



Attorney General
& Justice

Disability Strategic Plan 2014–2016

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Alternative Formats

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SECRETARY'S INTRODUCTION

I am pleased to present the Department's Disability Strategic Plan (DSP) 2014–2016.

The Department of Attorney General and Justice (the Department) plays a key role in the administration and development of a just and equitable legal system of courts and tribunals, correctional services (juvenile and adult offenders), the drafting of laws and other programs that further the principles of justice and contribute to the achievement of the goals of Government.

- ▶ A broad consultation process has been conducted to develop this Disability Strategic Plan, which builds on the Department's past achievements and aims to work:
- ▶ in partnership to create a seamless equitable service for people with disability who access the justice system;
- ▶ to remove discrimination from the policies, practices and services within its services and workplaces across the Department; and
- ▶ to create access and remove discriminatory practices in collaboration with the justice cluster.

The plan references the *National Disability Strategy NSW Implementation Plan (NSW Plan)* Outcome Area 2: Rights, Protection Justice and Legislation and Outcome Area 3 relating to employment issues.

This three-year plan will focus our efforts on the delivery of high quality inclusive justice and legal services in NSW and the creation of accessible work environments that enhance our ability to attract and employ more people with disability.

A handwritten signature in black ink, appearing to read 'Andrew Cappie-Wood', with a horizontal line underneath.

Andrew Cappie-Wood
Secretary

BASIS OF THIS PLAN

This Plan reflects the Department's response to several pieces of legislation and strategic plans.

Legislation

UN Convention on the Rights of Persons with Disabilities

Disability Discrimination Act (C'th) 1992

Disability Services Act (NSW) 1993

Anti Discrimination Act (NSW) 1977

Victims Rights and Support Act 2013

Plans

2021 NSW State Plan

The Department's Strategic Framework 2012–14

National Disability Strategy NSW Implementation Plan (NSW Plan)

Importantly this Plan reflects, amongst the above obligations, the Department's role as a Cluster leader within the National Disability Strategy NSW Implementation Plan (NSW Plan). The Department will be implementing strategies from the NSW Plan sections 1, 2, 3 & 6.

- ▶ The two major performance targets identified in the NSW Plan relevant to the Department are:
- ▶ reduce the number of people who are incarcerated, including people with cognitive impairment; and
- ▶ increase the range of programs and support options for people with disability involved in the justice system.

OUR CORE PRINCIPLES

The Department's Core Principles commit us to work towards:

1. ensuring all services and programs are provided in an inclusive manner;
2. working with other justice agencies towards creating a seamless service and flexible equitable justice for people with disability;
3. promoting and applying continuous practice improvements within the justice system to eliminate discrimination of people with disability;
4. providing quality adapted services where mainstream Department services are not appropriate to meet the access requirements of people with disability;

5. ensuring staff have access to effective practical skill based training to provide inclusive and responsive services;
6. monitoring and review legislation to identify any current or proposed laws which discriminate against people with disability;
7. ensuring that people with disability are aware of and can effectively access information services and programs through the provision of accessible communication strategies and formats;
8. building all new and renovated environments to comply with the Disability Discrimination Act's (DDA) Access to Premises Standards;
9. eliciting and responding to the voice of people with disability and reflect this in our policies, programs and services; and
10. being an employer of choice for people with disability where their skills and experiences are valued.

IMPLEMENTATION

The Department has put a great deal of effort into preparing this DSP and staff are committed to its implementation. The Department aims to remain on the cutting edge of service provision to, and employment of, people with disability.

As part of the Department's drive toward inclusive planning and practice, all staff are notified of their responsibility for implementing the DSP during their mandatory induction into the Department. All managers of business centres across the Department are required to integrate their DSP responsibilities and general accountabilities into their business plans.

ACCOUNTABILITY, MONITORING, EVALUATION AND REPORTING

Accountability

While everyone within the Department is responsible for implementing aspects of the DSP, ultimate accountability lies with the Secretary.

Performance agreements of the Secretary and other Senior Executive Service officers will include reference to the progress toward implementing Government and Department policies and plans, including this plan.

The Department's Executive Committee members are identified throughout the Plan in relation to their responsibilities and they will report six monthly through the Assistant Director General Crime Prevention and Community Programs to the Secretary at the Executive Committee meetings.

