



## Mobility Scooter Policy

Authors:	Albert Wilson & Phil Diffey
Owner:	Pranali Parikh
Version No:	1.0
Date:	January 2019

Version No	Version Date	Author	Summary of Changes
1.0	4/1/19	Albert Wilson	Initial draft
1.1			
1.2			

### Approvals

Name	Title	Date of Approval	Version No
Corporate Committee			

### Distribution

Title	Date of Issue	Version No
T3		
MIKE		

## **Contents**

<b>Chapter 1</b>	<b>Introduction</b>
<b>Chapter 2</b>	<b>Fire Safety</b>
<b>Chapter 3</b>	<b>Storage of mobility scooters in communal areas</b>
<b>Chapter 4</b>	<b>Permission to keep a mobility scooter</b>
<b>Chapter 5</b>	<b>Purchasing and owning a mobility scooter</b>
<b>Chapter 6</b>	<b>Charging a mobility scooter</b>
<b>Chapter 7</b>	<b>Monitoring compliance</b>
<b>Chapter 8</b>	<b>Equalities statement</b>

## 1. INTRODUCTION

- 1.1 Melton Borough Council believes that residents/tenants are entitled to a quality of life that includes the provision of full mobility. In some circumstances this may include the use of a mobility scooter. National Fire Chief's Council guidance identifies the term 'mobility scooter' as:

- **Class 2 Vehicles**

Powered Wheelchairs and mobility scooters for pedestrian routes and indoor use, that are limited to a maximum speed of 4mph and do not exceed an unladen weight of 113.4 kg.

Class 2 vehicles are not allowed on the public highway and are not required to be registered with the Driver and Vehicle Licensing Agency (DVLA).

- **Class 3 Vehicles**

Powered vehicles and mobility scooters that are designed to:

Travel up to 8mph and are used on roads/highways and;

Fitted with a device to restrict travel to a maximum speed of 4mph on pedestrian routes and for indoor use.

Class 3 Vehicles must not exceed an unladen weight of 150 kg.

Class 3 vehicles are not classed as motor vehicles but they are required to be licensed with the DVLA for road use and cannot be operated by anyone below the age of 14.

- 1.2 Due to the widespread expansion in the use and availability of motorised scooters and powered wheelchairs, their popularity is now beginning to create issues in premises, which were not designed to accommodate such vehicles.
- 1.3 Melton Borough Council recognises that it is important to balance the needs of scooter users, with the availability of suitable storage areas and available finances.
- 1.4 Finding secure storage and charging areas for these vehicles is particularly difficult in communal areas where safe access and fire safety is paramount. It is also important that these vehicles are not stored where they present a safety risk/nuisance to the user, other residents and vehicles.
- 1.5 This Policy applies primarily to the storage of scooters in supported schemes and general needs properties.

## 2. FIRE SAFETY

- 2.1 The common areas of residential premises fall within the scope of the Regulatory Reform (Fire Safety) Order 2005 which is enforced by Leicestershire Fire & Rescue Service.
- 2.2 In addition to causing an obstruction, the storage of mobility scooters within communal corridors can increase risks of combustion should a fire occur.

- 2.3 Mobility scooters are manufactured from plastic and rubber based materials, which liberate vast quantities of thick black toxic smoke when involved in fire. They also utilise large battery packs to provide power to the motor. Some batteries house corrosive acids which can give off flammable and explosive gases including hydrogen, particularly during the charging process.
- 2.4 Mobility scooters are a relatively recent development, and attempts are often made to install storage and charging points within areas of existing buildings, which were not designed for such products. Where mobility scooters are to be stored and electrical charging points installed, such revisions are to be provided within a designated compartment providing at least 30 minutes fire resistance incorporating smoke detection and emergency lighting systems. These revisions are not to impact upon the existing escape routes provided within the building.

### 3. STORAGE OF MOBILITY SCOOTERS IN COMMUNAL AREAS

- 3.1 Mobility Scooters cannot, under any circumstance, be stored either temporarily or permanently within any communal area. This includes storage rooms, drying areas, corridors and any other area with general access.
- 3.2 The storage or abandonment of scooters in communal areas increases the fire risk within the property area. It is therefore Melton Borough Council's priority and responsibility to eliminate the potential fire risk to residents, staff, visitors and properties.
- 3.3 Should a Mobility Scooter be found within any communal area, Melton Borough Council will take reasonable steps to mitigate the risk, including the immediate removal and temporary storage of the scooter whilst agreement is sought with the scooter owner about appropriate storage. In addition, where required to do so and as a last resort, further legal action may be instigated to ensure removal with any associated costs recharged to the tenant or visitor.
- 3.4 The communal areas of all properties managed by Melton Borough Council are inspected on a regular basis to ensure compliance with this policy and are subject to periodic fire risk assessments.

