

Mobility Scooter and Electric Powered Personal Vehicles Permission Form

If you live in a block of flats, you must request our permission before purchasing a mobility scooter or Electric Powered Personal Vehicle (EPPV) to store it on the premises. You will also need to confirm that you agree to the conditions outlined overleaf. **Please complete the below details and send your form to info@chs.org.uk and our team will get in touch to discuss your application.** Please also visit our website <https://www.chsgroup.org.uk/chs-group-home-page/safety-in-my-home/> for more information about storing and charging mobility scooters and Electric Powered Personal Vehicles.

Full Name	
Address	
Contact Number	
Email Address	
Address Floor Level (Ground Floor, 1st Floor etc.)	
Size and Class of vehicle including battery type. State whether the battery can/ cannot be removed from the vehicle	
Applicant's Signature	<input type="checkbox"/> Tick to confirm you have read and agree to the conditions overleaf.
Date Form Submitted	

To Be Completed by CHS	
Name and Position	
Permission Outcome	<input type="checkbox"/> Approved <input type="checkbox"/> Declined
Permission Type	<input type="checkbox"/> Within Property <input type="checkbox"/> Designated Storage Area <input type="checkbox"/> Other (detail below) <input type="checkbox"/> N/a
Details of Decision <i>Refer to Section 4 of Policy and inc. reason for the outcome and a summary of age and condition of item, professional advice provided, risk assessment outcome, grant funding, personal storage, areas of disadvantage, source of power.</i>	
Evidence Provided and Checked	<input type="checkbox"/> Risk Assessment <input type="checkbox"/> Insurance Documents <input type="checkbox"/> Portable Appliance Test <input type="checkbox"/> Maintenance Documents <input type="checkbox"/> License <input type="checkbox"/> Manufacturer Details <input type="checkbox"/> Terms and Conditions have been accepted <input type="checkbox"/> Copy of Policy Provided
Date of Assessment	Confirm outcome added to: <input type="checkbox"/> Waiting List <input type="checkbox"/> Register <input type="checkbox"/> or N/a
Next Review Date	

Mobility Scooter and Electric Powered Personal Vehicles Terms and Conditions

Overview

These items can have an increased risk on the means of escape by obstructing exit routes and/ or impeding visibility with hazardous smoke. Permission is not needed for Class 1 manual wheelchairs, however, individuals living in purpose-built blocks of flats must sign this agreement with CHS before storing Class 2 mobility vehicles and or Electric Powered Personal Vehicles or batteries in own homes and/or communal mobility scooter store. Note that Class 3 vehicle are NOT suitable for narrow corridors and lifts with weight restrictions.

Your Responsibilities

- To ensure any vehicle can be accommodated in your home and/or a storage area prior to purchasing/acquiring the vehicle.
- To only store a vehicle with the agreement of CHS.
- To ensure your vehicle is always stored appropriately either in your own home and/or in an agreed storage area.
- To not prevent a means of escape or entry.
- To make sure that you are competent and confident to use a vehicle safely.
- To be responsible for any visitors to your home who use vehicles; these must be stored inside your home or left outside of the property i.e. not parked within an internal corridor/ communal area.
- To ensure that your vehicles or batteries must not under any circumstance be parked or charged in internal communal areas, vehicles can be charged in a tenant's own home or where appropriate in the designated storage area.
- Not to charge the vehicle after 9pm.
- Not to cover the mobility scooter battery with any covers whilst charging.
- No extension leads or adaptors to be plugged in to charge the mobility scooter.
- To observe the speed limit equivalent to a slow walking pace.
- To ensure your items is free from mud/dirt when in the development.
- To provide your own power supply or only use power that you pay for.
- To obtain adequate insurance cover with appropriate Liability insurance for third party losses and provide a copy of this to CHS on request.
- To ensure that your vehicle is fit for purpose and serviced appropriately.
- To ensure that you conduct an annual Portable Appliance Test on the electrical components the vehicle and provide a copy to CHS.
- To make reasonable adjustments to prevent the risk of fire.
- To seek alternative accommodation where the risk unmanageable.
- To remove items on request and pay CHS costs to remove items from communal areas where applicable.
- Provide documentation on request to evidence the vehicle is safe.

CHS Responsibilities

- To consider requests to store a mobility scooters and Electric Powered Personal Vehicles in line with our policy and confirm the outcome of any request for a space within the designated storage area.
- Where agreed, this Agreement will need to be signed. Where permission is not given, we will write to the tenant to inform them of the reason(s).
- To maintain a waiting list and register and undertake regular reviews of these documents.
- To ensure that vehicles are stored appropriately.
- To inspect the vehicle storage rooms regularly to ensure only permitted mobility vehicles are being stored/charged in the facility.
- To share information with surveyors and fire risk assessors where appropriate.
- To report any storages demands, risks and/or incidents to the appropriate manager.
- To make reasonable adjustments to support any tenants or leaseholders at a disadvantage.

Accidental Damage

- You must report all accidental damage caused by use of your vehicle to CHS within 24 hours of the occurrence.
- To be liable for the cost of any damage to the building fabric, furnishings and persons whilst using the vehicle on the premises.

Allocation of Spaces in Storage Areas

- Due to the facilities provided in the designated storage area, chargeable mobility vehicles will take priority over Electric Powered Personal Vehicles and non-chargeable vehicles (i.e. wheelchairs). Where a space being used by a non-chargeable vehicle is needed to store a chargeable vehicle, the tenant using the non-chargeable vehicle will be asked to find another suitable location for their vehicle.
- Permission will not be granted for items such as shopping trolleys and bags on wheels to be stored in the designated storage areas.
- Walking frames/aids can be left in a storage area while the mobility vehicle is being used.
- CHS cannot be held responsible for any damage to any items whilst stored on our property (indoors or outdoors)

Ending your Permission

- You are required to inform CHS when storage is no longer required for your vehicle.
- Where you end your tenancy with CHS, it is your responsibility or that of your representative to remove the vehicle from the storage area.
- If this is not undertaken, the vehicle will be removed by CHS once the tenancy or lease termination process has been completed and be disposed of; recharges for the disposal may be sought from you or your representative.