The Disability Advisory Council

The Disability Advisory Council (DAC) has been a key player in the development and ongoing implementation and evaluation of the Department's DSPs. The DAC meets quarterly with the Secretary and will continue to provide advice and guide the evaluation process.

An update of progress of the DSP's implementation will be provided to the DAC and the Secretary on an annual basis. The DAC will provide recommendations on further refinements of the DSP and its implementation.

Reporting

The Department reports annually in its Annual Report on the Disability Strategic Plan by identifying the performance indicators and its achievements against them.

The Department's progress is monitored and ultimately reported through the Assistant Director General, Crime Prevention and Community Programs to the Department's Executive Committee and the Secretary.

The Department's progress will also be provided to the Department of Family and Community Services NSW as mandated by the *Disability Services Act (NSW) 1993*. A copy is also provided to the Australian Human Rights Commission under the *Disability Discrimination Act C'th (1992)*, section 61.

STRATEGIES

1. Justice leadership

Outcome

The Department is viewed as a leader in the support of people with disability across the justice system through effective partnerships with other government and non-government agencies.

Objective

Provide leadership across the justice cluster and other government and non-government services to promote the provision of equitable services and programs to people with disability.

Performance indicators

- ▶ The percentage of Department policies aligned with government response to Law Reform Commission (LRC) Report – Diversion #135.
- ▶ The percentage of staff trained in delivering accessible services to people with disability across the cluster.
- ▶ Quarterly Justice Disability Advisory Council meetings are held.

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
	1.1 Lead justice agencies toward the creation of a seamless service and facilitate equitable justice for people with disability.	1.1.1 Facilitate and promote justice cluster agencies' use of the quarterly Justice Disability Advisory Council meetings to identify opportunities for access improvements through consultation with people with disability.	Secretary	Quarterly

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
		1.1.2 Chair the Department's Senior Officers Committee (SOC) on Cognitive Impairment and Complex Needs in Contact with the Criminal Justice System.	ADG, Crime Prevention and Community Programs	Quarterly Reviewed December 2015
		1.1.3. Facilitate bi-annual meetings of justice cluster agencies to discuss emerging issues and consider strategic responses to the issues facing people with disability	ADG, Crime Prevention and Community Programs	Bi Annually
	1.2 Stay at the forefront of the National Disability Insurance Scheme as related to the implications for people with disability in contact with the justice system.	1.2.1 Actively participate on the Department of Premier and Cabinet's Directors Working Group and respond to NDIS developments on a State and National level, including the launch of the NDIS in the Hunter / Newcastle area.	ADG, Crime Prevention and Community Programs	July 2018
	1.3 The justice cluster enhances the ability of staff to serve people with disability.	1.3.1 Provide advice and assist agencies in the cluster to improve service to people with disability.	ADG, Crime Prevention and Community Programs	July 2014

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
2a iv	1.4 Work effectively in partnership with other government agencies and non-government organisations and advocacy agencies to support offenders with disability when leaving Juvenile Justice or Corrective Services custody.	1.4.1 Develop cross agency disability specific strategies through the DAGJ Senior Officers Committee for people with disability who are leaving custody to effectively address their risk of re-offending through government and non-government service provision.	ADG, Crime Prevention and Community Programs	June 2015
	1.5 Lead the development and implementation of a strategy to support people with disability who have been victims of crime.	1.5.1 Develop a Disability Access Plan to support people with disability who have been victims of crime, in line with obligations under the Code of Practice for the Charter of Victims Rights.	ADG, Crime Prevention and Community Programs	June 2015

2. Service provision

Outcome

Services and programs are accessible to people with disability through inclusive policies and practices, in line with the NSW Disability Services Act 1993 and the Commonwealth Disability Discrimination Act 1992.

Objective

Provide access to effective mainstream services through the provision of reasonable adjustments and responsive disability services

Performance indicators

- ▶ Increased level of client satisfaction of people with disability in the reasonable adjustments provided as indicated by comparing both qualitative and quantitative data with the baseline survey conducted in 2010.
- ▶ All staff attending the Departmental induction program are aware of how to access information on reasonable adjustments through the internal website ACCESSLink.
- ▶ All client service courses offered to front line staff include practical components of Flexible Service Delivery training.
- ▶ Number of staff who have completed the Flexible Service Delivery/Disability Awareness training.
- ▶ 20% increase of staff confidence and competence in providing services for and serving people with disability over three years.
- ▶ The percentage of programs for offenders with disability that incorporate Aboriginal and CALD responsivity considerations.

