



Office of the Director of Public Prosecutions  
for Western Australia

# Disability Access and Inclusion Plan 2024–2029



**This plan is available on our website  
(<https://www.dpp.wa.gov.au>)**

**Alternative formats such as large print, electronic format (USB or emailed), audio or Braille are available.**

**Please contact the ODPP on (08) 9425 3999 to request alternative formats via [peopleandculture@dpp.wa.gov.au](mailto:peopleandculture@dpp.wa.gov.au)**

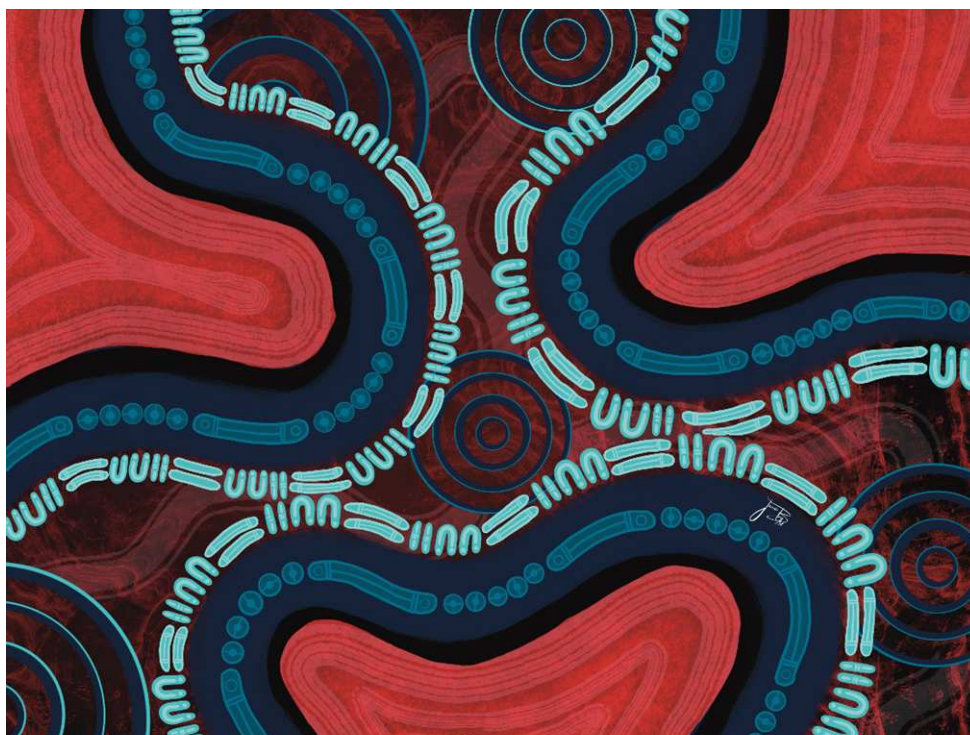
# Contents

Message from the Director of Public Prosecutions (DPP) .....	3
Workforce Profile .....	4
Shaping Pathways for Improved Access .....	5
Achievements of ODPP DAIP 2019 - 2024 .....	9
Development of the Disability Access and Inclusion Plan 2024-2029 .....	10
Implementation of the Plan .....	12
Disability Access and Inclusion Plan Strategies 2024-2029 .....	13

## Acknowledgement of Country

The Office of the Director of Public Prosecutions of Western Australia (ODPP) acknowledges the Traditional Custodians of Country, the Aboriginal people of the many lands that we work on and their language groups throughout Western Australia and recognises their continuing connection to the land and waters.

ODPP respects the continuing culture of Aboriginal people and the contribution they make to the life of our regions, and we pay our respects to Elders past, present and emerging.



# Message from the Director of Public Prosecutions (DPP)

The Office of Director of Public Prosecutions' (ODPP) vision is to provide the highest quality prosecution service for the people of Western Australia. Our vision is underpinned by the ODPP's core values of *integrity, commitment, teamwork, and respect*.

