

**REPORT TO:** Executive Board

**DATE:** 19<sup>th</sup> November 2020

**REPORTING OFFICER:** Strategic Director – Enterprise, Community and Resources.

**PORTFOLIO:** Transportation

**SUBJECT:** Disabled Parking Spaces Policy

## **1.0 PURPOSE OF REPORT**

- 1.1 The Council's Disabled Person's Parking Spaces Policy requires updating to bring Halton's approach in-line with those of neighbouring authorities within the Liverpool City Region.
- 1.2 On-street advisory disabled parking spaces have been provided free of charge for the previous 15 years, subject to the applicant meeting certain criteria. Over this period more than 600 residents have applied for a disabled person's parking space, with more than 60% being approved.
- 1.3 The current process requires review due to changes to how mobility allowances are defined and awarded, increasing levels of on-street parking congestion, and the need to update explicit guidance and qualifying criteria in the existing policy.

## **2.0 RECOMMENDED: That**

- 2.1 **The Board approves the revised disabled parking spaces policy (Appendix B).**

## **3.0 SUPPORTING INFORMATION**

- 3.1 Since 2006, the Council has installed advisory on-street disabled person's parking spaces for residents with the most severe mobility issues, allowing them to park their vehicles as close to their property as possible.
- 3.2 To obtain a parking space an application must be made which demonstrates certain qualification criteria. The current application form (Appendix A), can either be accessed on-line, completed at a Halton Direct Link with an advisor, or alternatively posted out and returned via a pre-paid envelope.
- 3.3 To qualify for a disabled person's parking space the applicant must have a Blue Badge, be in receipt of the higher rate of mobility allowance, and have a vehicle registered at their address. There must also be no possibility of off-street parking being provided at the property.
- 3.4 The most common reasons for applications being denied include: the applicant does not have either a Blue Badge, or a vehicle registered at their property,

they have off-street parking available, there are waiting restrictions outside their property, or the road or parking area adjacent to their home is either unadopted or private land (usually owned by a Housing Association).

- 3.5 In some instances, applications have been rejected despite the resident seemingly meeting all the criteria. This usually happens when the routine site assessment reveals concerns over the safety of the proposed parking space or if its location would obstruct neighbouring properties.
- 3.6 The current application form also does not account for changes in how mobility allowances are categorised and awarded. The enhanced component of the Personal Independence Payment (PIP), introduced by the Department of Work and Pensions in 2013, as well as War Disablement Pensioners Mobility Supplement are not listed as qualifying criteria on the current form.
- 3.7 The update of the current application form prompted benchmarking with neighbouring authorities within the Liverpool City Region. This exercise concluded that more information should be requested on the form, as well as amending the qualifying criteria to recognise the changes in mobility allowances.
- 3.8 Appendix B shows a copy of the proposed new application form. Page two of the form provides the updated list of guidelines, in addition to listing all the categories of mobility allowance that meet the criteria. It is anticipated that providing this additional information will make the whole process more straightforward and transparent.

#### **4.0 POLICY IMPLICATIONS**

- 4.1 The work on Disabled Person's Parking Spaces (DPPS) is consistent with the policies and approaches incorporated in Halton's Local Transport Plan and Liverpool City Region's Transport Plan for Growth.
- 4.2 Updating this process brings Halton into line with how other Authorities in the Liverpool City Region manage their residential disabled parking applications.

#### **5.0 OTHER IMPLICATIONS**

- 5.1 None.

#### **6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

- 6.1 An efficient and well managed system for disabled parking in residential areas that recognises the needs of both the applicant and wider public contributes both directly and indirectly to all of the five Council priorities. Good transport networks are fundamental to economic growth, employment, and sustainable communities.

#### **7.0 RISK ANALYSIS**

7.1 N/A

**8.0 EQUALITY AND DIVERSITY ISSUES**

8.1 The scheme the Council administers, is purely residential and is designed to allow Blue Badge holders, who have no reasonable off-street parking, the ability to park their vehicles as close to their residences as possible and there is no requirement under the Disability Discrimination Act 1995 or the Equality Act 2010 to provide them.

**9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

N/A

**APPENDIX A**

**CURRENT FORM**



## **APPLICATION FOR DISABLED PERSONS PARKING SPACE**

Halton Borough Council receives a lot of enquiries from disabled drivers with no off-street parking available who have problems parking their car adjacent to their property.

The best way to help prevent this problem is to apply for a Disabled Persons Parking Space road marking. It is an advisory road marking and has no legal backing but it draws attention to the fact that a disabled person, with restricted mobility, resides at the adjacent property.



Having a Disabled Persons Parking Space on the road outside your house will not guarantee that the space is kept clear at all times, but where these markings have been used in other areas of the Borough, they have been successful in helping disabled drivers park as close as possible to their property.

To qualify for a Disabled Persons Parking Space you must be in receipt of the higher rate of mobility allowance and have a vehicle registered at the address. There must also be no possibility of off-street parking being provided at your property. With this in mind, photocopies of your Blue Badge, Mobility entitlement and V5c Registration Document must be provided. On receipt of this form, an Engineer will make a site inspection to investigate the feasibility of providing such a road marking.