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
2.f	2.1 Implement policies and practices to eliminate discrimination against people with disability.	2.1.1 All business centres will review and apply the Department's Core Principles to their programs and services.	All Business Managers	Annually
		2.1.2 Prepare local business plans to reflect DSP related strategies for access enhancements.	All Business Managers	Annually

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
2.d	2.2 Provide reasonable adjustments to people with disability as required within the mainstream service provision environment to create access.	2.1.3 Develop and distribute resources to improve access to complaints processes for people with disability.	Secretary	March 2014
		2.2.1 Promote and demonstrate ACCESSlink the Department's Intranet Good Practice Guide on reasonable adjustments for people with disability in all Departmental induction courses for new staff.	ADG, Crime Prevention and Community Programs	March 2014
		2.2.2 Juvenile Justice's Working with Young People with Intellectual Disabilities Resource Guide will be reviewed and updated to ensure its currency and applicability for front line staff.	CE, Juvenile Justice	June 2014
		2.2.3 Conduct a bi-annual satisfaction survey of clients with disability who have participated in transactional services across the Department and in courts	ADG, Crime Prevention and Community Programs	June 2014 and December 2016
		2.2.4 Juvenile Justice's Disability Working Group established to improve the method of collecting data on clients with a disability.	CE, Juvenile Justice	2014 and ongoing

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
2.j	2.3 Address the risk factors relating to offending by people with disability within mainstream service provision.	2.2.5 Victims Services will implement a new case management system that includes methods of collecting data on clients with a disability.	ADG, Crime Prevention and Community Programs	April 2014
		2.3.1 Young offenders with a possible disability are assessed in custody and in the community with appropriate screening tools. Juvenile Justice will: <ul style="list-style-type: none"> • review the current Disability screen YLS/CMI-AA • conduct a research project to validate the CAIDS-Q 	CE, Juvenile Justice	2013 – development 2014–2015 – implementation
		2.3.2 Provide the Extended Reintegration Services to parolees who have cognitive impairment, current Alcohol and Other Drug (AOD) issues and mental health disorder and who are at higher risk of reoffending and homelessness	Commissioner, Corrective Services	Ongoing
		2.3.3 Conduct assessments and develop case plans to assist offenders with disability to gain access to appropriate accommodation and services.	Commissioner, Corrective Services CE, Juvenile Justice	Ongoing

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
	2.4 Develop services specific to the needs of offenders and victims who are Aboriginal with disability.	2.4.1 Work with providers of Aboriginal services to develop effective programs for offenders and victims who are Aboriginal with disability.	ADG, Crime Prevention and Community Programs Corrective Services Commissioner CE, Juvenile Justice	Ongoing
2.f	2.5 Establish and maintain a research program to support best practice in of the delivery of services to people with disability.	2.5.1 Research and promote international best practice standards in service provision, evaluation and employment practices for people with disability through Research to Practice Meetings.	ADG, Crime Prevention and Community Programs Corrective Services Commissioner CE, Juvenile Justice	Ongoing
2.h	2.6 Expand disability awareness and Flexible Service Delivery training for all staff working across the Department	2.6.1 Develop and provide Disability Awareness and Flexible Service Delivery training programs to all areas of the Department addressing the specific workplace and skill bases required by participating staff. 2.6.2 Conduct a bi-annual Department-wide staff survey to establish their knowledge and ability to provide reasonable adjustments to people with disability in accordance with the Flexible Service Delivery/ Disability Awareness program.	ADG, Crime Prevention and Community Programs ADG, Crime Prevention and Community Programs	Ongoing March 2014– December 2016

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
2.j	2.7 Deliver disability specific services and programs as required using best practice management and service delivery.	2.7.1 Maintain and fund the purpose-built Additional Support Units in correctional centres and State-wide Disability Services that provide safe, secure and humane management specifically for offenders with cognitive impairments and complex needs.	Commissioner, Corrective Services	Ongoing
		2.7.2 Provide services and programs that address responsivity needs of offenders with disability in custody and when transitioning into the community and under orders in the community.	CE, Juvenile Justice Commissioner, Corrective Services ADG, Crime Prevention and Community Programs	Ongoing
		2.7.3 Evaluate outcomes of the Approved Counselling Scheme's Victims in Prisons Trial with specific reference to outcomes for offenders with a disability that accessed the trial.	ADG, Crime Prevention and Community Programs	April 2014
		2.7.4 Develop approaches to managing low criminogenic risk high disability need offenders including offenders from Aboriginal and multicultural communities.	Commissioner, Corrective Services CE, Juvenile Justice	Ongoing