With the introduction of new Agency values during 2024, ODPP has chosen to ensure that our Disability Access and Inclusion Plan is underpinned by our new values. We value and respect the rights, safety, and welfare of others, and we treat others with fairness, courtesy, dignity and understanding, all of which are so important when we are seeking to increase diversity and inclusion within the ODPP.

The ODPP will continue to ensure that people with disability who come into contact with the ODPP during the course of criminal prosecutions, receive the same level of information or services as other members of the community receive. With the provision of accessible and inclusive services, facilities and information, people with disability are able to lead lives of greater independence and participation and have choice in our community.

I wish to emphasise that accessibility and inclusion are ongoing commitments for the ODPP with the dedication to removing barriers, ensuring equal access to our services, facilities, information, and employment opportunities.

We continue our journey toward building an inclusive and accessible workplace which is supported by our new ODPP Disability Access and Inclusion Plan 2024 – 2029, building on the achievements of the ODPP Disability Access and Inclusion Plan 2019 – 2024.

With the creation of the Inclusivoices Committee who will support, advocate, and share responsibility in driving the initiatives as part of this DAIP, I encourage all ODPP employees to contribute to achieving the outcomes identified in this Plan. This will help to create a place where everyone belongs. I am committed to supporting the continued focus and work towards creating a more inclusive workplace for the ODPP and look forward to seeing the outcome of our efforts as part of this Plan.



Robert Owen SC  
Director of Public Prosecutions for Western Australia



# Workforce Profile

## Our Role

The Office of the Director of Public Prosecutions (ODPP) is a Western Australian Public Sector government agency. It conducts prosecutions independently of the Government and reports to Parliament through the Attorney General. It is a critical participant in the administration of justice within Western Australia, providing a fair and just criminal prosecution service.

The ODPP's core work is the prosecution of serious criminal offences in the Supreme and District Courts. It also manages indictable matters in the Magistrates Court, and undertakes prosecutions in the Children's Court. It brings and conducts appeals, secures extraditions, and brings forfeiture proceedings under the *Criminal Property Confiscations Act 2000*.

Although, the mission of the ODPP *is to provide the people of Western Australia with an independent and effective criminal prosecution service, which is both fair and just*, due to the nature of the ODPP's business it does not have extensive contact with the public and is not a service that is generally accessed by the public.

The ODPP's primary contact with individual members of the public arises if they are drawn into the criminal justice system as the victim of a crime or as a witness to a serious crime. The ODPP's contact with these members of the public as victims of crime or witnesses will only be for the duration of the prosecution case, with contact occurring at the ODPP's premises at 55 St Georges Terrace, and/or at court buildings in Perth or in major regional centres.

## Our Mission

To provide the people of Western Australia with a fair and just criminal prosecution service.

## Our Vision

To provide the highest quality prosecution service for the people of Western Australia.

## Our Values

The ODPP is committed to the following core values in order to achieve its vision:

- We treat people with respect
- We act with integrity
- We are committed
- We work as a team



# Shaping Pathways for Improved Access

## Equity for All

The ODPP is committed to working in ways that are accessible to and inclusive of everyone including people with disabilities. It is acknowledged and recognised that all community members contribute to the social, economic, and cultural life of the community. Our Disability Access and Inclusion Plan (DAIP) ensures that all people with disabilities have equality of access and inclusion to all services, functions, facilities and information provided by the ODPP.

The concept of equity simply implies ensuring that people with disability get a 'fair go' at accessing, participating in, and contributing to all aspects of community life and do not have to contend with unreasonable or unnecessary barriers that either restrict or prevent the full participation of people with disability.

The ODPP is committed to working toward equity for all community members including people with disability, their family members, and carers. This DAIP sets out details on what the ODPP will do in pursuit of this commitment and how it intends to do it.

The implied obligation under the *Equal Opportunity Act 1984* is to ensure that people with disability have access to the same opportunities as others. That is, '**equity for all**'. Organisations are encouraged to put a disability lens over all planning and activities, conscious that small changes can have a significant impact on people with disability.

