



Mobility Scooter Policy

Last reviewed June 2021

1.0 Mobility Scooter Policy overview

This policy is managed and adhered to by the housing service. This policy will be reviewed regularly to ensure compliance with government legislation, guidance and good practice.

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1.1 Introduction

Dacorum Borough Council (DBC) recognises that a number of its tenants/leaseholders may wish to own a mobility scooter to allow them to be fully mobile and live independently.

This policy sets out the requirements DBC and residents must comply with to ensure the safe storage and use of mobility scooters within DBC properties.

This policy applies to all requests from tenants that do not already own a scooter with effect from 1 June 2021.

1.2 Aim(s) of the policy:

The aims of this policy are to;

- Ensure scooter users understand what is required of them while living in council-owned properties
- Protect the safety of all residents, visitors, staff and contractors in DBC Housing premises, whilst not restricting a person's independence

1.3 Links to the council's corporate aims:

This policy supports the council's corporate priorities which are set out in ['Delivering for Dacorum' – Corporate Plan 2020 - 2025](#)

- A clean, safe and enjoyable environment

1.4 Equality and diversity

The council is committed to promoting equality of opportunity in housing services and has procedures in place to ensure that all Applicants and Tenants are treated fairly and without unlawful discrimination.

1.5 Policy Statement(s)

We will follow government fire safety recommendations when handling mobility scooter use and storage (see 2.1).

Tenants applying for a mobility scooter will need to complete an Occupational Therapist (OT) assessment (see 2.2).

DBC will grant mobility scooter storage and charging point facilities where possible following receipt of an OT assessment, and work with tenants to try to find safe storage (see 2.3, 2.4).

Potential/introductory/transferring tenants will need to follow the process outlined (see 2.5).

DBC has the right to refuse requests under the circumstances outlined (see 2.6).

1.6 Emergency Restrictions

"The Council is required to respond to any local or national restrictions imposed by central government. The administration of this and other Council policies could, therefore, be impacted by a pandemic or other emergency for the period that such restrictions are in operation."

2.0 Mobility Scooter Policy detail

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2.1) Mobility Scooter Classifications

Powered scooters are defined as ‘invalid carriages’ under the Use of Invalid Carriages on Highways Regulations 1988.

We advise that before purchasing a mobility scooter from a reputable supplier, users undergo training on the usage and control of the scooter.

Regulations separate these vehicles into three classes. This policy only refers to Class 2 and 3 vehicles:

- **Class 2:** Machines designed for use on the pavement, travelling at a speed of up to 4mph. They may also be used on the road to cross from one pavement to another or where no pavement is available.
- **Class 3:** Machines that can be used both on the pavement (where they are limited to 4mph) and on the road (where they can travel at up to 8mph.) See ‘Use of Invalid Carriages on Highways Regulations 1988’ for further information.

2.1) Fire Risk

Government fire safety recommendations state that escape routes must not be compromised by items that could act as a source of ignition or trip hazard. DBC has adopted a “zero tolerance” approach and implemented a Clear Landings procedure to manage this effectively.

Hertfordshire Fire and Rescue Service and DBC’s fire safety consultant, Black & White Fire & Security have advised that mobility scooter storage and charging should not be permitted in escape routes. The fire service has the right to issue enforcement notices if these conditions are not met.

When mobility scooters are stored and charged in ‘fire sterile’ (protected) areas, this places an unacceptable risk to occupiers, visitors, staff and contractors. Mobility scooters present a potential source of ignition and increased fire loading. If involved in fire they can release large amounts of highly toxic smoke and gases.

In the case of a fire, a mobility scooter could affect the means of escape and place an unacceptable risk to all occupiers within the building. In line with the Regulatory Reform (Fire Safety) Order 2005 such risks must be reduced. Therefore storage of scooters is prohibited in communal areas of DBC buildings.

Scooters can only be stored in purpose-built scooter storage facilities or on hard-standing charging points. None of DBC’s existing council housing stock is designed or adapted to accommodate the safe storage, charging and use of mobility scooters. Storage inside tenants’ dwellings is strictly forbidden.

To comply with the Regulatory Reform (Fire Safety) Order 2005, DBC carries out Fire Risk Assessments at Sheltered Housing Schemes and general needs blocks.

