

Operational Procedure 10

Cookers in Sheltered Housing Schemes

Responsible Officer	Senior Housing Officer – Supported Accommodation						
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Shetland Islands Council – Housing Services
Operational Procedure (OP) 10 Cookers in Sheltered Housing Schemes

Amendment and Authorisation Record
Cookers in Sheltered Housing Schemes

Date	Author	Paragraph ref:	Nature of change	Authorised by
09/09/02	-	n/a	First dated Revision.	-
06/04/06	DLT	n/a	Revision 1.2 - OP2 Documentation standards upgrade.	DLT

COOKERS IN SHELTERED HOUSING SCHEMES

- 1.0 The council no longer provides cookers for sheltered schemes and any new customers are to provide and maintain their own cookers.
- 2.0 Any customer with a cooker originally supplied by the housing service is expected to maintain that cooker as if it was his or her own. If the customer in these circumstances chooses to replace the cooker, they are free to dispose of the old one.
- 3.0 The Housing Support Worker (HSW) may assist tenants in identifying and arranging for a private electrician to carry out any necessary repairs. However, the tenant is to be responsible for making any payments. The DLO should not be instructed to deal with any repairs or faults to cookers.
- 4.0 Where a property becomes void and a council cooker remains, the cooker should be treated as any other electrical appliance (see OP4). On no account is the cooker to be left for use by the incoming tenant unless it is tested and fully serviceable. Testing is **not** to be left to the incoming tenant. In these circumstances the incoming tenant must be made clear via a written instruction that the future maintenance and replacement is entirely their responsibility.
- 5.0 All gas cookers, pipework, regulators and associated fittings supplied by the council are to be serviced at least annually by a “CORGI” registered fitter.
- 6.0 All gas cookers and associated fittings supplied by the council to sheltered communal areas and wardens houses are to be serviced at least annually. Supply and re-supply of gas cylinders will be the responsibility of the housing service. The exception would be supply to a warden’s cooker supplied under options 2 or 3 below. In these cases supply of gas is to be limited to the equivalent of 1 x 19kg gas refill per calendar year.
- 7.0 Gas cookers in a HSW’s house with service accommodation (service accommodation / wardens house only) will be replaced by the council with the following options:
 - 7.1 Option 1 - Small portable gas cooker (normally 2 ring burner) all gas supplied by the council.
 - 7.2 Option 2 – Standard domestic cooker supplied by the council. Only 1 x 19 kg gas refill per year to be provided by the council.
 - 7.3 Option 3 – If HSW wishes to select a different model from that in option 2, they may do so but pay the difference in cost themselves. The cooker will remain the property of the housing

service and so be serviced accordingly. Only 1 x 19 kg gas refill per year to be provided by the council.

- 8.0 Gas cookers in a HSW's own house (non service tenancy / non SIC rented accommodation / owner occupier) will be replaced by the council with the following options:
 - 8.1 Option 1 - Small portable gas cooker (normally 2 ring burner) all gas supplied by the council.
 - 8.2 Option 2 – A contribution of £100.00 towards the purchase of the HSW's own cooker. The cooker will remain the property of the HSW. All servicing and repair will be the responsibility of the HSW. Only 1 x 19 kg gas refill per year to be provided by the council.
- 9.0 Where the new cooker goes into a general needs (non –service) property, the fitting of any gas appliance is the same as any other fixture and fitting and so require permission for installation.