

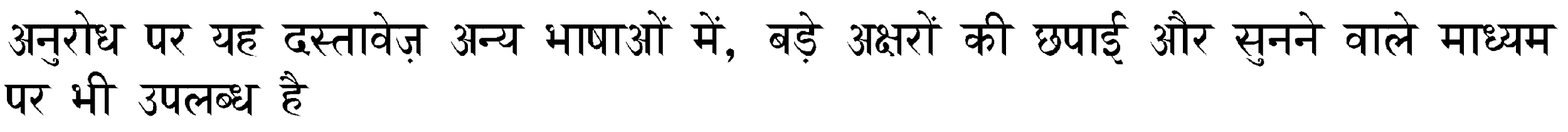
WDC Mobility Scooter Guidance

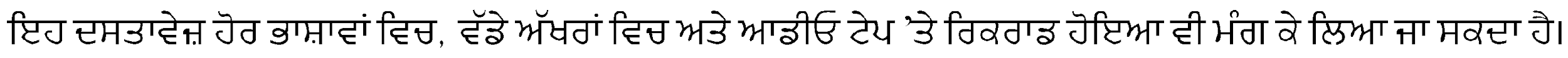
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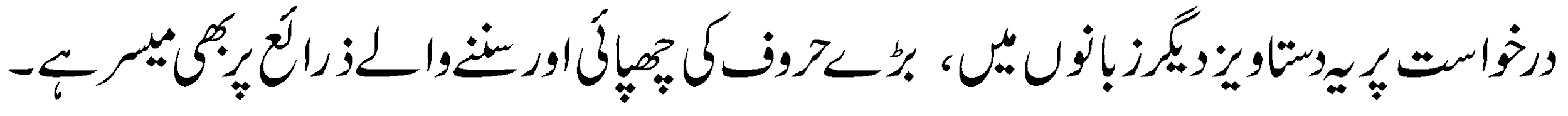
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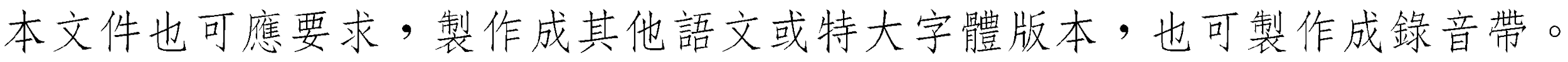
**This document is also available in other languages, large print and audio format on request.**

**Arabic**

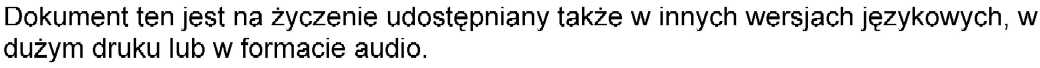
**Hindi**

**Punjabi**

**Urdu**

**Chinese (Cantonese)**

**Polish**

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**Ukrainian**

Цей документ також доступний іншими мовами, великим шрифтом та в аудіоформаті за запитом.

 **British Sign Language**

BSL users can contact us via [contactSCOTLAND-BSL](http://contactscotland-bsl.org/), the on-line British Sign Language interpreting service.

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**1. Scope**

This guidance will apply to any tenant living in sheltered housing complexes, multi- story flats or any other communal living accommodation.

**2. Introduction**

The purpose of this document is to provide guidelines on Mobility Scooters in accommodation as set out above.

Due to the widespread use and availability of mobility scooters, their popularity is beginning to create issues in terms of safe storage, use and charging in areas that were not designed to accommodate scooters. Subsequently, tenants are attempting to use common areas to store and charge their scooters.

The Fire Scotland Act 2005 requires that fire risks in common areas should be assessed, and actions taken to reduce these risks. In residential buildings mobility scooter fires can pose a life safety risk to tenants, employees, firefighters and others when stored in communal areas and/or escape routes.

The objectives of this document are to:

* provide guidance for staff when tenants request storage/charging facilities.
* provide guidance to tenants when requesting storage/charging facilities.
* provide guidance to staff when tenants wish to keep their mobility scooters in their own home.
* provide guidance to tenants who wish to keep their mobility scooters within their own home.
* address any safety risks for all tenants.
* respond to future needs of tenants; and
* future proofing services to fit tenants’ needs.

**3. Definitions**

Mobility Scooters

Powered scooters and wheelchairs are defined as ‘invalid carriages’ under the Use of Invalid Carriages on Highways Regulations 1988. The regulations divided these machines into three classes:

* + - Class 1 applies to manual wheelchairs;
    - Class 2 applies to machines designed for use on the pavement travelling at speed of up to 4mph (i.e.8i9 power wheelchairs). They may also be used on the road to cross from one pavement to another or where no pavement is available; and
    - Class 3 applies to machines that can be used both on the pavement where, like class 2 vehicles, they are limited to 4mph, and on the road where they can travel up to 8mph.

