

Changing Places 2021 Funding Round Guidelines

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Families,
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Minister's foreword



Victoria is proudly leading the way in creating public spaces that are welcoming and inclusive for people of all abilities.

It's one part of the Andrews Labor Government's work to help realise the social, economic and civic aspirations of people with disability.

We are working with Victorians with disability to tackle the barriers and discriminatory attitudes that people with disability experience daily so they can live and participate in Victorian society on the same basis as everyone else.

We are implementing universal design principles to ensure that all government buildings, public infrastructure and other facilities are accessible for Victorians to use every day.

This includes building more Changing Places — fully accessible public toilets with change tables and hoists to ensure everyone can get out and about and enjoy all that Victoria has to offer.

Changing Places make a very real difference to people's lives, and Victoria was the first Australian state to launch Changing Places. In May 2019, Australia became the first country to regulate for a new class of public toilet based on the Changing Places design in its National Construction Code.

We have already made a great start in building Changing Places in key locations, with 87 Changing Places across Victoria, out of around 178 across Australia.

Our vision is to expand the network of Changing Places so that people can not only enjoy their local community but visit all parts of our great state.

It therefore gives me great pleasure to announce that the Andrews Labor Government is providing \$2.5 million to fund a further 18 Changing Places facilities across Victoria. The 2021 Changing Places Funding Round opens on 2 August 2021 — and I encourage all Victorian local governments, not-for-profits and community organisations to apply for this funding to build Changing Places facilities in their communities.

I look forward to seeing more people with disability enjoying greater opportunity to participate in their community as a result of new Changing Places facilities.

A handwritten signature in black ink, consisting of a stylized 'L' and 'D' followed by a long horizontal line.

Hon Luke Donnellan MP

Minister for Child Protection

Minister for Disability, Ageing and Carers

2021 Changing Places Funding Round Guidelines



**Changing Places
Transforming Lives**

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What are Changing Places?

Changing Places facilities are larger than standard accessible toilets, with extra features and more space to meet the needs of people with a disability and their carers. Each facility has a height adjustable, adult-sized changing bench, a tracking hoist system, and space for two people either side of a peninsula toilet. To be called a Changing Places toilet, the facility must meet the design specifications as outlined in the *Changing Places Design Specification 2020*.

Originating in the United Kingdom in 2006, the Changing Places concept has now spread internationally, with Changing Places opening in a number of countries including Australia, Ireland, New Zealand, Canada, USA and Germany.

The first Australian Changing Place opened at Ringwood Lake in Victoria in 2014, and by July 2021 there were 87 Changing Places in Victoria, with over 178 Changing Places across Australia. For a current list of locations see the Changing Places website <<https://changingplaces.org.au>>.

Australia is the first country in the world to regulate for public toilets based on the Changing Places design. The National Construction Code 2019 released by the Australian Building Code Board requires a new class of toilet called *Accessible Adult Change Facilities*, based on the Changing Places design, to be included in certain classes of public buildings.

From 1 May 2019, one unisex Accessible Adult Change Facility must be provided in:

- Class 6 buildings: shopping centres with a design occupancy of not less than 3,500;
- Museum or art gallery (or similar buildings with a design occupancy of not less than 1,500;
- Class 9b sports venues – with a design occupancy of not less than 35,000 or which contain a swimming pool that has a perimeter of not less than 70m.
- Theatre and entertainment venues having a design occupancy of not less than 1,500 patrons.
- Domestic and international passenger airports.

Toilets built according to the Changing Places design standards will generally meet the Deemed-to-Satisfy Provisions of the National Construction Code.

Why is the Victorian Government funding more Changing Places facilities?

Creating communities that are welcoming and inclusive underpins the Victorian Government's *Absolutely everyone: State Disability Plan 2017-2020*. The development of the next four-year State Disability Plan is underway; it will continue to promote disability-inclusive and accessible communities with a focus on recovery from the coronavirus (COVID-19) pandemic.

Making our infrastructure accessible to all Victorians is a key priority in the *Victorian Infrastructure Plan*, including taking a universal design approach to all future infrastructure development.

The built environment should be accessible to all Victorians. The construction of Changing Places facilities provides a best practice example of the principles of Universal Design and accessible public infrastructure.

Creating a network of truly accessible public toilets across Victoria will support the 326,400 Victorians with high support needs to participate in their local community and access recreational and tourist attractions, parks, community spaces, entertainment and sporting venues.

