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[**https://dja.org.au/**](https://dja.org.au/)

**Disability Access and Inclusion Plan**

**2020-2026**

***“We promote, empower, enhance, and protect the human rights of people with disability”***

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# **1. About Disability Justice Australia Inc (DJA)**

1.1 We are a Disabled People’s Organisation (DPO) with all 7 Board members having disability. They are elected from amongst our members with disability. At the time of writing, we employ 10 staff and have over 25 volunteers all of whom live with disability and/or have lived experience of caring for a person with disability. They are all committed to the Social Model of Disability and are highly motivated to achieving outcomes for clients and their families. We have peer tested policies and procedures in place to facilitate a strong and inclusive work ethic.

1.2 DJA has 250+ individual, organisational, and associate members across 4 states of Australia with 160 having disability. We deliver advocacy services to people with all types of disability funded by the Commonwealth Department of Social Services in Metropolitan Melbourne to approximately 3.6 million people at the last census. However, we intend to expand our services across Australia in the coming years in accordance with our Strategic Plan.

1.3 We specialise in legal advocacy; but particularly for those people with communication, learning and/or sensory disabilities who are vulnerable to abuse, neglect, violence, and exploitation. We are the only advocacy agency based in Victoria that offers the range and combination of legal advocacy services for people with disability shown on our website at <https://dja.org.au/legal-advocacy>

1.4 We focus on justice and inclusion and the protection of human rights of people with disability consistent with UN Convention on the Rights of Persons with Disabilities. All our services are accessible and inclusive.

1.5 DJA is a Not-for-Profit charitable agency accountable to the Australian Charities and Not-for-profits Commission (ACNC). We are registered with the Australian Securities and Investments Commission (ASIC). We are a public benevolent institution for ATO purposes and area registered deductible gift recipient. DJA is also exempt from Income Tax; we receive Fringe Benefit and GST concessions. Donations over $2.00 to DJA are tax deductible.

1.6 We have been in continuous operation since 1990; having started with Incorporation in Victoria; but now as a Registrable Australian Body under the Corporations Act 2001, Sub-section 601CU(I) since the 17 October 2018.

1.7 We have an unblemished compliance record of independent Quality Assurance registration against the National Standards for Disability Services (NSDS). See

<https://www.dss.gov.au/our-responsibilities/disability-and-carers/standards-and-quality-assurance/national-standards-for-disability-services>

1.8 Our mission is to enrich the lives of people with disabilities, through person-centred solutions. We do this to:

* empower and protect their human rights
* support their full and effective participation and inclusion in society enhance their intrinsic dignity
* recognise their right to equal opportunity
* show our understanding for their individual differences; and
* respect their right to make their own choices.

1.9 Our purpose is to provide a range of services that are responsive to the needs of people with disabilities.

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# **2. Our Vision for access and inclusion of people with disability**

We promote, empower, and facilitate the full inclusion of all people with disability who are shown in our Organisational Chart on page 7 below by protecting them from discrimination.

2.1 We do this by:

* Embracing the social model of disability
* Respecting their intrinsic dignity.
* Recognising their right to equality of opportunity.
* Showing respect for individual differences regardless of disability diversity
* Respecting their right to independence and to make their own choices.
* Having preventative measures in place to ensure they are free from discrimination, exploitation, abuse, harm, neglect and violence.
* Making our services and our built environment accessible.
* Providing services that are based on the minimal restrictive options and are contemporary, evidence-based, transparent and capable of review.
* Recognising the role of families, friends and carers in safeguarding and upholding their rights; and by
* Working in collaboration and/or in partnership with other organisations and community members to support individuals to connect to family, friends and their chosen communities
* Adopting the “Accessible information for all” - Victorian Government standards for making information easy to read and understand. See <https://www.vic.gov.au/accessibility-guidelines-government-communications>
* Adopting the AHRC “Access for all: Improving accessibility for

consumers with disability” See <https://humanrights.gov.au/our-work/employers/access-all-improving-accessibility-consumers-disability>

* Providing this Disability Access and Inclusion Plan in a variety of different accessible formats on our website which is currently under development within 12 months of the date of this Plan.

# **3. Our definitions of disability**

3.1 For the purpose of this Disability Access and Inclusion Plan (DAIP) our definition of disability is the same as that defined in the Commonwealth Disability Discrimination Act 1992 under Section 4 Interpretation. See <http://classic.austlii.edu.au/au/legis/cth/consol_act/dda1992264/s4.html>

3.2 However, some of the services we offer which are funded by the Commonwealth Department of Social Services (DSS) and use the definition of disability as shown in the Commonwealth Disability Services Act 1986, Section 8 Target Group

See <https://www.legislation.gov.au/Details/C2004A03370>

# **4. How many people live with disability in Australia?**

Disability is prevalent amongst all demographic and socioeconomic groups in Australia and there are all different types of disability, and varying needs for support and assistance.

