

APPENDIX 3

Garage Management Policy Section	Suggested Change	Reason for Change
Suggested Change 5.1 Garage waiting list and lettings	To remove “no distinction will be made between tenants and non-tenants”	Was unclear whether it meant existing garage tenants or housing tenants. Clarity as to the administration of the waiting list and lettings is below within the document
Suggested Change 5.4 Rent	To insert “VAT is charged as part of garage rents unless the tenant of the garage is a housing tenant or leaseholder”	To make the VAT arrangements on garage rents clear
Suggested Change 5.4 Rent	To change to Cabinet or the relevant Committee.	Policy currently states the Housing Committee agree garage rent increases, when it is actually Finance and Resources. The new change also takes account of upcoming changes.
Suggested Change 5.5 Repairs and Improvements	To change “kept in a good standard of repair” to “remains in a safe condition”	To more accurately reflect the way in which garages are maintained
Suggested Change 5.5 Repairs and Improvements	To change “improved to ensure that they remain in a good condition” to “refurbished or replaced in accordance with a programme of works and the overall condition of the garage”	To more accurately reflect the way in which garages are maintained
Suggested Change 5.6 Low Demand Garages	To change “Chief Officer” to “Head of Service”	To accurately reflect structures and titles

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Suggested Change 5.8 Demolition of plots and development	To change “where there is a requirement due to a health and safety concern or in conjunction with a planning application” to “in order to change its use or in areas where there is low demand”	To more accurately reflect the decisions made
Suggested Change 5.8 Demolition of plots and development	To add “in these eventualities”	To provide greater clarity