

OPERATIONAL PLAN - 2011/12

PROJECTS/ACTIVITIES

Key Result Areas

1. Corporate Governance

- Review and prepare Strategic and Operational Plans;
- Continually monitor to ensure that the Group has effective corporate governance in relation to its Constitution, Code of Conduct, Stewardship Principles & Practices, Financial Compliance, Privacy and Complaint Mechanism Policy and Operating Procedure are effectively adhered to and that they remain relevant; and
- Maintain strong governance and practices over all activities and/or actions to ensure that the Group maintains its strong credibility within the disability sector as well as the community at large.

2. Partnerships and Memberships

It is recognised that the Group nor any single entity can satisfactorily deliver on all challenges on its own and to achieve the best results this can only be accomplished through local and national partnerships/memberships as well as the sharing of knowledge and good practices. As a consequence the Group will continue to maintain but as required build upon those as and when the need arises.

3. Management Committee [Help from those with enthusiasm and vision]

The role of the Management Committee [delegated in accordance with the Constitution] is to research, evaluate, advise and consult as widely as is practicable on any issues and/or make recommendations requiring decision at general, extraordinary or annual general meetings. Further, the Committee has a responsibility to co-ordinate any required actions including but not limited to the annual report. Matters dealt with by the Management Committee are reported to all members at each general meeting and circulated through various minutes and notes. At General Meetings the Management Committee highlight opportunities for the Group to expand, develop and/or improve its services in the most efficient and effective way. As well as advocating it provides advice, but not limited to such matters as legislation, new policies, emerging issues as well as likely changes in the manner in which DSC and/or other service providers may operate.

4. Quality of Life

- Continue to promote the principles of the recently introduced Quality Management Framework [July 2010] and Independent Evaluation to ensure as far as practicable that the aspirational needs of all are better met;
- Contribute to and participate in the Individual Planning Review Advisory Group and ensure efficient and effective implementation;
- Assist in, but not limited to Workpower, DSC and other service providers in determining future programs such as ATE and/or requirements for residents in DSC, other supported accommodation and/or independent living, in particular for those who are contemplating retirement and/or do not have capacity to meet established requirements;
- Assist Workpower to promote their programs;
- Assist in finding alternative holiday accommodation/activities for those in supported accommodation and/or independent living; and
 - Recreation
 - DSC, Central Institute of Technology Perth and significant others;
 - Arts Programs
 - Lost Generation DADAA[WA]/DSC and Partners,
 - Melville Community Arts Assoc Inc. – Project 4.
 - Other Programs as determined
 - Support all who seek assistance to maximise and/or contribute quality of life

5. Advocacy and Awareness

- Undertake general advocacy in accordance with the Group's Constitutional Objects;
- Ensure that people with disabilities, mental illness, families, carers and significant others rights and needs are fulfilled to the highest practicable level.
- Ensure equality by way of inclusion to enable individual needs to be better met;
- Promote Count Me In - The Great Bike Hike as part of the Group's role and outcomes associated with systemic advocacy;
- Participate in all political policy development as consumer representative;

- Monitor and where appropriate influence positive legislative &/or policy change at Local Government, State and Federal levels;
- Assist Workpower to further enhance their services in particular in regional locations and those suffering mental illness; and
- Further inform and assist families and carers with respect to the Group and its role.

6. Accommodation

- Assist with improving inclusiveness and associated pathways to activities that assist in better achieving individual goals and aspirations.

7. Legislation and Policy

Monitor the outcomes as a consequence of any reviews undertaken, namely:

- Disability Services Act;
- National Occupational Safety and Health Legislation
- Associations Incorporation Act;
- National Disability Agreement;
- Productivity Commission Report;
- Count Me In – Future Directions;
- WA Economic Audit Review in particular the purchase of community services;
- DSC Strategic Direction – 2011 - 2015
- Monitor DSC's and other service providers Policies to ensure the best possible outcomes are achieved;
- Assist with the review of Annual Lifestyle Planning and Key Worker documentation, systems and process as being considered by the Individual Planning Review Advisory Group to ensure more effective communication etc and that there is a direct relationship with the introduction of the Quality Management Framework;
 - Develop and introduce policy/guidelines that compliment those stated in the above point; and
 - Assist in overcoming the systemic issues arising from organisations, companies, Government departments [Local, State & Federal] who do not acknowledge the least restrictive options – authority to act for people with disability and mental illness who do not have capacity.

8. Financial

- To prepare and ensure that all annual and financial reporting is in accordance with legislative requirements;
- To raise funds of \$100,000 as a minimum over the next 12 – 24 months that compliments the principles of Count Me In and The Great Bike Hike to enable identified needs to be made more sustainable over the longer term;
- Maximise grant funding applications with the view to better meet Group and project development needs; and
- To maintain strong governance over all aspects of Count Me In - The Great Bike Hike project.

9. Membership

- Conduct briefing sessions for people with disability, families, carers and significant others to create greater awareness of what the Group undertakes and the manner in which it may be able to assist in particular with Count Me In - The Great Bike Hike and its associated Communities;
- Increase membership, as a minimum by 25%.

10. General

- Ensure that the Group's re-defined web-site together with that of The Great Bike Hike contributes and brings greater knowledge to all – members and public at large to assist in making a difference;
- Undertake other projects as determined by Members and/or Management Committee; and
- Any other matter that may arise throughout the year.