

Provision of specialist change facilities policy

1. Purpose

The policy provides guidelines for the provision of specialist change facilities being a dedicated area where people with multiple or complex disabilities can be changed or toileted by their caregiver in a safe and clean environment. The facility requires specialist equipment including a change table and a lifting/lowering hoist and therefore has greater requirements than the standard accessible toilet.

2. Scope

The policy applies to specialist change facilities that may be located in Marlborough District Council owned or administered buildings.

3. Objective

The provision of specialist change facilities in appropriate locations to serve the needs of the Marlborough community and visitors to the district.

4. Policies

4.1 Specialist change facilities will generally include the following features:

Equipment

- height-adjustable, adult-sized changing table
- ceiling track hoist system
- wall-mounted hand rails
- accessible toilet

Space

- adequate space to move around, for a person in a wheelchair and two caregivers
- space on both sides of the toilet, so two caregivers can assist the user

Safe and clean environment

- non-slip floor
- large waste disposal bin for disposable pads
- secure access system to ensure the room is only being used for its intended purpose

4.2 At least one Council provided specialist change facility will remain open 24 hours daily.

4.3 There will be two specialist change facilities located in Council buildings in Blenheim.

4.4 Where additional facilities are requested in Blenheim, the matters that will be considered include:

- a) the need identified for the additional facilities
- b) the extent to which existing facilities are used or cannot accommodate the additional demand
- c) the location proposed and the numbers of people anticipated to attend or be accommodated at the location
- d) the costs of installing the facility and ongoing maintenance costs

4.5. As funding and space becomes available and based on evidenced needs, consideration will be given to the provision of one specialist change facility in Picton.

5. Record of Amendments/Revisions

Details	Approval by whom	Date
Original Policy	Council	17/09/20