We want to expand the network of Changing Places across Victoria. This funding round builds on the investment the Victorian Government has already made in funding 33 Changing Place across Victoria.

We know from surveys including the Changing Places Surveys of 2016 and 2019 <<https://providers.dffh.vic.gov.au/changing-places>> that Changing Places are well used but there are still many locations where people want to see Changing Places built.

We also want to fund Changing Places in the locations where people most want them, which is why the guidelines emphasise consultation with people with a disability.

The 2021 Changing Places funding round

The 2021 Changing Places funding round provides funding to build 18 additional Changing Places facilities across Victoria.

Local Government Authorities (Victorian) and community not-for-profit organisations are eligible to apply for this funding round.

The funding round provides funding of up to \$110,000 to construct a Changing Places facility in their local community.

Applicants need to:

1. Demonstrate an identified need from people with disabilities, their families, friends and carers for a Changing Places facility in their local community and provide evidence of the extent of local consultation and support for the proposed Changing Places facility.
 - The submission can include consultation as part of other processes and/or standing consultative processes such as Disability Action Plans, Disability Advisory Committees, Public Toilet Strategies, as well as an indication of need such as correspondence from residents;

And/or

Demonstrate the need for a Changing Places facility in their community which would enhance accessible tourism, whole of journey outcomes, bushfire recovery or economic development and provide evidence of consultation and support for the proposed Changing Places facility.

- Locations can include Changing Places at popular tourist locations or visitor attractions, roadside rest areas and community buildings used in emergency management for example, bushfire recovery, community/evacuation hubs.
 - The submission can include consultation as part of other processes and/or standing consultative processes such as Advisory Committees, Tourism Strategies, Emergency Management Recovery Strategies and Economic Development Strategies as well as an indication of need such as correspondence from residents;
2. Demonstrate the social, economic and accessibility benefits that a Changing Places will bring for people with a disability.

Successful applicants will be required to:

- Build according to the *Changing Places Design Specifications 2020* <<https://changingplaces.org.au/wp-content/uploads/2020/03/Changing-Places-design-specifications-2020-1.pdf>>; and
- Ensure their Changing Places facility is accredited and listed on the Changing Places website and the National Public Toilet Map. The accreditation process is outlined in Appendix 1.

The 2021 Changing Places funding round will:

- Expand the network of Changing Places facilities across Victoria;
- Support Victorians with high support needs to participate in their local community and access recreational and tourist attractions, parks, community spaces, entertainment and sporting venues; and
- Support the implementation of *Absolutely everyone: State Disability Plan 2017-2020* and the next State Disability Plan and their universal design approach, by making the built environment accessible for as many people as possible through the construction of Changing Places facilities.

N.B. Consideration will be given to applicants seeking funding to construct a mobile Changing Places facility such as a Marveloo, Placeable or other portable toilet designs.

Applications for mobile facilities must include:

- A rationale as to why a mobile facility is preferred over a permanent Changing Places facility;
- A schedule of anticipated events and festivals where the mobile facility will be in operation; and
- Details of where the mobile facility is to be stored when not in use and;
- With the exception of Marveloos and Placeable pods, which have approved designs, all applications seeking funding for portable toilets must include full construction drawings which have been reviewed by a Changing Places Assessor, with full costings for the works to be undertaken.

What are the funding conditions?

- The Changing Places facility must be completed within 18 months of receiving formal funding approval.
- Recipients must reach agreement with the Department of Families Fairness and Housing on the location and design layout of the Changing Places facility prior to the commencement of the works.
- Recipients of Changing Places funding must build a Changing Places facility according to:
 - designs set out in the *Changing Places Design Specification 2020* <<https://changingplaces.org.au/wp-content/uploads/2020/03/Changing-Places-design-specifications-2020-1.pdf>>
 - any local/state planning permit/s issued for the works
 - the Building Act 1993 and regulations, the National Construction Code and all other applicable Australian standards.
- Recipients must ensure the Changing Places facility is accredited and listed on the Changing Places website <<https://changingplaces.org.au>> and the National Public Toilet Map.
- Recipients are responsible for engaging a Changing Places Assessor <<https://changingplaces.org.au/accreditation/find-a-consultant/>> and must advise the department when the appointment has occurred.
- Recipients must advise the department when each of the three stages of accreditation has been achieved:
 - Stage 1 Schematic Design Review
 - Stage 2 Construction Documentation Review
 - Stage 3 As Built Final Review.
- Recipients must provide a copy of the Statement of Compliance (issued by the Changing Places Assessor) when the project is completed.
- The venue owner must provide signage on the outside of the facility about who users can contact for cleaning/maintenance if required.
- The venue owner must provide signage on the outside of the facility on how to obtain or borrow an MLAK key from a nearby location (e.g. from a reception desk or at a nearby shop).
- Changing Places built at beach side locations, aquatic recreation locations or within swimming complexes must include a shower.
- The Changing Places facility must be open to and accessible by the general public during normal venue operating hours.
- The Changing Places facility must be maintained in safe working condition, kept in good repair and be available for use for a minimum period of five years from the completion.
- The Changing Places facility must be kept in a clean, sanitary and hygienic condition with regular removal of waste for a minimum period of five years.
- Recipients must, upon written request, provide the Department of Families, Fairness and Housing with access to the Changing Places facility to inspect the Changing Places facility.