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
2.g 2.c	2.8 NSW Trustee & Guardian promotes and supports the rights of people with cognitive impairment to maximise control over their financial decision- making	2.8.1 Promote the need to plan ahead across the community in life matters, considering a continuum of capacity, and enduring powers of attorney as alternatives to financial management orders and other restrictive approaches to substitute decision-making.	CEO, Trustee and Guardian Public Guardian	Ongoing
		2.8.2 Use information gathered through Ageing, Disability and Home Care's Supported Decision Making Pilot, to promote and inform less restrictive practice in financial management for people with cognitive disability.	CEO, Trustee and Guardian Public Guardian	Ongoing
		2.8.3 Explore alternatives for assisted financial management to promote decisions that reflect the needs and aspirations of people with decision-making disabilities.	CEO, Trustee and Guardian	Ongoing
		2.8.4 Implement a Client Consultation framework that considers and reflects the whole person and their wishes in making substitute financial management decisions.	CEO, Trustee and Guardian	Ongoing

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
2.g	2.9 Public Guardian enhances advocacy services to promote best outcomes to people under guardianship and ensures substitute decision-making is a last resort.	2.9.1 Provide advocacy training to ensure staff are able to identify and respond to the need for advocacy in the delivery of effective guardianship services.	Public Guardian	Ongoing
		2.9.2 Use information gathered through Ageing, Disability and Home Care's Supported Decision Making Pilot, to promote alternatives to guardianship and options for people with disability.	Public Guardian	2015
		2.9.3 Provide community education about planning ahead in life matters, capacity, and enduring guardianship to promote alternatives to guardianship and plan for the least restrictive approaches to substitute decision-making	Public Guardian ADG, Crime Prevention and Community Programs	July 2014

3. Access to justice

Outcome

People with disability are able to access the justice system and their human rights through the reduction of discrimination.

Objective

Improved outcomes for people with disability who come into contact with the criminal justice system.

Performance indicators

- ▶ Reduction in the number of people who are incarcerated, including people with cognitive impairment.
- ▶ Increase the number of programs and support options for people with disability involved in the justice system.
- ▶ Advice provided to the Attorney General will be prepared in a way that promotes non-discriminatory policy, language and practice.
- ▶ Court staff provide and promote an accessible court environment for people with disability.
- ▶ Annual increase in the use of reasonable adjustments in courts as evidenced by JusticeLink.
- ▶ The human rights of people with decision-making disability are protected and promoted through enhanced understanding of the issues of capacity by both various professions and within the community.

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
2.a.i	3.1 Implement new State-wide measures designed to support people with disability who are engaged with the criminal justice system or at risk of entering the system.	3.1.1 Assessment, screening and support programs are responsive to adults and young people with disability at all stages of justice system as delivered by the Department.	ADG, Crime Prevention and Community Programs	Ongoing December 2014
2.a.ii		3.1.2 Expand the collection and sharing of reasonable adjustment and other disability information data electronically across justice agencies to better support people with disability.	ADG, Courts and Tribunals	Ongoing

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
2.a.iv		3.1.3 Progress reforms that arise from the NSW Government Senior Officers Committee on People with Cognitive Impairment and Complex Needs in Contact with the Criminal Justice System.	ADG, Crime Prevention and Community Programs	June 2015
		3.1.4 Develop policy arising from the Government's response to the recommendations of the NSW Law Reform Commission's Reports: People with cognitive and mental health impairments in the criminal justice system: Diversion #135 and People with cognitive and mental health impairments in the criminal justice system: Criminal Responsibility and Consequences #138.	ADG, Justice Policy and Legal Services	June 2015
2.b		3.1.5 Implement, promote and monitor the Work and Development Order Service which allows eligible people, including people with intellectual disability or cognitive impairment, to work off unpaid fines through training, voluntary work or treatment.	ADG, Crime Prevention and Community Programs	Ongoing