2.2) Occupational Therapy Assessment

Tenants who do not already own a scooter and request a mobility scooter after the introduction of this policy will need an initial assessment by an Occupational Therapist (OT) before purchasing the scooter. Tenants need to provide this assessment before their application can proceed any further. In urgent cases DBC may appoint an independent OT to undertake the assessment and costs will be recharged to the tenant. Tenants will not require a retrospective OT assessment of recommendation if they:

- Have undergone adaptations to their property
- Owned a scooter before this policy was introduced

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2.3) Requests from Supported Housing tenants

The Supported Housing Officer (SHO) will check if storage is available at their scheme and manage a waiting list with places allocated on a first-come-first-served basis. The SHO can only grant the tenant's request for a mobility scooter if a storage/charging point is available. When a sheltered scheme has no further storage/charging point capacity, no more requests will be granted until another space becomes available.

If a tenant wishes to pass their scooter on to another tenant, they must inform the SHO. The person receiving the scooter will not have priority on the scooter space. The person at the top of the waiting list will have priority on the scooter space. An OT assessment will be required to be provided by the person receiving the scooter.

Some sheltered housing schemes are not suitable for mobility scooters due to a lack of space or location. In these cases, tenants who are assessed as needing a scooter may be considered at housing panel for a transfer to alternative accommodation where they can store their scooter.

Supported Housing tenants who already owned a scooter before the introduction of this policy will be able to use storage facilities in sheltered housing schemes. However, if there is a safety issue with their existing storage arrangements, DBC will refuse permission to store a mobility scooter at the property.

2.4) Requests from General Needs tenants

There is no provision for scooter storage in general needs properties. DBC will work with these tenants to try to find safe storage.

The tenant's request will be directed to the Aids and Adaptations Surveyors. As DBC has a variety of properties, some may not be suitable for mobility scooters due to space restrictions. Where space permits, the Aids and Adaptations Surveyors can identify suitable storage locations.

If a General Needs tenant owned a scooter before this policy was introduced and existing storage arrangements are found to be unsafe, alternative storage will need to be found.

2.5) Potential/introductory tenants or tenants who are transferring

Scooters are not permitted in DBC sheltered buildings except in designated scooter storage rooms. The scooter may only be driven to the storage room and stored immediately and the door closed in case of fire. Tenants with scooters need to be aware of this when bidding for properties online.

Tenants who own a scooter will be offered a property on the ground floor where possible.

Adverts for Sheltered Housing schemes will indicate where there is no suitable scooter storage space available. Introductory tenants/tenants that are transferring (GN and SH) must undergo an OT assessment if they are not on the direct offer list.

2.6) Right to refuse requests and remove scooters

Requests will be refused if a scooter cannot be located safely and may cause a risk to its owner or other residents. DBC reserves the right to enforce this policy and remove any scooter that is brought into its premises without permission. If the current home is not suitable for a mobility scooter, the request will be refused and alternative rehousing options may be considered. For further guidance please refer to section **3.0** (Links to other corporate documents).

Tenants must be fit and able to use a mobility scooter and control it safely. A tenant must be able to get on an off a mobility scooter without assistance from DBC staff. Should the health of the scooter owner deteriorate and affect their ability to operate it safely, DBC reserves the right to remove the scooter.

The owner must keep the scooter in good condition. Owners will be recharged for any fire or damage caused by their negligence. DBC may claim against a tenant for any damage caused by to its property by the use of their scooter.

3.0

Links to other corporate documents

This policy links to and should be read in conjunction with the following policies and strategies:

- Aids and Adaptations Policy
- The Housing Allocations Policy
- Safety in Communal Areas Policy
- Fire Safety Policy
- Temporary Allocations Policy
- Mutual Exchange Policy
- Disposal of Goods Policy
- Rechargeable Works Policy

4.0

Legislation

The legislation listed below will be taken into consideration when implementing this policy:

- [The Regulatory Reform \(Fire Safety\) Order 2005](#)
- [The Housing Grants Construction and Regeneration Act 1996](#)
- [Equality Act 2010](#)
- [The Care Act 2014](#)
- [The Chronically Sick and Disabled Persons Act 1970](#)
- [Use of Invalid Carriages on Highways Regulations 1988](#)