

# Disabled Parking Bay Application

## Guidance notes

The following guidance notes have been made with the joint co-operation of the Environment and Leisure department and the Disabilities and Community Rights section. They will be of benefit to residents and other people with disabilities, as they will help speed up the process of applying for a disabled parking bay.

To qualify for a disabled bay, applicants must be in receipt of either:

- **Disability Living Allowance (DLA) Higher Rate Mobility OR**
- **Personal Independence Payment (PIP) mobility component with 8 points or more for 'moving around'.**

*All other applicants including blue badge holders who are not in receipt of the above benefits may be referred for an Occupational Therapy Assessment*

1. Bays will not be approved if there is a garage or driveway space.
2. If an applicant's vehicle is too big for the garage (for example a motor home or caravanette) rule 1 will apply except in exceptional circumstances. Such circumstances may be special modifications such as a wheelchair lift.
3. Bays will not be agreed where they are required for the purposes of picking up or setting down passengers, e.g. mini cabs, dial a ride etc.
4. If the applicant is not the driver of the vehicle, the driver should reside at the same address. If the driver does not reside at the same address, no bay will be granted.
5. In order to qualify for a disabled bay, the bay must have an intended use of more than four or more days a week on average.
6. All bays that are approved must be used regularly over the whole year.
7. Bays and their locations will only be approved if there is a recognisable parking problem, and subject to the degree of mobility of the applicant.
8. The Environment and Leisure department will only be able to assist on roads which are defined as public highway.
9. Bays will only be approved at locations where road safety will not be adversely affected by their provision.
10. The above guidelines are intended to cover most situations. However, there may be special cases which won't be covered by these. In these instances, cases will be assessed on an individual basis after discussions with the Disabilities and Community Council.