

European Blue Badge Guidance Notes

The Blue Badge scheme (parking badges for disabled people) provides parking concessions both nationally and in Europe, for people with a **PERMANENT** and **SUBSTANTIAL** disability, whether the person is the driver or the passenger.

Please read this leaflet carefully. It provides information on how to complete the form and gives details of the criteria for eligibility. It also sets out the standard of service you should receive.

WHO TO CONTACT

If, having read this leaflet, you have an enquiry in relation to this scheme; please contact one of the following Customer Service Centres listed below.

Bromsgrove District Customer Service Centre

Adjacent to Dolphin Centre
School Drive
Bromsgrove
B60 1AY
Tel: 01527 881288

Droitwich Community Contact Centre

44, High Street
Droitwich Spa
Worcestershire
WR9 8ES
Tel: 01905 794272

Evesham Community Contact Centre

Abbey Road
Evesham
Worcestershire
WR11 4SB
Tel: 01905 794272

Malvern Hills Customer Service Centre

The Library
Graham Road
Malvern
WR14 2HU
Tel: 01684 862151

Pershore One Stop Shop

Civic Centre
Queen Elizabeth Drive
Pershore
WR10 1PT
Tel: 01905 794272

Redditch One Stop Shop

Town Hall
Walter Stranz Square
Redditch
B98 8AH
Tel: 01527 534123

Worcester Customer Service Centre

Orchard House
Farrier Street
Worcester
WR1 3BB
Tel: 01905 722233

Wyre Forest Customer Service Centre

Kidderminster Town Hall
Vicar Street
Kidderminster
Worcestershire
DY10 1DA
Tel: 01562 732928

All Customer Service Centres will also be pleased to help you complete applications forms if you would prefer.

The District Council has the responsibility to decide if you are eligible to be issued with a badge. If you are dissatisfied with the outcome of your application and believe that you do meet the eligibility criteria, please write to the Customer Service Manager at the appropriate Worcestershire Hub Customer Service Centre detailing why you feel you are eligible for the badge.

Eligibility

We are required to view each application, including those from current badge holders as a first enquiry.

Automatic Qualification

If you supply evidence that you meet one of the following criteria you will be automatically eligible for a Blue Badge.

- If you are registered blind.
- If you are receiving the Higher Rate Mobility Component of the Disability Living Allowance.
- If you receive a War Pensioner's **mobility** supplement.
- If your vehicle is funded by the Department of Work and Pension (DWP) via the Motability Scheme.

If you are receiving either the Higher Rate DLA or The War Pensioners Mobility supplement for a term of less than three years (three years is the period of time for a standard Blue Badge to be issued) you will qualify for a blue badge but only for the same period that the benefit covers.

You will be expected to provide 'Award letters' from either the DWP or the Service Personnel and Veterans Agency' as evidence

Discretionary Qualification

You **can also** qualify for a Blue Badge if you meet **either** of the following criteria:

- You are completely unable to walk
- You experience considerable difficulty in walking due to a permanent and substantial disability which affects your mobility and you have evidence to support your claim.

You **can also** qualify for the scheme if you experience severe disabilities in **both** arms and meet **all** of the following criteria:-

- You regularly drive a vehicle
- You are unable to operate, or have considerable difficulty in operating, all or some types of parking meter

Please note that a Blue Badge will not be issued if you have a substantial disability in both arms but are always a passenger and do not drive. Nor will a badge be issued solely on the basis that you may struggle to carry shopping or luggage.

For children under two years of age:

- If the child has a condition that requires that they must always be accompanied by bulky medical equipment which cannot be carried around with the child without great difficulty;

And / or

- If the child has a condition that requires that they must always be kept near a motor vehicle so that they can, if necessary, be treated for that condition in the vehicle or be taken quickly in the vehicle to a place where they can be treated.

You **will not** qualify if: -

- You do not meet the above criteria.
- You have a temporary disability, such as, a broken leg or you are awaiting a hip replacement operation but you are not receiving the Higher Rate DLA or War Pensioners Mobility Supplement for the expected duration of your condition.
- You experience a psychological disorder that does not cause you severe discomfort.
- You only experience walking problems when carrying objects, such as shopping.
- Your condition does not **continuously severely** limit your ability to walk. For example, some people have days when they are able to walk better than others.

Help us to help you

In order for us to process your application quickly you must: -

- Provide evidence of eligibility if applying under the automatic criteria.
- Provide supporting evidence if applying under the discretionary criteria.
- **PLEASE DO NOT REQUEST EVIDENCE FROM YOUR GP. IF YOU HAVE PROBLEMS SUPPLYING WRITTEN EVIDENCE PLEASE VISIT YOUR LOCAL WORCESTERSHIRE HUB CUSTOMER SERVICE CENTRE FOR FURTHER INFORMATION**
- Complete the form carefully, giving all the details requested.
- Sign and date the declaration.
- Enclose a cheque/postal order for £2 made payable to the **District/Borough Council** you are applying to.
- Enclose two recent passport photographs and sign both of them on the back. If necessary photographs can be taken in the Customer Service Centre for an additional £2.00.

- If you visit the Customer Service Centre in person you may pay cash or using a debit card

Please note – your payment and photographs will NOT be returned to you if your application is unsuccessful.

Re-applications:

Your Blue Badge will be valid for a maximum of three years. Badges will be valid for periods of less than three years where the applicant is a child under the age of two or the evidence provided originally is valid for less than three years. It is your responsibility to contact the Customer Service Centre should you wish to renew your badge once it has expired. **A reminder letter will not be sent out.**

You must ensure that you re-apply to your local Customer Service Centre prior to the expiry date of your current badge. This can be done up to four weeks before the expiry date. If you still meet the eligibility criteria, your renewed badge will be issued to you. Your renewed badge will start from the date your old one expires.

Once expired, the old badge should be returned to any Worcestershire Hub Customer Service Centre.

If you lose your blue badge, you can re-apply at any Worcestershire Hub, Customer Service Centre Please note, although you will have previously provided evidence, further documentation may be requested as your circumstances may have changed.

Lost or Stolen Badges:

If your badge has been lost or stolen you must report it to the Police and obtain a criminal reference number before contacting your local Worcestershire Hub Customer Service Centre.

USE OF BADGE

- You are responsible for ensuring that you use your badge correctly. Guidance on the correct use of badges is supplied to successful applicants with their new badge.
- The badge belongs to the person in whose name it is issued.
- The badge must only be displayed in an empty, stationary vehicle.

You cannot use your Blue Badge everywhere.

- The scheme does not automatically apply in off street car parks, although many provide designated spaces; this may not apply in certain town centers, where access is limited.
- You **must not** park during the period a ban on loading or unloading is in force, and should look out for yellow stripes on the kerb and refer to the information plates nearby.
- You **must not** park where it could be obstructive or cause a danger for others.
- You **must** observe the time limit of three hours parking.
- You **must not** allow others to use your badge.

Abuse of a Blue Badge could result in it being withdrawn. In addition, it is a criminal offence for a non-disabled person to use a disabled person's car badge. It is your responsibility to make sure that you are aware of the regulations and use your badge correctly.

"Worcestershire County Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes".

RETURN OF BADGES

Parking Badges for the Disabled are non-transferable and must be returned to the Customer Service Centre if they are no longer required.