



# **Disability Action Plan**

**2012-2015**



## Disability Action Plan 2012-2015

### Overview of Mooroopna Education & Activity Centre

The Mooroopna Education & Activity Centre (MEAC) is a Neighbourhood House where people of all abilities, backgrounds and ages can come to connect with the community through activities, social support, information and referral. It is a place where the people of Mooroopna and surrounding districts can become involved, develop new skills, and access a broad range of low cost social, educational and recreational programs which are developed to meet the needs of our community. These programs are often developed in partnership with other agencies and organisations to enhance the service provided. MEAC is positioned to respond to the needs of the community, capitalize on opportunities and work with the Mooroopna community towards its future development.

MEAC strives for excellence in being an inclusive community organisation where everyone is welcome. We have a number of people with mild to profound levels of disability using our Centre, including staff, board members, volunteers and community members. The Mooroopna Education & Activity Centre staff members have been recognised by Shepparton Access for providing a supportive and inclusive environment for people with a disability. MEAC has also been awarded a certificate of recognition for being an Access Friendly organisation from Independence Australia.

## **Our Vision**

Building and strengthening a creative, dynamic and connected community

## **Our Mission**

- To identify, facilitate and respond to community needs by offering a broad range of inclusive quality, accessible, affordable and relevant programs and services
- Facilitate opportunities for community strengthening and transformation

## **Our Values**

EXCELLENCE: To strive for excellence for ourselves and our community

RESPECT: To show care and concern for all members of our community

GROWTH: Building / growing the skills, knowledge and abilities of our community

INTEGRITY: We strive to show equality, impartiality, fairness and honesty in everything we do within our community

## **Outline of our Community**

Mooroopna has a population of 7,203. The 2006 Census found that 365 Mooroopna residents identified as having a profound or severe disability and required assistance with one or more of the three core activities of self care, mobility and communication. In line with the Disability Discrimination Act 1992 definition of disability, the true number of Mooroopna residents with a disability is much higher as 'disability' refers to physical, intellectual or sensory impairment, medical conditions, mental illness and learning disabilities.

Good access is beneficial not only to people with a disability but a significant proportion of other people in our community including parents with prams and elderly people with walking frames or sticks. As the Mooroopna community ages it will be of vital importance to have accessible community facilities, programs and communication methods.

### **Current Legislation**

The Mooroopna Education & Activity Centre Disability Action Plan is in line with current legislation and strategies:

Disability Discrimination Act (1992)

Equal Opportunity Act (1995)

Victorian Disability Act (2006)

National Disability Strategy (2010)

Victorian Human Rights and Responsibilities Act (2006)

The Charter of Human Rights and Responsibilities

UN Convention on Human Rights

UN Convention on the Rights of Persons with Disabilities

Disability Standards on Education 2005

### **Introduction to the Disability Action Plan (DAP)**

The Mooroopna Education & Activity Centre Disability Action Plan 2012-2015 has been developed in response to our ongoing commitment to the provision of equitable, dignified access to all our services, facilities, programs, communications and employment systems. It also demonstrates MEAC's commitment to compliance with the intent of the Commonwealth Disability Discrimination Act 1992 (DDA). The DDA makes it unlawful to discriminate against someone on the basis of their disability or a disability of any associates of that person.

The term disability encompasses a broad range of characteristics including an impairment of a physical, intellectual or sensory nature. The term 'disability' as defined in the DDA also includes medical conditions, short-term or temporary disability, psychiatric disability (mental illness) or learning disability.

The Victorian Disability Act 2006 seeks to provide a whole-of-government, whole-of-community response to the rights and needs of people with a disability, and a framework for the provision of high quality services and supports for people with a disability

In developing this Action Plan MEAC has consulted with a range of stakeholders. After approval from stakeholders and MEAC Board of Management the Disability Action Plan will be lodged with the Human Rights and Equal Opportunity Commission (HREOC) and will be distributed to interested parties upon request.

### **Consultation Process**

In developing this Disability Action Plan, support and guidance has been provided by the Goulburn Rural Access officer. Input and feedback has been sought internally from MEAC Board of Management, staff and volunteers and externally from service user groups including Shepparton Access, Greater Shepparton City Council and GV Health. The local Disability Advisory Committee has also been consulted.

### **Policies and Procedures**

Mooroopna Education & Activity Centre is committed to quality and equity in all services provided, which is reflected in our policies and procedures across the organisation and is in line with the MEAC Strategic Plan 2010-2015.

### **Review**

This Action Plan will be reviewed every 12 months.

### **Disability Action Plan Outcome areas (Disability Act 2006):**

1. ACCESS - Reducing barriers to persons with a disability accessing goods, services and facilities
2. EMPLOYMENT – reducing barriers to persons with a disability in obtaining and maintaining employment
3. INCLUSION & PARTICIPATION – promoting inclusion and participation of persons with a disability in the community
4. ATTITUDES – achieving tangible changes in attitudes and practices which discriminate against persons with a disability

### **Acronyms**

Acronyms used throughout this document:

