

1. Introduction

- 1.1 This Procedure applies only to tenants and leaseholders who purchase a mobility scooter through personal choice.
- 1.2 Derby Homes recognises the value that a mobility scooter can bring to the lives of some tenants. A scooter can make a difference to your life, especially where for reasons of disability or frailty a scooter is required to ensure mobility and support independent living.
- 1.3 Derby Homes aims to ensure that (where possible) it meets the individual needs of those residents who use a mobility scooter to maintain independence, whilst continuing to maintain high standards in Health & Safety within our blocks of flats, maisonettes and sheltered schemes and consider all residents.
- 1.4 The aim of this Procedure is to:
- Ensure a consistent permission procedure is applied throughout the City.
 - Ensure that Residents are aware of their responsibilities with regard to the storage and use of mobility scooters within blocks.
 - Ensure that all Health and Safety Assessments have been carried out where necessary.
 - Ensure that Residents are aware of their responsibility to provide the appropriate insurance cover.
 - Ensure that Residents are aware that they will be held liable for injury to other people or any damage caused to the building or communal areas, and will be recharged.
 - This Procedure applies to tenants and leaseholders

2. Procedure

- 2.1 Applicants need to comply with the criteria for eligibility set out below:
- The applicant should have a mobility impairment which restricts their mobility outdoors and prevents them from carrying out essential daily tasks.
 - A suitable location for storage and charging of the mobility scooter must be identified and agreed with Derby Homes before purchase of the mobility scooter.
 - The applicant is expected to comply with legal guidance regarding the use of a motorised vehicle on the pavement. (Further guidance on this is available from the DVLA).

2.2 General Needs Housing

- 2.2.1 Before a tenant/leaseholder purchases a mobility scooter they must apply in writing to Derby Homes identifying within the application a suitable location for storage and charging of the mobility scooter. All requests will be handled within 28 days of receipt.
- 2.2.2 Tenants/Leaseholders will also need to gain permission for any alteration, for example the provision of storage facilities, ramp, access path or hardstanding. Tenants/leaseholders will be responsible for financing the costs of any such alterations.
- 2.2.3 Permission will not be unreasonably withheld. However there may be instances where it is not feasible to provide adequate facilities due to the physical layout of the property.

2.3 Category 1 Supported Housing Schemes

- 2.3.1 If a tenant has a need to store a mobility scooter in Category 1 Supported Housing schemes they must apply in writing to Derby Homes. All requests will be handled within 28 days of receipt.
- 2.3.2 In some Sheltered Schemes there will be designated storage facilities for mobility scooters. There may be a waiting list for this facility, therefore storage space cannot be guaranteed. Further advice on the availability of storage facilities can be obtained from Derby Homes.
- 2.3.3 Service charges apply for the use of the storage facilities provided at Category 1 Supported Housing Schemes. These charges cover the costs of maintenance of the facility and use of the provided electricity supply.

3.0 Insurance Requirements

- 3.1 Resident's must ensure that they have appropriate public liability insurance cover against accidents or other injury, to third parties or themselves, as well as against damage to the internal or external parts of the leasehold building, including those parts allocated for storage of scooters. Residents who apply for or obtain permission should expect to produce their insurance certificate for inspection.

Absence of adequate insurance cover may result in the permission granted being terminated.

Consideration should also be given to insuring the mobility scooter against fire, theft or other damage.

4.0 General Information

- 4.1 Mobility Scooters must not be stored in communal hallways or stairwells. Within those locations, they could increase the risk of fire or obstruct a fire escape route. Mobility Scooters must not be charged in communal areas.

- 4.2 If a Mobility Scooter is stored in a resident's home, they must ensure that there is sufficient space within the home to store the scooter safely without obstructing any fire escape routes.
- 4.3 All upholstery and any protective covers on the Mobility Scooter must be fire retardent.
- 4.4 If a tenant/leaseholder buys a mobility scooter without having obtained prior permission for storage, and there is no space to store/charge it either in their own flat or in a designated storage facility, we may take action under the Tenancy Agreement.
- 4.5 The Tenancy Agreement states that tenants must not do anything (either in or near the property or on the estate where the property is) which is illegal, immoral or would cause danger, a nuisance or annoyance.
- 4.6 Any action against Leaseholders will be taken by the Leasehold Manager and should be referred direct to that officer.