of Communities	30/7/2020
Date DAIP published on public authority's website	6/08/2020
Website link for published DAIP	<a href="https://www.shirebt.wa.gov.au/documents/178/disability-access-and-inclusion-plan-2020-2025">https://www.shirebt.wa.gov.au/documents/178/disability-access-and-inclusion-plan-2020-2025</a>
Has your public authority taken all practical measures to ensure its DAIP is implemented by relevant agents and contractors?	Yes

## Completing Sections 1-7

Sections 1-7 require public authorities to list the **actions** implemented against each of the seven DAIP outcomes. DAIPs can list strategies only, or both strategies and actions. Where your DAIP includes Strategies only, the DAIP actions will be in an implementation plan, action plan or other internal working document.

### What is a Strategy and what is an Action?

A **strategy** is a broad direction or approach to be taken to achieve a desired outcome.

An **action** is the activity, project or program delivered to achieve a strategy. An action is not the individual tasks, checklists or steps to complete the action.

DAIP examples:

1. Strategies only: [City of Mandurah](#) and [Department of Treasury](#)  
OR
2. Strategies and actions: [City of Perth](#) and [Child and Adolescent Health Service](#).

### To complete the tables in Sections 1-7:

- Column 1 – Strategy Number
  - Enter the number of your DAIP Strategy (text is not required).
- Column 2 – DAIP Action
  - Copy and paste the action wording from your DAIP, internal working document, operational or implementation plan.
- Column 3 - SDS outcome:
  - select one State Disability Strategy outcome from 1 – 15. Refer to State Disability Strategy Outcomes Guide (provided with this template) to identify the most appropriate outcome.
- Progress status select from:
  - **To be commenced:** the action is not scheduled to start yet.
  - **In progress:** the action is underway or is incorporated into business as usual.
  - **Completed:** the action has been implemented and completed.
  - **Not progressed:** the action has been delayed or is discontinued.

## SECTION 1: DAIP OUTCOME 1 – SERVICES AND EVENTS

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

QUESTION			ANSWER
<p>Did your authority organise events in 2025-2026 that positively impacted community attitudes towards people with disability? If yes, indicate the event:</p> <p><input type="checkbox"/> International Day of People with Disability    <input type="checkbox"/> Other: (list events here)</p> <p>Events that contribute to positive community attitude change are those that:</p> <ul style="list-style-type: none"> <li>• Raise the profile of people with disability.</li> <li>• Facilitate community interaction between the general public and people with disability.</li> <li>• Incorporate explicit disability awareness activities. For example: an Auslan choir, wheelchair basketball, sensory room.</li> </ul>			NO
DAIP Strategy No.	DAIP ACTION	SDS OUTCOME	PROGRESS STATUS
1.1	1.1.1 Review feedback mechanisms for use by all services, provided or funded.	13. Voices are heard	In Progress
	1.1.2 Review consultation guidelines for all future reviews of services.	13. Voices are heard	In Progress
1.2	1.2.1 Conduct systematic reviews of the accessibility of Shire services.	7. Welcomed and accepted	In Progress
	1.2.2 Rectify identified barriers and provide feedback to consumers.	7. Welcomed and accepted	To be commenced
1.3	1.3.1 Incorporate the objectives and strategies of the DAIP into the Shire's existing planning processes, particularly the Strategic Community Plan.	7. Welcomed and accepted	In Progress
1.4	1.4.1 Ensure all events are planned using the Accessible Events checklist.	8. Recreation, Social, Arts and Culture	In Progress
1.5	1.5.1 Provide large print books for relevant community members	8. Recreation, Social, Arts and Culture	Completed

## SECTION 2: DAIP OUTCOME 2 – BUILDINGS AND FACILITIES

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

DAIP Strategy No.	DAIP ACTION	SDS OUTCOME	PROGRESS STATUS
2.1	2.1.1 Undertake inspections to identify access barriers to buildings and facilities.	5. Community Infrastruce	In Progress
2.1	2.1.2 Prioritise and make a submission to Council to commence work on rectifying identified barriers.	5. Community Infrastruce	In Progress
2.2	2.2.1 Ensure that the legal requirements for access are met in all plans for new or redeveloped buildings and facilities, including footpath upgrades.	5. Community Infrastruce	In Progress
2.2	2.2.2 Ensure that no development application is signed off without a declaration that it meets the legal requirements.	5. Community Infrastruce	In Progress
2.2	2.2.3 Ensure that key staff are trained and kept up to date with the legal requirements.	5. Community Infrastruce	In Progress
2.3	2.3.1 Undertake an audit of ACROD bays and implement a program to rectify any non-compliance.	5. Community Infrastruce	Completed
2.4	2.4.1 Provide information (available on the DSC website), on the needs of people with disability and of legal requirements and best practice.	7. Welcomed and accepted	Completed
2.4	2.4.2 Promote access to business.	5. Community Infrastruce	Completed
2.4	2.4.3 Make access information available on the Shire's website.	5. Community Infrastruce	Completed
2.5	2.5.1 Conduct audit of halls, sports pavilions and playgrounds.	5. Community Infrastruce	In Progress
2.5	2.5.2 Develop and implement a program of progressive upgrade, taking into consideration feedback from the community.	5. Community Infrastruce	In Progress

