

E-Mobility Policy

For the attention of: All Staff, Students and Visitors

Produced by: Director of Health & Safety

Approved by: SLT

Date of publication: June 2024

Date of review: June 2027





Vision, Purpose & Values

Our Vision

Our students will be recognised locally & nationally for their positive impact on the communities and industries in which they choose to work.

Our Purpose

To inspire our students to gain the skills, knowledge and behaviours they need to be resilient and thrive in an ever-changing world.

Our Values

Excellence: A culture of creativity, high expectations, ambition and aspiration

Respect: Showing fairness, courtesy and mutual respect to each other and our environment

Integrity: Honesty, openness and trust at the heart of College life

Diversity: Celebrating diversity and inclusivity as a key to our success

Contents

1. Introduction	4
2. Policy Statement	4
3. Objective	4
4. Policy Details	4

1. Introduction

This policy applies to all individuals, including students, staff and visitors with regards to the usage of E Bikes and E Scooters on WFCG premises.

2. Policy Statement

WFCG will assess the risk and monitor in order to comply with the Management of Health and Safety at Work regulations 1999.

3. Objective

Some additional hazards especially around fire have been identified from the use of e-vehicles.

Additional assessment of these risks is required.

4. Policy Details

You can ride an electric bike if you're 14 or over, as long as it meets certain requirements. These electric bikes are known as 'electrically assisted pedal cycles' (EAPCs). You do not need a licence to ride one and it does not need to be registered, taxed or insured.

What counts as an EAPC

An EAPC must have pedals that can be used to propel it.

It must show either:

- the power output
- the manufacturer of the motor

It must also show either:

- the battery's voltage
- the maximum speed of the bike

Its electric motor:

- must have a maximum power output of 250 watts (Europe) 500w (American)
- the motor assists with pedalling to 16mph, but can propel the bike on its own unassisted up to 3.7mph.
- An EAPC can have more than 2 wheels (for example, a tricycle).

Where you can ride

If a bike meets the EAPC requirements it's classed as a normal pedal bike. This means you can ride it on cycle paths and anywhere else pedal bikes are allowed.

Other kinds of electric bike

Any electric bike that does not meet the EAPC rules is classed as a motorcycle or moped and needs to be [registered and taxed](#). You'll need a driving licence to ride one and you must wear a crash helmet.

Powered transporters will not be permitted on site:

The Government uses this term to cover a variety of novel personal transport devices which are propelled by a motor, as well as/instead of being manually propelled. It includes e-scooters, Segways, hoverboards, go-peds (combustion engine-powered kick-scooters),

It is illegal to use an e-scooter:

- on private land without the permission of the landowner
- on a public road without complying with a number of legal requirements, which potential users will find very difficult
- in spaces that are set aside for use by pedestrians, cyclists, and horse-riders; this includes on the pavement and in cycle lanes
- Any person who uses a powered transporter on a public road or other prohibited space in breach of the law is committing a criminal offence and can be prosecuted.

Fire hazards

E-bikes, like any other electrical device, can pose fire hazards if not used or maintained properly. Here are some potential fire hazards associated with e-bikes:

- **Battery malfunction:** The lithium-ion batteries used in e-bikes can be prone to overheating or short-circuiting if damaged, overcharged, or exposed to extreme temperatures. This can lead to a fire hazard.
- **Charging issues:** Charging the e-bike battery with a faulty charger or using incompatible charging equipment can result in overheating or electrical malfunction, which may lead to a fire.
- **Wiring problems:** Poorly installed or damaged wiring in the e-bike's electrical system can cause electrical sparks or short circuits, potentially leading to a fire.

- **Improper storage:** Storing e-bikes in close proximity to flammable materials or in areas with inadequate ventilation can increase the risk of fire if a battery or electrical component malfunctions.

To minimise the fire hazards associated with e-bikes, it is important to follow these safety guidelines:

- **Use the correct charger:** Only use the charger provided by the manufacturer or a compatible charger recommended for your e-bike model.
- **Avoid overcharging:** Do not leave the e-bike battery connected to the charger for an extended period beyond the recommended charging time.
- **Inspect the battery:** Regularly check the battery for any signs of damage, such as swelling, leaks, or unusual odours. If you notice any issues, stop using the battery and consult a professional.
- **Proper storage:** Store e-bikes in a cool, dry place away from flammable materials. Avoid exposing the e-bike to extreme temperatures or direct sunlight.
- **Regular maintenance:** Ensure that the e-bike's electrical system, including the wiring and connectors, is regularly inspected and maintained by a qualified technician.
- **Follow manufacturer's instructions:** Read and follow the manufacturer's guidelines and instructions for charging, maintenance, and safe use of the e-bike.