

Disabled Person's Parking Bay Application Form

Introduction to Scheme

An individual disabled person's parking bay is a space alongside the kerb, indicated by a 'box' marked out with white lines painted on the road with an associated sign.

The purpose of the parking bay is to help people, whose mobility impairment means they cannot walk any significant distance, and therefore need help in parking close to their home.

Disabled Person's Parking Bay Eligibility

The Scheme is aimed at helping disabled drivers, with a severe mobility impairment, who are in receipt of a current Disabled Person's Blue Badge, and, are often unable to park outside their home because of parking congestion (and currently have no suitable off road facilities or any possibility of creating them).

To be eligible, the parking bay applicant **MUST** meet the following criteria:

- Both the driver and the parking bay applicant (if not the driver) **MUST** live at the same address and the car is kept permanently at this address.
- The applicant **MUST** hold a current and valid Blue Badge (temporary Blue Badge holders are not eligible to apply).
- A parking bay can only be installed directly outside the property in question and will not be approved where there are traffic prohibitions, paved areas or other obstacles directly outside the home such as a junction.
- You must not have accessible off-road parking at your property (e.g. hard standing, drive, garage etc)

Applications for a parking bay cannot be made on behalf of visitors, regardless of the circumstances of their case. In certain cases, disabled passengers may also qualify.

If the applicant already has a dropped kerb outside their house, they can still apply under the Scheme although if a Bay were recommended, then the kerb would be removed, as it is not possible to have both at the same property.

The Assessment Process

Once an eligible application is received, an Assessor from the Occupational Therapy Team will contact the applicant and make an appointment to visit and complete a comprehensive assessment of need.

Following an assessment, the decision on whether to recommend the parking bay will then be made by a panel of relevant professionals. All applicants will be notified in writing of the decision. It is likely that the assessment period will take a number of months to complete.

Applying for a Parking Bay

Please note that a £10 administrative charge will be required for all applications. Failure to provide the fee will result in the application not being considered. This fee is non-refundable, whether a parking bay is recommended or not.

A cheque or postal order made payable to '*Rhondda Cynon Taf County Borough Council*' must be included with this application form. Cash and card payments can also be accepted at your nearest One4aLL Centre.

What if my application is unsuccessful?

If your application is unsuccessful, there is no right to appeal.

This is because following on from your assessment with the Occupational Therapy Team, we will send you your assessment to read and you will have the opportunity to add in any further information you feel was relevant at the time of the assessment.

We can only consider information relevant at that time so it is important that you read the completed assessment carefully and tell us everything we need to know about your circumstances at that time. It maybe that your assessment shows that you would qualify for a Parking Bay due to your disability but that to install one where you live is technically impossible.

You will be informed of this so that you know that unless the environment changes, you will not be able to have a Parking Bay at your property.

Please complete the following application in as much detail as possible.

Section 1: Applicant Information

If you are completing the form on behalf of an applicant who is under 16 or who is unable to complete the form himself or herself, please provide their details below and in appropriate sections and sign the form on their behalf.

Title: (Please Select) Mr Mrs Miss Ms Other:

First name:

Middle Name:

Surname:

Date of Birth: (DD/MM/YY)

Address

Post Code:

Telephone Number:

Mobile Number:

Email Address:

Section 2: Blue Badge Details

To be eligible to apply for a Parking Bay, the applicant **MUST** be the holder of a current Disabled Person's Blue Badge.

Applicant's Blue Badge Serial Number:

Blue Badge start date:

Blue Badge expiry date:

Section 3: Driver Information

To be eligible to apply for a Parking Bay, both the driver and the parking bay applicant (if not the driver) **MUST** live at the same address and the car be kept permanently at this address.

Please answer the following:

Is the parking bay applicant the driver of the vehicle?

Yes No

If no, does the driver of the vehicle reside at the same property?

Yes No

Is the car kept permanently at the address of the driver and parking bay applicant?

Yes No

Section 4: Accessible off-road parking and Traffic Prohibitions

A parking bay can only be installed directly outside the property in question and will not be approved where there are accessible alternative off-road parking facilities at or near the property.