**4. Guidelines and Responsibilities**

4.1 Acceptable Vehicles

This guidance applies to both Class 2 and 3 vehicles. Class 1 vehicles do not require permissions to be stored or used within our properties, but no items should be stored in communal areas, storage of permitted vehicles / equipment should not be stored in communal areas unless it has been specifically designated for such purposes.

Any class 3 vehicle which is longer than 1200mm or wider than 700mm is not permitted to be stored inside sheltered housing complexes, multi-storey common areas or customers own homes at all. The reason for this is class 3 scooters are road worthy vehicles and therefore are generally heavier and larger. This increases the risk of damage to West Dunbartonshire Council (WDC) property, including to lifts.

Section 2.13 of the tenancy agreement will be updated to state – ‘No property belonging to you, anyone residing with you, or anyone visiting you, including but not limited to bicycles, motorcycles or prams, should be stored in any of the common parts except in areas set aside for storage.  Scooters, E-bikes and mobility scooters and similar can only be stored in a designated safe area after Landlord consent.  You must not do anything which causes inconvenience or danger to anyone using the common parts.’

4.2 Permissions

All tenants of sheltered housing, multi-storey flats or other communal accommodation cannot store or charge scooters in communal areas unless this area has been specifically designated by WDC as safe and acceptable to do so. The Practical Fire Safety Guidance for Existing Specialised Housing has identified Mobility Scooters as a risk indoors if they are stored on escape routes, if there was a fire there is a likelihood that escape routes would become impassable due to smoke and heat putting residents at significant risk.

When recommendations (as set out in the above mentioned Fire Safety Guidance) and conditions on ownership of mobility scooters (as set out below in section 4.3) are met, tenants may be able to store smaller scooters in their own home. It is recommended also that tenants should arrange a home fire safety visit from Scottish Fire and Rescue Service. To book a free home safety visit call the Scottish Fire and Rescue Service on 0800 0731 999 or visit [www.firesscotland.gov.uk](http://www.firesscotland.gov.uk)

If you are a new tenant moving into one of our complexes, you will not be permitted to move in with a mobility scooter or purchase one with the intent to store or use internally within the complex once you are in residence, unless a suitable storage / charging facility is available within your home or at the complex. Please note you will require to obtain permission from onsite staff prior to arranging any external storage arrangements for mobility scooters and the provision of this will only be possible if there is suitable hard standing and access. Onsite staff should also consult with Housing prior to authorising any additional external charging points.

4.3 Conditions on ownership of mobility scooter

It is recommended that all users of Mobility Scooters should have Public Liability Insurance covering accidental damage to a third party and/or property. This is required in the event that the user causes injury to another person or damage to WDC building. Class 3 Mobility Scooters should also by registered with the DVLA. Government guidance on mobility scooters, and the requirements around them can be found on the following link-

[Mobility scooters and powered wheelchairs: the rules: Overview - GOV.UK (www.gov.uk)](https://www.gov.uk/mobility-scooters-and-powered-wheelchairs-rules)

4.4 Use of mobility scooters within common areas

Mobility scooters cannot be used inside the building unless the tenant has authorised permission for storage within their flat as set out above in section 4.2 Permissions. Mobility Scooters must not be stored or charged in corridors or other communal areas. At present there are no external designated storage / charging facilities on any of our sites. Where mobility scooters are left within unauthorised areas, WDC staff will discuss this with the owner. Should the mobility scooter remain there after discussions have taken place, WDC may remove and dispose of the scooter.

If you have been granted permission to store your mobility scooter in your home and therefore are allowed it indoors, they should be ridden safely and in a responsible manner, especially within the confines of the building and grounds of the complex and by taking due care and consideration for other tenants, staff and visitors. All scooters should be set at the lowest speed setting when being used indoors, and if using lifts, users should ensure they take due care and attention of the property and other lift users. Mobility scooter users should also ensure they can safely manoeuvre their scooters for entry and exit to the lift. Any damage caused to WDC property as a result of mobility scooters will be recharged to tenants. This may be recovered through the owner’s Public Liability Insurance Company, or if the insurance is void the customer will be personally liable for all costs. All users should also be vigilant when charging their scooter, adhere to the guidance issued with the scooter regarding charging, and never leave the scooter on charge unattended due to the potential fire risk from the batteries. As a minimum, batteries should have a CE mark or UKCA mark to show that they adhere to the applicable safety standards. We would also recommend tenants to register their devices with the manufacturer, this makes it easier for any recalls or issues to be easily communicated with you, and to only buy from reputable sources. In the UK there is specific legislation to cover batteries, they are governed by the General Product Safety Regulations.

[Lithium-ion Batteries | Electrical Safety First](https://www.electricalsafetyfirst.org.uk/guidance/product-safety/lithium-ion-batteries/)

**5. Review**

This guidance will be reviewed and updated before the end of 2024, when the Council has developed a mobility scooter external storage programme or earlier if a review is required due to changes in legal, regulatory, or best practice recommendations.