It normally takes around twelve weeks from when you send the application form back before the marking is provided.

## **APPLICATION FOR DISABLED PERSONS PARKING SPACE**

**Applicants Full Name**  
**Address**

**Date of Birth**  
**Telephone Number**

**Owner of Vehicle**

**Vehicle Registration**

**Blue Badge Number**

**Blue Badge Expiry Date**

Do you have access to off-street parking?

**YES/NO**

Is it possible to provide a parking space in the front garden of you property?

**YES/NO**

Are there road humps or yellow lines outside your property?

**YES/NO**

**I declare that the above information is correct and attach copies of the following documents in support of my application.**

- A photocopy of V5c Vehicle Registration Document (Logbook)
- A photocopy of your higher rate mobility allowance
- A photocopy of both sides of the Blue Badge (opened)

**Signed**

**Date**

Please return this form to:  
Halton Borough Council  
Traffic Management Section (DPPS)  
Municipal Building  
Kingsway  
Widnes  
WA8 7QF  
**APPENDIX B – NEW FORM**



**APPLICATION FOR DISABLED PERSONS PARKING**

**Applicants Full Name**

**Date of Birth**

**Address**

**Telephone Number**

**Owner of Vehicle**

**Vehicle Registration**

**Blue Badge Number**

**Blue Badge Expiry Date**

**PLEASE READ THE GUIDELINES ON THE OTHER SIDE OF THIS APPLICATION FORM BEFORE FILLING IN AN APPLICATION FORM.**

I declare that the above information is correct and attach copies of the following documents in support of my application:-

- Copies of both sides of the applicants blue badge as proof of the applicant's entitlement.
- Copy of the V5 document as proof that the vehicle is registered to the address of the applicant.
- Copy of the entitlement to the Enhanced Mobility Component of the Personal Independence Payment (PIP) or the higher rate of mobility component of the Disability Allowance, War Disablement Pensioners Mobility Supplement as proof of the applicant's mobility issue.
- Copy of the applicant's driving licence.

**Signed**

**Date**

**Please return form to:-**

**Halton Borough Council, Traffic Management Section (DPPS), Municipal Building, Kingsway, Widnes, Cheshire, WA8 7QF.**

**Policy**

- a) You possess a Blue Badge that has been awarded for life or an indefinite period.
- b) You will have been awarded Enhanced Mobility Component of the Personal Independence Payment (PIP) or the higher rate of mobility component of the Disability Allowance, War Disablement Pensioners Mobility Supplement as proof of the applicant's mobility issue.
- c) The main vehicle in which your blue badge is used is kept at the application address.
- d) You do not have an off-street parking facility on your own land, and it is not reasonably possible to provide one.
- e) There are no waiting restrictions or bus stops fronting your property and you do not reside in a residents parking area.
- f) A disabled parking bay doesn't already exist at the property. Only one bay per property will be permitted.
- g) Vehicle access, in particular emergency vehicles, and visibility would not be impaired by the provision of an Advisory Disabled Persons Parking Bay.

- h) There are no humps or other traffic calming features directly outside your property.
- i) The road has a speed limit of 30 mph or less.
- j) The current number of Advisory Disabled Persons Parking Bays installed is lower than 10% of the total number of residential properties within a clearly defined block of houses within a road, i.e. 20 houses = maximum of 2 disabled bays at that location.
- k) The requested location of the parking bay is not:
1. listed in the Highway Code as a place where vehicles should not be parked.
  2. located in the turning head facility of any cul-de-sac.
  3. at a location where there is a history of visibility related accidents.
  4. in a position which may prevent the passing of normal traffic flows.
  5. in a position where a parked vehicle will be unsighted to travelling vehicles such as on a bend.
  6. On unadopted highway or private land.
- l) If you leave the residence after a bay is installed, it is your responsibility to inform the council so that the bay can be removed.
- m) The Advisory Disabled Persons Parking Bay **cannot** be reserved for the exclusive use of the applicant and may be used by any other Blue Badge Holder. Signage will not be provided.
- n) The occurrence of existing parking on the public highway does not automatically mean it is possible to install an Advisory Disabled Persons Parking Bay, as the Highway Authority may not wish to endorse parking at the particular location.
- o) If a parking bay is installed, it will be reviewed at regular periods by the Council to establish if the need for the bay still exists, if it has created any problems, or if it is being misused. The bay may be removed following any such review.
- p) Note: Advisory Disabled Persons Parking Bays are **NOT** legally enforceable by the Police.

***An Eligibility Review will also be carried out. This will consist of resending the supporting documents. If the applicant returns the documents within the time period stated in the letter, the bay would remain. If the form is not returned the bay will be removed.***

#### **How long will it take?**

- The **assessment** of an application and decision may take up to **6 weeks**.
- If the application is **successful**, it may take a further **6 weeks** for the road markings to be put in place.