## SECTION 3: DAIP OUTCOME 3 – INFORMATION

**People with disability receive information from a public authority in a format that enables them to access the information as readily as other people.**

QUESTION			ANSWER
Does your authority have accessible formats of your Disability Access and Inclusion Plan? Accessible formats include: accessible word and pdf versions, audio, Easy Read.			YES
DAIP Strategy No.	DAIP ACTION	SDS OUTCOME	PROGRESS STATUS
3.1	3.1.1 Ensure that all documents carry a notation that it is available in alternative formats on request.	15. Information	In Progress
3.1	3.1.2 Publicise the availability of other formats in the local newsletter.	15. Information	In Progress
3.2	3.2.1 Ensure information relating to State Government Access Guidelines for Information, Services and Facilities is up to date and available to staff on the Shire's internal records system	15. Information	Completed
3.3	3.3.1 Monitor website to ensure content complies with the W3C web content guidelines.	15. Information	Completed
3.4	3.4.1 Make budget provision for interpreters and advertise the availability of the service.	15. Information	In Progress

## SECTION 4: DAIP OUTCOME 4 – SERVICE QUALITY

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

QUESTION			ANSWER
Did your authority deliver training in 2025-2026 that improved staff capacity to respond positively to people with disability? If yes, what type of training was provided: <input checked="" type="checkbox"/> Disability awareness <input type="checkbox"/> Disability awareness refresher <input type="checkbox"/> Other: (list training here) For Other: Examples include: disability confident recruiter, Auslan, Easy Read.			Yes
DAIP Strategy No.	DAIP ACTION	SDS OUTCOME	PROGRESS STATUS
4.1	4.1.1 Determine training needs of Elected members and employees and conduct training as required	7. Welcomed and accepted	In Progress
4.2	4.2.1 All public documents state that they are available in different formats	15. Information	In Progress

## SECTION 5: DAIP OUTCOME 5 – COMPLAINTS

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

DAIP Strategy No.	DAIP ACTION	SDS OUTCOME	PROGRESS STATUS
5.1	5.1.1 Review current grievance mechanisms and implement any recommendations.	13. Voices are heard	In Progress
5.1	5.1.2 Develop other methods of making complaints, such as web-based forms.	13. Voices are heard	Completed
5.1	5.1.3 Promote accessible complaints mechanisms to the community.	13. Voices are heard	Completed

## SECTION 6: DAIP OUTCOME 6 – CONSULTATION

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

QUESTION			ANSWER
<p>Does your authority have a DAIP advisory, reference or working group with members who have lived experience of disability?</p> <p>A DAIP advisory, reference or working group is one whose purpose is to:</p> <ul style="list-style-type: none"> <li>• Shape your public authority’s access and inclusion initiatives.</li> <li>• Raise the profile of access and inclusion within your public authority.</li> <li>• Influence change in policy and practices relating to access and inclusion.</li> </ul>			No
DAIP Strategy No.	DAIP ACTION	SDS OUTCOME	PROGRESS STATUS
6.1	6.1.1 Consult people with disability in a range of different consultation mediums, e.g. focus group, interviews, surveys.	13. Voices are heard	In Progress
6.1	6.1.2 Develop a register of people to provide comment on access and inclusion issues.	13. Voices are heard	In Progress
6.2	6.2.1 Ensure agendas, minutes and other documents are available on request in alternative formats and are published on the Shire’s website.	15. Information	In Progress

## SECTION 7: DAIP OUTCOME 7 – EMPLOYMENT

**People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.**

QUESTION			ANSWER
Local Government: How many elected members disclose they have disability?			0
State Government: Does your authority have a government board/s? If yes, how many board members disclose they have a disability?			Choose an item. Choose an item.
DAIP Strategy No.	DAIP ACTION	SDS OUTCOME	PROGRESS STATUS
7.1	7.1.1 Monitor Diversity Questionnaire feedback for disability requirements/changing needs.	7. Welcomed and accepted	Completed
7.1	7.1.2 Job advertisements are in an accessible format (e.g.; 12 or 14 pt., Arial) and include reference to the Shire being an Equal Opportunity Employer.	2. Employment and economic independence	Completed
7.1	7.1.3 Ensure interview venues are accessible.	2. Employment and economic independence	Completed
7.1	7.1.4 Consider job flexibility with regard to location and work hours.	2. Employment and economic independence	In Progress
7.1	7.1.6 Consult with Disability Employment Services (providing a free service for employers) for advice, when applicable.	2. Employment and economic independence	In Progress
7.1	7.1.7 Ensure development opportunities are available.	2. Employment and economic independence	In Progress
7.2	7.2.1 Occupational Health and Safety Policy	2. Employment and economic independence	In Progress
7.2	7.2.2 Workplace accessibility	2. Employment and economic independence	In Progress
7.2	7.2.3 Procedures manual	2. Employment and economic independence	In Progress