How will applications be assessed?

Assessment Criteria

Applications for the 2021 Changing Places funding round will be assessed against three individual project assessment criteria and broader access and equity considerations. Percentage weightings are provided as a guide to the relative importance of each criterion.

Information contained in applications may be shared with other Victorian Government agencies in order to assist with cross government coordination.

Priority

Priority will be given to applications that:

- Are from a Local Government Area where there are no other Changing Places facilities within that municipality; and/or
- Demonstrate an identified need from people with disabilities, their families, friends and carers for a Changing Places facility in their local community and provide evidence of the extent of local support for the proposed Changing Places facility.

Criterion 1 – Why do you want to build a Changing Places facility and how have you consulted with your local community? – 40%

Applicants will be required to demonstrate the extent to which the project addresses need identified by people with a disability, their families and carers and provide evidence of the extent of local consultation and support for the project. Applicants will also need to identify the benefits delivered by the project to people with a disability and their local community.

And/or

Demonstrate the need for a Changing Places facility in their community which would enhance accessible tourism, whole of journey outcomes, bushfire recovery or economic development and provide evidence of consultation and support for the proposed Changing Places facility.

Applications must:

- Provide evidence of assessing community needs such as Disability Action Plans, Toilet Strategies, Tourism Plans, Economic Development plans or demographic data;
- Describe how you have consulted with people with disabilities in choosing this particular location for your Changing Places facility and demonstrate that the project location has support from the local community, including people with disabilities;
- Provide evidence of community consultations such as advisory groups and forums, interviews, consultations, focus groups, and or results of any surveys including the Changing Places Surveys of 2016 and 2019 <<https://providers.dffh.vic.gov.au/changing-places>>;
- Clearly identify the expected social, economic and accessibility benefits that the project will deliver to people with disabilities, their families and carers in the community.

Criterion 2 – Where are you going to build your Changing Places facility? - 40%

Applicants must demonstrate that the site of their Changing Places facility meets the needs of people with a disability, including compliance with the universal design approach, opening hours, accessibility and ongoing maintenance.

Applications must:

- Demonstrate why this particular location is a good choice for building a Changing Places facility such as: popular local or tourist destination, proximity to other community facilities, complements other nearby accessible infrastructure, or that there are no other Changing Places nearby;
- Illustrate why this particular site was selected in preference to other locations in their local community: Why is this location preferred over other sites?
- Demonstrate commitment to universal design principles including an overall site design which incorporates clear continuous accessible paths of travel to/from the facility, and designated accessible parking bays situated within close proximity.

Applications must also provide the following:

- A copy of the proposed site plan
- Information about proposed opening hours
- Information about how the public can access the facility. For example, if a Master Locksmith Access Key (MLAK system) <<https://changingplaces.org.au/build-a-facility/mlak-key/>> is utilised, provide details of how and where the public can borrow an MLAK from a nearby venue
- In instances where the Changing Places facility is located in a beachside or waterfront location, design options must include a shower facility
- In instances where the Changing Places facility is located in a beachside or waterfront location, highlight other beachside accessibility initiatives, such as beach matting and beach wheelchairs
- In instances where the Changing Places facility is part of a larger project such as the construction or refurbishment of an amenities block, or part of a new build such as a community centre, information must be provided about the larger project
- In instances where the site is not owned by the applicant, a copy of the relevant lease will need to be attached to your application.