### 4.0 PERMISSION TO KEEP A MOBILITY SCOOTER

- 4.1 Tenants and leaseholders who live in general needs accommodation and who purchase a mobility scooter will be expected to ensure the access arrangements, charging and storage of the scooter. Scooters must not be stored in communal areas, stairwells, access or exit points of any property under any circumstance.
- 4.2 Those in supported schemes must apply for formal permission to store a scooter before they purchase it. Applications from tenants in Supported Needs accommodation can be made to your allocated Intensive Housing Management Officer or by telephone, in person, via email or in writing to:

Intensive Housing Management Team Leader  
Melton Borough Council  
Parkside  
Burton Street  
Melton Mowbray  
LE13 1GH

01664 502502  
[contactus@melton.gov.uk](mailto:contactus@melton.gov.uk)

- 4.3 Applications from tenants in general needs accommodation should be made through the Melton Borough Council Customer Services department either by letter, email or by phone to:

Customer Services Department  
Melton Borough Council  
Parkside  
Burton Street  
Melton Mowbray  
LE13 1GH

01664 502502  
[contactus@melton.gov.uk](mailto:contactus@melton.gov.uk)

- 4.4 Prospective tenants, who already have a mobility scooter, will not automatically be given permission to keep a mobility scooter and will be subject to the same assessment criteria as existing tenants. Where we are aware of existing scooter users, we will grant retrospective permission, providing the assessment criteria is satisfied.
- 4.5 If adequate storage is provided by Melton Borough Council, permission will be subject to the requirement of the resident to show proof of adequate insurance cover for the mobility scooter. This should include liability insurance in case of either damage to the building, or injury involving other people who may be living at or visiting the building.
- 4.6 Any damage to the Council's property caused by a mobility scooter will be recovered through the owner's insurance company. If the owner does not have a current insurance certificate they may be personally liable for all costs, and may be asked to remove the scooter from the premises immediately.
- 4.7 A copy of the current insurance certificate must be provided to the Intensive Housing Management Officer, if in supported accommodation. In general needs accommodation, the copy of the insurance certificate insurance should be sent to Customer Services upon renewal.
- 4.8 If the tenant resides in general needs accommodation, then the mobility scooter may be stored within the tenant's property unless suitable alternative arrangements have been provided. Residents in supported accommodation can

also choose to store their scooter inside their property, with the permission of the scheme manager should no alternative be available. In circumstances such as this it is the tenant's responsibility to ensure that the scooter is suitable and safe to store in their property.

- 4.9 If the tenant resides in Sheltered Housing accommodation, then the scooter must be stored either in the tenant's property or in a designated storage facility and not in any other communal area. Scooters found to be in areas believed to present a risk will be removed and stored by Melton Borough Council until such time as agreement is sought with the resident/owner about its future location and storage.
- 4.10 Where written permission is granted, the resident must agree and comply with all conditions placed upon the storage and usage of the vehicle. Melton Borough Council reserves the right to withdraw permission at any time should the conditions of the permission be broken.
- 4.11 Any tenant residing in a general purpose flat who requires the use of a mobility scooter may be entitled to transfer to a sheltered housing scheme if eligibility criteria are met. This will be also be dependent on sufficient space being identified to store the scooter.

## 5. PURCHASING AND OWNING A MOBILITY SCOOTER

- 5.1 It is important at the point of considering the purchase of a mobility scooter that the tenant/leaseholder considers the suitability of the surroundings. Melton Borough Council would in some circumstances recommend the smaller, collapsible models, which can be stored more easily within the property.

## 6. CHARGING A MOBILITY SCOOTER

- 6.1 Mobility scooters should be charged inside a tenant's home unless specific provision is made within a sheltered housing scheme. Charging should be undertaken in accordance with the manufacturer's instructions.

## 7. MONITORING COMPLIANCE

- 7.1 Inspections of communal areas will be undertaken on a regular basis within all MBC flats and sheltered accommodation. Any incorrectly stored or unauthorised mobility scooters identified will be addressed by the appropriate Intensive Housing Management Officer or Housing Officer.

## 8. EQUALITIES STATEMENT

- 8.1 The Council is committed to meeting its duties under the Equality Act 2010. There is a need to promote the independence of residents and ensure equal access. Understanding and responding to the diverse individual needs of our residents is fundamental to the Council's value. However, there will be a need

to impose restrictions due to lack of storage facilities or potential breaches in health and safety regulations. Storage of mobility scooters in communal areas such as corridors, stairwells and community lounges heightens the risk to people in the event of a fire. This might either be a fire caused by the scooter itself or the obstruction caused to other residents as they escape. There is also a risk to emergency services when entering our buildings if communal areas are not kept clear.

DRAFT