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
3.i		3.1.6 Provide victims with a disability information on appropriate disability and mainstream support services.	ADG, Crime Prevention and Community Programs	Ongoing
2.m	3.2 Implement education measures to raise awareness of the vulnerable witness legislation and options for alternative provisions for people with cognitive impairments.	3.2.1 Victims Services to lead the review of the Remote Witness Facilities project and make provisions for appropriate consultation with relevant victims groups to implement the recommendations. Prepare a community engagement plan as part of the project to promote the outcomes of the project and provide a basis for conducting education sessions. Educational resources will be specifically designed for victims with cognitive impairments who are involved in the criminal justice system as witnesses.	ADG, Crime Prevention and Community Programs	December 2015
2.a.i.	3.3 Develop and promote diversion programs for all adults and young people with disability as appropriate.	3.3.2 Juvenile Justice to update Memorandum of Understanding with Department of Education and Communities to include clearer guidelines on the provision of any evidence/information of intellectual disability for shared clients.	CE, Juvenile Justice	December 2014

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
2.f	3.4 Incorporate and reflect the National Disability Strategy and the core values of Articles 5, 12 to 16 of the UN Convention on the Rights of Persons with Disabilities and other articles where relevant in all relevant reviews, updates or drafting of NSW legislation and regulations	3.4.1 Justice Policy to ensure the United Nations Convention on the Rights of Persons with Disabilities and the National Disability Strategy are considered when reviewing, updating or drafting NSW legislation and regulations	ADG, Justice Policy and Legal Services	Ongoing

4. Communications

Outcome

People with disability are aware of and can effectively access information services and programs, including court proceedings through the provision of accessible communication strategies and formats.

Objective

Create access to Departmental information across all channels.

Performance indicators

- ▶ The Department's websites comply with the W3C Web Content Accessibility Guidelines 2.0 (WCAG 2.0) to Level AA standard by 31 December 2014.
- ▶ Public information is provided in plain English (avoiding jargon) and uses a non-serif font at least 12pt.
- ▶ Department information for Aboriginal and multicultural people with a disability is provided in culturally and linguistically appropriate formats.
- ▶ An increase in Departmental staff ability to provide information in alternative formats and know where to find assistance when required is evidenced in the staff Flexible Service Delivery survey.
- ▶ Requests for assistive technology for both staff and clients are delivered satisfactorily 100% of the time.
- ▶ Staff consult the Department's Communications Accessibility Guide when undertaking communications projects through all communication channels: print, online, face-to-face and telephone.

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
1.a.i.	4.1 Provide Information in a range of formats that are accessible to people with a disability.	4.1.1. Produce information and corporate documentation in formats which are accessible to staff and clients with disability.	Practice Manager, Communications	Ongoing
	4.2 Provide public education and information about our services to people with disability and the legal sector in accessible formats.	4.2.1 New and existing Departmental websites to comply with WCAG 2.0 Level AA standards by 31 December 2014.	Practice Manager, Communications	December 2014

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
		4.2.2 Guidelines for web content contributors and developers will include compliance requirements for WCAG 2.0 Level AA standards.	Practice Manager, Communications	June 2014
		4.2.3 Develop and implement the Department's Communications Accessibility Guide to ensure that accessibility requirements are considered when using all communications channels: print, electronic, face-to-face and telephone. (Communications Unit 2013 Business Plan)	Practice Manager, Communications	Ongoing
		4.2.4 Identify and implement culturally appropriate reasonable adjustments required to create accessible Departmental publications for Aboriginal and culturally diverse clients with a disability.	Practice Manager, Communications	Ongoing
		4.2.5 Actively promote disability issues within and outside the Department through participation in local, national and international events.	Manager Diversity Services	Ongoing

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
	<p>4.3 Provide access for people with disability to applications and interfaces throughout the Department through all Information Technology protocols</p> <p>4.4 Expand the use of suitable and available technology to enable effective communication with and for people with disability.</p>	<p>4.3.1 The Department's protocols are implemented and reviewed annually to ensure all business applications and user interfaces are selected and developed to ensure access for people with disability, as end users, potential developers and IT support staff.</p> <p>4.3.2 A priority is placed on the selection of software applications and interfaces that meet access requirements including W3C for of people with disability, both staff and clients.</p> <p>4.4.1 Promote the use of adaptive technologies as required as reasonable adjustments for clients and staff with disability.</p> <p>4.4.2 Develop information and offer staff training as required to ensure use and maintenance of adaptive equipment for service provision access (such as infra-red systems) and in the workplace, as it is introduced into the Department.</p>	<p>Executive Director, Information Technology Services</p> <p>Executive Director, Information Technology Services</p> <p>Executive Director, Human Resources Manager, Diversity Services</p> <p>Executive Director, Information Technology Services</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Annually</p> <p>Annually</p>

