

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<p>(1) Topic (one sentence description of the decision being sought)</p> <p>(2) Who will take decision</p> <p>(3) Give date or period within which decision is to be taken</p> <p>(4) Directorate contact (include e-mail and telephone)</p>	<p>(5) Principal Groups/Organisations to be consulted before decision is made</p> <p>(6) Method of consultation (external only [if applicable])</p>	<p>(7) Name of person(s) to whom representations can be made (e-mail/telephone)</p> <p>(8) When should they be made by (closing date)</p>	<p>(9) List background documents submitted to Cabinet/Cabinet Member in respect of the decision</p> <p>(10) Is this information unrestricted or exempt?</p> <p>(11) Date first entered in Notice</p>
<p>KEY 21/22/23</p> <p>(1) Approval of the draft Mobility Scooter Policy for operational use by the Housing Management service</p> <p>(2) Cabinet</p> <p>(3) 7 November 2022</p> <p>(4) Louise Taylor, Head of Housing - Louise.j.taylor@dover.gov.uk; 01304 872258</p>	<p>(5) Not applicable.</p> <p>(6) Not applicable.</p>	<p>(7) Louise Taylor, Head of Housing - louise.j.taylor@dover.gov.uk; 01304 872258</p> <p>(8) 28 October 2022</p>	<p>(9) Cabinet report</p> <p>(10) Unrestricted</p> <p>(11) 7 October 2022</p>
<p>Brief Details of Item: (Please provide information about the contents of this item and the reason for decision.)</p> <p>An increasing number of residents living in Council-owned accommodation rely on mobility scooters to get out and about and this policy aims to balance the needs of the individual to maintain their independence and reduce social isolation against our landlord responsibilities under relevant health and safety legislation including fire safety.</p> <p>The Mobility Scooter Policy has been developed to provide guidance to staff and residents on how these vehicles can be stored and charged safely on our premises, what the responsibilities of owners are, and the enforcement action the Council will take where residents breach permissions.</p>			
<p>Deadline for Item: (Please indicate the date and whether this is statutory, operational or to meet the requirements of another agency.)</p> <p>There is no specific deadline but for operational reasons it is important that the policy is adopted as early as possible.</p>			