4.1Statistics

See <https://www.aihw.gov.au/reports/disability/people-with-disability-in-australia-in-brief/contents/about-people-with-disability-in-australia-in-brief>

# **5. Our Disability Access and Inclusion Plan (DAIP)**

5.1 We have developed this Disability Access and Inclusion Plan (DAIP) over the last 10 years by regularly consulting with our people with disability, their families and key external stakeholders to develop and review new and existing policies, procedures and a human rights based approach in all our interactions. We want to exhibit best practice in the protection and enhancement of the rights of people with disability in everything we do.

5.2 In 2019, the Board approved the Terms of Reference which gave guidance to the sub-committee who prepared this DAIP. We are committed to making all our services accessible and inclusive for all people with disability in regardless of their diversity.

5.3 In addition, we want to ensure compliance with the Section 3 The Objects of Disability Discrimination Act 1992 (DDA), so we eliminate discrimination when we provide goods, services or make our facilities available.

5.4 We also acknowledge that it is a basic human right for people with disability under the UN Convention on the Rights of Persons with Disabilities (UNCRPD) to have equivalent access. So, having a DAIP helps us identify and eliminate any aspects of our operation which may be, or are discriminatory.

5.5 Likewise as a Disabled Persons Organization (DPO) we want to set a standard for promoting recognition and acceptance within the community of the following principle: *That people with disability have the same fundamental rights as the rest of the community*.

5.6 All of the above strengthen our purpose because they manifest themselves into an Action Plan with timelines for reviewing current policies, procedures and practices and identifying and implementing new ones which go further in our desire to eliminate discrimination as much as possible.

# **6. What will our DAIP do?**

**It will**

6.1 Apply to all people with disability, their families, support persons and external stakeholders shown in our Organisation Chart on page by building on our existing anti-discrimination and inclusive policies and procedures

6.2 Use existing and any new legislation at all levels of government in Australia as well as international treaties to inform these policies and procedures

6.3 Help us communicate these policies and procedures to all people with disability who have or will have a relationship with our organisation

6.4 Indicate how we evaluate and review these policies and procedures at all levels within our organisation

6.5 Reveal a Timeline for when our policies and procedures will be reviewed, and new ones developed to ensure we deliver inclusive goods and services to all people with disability who have or will have a relationship with our organisation

6.6 Demonstrate how we will review this DAIP and produce a new one commencing in 2027

6.7 Show how everyone within our organisation has input into 6.1 - 6.6 above.

# **7.** **Disability Justice Australia Inc Organisational Chart**

**Members**

**Individual Associate Organisation**

**Board**

**Board Executive**

**Chairperson Vice Chairperson**

**Secretary Treasurer**

**Board Members**

**Board Sub-Committee Volunteers**

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**Chief Executive Officer (CEO)**

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**Employees**

**Senior Disability Advocate (SDA)**

**Advocates & NDIS Appeal Support Persons**

**NDIA ILC Project Coordinator**

**NDIA ICB Project Coordinator**

**Disability Royal Commission Intake Officer**

**Administration Officer**

**Finance Officer**

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**Volunteers**

**VicPol Project Officer**

**VicPol Community Encounters Participants**

**Social Media Coordinator Research Officer**

**Website Administrator ILC Projects**

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**Clients, people with disability and key stakeholders services**

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# **8. Disability Access and Inclusion Plan Timeline**