DAP – Disability Action Plan

DDA – Disability Discrimination Act

EEO – Equal Employment Opportunity

GSCC – Greater Shepparton City Council

MEAC – Mooroopna Education & Activity Centre

**Outcome 1: Reducing barriers to persons with a disability accessing goods, services and facilities**

<b>Our goals</b>	<b>Strategies to achieve our goals</b>	<b>Performance indicators</b>	<b>Responsibility</b>	<b>Timeframe</b>
To ensure physical access to our facilities by people of all abilities	<b>25 Alexandra Street</b> Renovations, including unisex accessible toilet and ramps, to be complete before occupancy	Renovations are completed by the due date	GSCC Manager Board of Management Men's Shed Working Group	June 2012 - Achieved
To ensure physical access to our facilities by people of all abilities	<b>23 Alexandra Street</b> Continue liaising with GSCC as they negotiate with current owner to develop land into car parking, including disability parking close to Seniors Hall entrance	Attend meetings with GSCC representatives	Manager Board of Management	Ongoing as GSCC negotiates with owner
To ensure physical access to our facilities by people of all abilities	<b>Treacy Street rooms</b> Continue to recommend improvements to access for residents and community using the rooms. Report regularly to Office of Housing	Treacy St facility is accessible to all	Manager	Ongoing

**Outcome 1: Reducing barriers to persons with a disability accessing goods, services and facilities**

<b>Our goals</b>	<b>Strategies to achieve our goals</b>	<b>Performance indicators</b>	<b>Responsibility</b>	<b>Timeframe</b>
People of all abilities or those for whom English is a second language are able to complete forms as required for MEAC administrative purposes	As part of induction, MEAC staff and volunteers trained to provide support for people who may require assistance when completing enrolment forms	100% of staff and volunteers trained 100% of records completed	Manager Staff	During induction process
Training meets the needs of students and takes into account any additional support required	For accredited courses trainers will have Cert IV in Training and Assessment as a minimum requirement  Develop a satisfaction survey which will be given out at the end of each course  Staff to ensure tutors are given completed student enrolment forms so they can adapt course to meet student needs	End of course learner satisfaction survey indicates 80% students' needs were met  Satisfaction survey developed	Manager Staff Tutors	In each instance  May 2013  Prior to course commencement

**Outcome 1: Reducing barriers to persons with a disability accessing goods, services and facilities**

Our goals	Strategies to achieve our goals	Performance indicators	Responsibility	Timeframe
To ensure programs are accessible and inclusive of all	Disability awareness training for staff Include 'service user diversity' information in staff and volunteer induction sessions	100% staff and volunteers participate in induction sessions	Manager Staff Volunteers Board of Management	During induction process
Staff and volunteers are aware of and responsive to emerging needs	Develop process to gather feedback from staff, volunteers and service users	Feedback process is developed  80% service users satisfied	Manager Staff	May 2013

**Outcome 2: Reducing barriers to persons with a disability in obtaining and maintaining employment  
(including volunteers and paid staff)**

<b>Our goals</b>	<b>Strategies to achieve our goals</b>	<b>Performance indicators</b>	<b>Responsibility</b>	<b>Timeframe</b>
MEAC is recognised as an EEO organisation	Promotion: through advertisements; organisational publicity (Eg: Volunteer Portal page, MEAC website)	Job advertisements and organisational publicity state that MEAC is an EEO organisation	Board of Management Manager Staff	Ongoing as positions become available and as publicity is produced
	Continue to provide reasonable adjustment to work area, tasks and rosters	Adjustments are made when and where possible	Board of Management Manager	Ongoing process

**Outcome 3: Promoting inclusion and participation of persons with a disability in the community**

Our goals	Strategies to achieve our goals	Performance indicators	Responsibility	Timeframe
MEAC events, programs and facilities are recognised as being accessible and inclusive	Promote our events as accessible and inclusive	Participation and attendance of people with disabilities at MEAC events, programs and utilising the Hub  Documented evidence (Eg: enrolment forms, client satisfaction surveys)	Board of Management Manager Staff Volunteers	Client satisfaction surveys and enrolments 2013
	Include the Access Friendly Awards logo in our SN Weekly program and on MEAC publications and material	Logo in publications	Manager	SN Weekly twice yearly  Publications as produced

**Outcome 4: Achieving tangible changes in attitudes and practices which discriminate against persons with a disability**

Our goals	Strategies to achieve our goals	Performance indicators	Responsibility	Timeframe
People of all abilities do not experience attitudinal barriers when participating in MEAC programs	MEAC Disability Action Plan (DAP) available to all Hub users	Copies DAP distributed to all staff and Board of Management and are on public display at MEAC.	Manager Board of Management	April 2013 DAP to be given to all staff and Board of Management and will be distributed to new staff and Board members on appointment.
	Include disability information in staff and volunteer induction	100% Staff and volunteers take part in induction program and have an understanding and awareness of disability issues	Manager Board of Management	Ongoing during induction process
	Regular liaison with Disability Advocacy workers to ensure MEAC is up to date with DDA and best practice	Twice yearly meetings with appropriate sector representatives (Eg Shepp Access, GV Connect etc)	Manager Board of Management	Twice yearly

<b>Outcome 4: Achieving tangible changes in attitudes and practices which discriminate against persons with a disability</b>				
<b>Our goals</b>	<b>Strategies to achieve our goals</b>	<b>Performance indicators</b>	<b>Responsibility</b>	<b>Timeframe</b>
Staff and volunteers feel supported and valued	Set up processes to provide staff and volunteers with regular debriefing and strategy sharing for emerging needs – internal sessions with option of specialist advice if needed	Staff meetings held fortnightly with staff and volunteer wellbeing included as standing agenda item.  Retainment of staff and volunteers	Manager Board of Management Staff	Ongoing Fortnightly staff meetings Monthly Board meetings

Copies of this plan are available in large print or other formats on request – contact the Mooroopna Education & Activity Centre on (03) 5825 1774, fax (03) 5825 1183 or email [manager@mcginc.com.au](mailto:manager@mcginc.com.au)