## SECTION 8: ACHIEVEMENTS

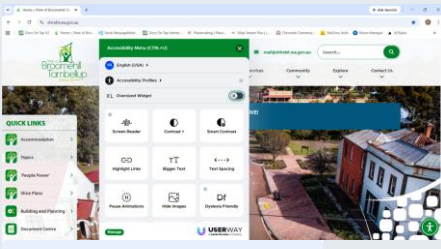
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- Select three achievements – the third must be an achievement from either DAIP Outcome 3, 4, 5, or 6.
- Limit the achievement description to 150 words maximum.
- Achievements must demonstrate at least one of the following:
  - Resulted in positive change: what happened and what changed.
  - Innovation: implemented or created something new to address a need, gap or solve a problem.
  - Improvement in disability access and inclusion practice. For example: building project progressing from minimum standards to application of universal design principles.
  - Outcomes: where change has been measured. For example: increased awareness, satisfaction, knowledge, confidence.

### Photos

- Insert a maximum of two photos per achievement.
- Only submit photos where permission to publish the image has been obtained.
- Photos should be in jpeg format and be a minimum of 300 dpi.

ACHIEVEMENT 1 (maximum word count: 150)	Photos (max. 2)
Achievement is from DAIP Outcome: 2, Buildings and Facilities	
Photos: <input checked="" type="checkbox"/> Permission to publish confirmed <input type="checkbox"/> Minimum 300 dpi	
<p>Achievement:</p> <p>The Tambellup Hall celebrated its 100th anniversary in 2025. For many years, access to the building for people with impaired mobility was restricted by a step of approximately 120mm between the footpath and the main entrance.</p> <p>To address this barrier, the Shire constructed a new accessible ramp with handrails, providing a safe and convenient connection from the footpath to the Hall foyer from both sides of the entrance. The upgrade has significantly improved accessibility, enabling all users to enter the Hall safely, independently and with dignity.</p>	
ACHIEVEMENT 2 (maximum word count: 150)	Photos (max. 2)
Achievement is from DAIP Outcome: 2, Buildings and Facilities	
Photos: <input checked="" type="checkbox"/> Permission to publish confirmed <input type="checkbox"/> Minimum 300 dpi	
<p>Achievement:</p> <p>The accessibility upgrade project at the Broomehill Recreational Complex continued during the year, with landscaping works undertaken on the oval side of the building. The project included the construction of a landing and connecting pathway to improve access between the building, the surrounding path network and the ramp leading to the oval. New stairs and a handrail were also installed as part of the works.</p> <p>Prior to these improvements, the area offered little to no access for people with impaired mobility due to changes in level and the absence of accessible pathways. The completed upgrades have removed these barriers and created a fully accessible connection, enabling people using wheelchairs, mobility aids, prams and other assistive devices to independently access the building, surrounding pathways and oval facilities.</p>	

ACHIEVEMENT 3 (maximum word count: 150)	Photos (insert max. 2)
Achievement is from DAIP Outcome: 3, Information	
Photos: <input checked="" type="checkbox"/> Permission to publish confirmed <input type="checkbox"/> Minimum 300 dpi	
<p>Achievement:</p> <p>During 2025–2026, the Shire worked with its website provider to implement the UserWay Accessibility Widget on its website, <a href="http://www.shirebt.wa.gov.au">www.shirebt.wa.gov.au</a>. The widget provides visitors with a range of tools to customise their browsing experience and improve access to online information.</p> <p>Features include text resizing, contrast adjustments, keyboard navigation assistance and other accessibility options that may assist people with a range of access needs. While the widget represents an important enhancement, the Shire remains committed to continuously improving the accessibility of its website and digital content in line with recognised accessibility standards and best practice.</p>	

## SECTION 9: DAIP ACTIONS IN DIGITAL FORM

If your public authority produced video or social media clips to promote and demonstrate the impact of any of your DAIP actions or activities – please include hyperlinks below.

### DAIP stories in digital form

Did your authority produce video or social media clips on any DAIP actions/activities in 2025-2026?

YES

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

Hyperlink 1: <https://tinyurl.com/vt23epd2>

Hyperlink 2: <https://tinyurl.com/y8r97ufk>

Hyperlink 3: <https://tinyurl.com/yeypnjy4>

Please submit your completed Disability Access and Inclusion Plan (DAIP) Progress Report 2025-2026 to: [StateDisabilityStrategy@communities.wa.gov.au](mailto:StateDisabilityStrategy@communities.wa.gov.au) by 4pm, Wednesday 15 July 2026.