



Council Policy Manual

CP1.1 ACCESSIBLE PUBLIC INFORMATION

POLICY OBJECTIVE

This policy ensures that the City provides equity of access to public documents and information relating to the City's functions, facilities and services for all the City's customers and stakeholders, including people with disabilities.

POLICY STATEMENT

People with disabilities have the same rights as other members of the community to access public information about the City's functions, facilities and services.

In accordance with legislative responsibilities and the City's adopted strategies for people with disabilities, the City will wherever possible ensure that:

1. All public information is written in clear and concise language, in a plain font with a minimum font size of 12 point;
2. Clear and easy to understand information is used within the Council's website and other electronic services;
3. On request from people with specific communication requirements, public information will be made available in alternative formats such as large print, electronic or Braille;
4. A statement is included on all City brochures and publications that "documents are available in alternative formats on request";
5. Its public consultation processes and venues are accessible for people with disabilities; and
6. It provides appropriate staff training in the provision of accessible public information in accordance with the City's Procedures on Accessible Public Information.



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CP1.1 Accessible Public Information

Document Control Box							
Document Responsibilities:							
Custodian:	Community and Commercial Services			Custodian Units:	Community Services Marketing & Communications		
Decision Maker:	Council						
Compliance Requirements:							
Legislation:	<i>Disability Services Regulations 2004</i>						
Industry:							
Organisational:	City of Perth Disability Access and Inclusion Plan 2011 – 2015 City of Perth Access and Inclusion Implementation Plan 2011 – 2015						
Document Management:							
Risk Rating:		Review Frequency:		Next Due:		TRIM Ref:	P1002422/6, P1013122
Version #	Decision Reference:			Synopsis:			
1.	Council 23/04/02 (272/02)			Previously Policy No. ST12.			
2.	Council 17/05/11 (228/11)						
3.							