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
	4.5 Ensure all events are delivered in an accessible and inclusive manner.	<p>4.4.3 The protected witness audio-visual equipment program will include infrared systems for people with hearing impairments.</p> <p>4.5.1 Promote the importance and technicalities of hosting accessible and inclusive public and internal events across the Department through the Communications Unit and online resources.</p>	<p>Executive Director, Information Technology Services</p> <p>Practice Manager, Communications</p>	<p>As per roll out</p> <p>Biannually</p>

5. Buildings and facilities

Outcome

People with disability have equitable access to our buildings and facilities.

Objective

Provide accessible buildings and facilities for services and workplaces.

Performance indicators

- ▶ New facilities comply with the Building Code of Australia (BCA) and the Disability Discrimination Act as far as possible.
- ▶ Priorities for access improvements of existing buildings are identified and integrated into the Asset Management Branch's Access Improvement Program
- ▶ A capital budget of at least \$250,000 per annum is expended on the Access Improvement Program.
- ▶ Disability infrastructure planning is reflected in Total Asset Management (TAM) plans
- ▶ Provide a list of accessible services and facilities for each courthouse by March 2014.
- ▶ Accessible jury facilities will be provided at all trial courts where juries regularly sit by Dec 2016.
- ▶ Business Continuity Plans will be reviewed annually to ensure they address issues for people with disability

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
1.b.ii	5.1 The Department will ensure all Capital Works Projects integrate best practice in access provision.	5.1.1 Innovative solutions will be considered where heritage issues are potentially in conflict with access requirements, with an eye to addressing the access issues within the spirit of the Disability Discrimination Act (C'th) 1992 (DDA) while maintaining the heritage listed elements of the building.	Executive Director, Asset Management Services	Ongoing

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
		5.1.2 Asset Management will roll out access improvements to jury facilities where jurors regularly sit, as funding permits.	Executive Director, Asset Management Services	Ongoing
		5.1.3 All existing facilities' access audits will be updated and priorities for access improvements will be identified and integrated into the Access Improvement Program.	Executive Director, Asset Management Services	June 2014
		5.1.4 The Department's Access Audits of leased premises will be included within the Asset Management access provision workplans.	Executive Director, Asset Management Services	Ongoing
		5.1.5 Develop and implement internal building standards that address access barriers specific to our use of the premises (i.e. for items not addressed in the Building Code of Australia such as front of house and courtrooms).	Executive Director, Asset Management Services	Ongoing
		5.1.6 Summaries of the Courthouse Access Audits will be made available to clients and staff through LawLink and InfoLink. These summaries will be regularly updated as access issues are addressed.	Executive Director, Asset Management Services	October 2014

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
		5.1.7 Disability infrastructure planning will be identifiable within the Department's Total Asset Management (TAM) plan	Executive Director, Asset Management Services	Annually
		5.1.8 Implement a program in conjunction with Local Government Areas to confirm or request public transport access points and travel paths adjacent to the Department's premises comply with the new Accessible Transport Standards and AS 1428.2.	Executive Director, Asset Management Services	Ongoing
		5.1.9 While waiting for physical modifications to buildings and facilities, managers will develop and implement alternative service provision procedures within Flexible Service Delivery principles and notify all staff.	All Business Managers	Ongoing
		5.1.10 Remain informed in relation to the developing Disability Discrimination Act 1992 (C'th) 'Access to Premises' Standards and respond accordingly in our building specifications.	Executive Director, Asset Management Services	Ongoing

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
	5.2 The Department will review its emergency access/egress facilities and procedures to ensure the safe and successful evacuation of people with disability from all buildings or facilities.	5.2.1 Reinforce the importance of evacuation plans based on the Court House Access Audits and Occupation Health and Safety reviews to rectify any physical impediments or equipment deficiencies impeding safe and successful emergency evacuation of all people with disability	Executive Director, Asset Management Services	Ongoing
	5.3 The Department will review its business continuity plans to ensure adequate provisions are made for people with disability	5.3.1 Reinforce the importance of business continuity plans providing adequate accommodation and services for the ongoing needs of persons with a disability recognising that these are temporary arrangements and that alternative working arrangements including work from home may be required in the short term.	Secretary All Business Managers	Ongoing

6. Consultation and best practice management

Outcome

The voice of people with disability is heard and reflected in policies, programs, services and management practices resulting in the Department acknowledged as a leader in the way we implement our Disability Strategic Plan.

