

## **Disability Access and Inclusion Plan (DAIP) Advisory Committee Terms of Reference**

(December 2021)

### **1. Purpose of Committee:**

The Disability Access and Inclusion Plan Advisory Committee considers and makes recommendations on the implementation of the Shire's DAIP and ensures that all members of the community regardless of their race, disability, age, religion or education level have access to all Council services, information and facilities, in accordance with the Disability Services Act 1993 and the Equal Opportunity Act 1984.

#### **1.1 Scope:**

The DAIC will:

- a) Provide advice and feedback to Shire employees related to the DAIP;
- b) To advise Council on matters effecting persons with disabilities generally;
- c) To support and recommend to Council, action and policies relating to the provision of services for people with disability in the community.

SWEK will:

- a) Provide a reasonable amount of time for feedback and advice;
- b) Report back to the DAIC on how their input has been incorporated and what actions or outcomes have been achieved as a result;
- c) Present events and projects within the Shire to the committee for discussion

### **2. Meetings**

- a) The Committee will meet as required, minimum quarterly
- b) Special meetings may be requested as projects/issues arise
- c) Meetings will be held in the Kununurra Council Chambers unless an alternative location is required or requested. A Zoom link will be made available for meetings when members cannot attend in person.
- d) Administrative support for the committee shall be provided by the Shire

### **3. Members**

Invitation for representation on the Disability Access and Inclusion Plan (DAIP) Advisory Committee will be extended to the following people/groups/agencies:

- a) Cr (Council to nominate), Shire of Wyndham East Kimberley
- b) Cr (Council to nominate), Shire of Wyndham East Kimberley
- c) Manager Community Development (Chair)
- d) Community Grants and Events Officer (minute taker/administration support)
- e) 6x Disability industry workers (e.g. Support worker, speech therapist, occupational therapist, physiotherapist)

- f) 2x community members
- The two community members will be selected by the Shires Director of Planning and Community Development on the Committees advise

### **3.1 Terms of Membership:**

- a) Representation is valid for 12 months until July 1 each year.
- b) Nothing prevents a previous member re-nominating.
- c) Vacancies for Community representatives will be advertised in a local newspaper and on the Shire's website, with selection and appointment being made by Manager Community Development upon recommendation of the Committee.

### **4. Quorum:**

The quorum for any meeting of the Disability Access and Inclusion Committee is at least 50% of the number of member positions prescribed on the Committee, whether vacant or not.

### **5. Delegated Authority:**

Nil