Delivering equity for all is not achieved simply by treating everyone the same. Ensuring equal access to opportunity for people with disability may require adjustments or accommodations to deal with unreasonable and/or unnecessary barriers which arise because of the impact of a person's disability. Thus, applying one policy to everyone in the belief that this is fair to everyone is not the case.

Our DAIP is aimed at identifying strategies to ensure that people with disability can access services, buildings, facilities, information and complaint mechanisms and can participate in events, consultations and employment offered by government authorities.

Everyone has a role to play in increasing awareness of the positive contribution that people with disability bring to society and local communities as participants, organisers, and leaders. To do this, facilitating access to mainstream services is critical, as well as removing obstacles that prevent people with disability from fully participating in their local environment.



# Access and Inclusion in a Social Inclusion Context

## What is Disability?

Ensuring Australia is an inclusive society for people with disability means acknowledging the social model of disability. This model recognises that societal attitudes, practices, and structures, rather than an individual's impairment, can restrict and prevent people with disability from economic participation, social inclusion, and equality.

The concept of disability can have a range of different meanings depending on the context and or circumstances. The context here is one of social inclusion. In this context, the definition of disability would be extremely broad. Principles of community inclusion focus less on the disability and more on the individual and their abilities, capacities and interests. Australian Bureau of Statistics (ABS) figures indicate that 18% of the Australian population self-identify as having a disability. 5% of Australians have a communication disability and approximately 14% will experience communication difficulties in their lifetime.

## Physical Capacity

Including but not limited to wheelchair users, amputees, reduced or restricted physical mobilities, dexterity and control.

Some of the key issues impacting on inclusion for people with physical disabilities are around public attitudes/understanding, communication and assistance techniques and mobility including moving from a to b in the environment and ability to control movement in own personal space.

## Visual Acuity

Includes but is not limited to total Blindness, legal Blindness (less than 10% vision) and low or restricted vision conditions.

Some of the key issues impacting on inclusion for people with vision impairments are around public attitude/understanding, communication and assistance techniques, independent safe mobility and information provision.



## **Hearing Acuity**

Includes but is not limited to Deafness and reduced hearing conditions.

Some of the key issues impacting on inclusion for people with hearing impairments are around public attitude/understanding, communication and assistance techniques and information provision.

## **Cognitive Capacity**

Includes any condition that impacts on a person's thought processes - Intellectual, psychiatric, mental health, dementia, psychosis, schizophrenia.

Some of the key issues impacting on inclusion for people with cognitive disability are around public attitude/understanding, communication and assistance techniques and information provision.



## The Access and Inclusion Matrix








The access and inclusion matrix provides a framework to support decision making around improved access and inclusion for people with disability, their family members and carers.

The matrix overleaf indicates functional and practical implications commonly experienced by people living with disability. As public authorities we need to think about disability in this way and understand that the things they can influence to make improvements are their **people**, the **places** they operate in, and, their **policies** or the way they do things.

Ben Sgherza B.Com

### Access and Inclusion Matrix

Human Capacities Impacted By Disability

Environmental & Situational Factors to Consider	Human Capacities Impacted By Disability			
	 Physical	 Vision	 Hearing	 Cognitive
	 <b>People</b> <ul style="list-style-type: none"> <li>- Attitudes</li> <li>- Interaction</li> <li>- Language</li> <li>- Face to face communication</li> <li>- Terminology</li> <li>- Assistance</li> </ul>			
	 <b>Places</b> <ul style="list-style-type: none"> <li>- Physical access</li> <li>- Moving from a to b and in personal space</li> <li>- Environmental factors</li> </ul>			
	 <b>Policies</b> <ul style="list-style-type: none"> <li>- Information</li> <li>- Consultation processes</li> <li>- Employment</li> <li>- Communication</li> <li>- Complaint mechanisms</li> </ul>			

Independent Disability Consultant

## Equity for All

The concept of 'equity' simply implies ensuring that people with disability get a 'fair go' at accessing and participating in all aspects of community life.