Objective

Provide mainstream and specialist avenues for people with disability to influence the Department's implementation of the Disability Strategic Plan.

Performance indicators

- ▶ The Disability Advisory Council (DAC) is satisfied with the Department's progress in implementing the DSP.
- ▶ Every business centre has mechanisms in place to consult with people with disability and refer to ACCESSlink for advice on how to host and facilitate consultations for people with disability.
- ▶ Key aspects of the DSP are included in each business centres' business plan and performance agreements and reported on annually.

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
	6.1 The Department will seek and incorporate the input of the disability community within its planning and programs.	6.1.1 In consultation with the DAC, The Department will annually evaluate initiatives and service improvements. The DAC will be asked to: <ul style="list-style-type: none"> • review the strategies and actions of this DSP and related implementation programs; • provide feedback on submissions and information provided as part of the consultation on this DSP; • raise issues concerning various activities, programs and policies across the Department; 	Secretary Manager, Diversity Services	Quarterly

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
		<ul style="list-style-type: none"> • review and propose modifications to the formal and informal consultation procedures for people with a disability from across the Department; • endorse the effectiveness of the Department's consultation procedures; and • annually review the implementation of the DSP. 		
		<p>6.1.2 Business centres will consult people with disability when reviewing major program, policy or legislative change to ensure access provisions are built into their development from the start.</p>	All Business Managers	As required
		<p>6.1.3 Diversity Services will ensure the advice on ACCESSlink on how to host a community consultation is current and run on an annual basis a course on how to include people with disability in consultation.</p>	Manager, Diversity Services	Annually

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
	6.2. Require all planning and policy development processes within the Department, including budgetary and resource allocation processes, to explicitly incorporate strategies and actions to address disability issues.	6.2.1 Guidelines for the preparation of business centre business plans will include reference to the DSP and encourage innovative disability related activities.	Secretary	Annually
	6.3 Establish effective evaluation and reporting mechanisms to assess the access and equity provisions of the Department's services and programs.	6.3.1 The Office of the Secretary will ensure the DSP is integral to the annual reporting framework.	Secretary	Annually
		6.3.2 Business centres within the Department to report on their implementation of the DSP as part of the annual reporting framework.	Assistant Directors General	Annually
	6.4 Managers will be accountable for creating and fostering a culture of improving the Department's services and facilities for people with disability.	6.4.1 Managers will include DSP strategies in their business plans and be accountable for their implementation through their performance agreements.	All Business Managers	Annually

7. Employment of people with disability

Outcome

Employment participation of people with a disability is increased (NSW Plan 3.1).

Objective

Support the recruitment of staff with disability in NSW, with an initial focus on increasing employment opportunities within the NSW public sector (NSW Plan 3.2).

Performance indicators

- ▶ Government employment targets for people with a disability are met.
- ▶ Existing disability employment strategies, development programs and training programs are implemented.
- ▶ Corporate and business plans include the principles that relate to people with a disability in the workforce.
- ▶ Department of Attorney General and Justice disability employment initiatives are developed and implemented.
- ▶ Reasonable adjustment policies and/or procedures are promoted to all staff.

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
3.2	7.1 Proactively encourage and promote employment of people with a disability to meet and/or exceed Government targets	7.1.1 Continue to implement current disability employment, retention and development programs and strategies, including training courses and targeted recruitment actions.	Executive Director, Human Resources	Ongoing
		7.1.2 Implement principles of NSW PS policy and programs that relate to people with a disability in the policies, strategies and work practices relating to human resources issues	Executive Director, Human Resources	Ongoing

NSW Plan	Strategies	Key actions	Responsibility	Timeframe
		7.1.3 Develop Department-wide disability employment initiatives that aim to attract, develop and retain people with a disability.	Executive Director, Human Resources	Ongoing
		7.1.4 Promote and implement reasonable adjustments for people with a disability.	Executive Director, Human Resources All Business Managers	Ongoing