# **8.1 Review of policies and procedures**

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| --- | --- | --- | --- |
| **1. Board Actions on DAIP** | **Responsibility** | **Approved by** | **Completion date** |
| 1.1 Prepare a list of all existing DAIP Board policies and procedures | Board Chair & CEO | Board | Board Meeting  March 2021 |
| 1.2 Identify gaps and make recommendations to the Board | Board Executive | Board | Board Meeting  May 2021 |
| 1.3 Prepare a timeline for development of new DAIP and review of existing policies and procedures for inclusion in the Board priority actions of the Strategic Plan | Board Sub-Committee | Board | Board Meeting  July 2021 |
| 1.4 Prepare drafts for 1-3 above consideration and approval | Board Sub-Committees, Chair & CEO | Board | Board Meeting  August 2021 |
| 1.5 Identify budget implications | Treasurer and Finance Officer | Board | Board Meeting  November 2021 |
| **Employee Actions on DAIP** | **Responsibility** | **Approved by** | **Completion date** |
| 2.1 Prepare a list of all existing DAIP Employee policies and procedures | CEO | Employees | Employee Team Meeting  February 2022 |
| 2.2 Identify gaps and make recommendations to the CEO | Employee  Sub-Committee | CEO | Employee Team Meeting  April 2022 |
| 2.3 Prepare a timeline for development of new DAIP and reviewed existing policies and procedures for inclusion in the Employee priority actions of the Strategic Plan | CEO | Employees | Employee Team Meeting  May 2022 |
| 2.4 Prepare drafts for 1-2 above consideration and approval | CEO, SDA & Employees | Employees | Employee Team Meetings up to  June 2023 |
| 2.5 Identify budget implications | Treasurer and Finance Officer | Board | Board Meeting  July 2023 |
| **3. Volunteer Actions on DAIP** | **Responsibility** | **Approved by** | **Completion date** |
| 3.1 Prepare a list of all existing Volunteer DAIP policies and procedures | SDA | Volunteers | August 2023 |
| 3.2 Identify gaps and make recommendations to the SDA | Volunteer  Sub-Committee | SDA | November 2023 |
| 3.3 Prepare a timeline for development of new DAIP and reviewed existing policies and procedures for inclusion in the Volunteer priority actions of the Strategic Plan | SDA | Volunteers | December 2023 |
| 3.4 Prepare drafts for 1-2 above consideration and approval | SDA & Volunteer Sub-Committee | Volunteers | January 2023-May 2023 |
| 3.5 Identify budget implications | Treasurer and Finance Officer | Board | Board Meeting  June 2023 |
| **4. Client and Member Actions on DAIP** | **Responsibility** | **Approved by** | **Completion date** |
| 4.1 Prepare a list of all existing Client and Member DAIP policies and procedures | Board Chair, CEO & SDA | Board | Board Meeting  August 2024 |
| 4.2 Identify gaps and make recommendations to the CEO | Joint Client & Member Sub-committee | CEO | Board Meeting  November 2024 |
| 4.3 Prepare a timeline for development of new DAIP and reviewed existing policies and procedures for presentation at the Annual Client and Stakeholder Forum | CEO & SDA | CEO & Employees | Employee Team Meeting  December 2024 |
| 4.4. Prepare drafts for above for consideration and approval | CEO & Joint Employee, Client & Member Sub-committee | CEO & Employees for Clients  Board for members | January 2025-September 2025 |
| 4.5. Submit to members, clients and key stakeholders at the Annual Client and Stakeholder Forum for feedback, suggestions and amendments | Board, CEO, Employees & Volunteers | CEO | AGM & Annual Client and Stakeholder Forum for feedback  October 2025 |
| 4.6 Submit feedback, suggestions and amendments for amendment and approval | Board, Employees & Volunteers | CEO | November 2025 |
| 4.7 Identify budget implications | Treasurer and Finance Officer | Board | December 2025 |

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# **8.2** **Timeline for review of the Disability Access and Inclusion Plan**

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| **Actions** | **Responsibility** | **Completion date** |
| 1. Monitor changes in, or new legislation, conventions, regulations, and strategies | CEO & SDA | March 2021- January 2026 |
| 2. Identify those in 1 above which are relevant | CEO & SDA | Board Meeting  February 2026 |
| 3. Identify gaps in current DAIP | CEO & Employees | Employee Team Meeting  March 2026 |
| 4. Prepare a timeline for development of a revised new DAIP by December 2026 | CEO | Employee Team Meeting  April 2026 |
| 5. Prepare draft revised DAIP | CEO & Board Sub-Committee | Board Meeting  June 2026 |
| 6. Submit draft for consideration and amendment by Employees | CEO | Employee Team Meeting  July 2026 |
| 7. Submit draft for consideration and amendment by Volunteers | SDA | August 2026 |
| 8. Submit draft for consideration and amendment by Clients and Members at 2026 Annual Client and Stakeholder Forum for feedback, suggestions and amendments | Board, CEO, Employees & Volunteers | AGM & Annual Client and Stakeholder Forum for feedback October 2026 |
| 9. Submit final draft revised DAIP for consideration, amendment an approval by Board | CEO & Board Sub-Committee | Board Meeting  December 2026 |
| 10. Lodge Revised approved 2027-2033 DAIP with the Australian Human Rights Commission | CEO | Board Meeting February 2027 |