



HOUSING ASSET MANAGEMENT MOBILITY SCOOTER POLICY

November 2013

Prepared by

THE CAPITAL WORKS TEAM - HOUSING ASSET MANAGEMENT

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FCC QUALITY STATEMENT

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MOBILITY SCOOTER POLICY

Introduction

Flintshire County Council (FCC) fully recognises the value that mobility scooters bring to the lives of some residents and that they can be a vital piece of equipment to help older people remain independent.

This policy statement outlines FCC's approach to the keeping of mobility scooters by its residents on such housing schemes.

Scope

This policy applies to all motorised wheelchairs and scooters. Throughout the policy the term 'scooter' will be used but this term applies to motorised wheelchairs also. This policy can be enforced in both sheltered and general needs schemes as appropriate and also applies to FCC's Leaseholder schemes.

Background

Advice from fire services across Wales has confirmed that scooters should not be stored in communal areas for the following reasons:

- Scooters could restrict the width of an escape route.
- They are a potential trip hazard.
- Batteries whilst charging could create a build-up of flammable gases.
- Whilst charging, they could become the source of a fire.

1.0 Aims

FCC wants to make it easy for residents to store and use scooters in and around its schemes only where this does not present a Health and Safety risk to other people. The aim of this policy is;

- a) To consider provision of scooter stores where feasible;
- b) To ensure that only those scooters that can be used and stored safely are permitted on schemes;
- c) To make it easy for residents to apply to store a scooter at their home;
- d) To ensure that residents have appropriate insurance; and
- e) To clarify the arrangements for storage and charging of scooters.

2.0 Scooter Storage

FCC are looking at all its residential schemes with a view to providing scooter stores where it is feasible. Some of FCC's schemes will not have the facility for scooter storage for various reasons such as lack of space in and around the scheme.

Schemes will be prioritised by the following criteria:

- a) The scheme has had a fire audit by a fire officer and a letter has been received to say that there is a scooter housed in a communal area and it has to be removed;
- b) The ASO/Scheme Manager/Housing Officer has identified scooters being stored in communal areas which need to be removed.

There will not be one solution for all schemes for scooter storage; each scheme will be assessed to identify the most appropriate form of storage. This could include purpose-built outdoor storage, conversion of an indoor area, external areas marked out for scooter storage and other solutions beside. Where electricity for charging can be provided, it will and residents who have been allocated a scooter space will pay a charge of £1 per month to cover this.

3.0 Agreement to store on Flintshire County Council Property

Residents requesting to purchase a scooter must do so in writing to their Scheme Manager/Housing Officer. Requests from residents for the storage of scooters will be considered against the following criteria:

- a) Storage and charging – whether specific scooter storage is available or whether the resident can store the scooter in their accommodation and charging can be undertaken safely.
- b) Size – whether the scooter is of a suitable size to be used safely on the scheme.

- c) Manoeuvrability – whether the resident is capable of moving the scooter in and out of their accommodation, into a lift (where present) and in and out of the scheme along agreed routes.
- d) Volume of scooters – the number of scooters at a scheme already and whether the health and safety of other residents or users of the scheme may be jeopardised by additional scooters.
- e) FCC reserves the right to review the allocation of a scooter space if for example the scooter is not being used on a regular basis.

4.0 Residents' Responsibilities

Residents who own scooters have responsibilities as follows;

- a) For the safe storage of their vehicles;
- b) Ensuring that they drive the scooter responsibly in grounds and where agreed, communal areas, taking due care and attention;
- c) Ensuring the right scooter has been chosen and as the user they can manoeuvre the vehicle in and out of their scheme or flat (try before you buy schemes exist);
- d) Scooters must not be stored in corridors, communal areas or under stairwells;
- e) To pay for their own electricity to recharge their batteries; a £1 per month nominal cost.
- f) Charging units (transformers) should be stored in residents own flats when not in use;
- g) Ensuring appropriate insurance cover is taken out to cover theft, damage, third party and personal injury and for any damage caused and provide proof of this to the scheme manager;
- h) Maintain the scooter so that it is fit for purpose.

5.0 Allocation of storage and charging space

As spaces for scooter storage will be limited within schemes, residents must apply for a space in writing. If available at the time of request, residents will be given a specific parking space for their scooter. If demand is higher than the number of available spaces, a waiting list will be established. The Neighbourhood Housing Manager will be responsible for managing the waiting list which will operate on a first come first served basis. In some circumstances, those residents with a medical need may be prioritised over other applicants.

Where written permission is granted for scooter storage and charging space, certain conditions will apply which must be adhered to by the resident.

5.1 Conditions

- a) Residents who are provided with a scooter storage/charging space will be required to sign a contract for the space. This will be reviewed on a regular basis.
- b) Spaces may not be 'transferred' to another resident, friend or relative.
- c) Residents must use only identified access routes.
- d) Residents must have suitable insurance in case of any claims made against them for damage/accidents. Insurance will be checked by the Scheme Manager.
- e) FCC will take no responsibility for loss/damage or any accident involving the scooter user and their scooter.
- f) Residents are responsible for ensuring the manufacturers guidelines are followed when charging their scooter.
- g) Scooters can only be taken along agreed routes which will be specified by the scheme manager.