

GARAGE AND STORE POLICY

Report of the Head of Operations (Housing Management & Housing Options)

1. SUMMARY

- 1.1 This report introduces a new policy to cover the management of garages and stores. It sets out how we allocate and manage them. It also explains the basis on which we may decide to re-develop or dispose of garage sites.

2. RECOMMENDATION)

- 2.1 Operational Board approves the Garage and Store policy.

3. REASON(S) FOR RECOMMENDATION

- 3.1 The Policy sets out current practice that has never previously been written down and agreed.

4. MATTER(S) FOR CONSIDERATION

- 4.1 Derby Homes manages a number of garages at various sites around the City for rent on a weekly tenancy. They are available to Derby Homes' tenants and members of the general public for storage purposes. We also manage a small number of stores that can be rented, for example we have some stores available for rent at Rivermead House. These stores are only available to rent to tenants and leaseholders who live in the accommodation where these stores are located.
- 4.2 Garages are primarily let for the purposes of storing a vehicle but we can also rent them for the purpose of storing items or personal belongings with certain restrictions on what can be stored. Garages are also used by Derby Homes for storage puposes and are at times also used for temporary periods by partner agencies for this.
- 4.3 The Garage Tenancy Agreement is attached at Appendix 2 for information and sets out the rights and obligations of tenants. This has been in place for a number of years.
- 4.4 We have never had a written Policy that sets out how garages and stores will be managed. The new document at appendix 1 explains how garages and stores are allocated and managed. It goes on to explain that Derby Homes may use some garages for storage purposes and that this can be extended to partner agencies on a limited basis. Finally it explains how Derby Homes may consider re-

development or disposal of garage sites where it is shown that there is insufficient demand for letting.

5. OTHER OPTIONS CONSIDERED

5.1 None, there is a need to put a Policy in place.

IMPLICATIONS

15. POLICY REVIEW IMPLICATIONS

15.1 This is a key policy of Derby Homes and is included in the Key Policy Review Schedule. In accordance with Derby Homes Board Minute 10/51 this policy will be reviewed no later than 3 years from the date of this meeting.

The areas listed below have no implications directly arising from this report:

Consultation
Financial and Business Plan
Legal and Confidentiality
Council
Personnel
Environmental
Equalities Impact Assessment
Health & Safety
Risk
Policy Review

For more information please contact:

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Background information:

List of appendices	Appendix 1 – Draft Garages and Stores Policy Appendix 2 – Garage Tenancy Agreement
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This report has been approved by the following

Managing Director	Maria Murphy	05.02.2019
Finance Director/Derby Homes Accountant	Michael Kirk	25.01.2019
Company Solicitor	Taran Lalria	25.01.2019
Head of Service	Clare Mehrbani	25.01.2019