Criterion 3 - How will you deliver your Changing Places project? - 20%

Applicants must provide evidence of their ability to deliver the project in a timely manner and within budget, including:

- Demonstrated experience or a sound approach to delivering the Changing Places project such as a Project Plan and strategies for successful completion
- Timelines for delivery of the project including project completion within 18 months from formal approval of funding
- A project budget detailing the income and expenditure for your project (excluding GST). In instances where the Changing Places facility is part of a larger project such as the construction or refurbishment of an amenities block, or part of a new build such as community centre, information must be provided about the larger project and an estimated total project cost
- The project budget should include how much funding you are seeking from the 2021 Changing Places funding round and the details of other income sources for the project if any, (excluding GST)
- A Communications Plan for promoting the Changing Places facility once it is open to people with a disability, their families and carers, and the local community
- A copy of your complaints handling process and evidence of how it will be implemented.

Other access and equity considerations

The assessment panel will also consider broader access and equity considerations including:

- The geographic distribution of Changing Places projects across Victoria and where there are no other Changing Places facilities within that municipality
- The level of support and identified need for your Changing Places project in the local community as demonstrated by extensive consultation with people with disabilities, their families, friends and carers
- Consistency with Absolutely everyone: State Disability Plan 2017-2020 priorities and themes with particular focus on making the built environment usable for as many people as possible through the construction of Changing Places facilities. It is anticipated that these access and equity considerations will be consistent with the priorities and themes of the next State Disability Plan.

What is the application process?

The 2021 Changing Places funding round will utilise the SmartyGrants grants on-line application process for the submission of applications. The SmartyGrants Changing Places 2021 funding round link is located on the Department of Families, Fairness and Housing, Changing Places webpage <<https://cfr.smartygrants.com.au/ChangingPlacesFundingRound2021>>.

When commencing your application for Changing Places funding, you will be required to create a password protected login-in to access the application form.

For general information about SmartyGrants please refer to the SmartyGrants webpage <<https://smartygrants.com.au>>.

Funding

Each organisation funded to build a Changing Places facility will sign a service agreement with the Department of Families, Fairness and Housing. The service agreement specifies the funding amount, funding conditions and the agreed location and layout design of the Changing Places facility.

Timelines

The 2021 Changing Places funding round opens on date 2 August 2021.

All applications must be:

- From an eligible agency (Local Government Authorities (Victorian) and community not-for-profit organisations)
- Endorsed by the Chief Executive Officer
- Submitted via the online SmartyGrants Portal and include relevant supporting documentation:
 - Proposed site plans
 - Project timelines
 - Project budget
 - Communications Plan
 - Complaints handling process

Received no later than date and time Friday, 5 November 2021, 5pm. Receipt of applications will be acknowledged via email.

Late or incomplete applications will not be considered.

Information session

An information session will be held as below:

- Date: 25 August 2021
- Time: 10.00am – 12pm
- Platform: Microsoft Teams
- Register via Eventbrite: 2021 Victorian Changing Places Funding Round Information Session

Further Information

For more information about the 2021 Changing Places funding round email:
<changingplaces@dffh.vic.gov.au>.

Glossary

Absolutely everyone: State Disability Plan 2017-2020

Absolutely everyone is the State Disability Plan 2017–2020 for the whole of the Victorian Government website <<https://www.statedisabilityplan.vic.gov.au/absolutely-everyone-2017-2020>>.

The plan sets out priorities and actions for achieving inclusion under four key pillars: inclusive communities; health, housing and wellbeing; fairness and safety; and contributing lives.

This initiative will also support the priorities and themes of the next four-year State Disability Plan.

Accessible Adult Change Facilities

Accessible Adult Change Facilities is a definition under the National Construction Code to describe sanitary facilities with additional features to assist people with more profound or complex disabilities who are unable to use standard accessible facilities independently. From 1 May 2019, one unisex Accessible Adult Change Facility must be provided in:

- Class 6 buildings: shopping centres with a design occupancy of not less than 3,500
- Museum or art gallery (or similar buildings with a design occupancy of not less than 1,500
- Class 9b sports venues – with a design occupancy of not less than 35,000 or which contain a swimming pool that has a perimeter of not less than 70m
- Theatre and entertainment venues having a design occupancy of not less than 1,500 patrons
- Domestic and international passenger airports.

Toilets built according to the Changing Places design standards will generally meet the Deemed-to-Satisfy Provisions of the National Construction Code.

Accreditation

Funding recipients must engage a Changing Places Assessor. Assessors can be found on the Changing Places Australia website <<https://changingplaces.org.au/accreditation/find-a-consultant>>.