Do you have access to any of the following at your property? (*Please tick accordingly*)

	Yes	No
Hard standing		
Driveway		
Garage		

A parking bay can only be installed directly outside the property in question and will not be approved where there are traffic prohibitions, paved areas or other obstacles directly outside the home such as a junction.

Do you have any of the following directly outside or near to the property? (*Please tick accordingly*)

	No	Yes – directly outside the property	Yes - near to the property
Single Yellow Lines			
Double Yellow Lines			
Resident only parking permit area			
Limited waiting area			
Bus Stop			
Zebra/Pelican Crossing			
Junction			

Section 5: Mobility Equipment

Has your vehicle been adapted to your disability?

Yes No

If yes, please provide details

Do you use any of the following mobility equipment? (*Please tick accordingly*)

	No	Indoors	Outdoors	At all times
Self-propelled wheelchair				

Attendant propelled wheelchair				
Walking Frame (Zimmer)				
Crutches				
Walking Sticks				
Other (please specify)				

Who provided the equipment? *(Please tick accordingly)*

	Prescribed to me	Purchased privately
Self-propelled wheelchair		
Attendant propelled wheelchair		
Walking Frame (Zimmer)		
Crutches		
Walking Sticks		
Other (please specify)		

Do you require help to get in and out of the vehicle?

Yes No

Is the driver able to assist you in and out of the vehicle?

Yes No

If yes, please provide details:

Section 6: Current Parking

Are you regularly unable to park conveniently near to your residence due to heavy on street parking?

Yes

No

If yes, please provide details:

Where do you park when the street is congested?

Frequency of parking difficulty (e.g. at evenings / weekends)

Section 9: Parking Bay Terms and Conditions

<p>Please tick to confirm you have read and understood the following statements</p>	✓
<p>If successful, the parking bay will take up to 12 months to install after you have been notified of its approval.</p>	
<p>If approved, the bay will not encroach beyond the boundary width of your property and may not accommodate space for a tail lift (if fitted).</p>	
<p>A parking bay will not be approved where the narrowness of the street has resulted in habitual parking on the pavement by residents to allow traffic flow.</p>	
<p>I understand that a parking bay will not be approved where the narrowness of the street has resulted in habitual parking on the pavement by residents to allow traffic flow</p>	
<p>A parking bay will not be provided to accommodate the parking needs of district nurses or other regular callers, disabled visitors or vehicles used to transport clients to day care or hospital appointments.</p>	
<p>If a bay is allocated to you it can also be used as a designated parking space for a blue badge holder and may be used by anyone displaying valid blue badge for up to 3 hours at any one time.</p>	
<p>If a bay is allocated and there is a change of circumstance in relation to eligibility e.g. applicant moves house, admission to nursing or residential care/ death /deterioration in health to the extent that the car is no longer used, that the bay will be removed. It is the responsibility of the applicant or their representative to report such changes to the Highways authority (appeals against removal may be submitted in certain circumstances).</p>	
<p>Should you be allocated a bay and subsequently move house, you will not be automatically provided with a bay at the new address. A fresh application for a parking bay assessment will need to be submitted. Approval of a bay is not guaranteed on any subsequent application.</p>	
<p>Allocated bays are permanent installations while in use by the applicant but could be reviewed if concerns/ issues are reported to the authority by a third party on use or eligibility. This may result in contact from a parking bay officer following up received information. Any discussions and investigations are strictly confidential to the bay owner and details are not disclosed to the party raising the concern.</p>	
<p>The allocation of bays is subject to assessment of need and is not influenced by the number of past applications made to the scheme.</p>	

Section 10: Signature

Before making your application, please sign to confirm that you agree with all the terms and conditions listed in section 9.

Your signature:

Applicant / Representative Signature	Date of Signature

Please return this application form with your non-refundable £10 administrative fee by

30th November 2022

BY POST ONLY

To:

Rhondda Cynon Taf County Borough Council

Adults Social Care – First Response Team

Ty Elai

Dinas Isaf East

Williamstown

Tonypandy

CF40 1NY

When we receive the application form, we will send you an acknowledgement as soon as possible.