



Wheels 2 Work South Yorkshire – Client Eligibility

Background

Lack of accessible and affordable transport can be a major barrier to people living in both rural and urban areas when accessing training and employment opportunities. Young people in particular often face a situation where without a job they cannot afford to buy their own means of transport and without a vehicle of their own they cannot travel to work or take part in a training course.

W2WSY aims to break this cycle by offering individuals their own transport, in the form of a 50cc scooter for a short period, until a longer term transport solution can be found.

On a broader note, W2WSY provides clients with independence, helping to build self confidence and improved health. Also, W2WSY delivers wider accessibility benefits by enabling participation in new social circles through improved access to local facilities and amenities. This helps with integration into the wider community and opens up more life chances.

Local employers are clearly also able to benefit from the project as it increases the pool of potential employees available.

Client Eligibility Criteria

- An individual applying to the project will have their transport need assessed.
- Public Transport is seen as the preferred option and where suitably timed and affordable public transport is available; this is clearly the most cost-effective means of enabling potential clients to access employment / training / education opportunities. W2WSY will provide advice to clients on public transport options available. This may include 'personalised travel planning' information, providing information on public transport interchange points as well as

timings of public transport. This will be left to the discretion of the Project Support Worker conducting the interview.

- After the above has been confirmed to be impractical and the transport need has been established, the individual must provide evidence of an offer of employment, with confirmation of a start date. The same also applies to training and education; a place must be on offer and confirmation received / sought in writing. Individuals already in work will only be provided with a scooter if it can be clearly shown that their employment is at risk due to transport difficulties. It may be that the potential client's need is better served by being offered the opportunity of purchasing their own scooter via the W2WSY Scooter Replacement Programme.
- An Initial Referral / Interview Document is completed once eligibility has been established and an application pack is sent out. Before a scooter is allocated eligible clients must understand and comply with the following:
 - The initial loan period is for six months. This can be extended but written justification for this is requested in writing.
 - All potential clients must undertake Compulsory Basic Training (CBT). In order to undertake the CBT, clients must hold either a full or provisional driving license.
 - A bank mandate is to be completed requesting a £40 (Including VAT) a month user charge to be paid direct to the W2WSY account. Alternatively, cash or cheques can be sent direct to Sheffield Community Transport c/o W2WSY.
 - A sum of £90 pounds is requested prior to allocation of the scooter. This covers a £50 administration cost and the first month's user charge of £40.
 - A parental consent / insurance guarantor form to be completed if the applicant is less than 18 years of age.
 - Terms and Conditions for the loan period must be signed and dated by all relevant parties.
 - A helmet, protective jacket and gloves are provided, along with a lock/immobilizer. With the exception of the helmet these items are

to be returned at the end of the loan period. Throughout the loan period the use of these items forms part of the terms and conditions and should be worn/used at all times.

- A home security check will be carried out to ascertain where the scooter will be kept overnight and establish whether a ground anchor needs installing.
- Pre-allocation Checklist to be fully completed before a scooter is allocated.