The Changing Places Assessor must be engaged prior to the construction of a Changing Places facility to assess project documentation at the following three stages:

- Stage 1: Schematic design review
- Stage 2: Construction documentation review
- Stage 3: As-built final review.

Once a Changing Places Assessor has assessed a facility and is satisfied it meets the requirements of the Changing Places design specification 2020, they issue the venue owner with a Statement of Compliance.

Changing Places

Changing Places are larger than standard accessible toilets and have additional features such as a height adjustable adult change table, a tracking hoist system, and room for two people either side of a peninsular toilet to meet the needs of people with complex disabilities and their carers. Changing Places toilets are built to the design specification as outlined in the *Changing Places Design Specification 2020* <<https://changingplaces.org.au/wp-content/uploads/2020/03/Changing-Places-design-specifications-2020-1.pdf>>.

Only facilities that have been accredited can be listed as Changing Places facilities on the Changing Places Australia website listing, map of Changing Places in Australia <<https://changingplaces.org.au/>> and the National Public Toilet Map <<https://toiletmap.gov.au/>>.

Changing Places Australia website

The Changing Places Australia website <<https://changingplaces.org.au/>> was originally developed and administered by the Association for Children with a Disability (ACD) and is currently managed by Think HQ, with oversight by the Department Families, Fairness and Housing. The website is the main information channel for the initiative in Australia and contains a list of all accredited Changing Places facilities, the *Changing Places Design Specification 2020*, design files, online registration and accreditation processes, news and contact information.

Changing Places Design Specification 2020

The *Changing Places Design Specification 2020* <<https://changingplaces.org.au/wp-content/uploads/2020/03/Changing-Places-design-specifications-2020-1.pdf>> has been developed to assist architects, local councils, community not for profit organisations, developers, designers and facility managers with all the information required to build and maintain a Changing Places toilet. The Changing Places Design Specification 2020 includes the approved design specifications and design layouts for Changing Places toilets in Victoria and Australia as well as other required information such as indicative design option costings, design files and layouts, guidelines for use, and door and key locking mechanisms.

Changing Places Surveys of 2016 and 2019

These two surveys were online surveys undertaken in 2016 and 2019 <<https://providers.dffh.vic.gov.au/changing-places>> to seek feedback from people with a disability, their families and carers and the community about where Changing Places facilities are needed most.

Master Locksmith Access Keys (MLAK)

Many Changing Places require a Master Locksmiths Access Key (MLAK) <<https://changingplaces.org.au/build-a-facility/mlak-key/>> in order to use the facility. MLAKs have been fitted to many Changing Places across Australia, including:

- Council municipalities
- Sports and entertainment venues
- National parks
- Playground equipment – such as Liberty Swings.

The MLAK gives people with disabilities and their carers access to a network of facilities, seven days a week; including many Changing Places.

Mobile Changing Places Facilities

Mobile Changing Places facilities incorporate many of the features of Changing Places and are available for hire for events and festivals. Examples of mobile facilities include the Marveloo and Placeable Pods.

National Construction Code

The National Construction Code provides the minimum necessary requirements for safety and health, amenity and accessibility, and sustainability as part of the design, construction, performance

and livability of new buildings (and new building work in existing buildings) throughout Australia. It is a uniform set of technical provisions for public building work, plumbing and drainage installations throughout Australia whilst allowing for variations in climate and geological or geographic conditions.

National Public Toilet Map and app

As part of the National Continence Program, the National Public Toilet Map <<https://toiletmap.gov.au/>> and app provide information on over 19,000 public toilets across Australia, including information about each toilet such as its accessibility features, opening hours and type of toilets. The map includes icons for both Changing Places facilities and Adult Change facilities.

Universal Design

Universal Design involves making built environments, facilities, information, policies, products, programs and services accessible for all people and abilities from the beginning of the design stage and onwards.

Victorian Infrastructure Plan

The *Victorian Infrastructure Plan* is the Victorian Government's response to Infrastructure Victoria's 30-year Infrastructure Strategy. It presents priorities and future directions in nine key sectors: transport; culture, community and sport; digital connectivity; education and training; energy; environment; water; health and human services; and justice and emergency services.

Appendix 1: Accreditation Process for 2021 Changing Places funding round

Purpose

To ensure that all Changing Places funded by the Victorian Government during 2021 funding round are built and accredited as Changing Places facilities, in accordance with the *Changing Places Design Specification 2020*.

