

## **Appendix 1:**

### **Disabled Car Parking Space (DCPS) Policy**

This is a discretionary scheme, provided by the Council when the allocation of a dedicated parking space is possible. The aim of the scheme is to help disabled people with severe mobility problems to park close to their homes.

#### **Criteria**

1. Applications should be made by the disabled driver of the vehicle for which the parking space is provided.
2. If the Applicant is not the driver of the vehicle, the nominated driver must live at the same address as the applicant and the vehicle must be registered at that address.
3. An applicant must be 3 or more years of age (*children under the age of 3 are not entitled to the higher rate of mobility component*).
4. The applicant must provide evidence that s/he currently;
  - a) holds a Blue Badge issued under the Blue Badge Scheme
  - b) is in receipt of the Higher Rate Mobility Component of Disability Living Allowance (*an award notice letter from the Pension, Disability & Carers Service*) or
  - c) In receipt of a score of 8 points or more under the "moving around" activity of the Mobility Component of Personal Independence Payment. (*a decision letter from the Department of Work and Pensions under the Mobility Component section*)
  - d) the vehicle is registered at the applicants address (vehicle registration document)

#### **Parking Spaces**

5. Disabled parking bays will only be provided where the Applicant meets these criteria and no suitable alternative off-street parking is available.
6. Where off- street parking is available near the Applicant's home, a bay will be provided if the applicant can demonstrate that the available parking is unsuitable due to the nature of their disability. Evidence from a medical practitioner to this effect must be provided.
7. There may be overriding factors that prohibits the provision of a space, due to the configuration of the car parking area. Each application will be decided on its own merits but where provided, a parking bay will be as close to the Applicant's home as possible.
8. Normally, within any one car parking area owned by the Council, the number of allocated spaces will be restricted in number to a maximum of 15% of the total number of spaces. This figure is given for guidance purposes only, but should only be exceeded if Officers consider it appropriate due to clinical needs;
  - a. If an application is declined on the above grounds the application will be held on a waiting list until a space is available.

## **Application of the Policy**

9. Where a particular parking-bay is assigned, the operation of this policy relies on the cooperation of all residents. No enforcement action can be undertaken by the Council, if the space is used by other residents and/or visitors
10. Parking-bays will be marked out by the Council's appointed Lining Contractor when several are required. For this reason, there may be a delay between approval of an application and provision of the parking-bay. Provision will also be dependent on workloads and weather conditions.
11. The parking-bay will be marked out with the usual "disabled parking" logo, 1 meter wider than a standard parking bay. Where possible the relevant property number will be added, which will inform other residents and/or visitors that it has been designated to a particular property.
12. Within Sheltered Schemes or high demand areas no property numbers will be shown, and parking will be on a first come, first served basis.
13. Applicants must meet the qualifying criteria on an on-going basis. The Council will conduct periodic reviews to ensure that this is the case. If the applicant no longer qualifies the parking space will be removed or reassigned from the waiting list.
14. Applicants must inform the Council in writing when a space is no longer required.
15. The Council can only provide spaces within car parking areas that are owned by the Council. Where an Applicant's property is only served by an adopted highway, then an application must be made to Worcestershire County Council under that Council's disabled –parking scheme.