The ODPP acknowledges that people with disability have the same fundamental rights and responsibilities as all other members of the community.

The ODPP's understanding of an accessible and inclusive community is one in which all ODPP functions, facilities, services and information are open, available and accessible to people with disability, providing them with the same opportunities, rights and responsibilities as other people in the community.

# Achievements of ODPP DAIP 2019 - 2024

In 2019, we introduced our DAIP 2019–24. The DAIP outlined our strategies to enhance accessibility and inclusion ensuring that people with disability, their family members and carers can access our services, facilities, functions, and information. As required under the Act, in 2024, the ODPP reviewed its *DAIP 2019–2024* and developed this new five-year DAIP to guide further improvements to access and inclusion.

We are proud to highlight our achievements during 2019 - 2024 period of the plan, which include:

- In June 2020, the ODPP moved into its new accommodation at 55 St Georges Terrace where visitor areas now include new hearing loops and building concierge facilities to support people with disability. For example, our building now has certified counter induction loop systems installed in our customer service areas, automation of high use doors through push button or swipe card activation, braille signage outside of all bathrooms, and every floor having a Universal Access Toilet. Furthermore, each of our tenanted floors has the same floor plan to accommodate staff and visitor ease of movement.
- An increase in representation of people with disability in our workforce (from 4.35% in 2022 to 4.54% as at 2024, edging closer to our aspirational target of 5% aligning with the Public Sector Commission's target of 5%.
- Significantly increased staff awareness of disability issues through the delivery of Disability Awareness Workshops and incorporated into our Core Training Policy. Staff are supported to complete refresher training. In May of 2023, the Disability Awareness Workshop introduced deaf advocacy presenter Drisana Levitzke-Gray to increase hearing impaired awareness.
- Our DAIP is available on the ODPP intranet and is included in the People and Culture Induction. DAIP is now available on the ODPP's external website and accessible to the community.
- In 2024 the ODPP introduced its Diversity and Inclusion Strategy.
- The ODPP revised its Complaints Handling Policy & Procedure in May 2021. The Procedure makes specific reference that complainants with disabilities might require additional assistance in making a complaint, and staff are advised to be sensitive and seek assistance from management when required.
- In 2024 the established Inclusivoices Committee will include and support the initiatives from the Disability Access Inclusion Plan (DAIP), Diversity and Inclusion Strategy and Multicultural Plan to support an inclusive work environment.
- ODPP supports and promotes key dates in our annual Diversity and Inclusion Calendar with this year acknowledging Global Accessibility Awareness Day (16 May 2024) and International Day of Persons with Disabilities (3 December 2023)

with informative and educational articles that are placed on our internal sharepoint.

- 2019 employed a public sector trainee with disability. The trainee has successfully completed his studies and has secured a contract with the ODPP at level 1 working across the People and Culture team as an Administration Officer.
- Neurodiversity in the workplace training.
- In 2023, the ODPP has introduced a formal Working from Home Policy and Procedure. This provides flexibility for all eligible staff; staff with a disability are particularly encouraged to apply for formal approval to work from home. This is expected to be of particular benefit to staff with disabilities who might otherwise find it challenging to maintain employment if they were expected to attend at the office every day.



# Development of the Disability Access and Inclusion Plan 2024–2029

## Review and consultation process

The review process included:

- review of actions contained in our implementation action plan 2019 – 2024;
- review of annual reports submitted to the Department of Communities;
- continued inspection of the facilities of the ODPP’s head office at 55 St Georges Terrace, Perth, as well as its allocated facilities at the District Court and the Perth Children’s Court;
- Reviewed feedback and discussion points developed and collated by ODPP staff and Independent Disability Consultant throughout internal Disability Training Awareness sessions, specific to ODPP.

