

Women's Pioneer Housing

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Related Corporate Policy Objective(s)	<ul style="list-style-type: none"> • Objective1: Providing high quality homes and services for existing and future residents. • Objective 2: Supporting our residents' independence and well-being • Objective 5: Developing our organisational strength.

1. Introduction

WPH acknowledges the right of our tenants under the Equality Act 2010, to have a quality of life that allows them full mobility, which may include the use of an electric wheelchair or mobility scooter.

We also recognise our duty to ensure the health and safety of our tenants, visitors, staff and contractors within our buildings.

We will conform to the Equality Act 2010, by ensuring that our tenants can maximise their mobility, understanding however the constraints imposed by the age and design of the properties in which the tenants live.

Whilst the purchase or leasing of an electric wheelchair or mobility scooter is the responsibility of the tenant, we have a responsibility to ensure that the vehicles are being used legally and with full responsibility being taken by the owner who lives in a property managed by WPH.

2. Scope

This policy applies to all properties owned and managed by Women's Pioneer Housing and Women's Pioneer Homes. This includes any properties on long leases (leasehold).

3. Classification

Under Highways regulations, electric wheelchairs and mobility scooters are defined as invalid carriages. These are then further classified as follows:

- Class 1 – manual wheelchairs;
- Class 2 – machine designed for use on pavements and to a maximum speed of 4mph.
- Class 3 – machines that can be used on both pavements (limited to a maximum speed of 4mph) and roads, (limited to a maximum speed of 8mph). This class of vehicles must be registered with the DVLA for road use but Insurance is not a legal requirement. However, we will require it.

4. Responsibility

The person responsible for compliance to this policy is the director of Property and Estates Services. This responsibility is further delegated as follows:

- The Health, Safety and Compliance manager who is responsible for approving the use and storage of a mobility scooter within a building.
- The Scheme Managers who will be responsible to maintaining a record of insurance and maintenance records for the class 2 mobility scooters within Older Women's housing..
- The Housing Officer who will be responsible to maintaining a record of insurance and maintenance records for the class 2 mobility scooters within General Needs properties.

5. The policy

6.1. Requesting Permission

Tenants must seek written permission from the Health, Safety and compliance Manager before bringing an electric wheelchair or mobility scooter onto the premises and will be required to:

- Identify a suitable area for storage and charging;
- Provide evidence of insurance of the vehicle.
- Provide evidence of an annual maintenance/service of the vehicle.

In some instances, a risk assessment may need to be carried out to ensure the safe use and storage of the vehicle.

Where written permission is granted, the tenants must agree to comply with the conditions of the permission. We will reserve the right to withdraw permission if the terms of the permission are breached.

6.2. Record keeping

If permission is granted for a tenant to have a mobility scooter, then the Scheme Manager or housing Officer as appropriate, is to keep records of the insurance documentation and service records.

6.3. Storage

Under the Regulatory Reform (Fire Safety) Order 2005, all corridors, staircases and other escape routes must be kept clear of obstructions and combustible materials. Consequently, wheelchairs (either manual or electric) or mobility scooters cannot be stored or charged within these areas nor in any other communal areas within the building.

Class 3 vehicles will not be permitted within any part of the buildings and class 2 vehicles will only be permitted if they are stored and charged within a designated scooter storage room/area that is adequately protected against fire spreading to other parts of the building.

Any visitors to the buildings who use an electric wheelchair or mobility scooter, must not leave it unattended in any of the areas mentioned above.

Where it is agreed that vehicles may be stored externally, it will be the tenant's responsibility to ensure that the vehicle is stored safely and securely. WPH will not accept any responsibility for the theft or damage to the vehicle.

If a vehicle is stored either internally or externally without permission and in contravention of this policy, WPH reserve the right to arrange for the vehicle to be removed immediately and will consider the action to be a breach of tenancy. Any fines imposed on WPH by the fire or other authorities will be recharged to the tenant.

6.4. Use within buildings

Where permission has been granted, the vehicle must be used responsibly when within the building. Tenants must be considerate to other tenants and any damage caused to the fabric of the building because of the use of a wheelchair or scooter, will be the responsibility of the tenant.

Where provided and suitable, the lift may be used but again any damage caused will be the responsibility of the tenant.

7. Contact Officer.

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