All funded organisations are required to engage a Changing Places Assessor, to facilitate the accreditation process and issue a Statement of Compliance upon completion of their built facility.

Alternative Layouts or Variations to the Requirements may be approved, provided the design has been assessed and confirmed to be compliant, and approved by a Changing Places Assessor and the department prior to commencement of any works.

Background

The Victorian government has provided funding during 2021-2022 to construct an additional 18 Changing Places facilities across Victoria to support its ongoing commitment to inclusive and accessible communities.

Basis for Accreditation

All Changing Places must be accredited by a Changing Places Assessor. The accreditation process ensures that Changing Places are built to specifications, so that users can be confident that the design is fit for purpose.

Accreditation provides venue owners with peace of mind, knowing that if they build to the *Changing Places Design Specification 2020*, they will be compliant with the National Construction Code requirements for Accessible Adult Change Facilities (F2.9 and Specification F2.9), if applicable.

Only accredited Changing Places facilities are permitted to use the Changing Places branding (name and logo), signage and can be listed on the Changing Places Australia website.

Changing Places Assessors

Funded organisations must engage a Changing Places Assessor, and advise the department when this engagement has occurred, so their facility is accredited as a Changing Place.

Changing Places Assessors can be found on the Changing Places Australia website

<<https://changingplaces.org.au/accreditation/find-a-consultant>>

Funded organisations must engage a Changing Places Assessor prior to the construction of a Changing Places facility to assess project documentation at the following three stages:

- Stage 1: Schematic Design
- Stage 2: Construction Documentation
- Stage 3: As-Built Final Review.

This three-stage process identifies issues or concerns at the early stages of the building process to ensure that Changing Places facilities are built to the correct design specifications.

Statement of Compliance

Once the Changing Places Assessor has assessed the facility and is satisfied it meets the requirements of the *Changing Places Design Specification 2020*, they will issue the funded organisation with a Statement of Compliance. The funded organisation is responsible for providing the department with a copy of its Statement of Compliance.

Three Stage Accreditation Process

Step 1: Schematic Design

The Changing Places Assessor will assess the documents and information provided by the funded organisation and complete the *Changing Places Performance Specification Checklist - Schematic Design Stage* word document. Upon approval by the Changing Places Assessor, the funded organisation can start to prepare its construction documents for approval.

Note: in instances where the proposed design does not comply, the Changing Places Assessor will provide advice to the funded organisation outlining the steps required to achieve compliance.

Step 2: Construction Documentation

The Changing Places Assessor will assess the documents and information (including relevant Product Specification Brochures) provided by the funded organisation and completes the *Changing Places Performance Specification Checklist – Construction Documentation Stage* word document. Upon approval by the Changing Places Assessor, the funded organisation can commence construction of the Changing Places facility.

Note: in instances where construction documentation does not comply with design requirements, the Changing Places Assessor will provide advice to the funded organisation outlining the steps required to achieve compliance.

Step 3: As-Built Final Review and accreditation

The Changing Places Assessor will complete their assessment using the *Changing Places Performance Specification Checklist – As-Built Review Stage* word document. This assessment includes an on-site inspection and or review of relevant photos to ensure the facility complies with Changing Places requirements.

If compliance is achieved, the Changing Places Assessor will certify the facility as a Changing Places facility. The Changing Places Assessor issues a **Statement of Compliance** to the funded organisation

The funded organisation provides a copy of its Statement of Compliance to the department and to register the facility on the Changing Places Australia website and the National Public Toilet map an on-line registration is required <<https://changingplaces.org.au/accreditation/register-a-facility>>.

Note: in instances where the built facility documentation does not comply with design requirements, the Changing Places Assessor will provide advice to the funded organisation outlining the steps required to achieve compliance.

Definitions

Alternative layout

Alternative layouts provide different design options to the standard layouts. They still meet the requirements of the *Changing Places Design Specification 2020* by achieving the required circulation spaces and hoist coverage for each component. A Changing Places Assessor can approve an alternative layout.

Changing Places Assessors

A Changing Places Assessor is a person suitably qualified to assess a Changing Places toilet in order to approve the facility for accreditation. A list of Changing Places Assessors can be found on the Changing Places Australia website: <<https://changingplaces.org.au/>>.

To receive this document in another format, phone (03) 9456 3602, using the National Relay Service 13 36 77 if required, or email changingplaces@dffh.vic.gov.au

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