I want to thank our employees and disability advocacy groups who provided feedback on our previous DAIP Plan for 2019 -2024, which informed the development of this Plan. We understand and recognise the importance of equitable access for all sectors of the community and are aligning this Plan with broader diversity and inclusion initiatives in our:

- Diversity and Inclusion Strategy
- Multicultural Plan
- Mental Health and Wellbeing Strategy
- Reconciliation Action Plan
- Strategic Plan

Our new plan seeks to focus upon:

- Enhanced IT accessibility with the move towards Plain English principles.
- Best practice in the delivery of audio visual and cognitive support for people.
- Strong focus on holistic Agency policy, procedures, and guidelines review.
- Embedding agency cultural change through increased disability training and awareness.
- Prioritising PEEP productivity through enhancing employee mental health and wellbeing.



# Implementation of the Plan

## Communication of the DAIP

This DAIP will be communicated via:

- The ODPP internet and intranet sites, LinkedIn.
- An internal newsflash advising all ODPP staff of the existence of the DAIP and where they can access it.
- A copy sent to the Department of Communities, Disability Services, the Department of Justice, Child Witness Services and Victim Support Services.
- Inclusion in the induction program for all new ODPP staff members and staff returning from long term leave or secondment.
- Presentation at in-house Disability Awareness Workshops.

## DAIP reviewing and reporting

To assist with the progress, monitoring and evaluating of the actions in our plan, we have established a dedicated *Inclusivoices Committee* comprising of representatives from across ODPP. This group is supported by our People and Culture team who will continue to drive our actions set out in our Plan.

The ODPP will continue to comply with the *Disability Services Act 1993* by reviewing the DAIP initiatives outlined in the implementation plan by:

- reporting annually to the ODPP's Corporate Executive on progress in implementing initiatives;
- reporting annually to the Department of Communities, Disability Services on progress in implementing strategies;
- reporting on progress of the DAIP in the ODPP's Annual Report for each financial year; and
- reviewing the DAIP at least after five years.

Although the implementation of the DAIP is the responsibility of all areas of the ODPP, the People and Culture has the overall delegated responsibility for ensuring the ODPP DAIP is implemented.



# Disability Access and Inclusion Plan Strategies 2024-2029

This Plan is effective for five years from 2024 to 2029. Within the seven outcome areas, strategies are identified where there is a potential for improved access and inclusion. The broad strategies provide flexibility to respond to emerging access and inclusion needs.

## Outcome 1: People with disability have the same opportunities as other people to access the services of, and any events by, the ODPP.

### STRATEGY

Ensure services and events organised and/or promoted by the ODPP are inclusive and accessible for people with disability according to individual's needs.
Ensure agents and contractors of the ODPP are aware of and comply with the ODPP DAIP.
Continue to align the strategies of the DAIP outcomes with other ODPP corporate plans.

## Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of the ODPP.

### STRATEGY

Ensure that all ODPP premises and facilities are progressively upgraded to improve accessibility for people with disability.
Conduct quarterly inspections of all ODPP premises and facilities with a specific focus on disability accessibility and inclusion.
Appropriate emergency evacuation and safety procedures are in place for people with disability for all ODPP premises.

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

### STRATEGY

Ensure policies and procedures, that are published externally, meet the requirements of people with disability.
Continue the current practice of facilitating the use of interpreters and technology, to ensure people with disability who are involved with the ODPP as victims of crime or witnesses receive information in a format that is accessible.
Ensure external publications and correspondence with victims and witnesses are drafted with a disability lens.

**Outcome 4: People with disability receive the same level and quality of service from the staff of the ODPP as other people receive.**

**STRATEGY**

Continue to deliver training and development which support inclusive workplace practices.

Inform new and returning staff of disability access and inclusion principles.

**Outcome 5: People with disability have the same opportunities as other people to make complaints to the ODPP.**

**STRATEGY**

Ensure ODPP feedback pathways are accessible to people with disability.

**Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation by the ODPP.**

**STRATEGY**

Improve public consultation by the ODPP.

**Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with the ODPP.**

**STRATEGY**

Implement strategies from the ODPP Diversity & Inclusion Strategy 2024 – 2027.

We ensure our recruitment practices are inclusive and accessible to people with disability.

Ensuring ODPP staff with disability feel supported in the workplace.

