

# Smartcities card application form

Southampton City Council 'smart' card that can be your bus pass, library card, leisure card and Itchen Bridge Toll card.

# Smartcities

Form  
valid from  
August  
2018



# 1. Welcome

The Smartcities card is a 'smart' card that can be used for a number of different services. Simply choose what you would like to go on your card from the list opposite, fill in the appropriate sections and apply at one of the venues given in section 8.

## Personal details

Please complete in block capitals in black/blue ink. \*Mandatory fields.

Title

Mr  Mrs  Miss  Master  Ms  Other, please state

\*Date of birth  /  /  Age

\*First name(s)

\*Last name

National Insurance Number

\*Address

\*Postcode

Telephone (inc area code) Please provide at least one of the following if possible:

\*Daytime No  Mobile

\*\*Email

\*\* If you want to manage your Itchen Bridge account online, you must provide an email address.

# 2. Choose your services

**Which services would you like to go onto your Smartcities card?**

Please tick the boxes below and complete the relevant sections.

**Concessionary bus pass for residents of Southampton City Council**

Senior Citizens please complete **section 3**

Eligible disabled residents please complete **section 4**

**Itchen Toll Bridge**

If you would like to use a Smartcities or concessionary bus pass card to pay the toll on the Itchen Toll Bridge, apply for the disabled person's or fully electric vehicle owner's concession, **please complete section 5**

**Get Active - Do more for less!**

For residents applying for the discount scheme please complete section 6\*

**Library card**

If you want to use your Smartcities card in Southampton City Council libraries, please see a member of the library staff to confirm your membership on first use.

**Existing Smartcities card** - If you already have a Smartcities card or Bus Pass issued by Southampton City Council, please enter your account number here.

\* Participating venues include: The Quays Swimming & Diving Complex, Bitterne and Chamberlayne leisure centres, Southampton City Golf Course.

# 3. Concessionary bus pass

## For Southampton residents of pensionable age

**I am of pensionable age.**

Please see the website [www.smartcities.co.uk](http://www.smartcities.co.uk) to check your eligibility.

# 4. Concessionary bus pass

**English National Concessionary bus pass** for eligible disabled Southampton residents. You need to be over 5 years old and under pensionable age.

**Eligibility criteria** - Please tick all that apply. Please see terms and conditions on page 14 for full eligibility guidance:

Blind or partially sighted

Without arms or the long term loss of the use of both arms

Profoundly or severely deaf

Learning disability

Without speech

Prevented from holding or would be refused a driving licence on medical grounds

Disability or injury which has a substantial and long term effect on your ability to walk

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Please provide evidence of your qualification from the following documents (see section 8 for the full list of documents required for first time applicants):

A registration card confirming being severely sight impaired (blind), sight impaired (partially sighted) or deaf.

A letter from a Medical Practitioner or Social Services confirming being without speech.

A letter from the Department for Work and Pensions showing you have sufficient Personal Independence Payment activity points to confirm your eligibility (please see pages 14-16 for eligible disabilities). Automatic qualification is 8 points or above against either the PIP “moving around” and/or “communicating verbally” activities.

- A recent letter from the Department for Work and Pensions confirming currently being in receipt of Disability Living Allowance at the higher rate of the mobility component.
  - A recent letter from the DVLA giving notice of long-term refusal or withdrawal of your driving licence on medical grounds, the reason for this and that the condition will last for at least 12 months (misuse of alcohol or drugs are not included under this scheme).
  - A letter from Southampton Day Services or Learning Disabilities team confirming having a learning disability.
  - A letter from the Service Personnel and Veterans Agency confirming being in receipt of War Pensioner's Mobility Supplement.
  - A completed Medical Evidence of Qualification form, signed and stamped by a medical practitioner, confirming eligibility.
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### **Companion Pass\***

If you are unable to travel alone on a bus at any time due to medical reasons and require a companion pass, you will need to provide two documents. The first being one of the following:

- A letter from the Department for Work and Pensions confirming that you are receiving the higher rate of the care or mobility component of Disability Living Allowance or the higher rate of Attendance Allowance.
- A letter from the Department of Work and Pensions confirming that you are receiving Personal Independence Payment at 8 points or above against either the PIP "moving around", and/or "communicating verbally" activities or 12 points against the "planning and following a journey" activity.
- An official letter confirming that you are in receipt of war pensioner's mobility supplement.
- A registration card stating that you are registered as blind, partially sighted or deaf, or evidence that you are without speech.

#### **And also**

- A letter from a medical practitioner confirming that you are unable to travel alone on a bus for medical reasons.

\*Terms and conditions apply

A companion pass is issued on the bus pass card of the eligible person.

# 5. Itchen Toll Bridge

## Southampton Residents

A concession is available to residents of Southampton City Council. The concession applies to cars and light vans in class 2 vehicles only.\*

Applying for a Smartcities card will allow you to make prepayments on your Itchen Bridge account and have the residents' concessionary toll deducted at the time of crossing.

I am a resident of Southampton City Council i.e. I live in a property where council tax is paid to Southampton City Council.

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## Disabled Person's Concession for Southampton Residents and Non Residents

Eligible disabled persons wishing to apply for a Smartcities card/ concessionary bus pass enabling them to pass through the toll system easily and travel free in their class 2 vehicle will need to provide 2 documents to show evidence of qualification. The first being one of the following:

- A recent letter from the Department for Work and Pensions confirming being in receipt of the Higher Rate of the Mobility component of Disability Living Allowance.
  - A recent letter from the Department for Work and Pensions confirming being in receipt of Personal Independence Payment at 8 points or above against the "moving around" activity.
  - A letter from the Service Personnel and Veterans Agency confirming being in receipt of a mobility supplement under article 26A of the Naval, Military and Air Forces etc.
- and also
- A photocopy of both sides of my Blue Badge.
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Please see the application checklist in section 8.

\*Class 2 vehicles are cars and light vans with a height measured at the first axle of no more than 1.33 metres

## Non-residents:

There are no concessions for non-residents. However, the Smartcities card will enable you to make prepayments on your Itchen Bridge account and have the toll deducted on each crossing removing the need to have the exact change.

I live outside of the Southampton City boundary and do not pay council tax to Southampton City Council.

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## Electric Vehicles

Owners of fully electric vehicles living in the following council areas can currently cross the bridge free of charge\* with a Smartcities card:

Southampton City Council, New Forest District Council, Test Valley Borough Council, Winchester District Council, Eastleigh Borough Council, Fareham Borough Council, Gosport Borough Council, Havant Borough Council & Portsmouth City Council.

Evidence of qualification is required:

I provide a copy of the Vehicles registration document demonstrating that the vehicle is electric only.

**Please note:** The Electric Vehicle concession is subject to annual review and may be withdrawn to maintain the financial and future prospects of the bridge, to avoid causing traffic congestion in areas adjacent to the Bridge and to preserve the character and amenities of the local area (as per the provisions outlined in Section 22 of the Hampshire Act 1983). Any Electric Vehicle Concession Cards that have been issued prior to the withdrawal of the Electric Vehicle concession will remain valid until they expire.

**Note:** If you are a local Southampton business and would like to apply for a Smartcities card, please see our business application form on our website at [www.smartcities.co.uk](http://www.smartcities.co.uk)

\*The applicant needs to be the registered keeper of the vehicle

\*The Vehicle needs to be registered to the address of the applicant

## 6. Get Active

The Get Active subscription\* entitles Southampton City Council residents in receipt of one of the benefits on the next page to a discounted rate on a range of non-instructed activities at off-peak times at the following Southampton leisure venues:

Active Nation venues: The Quays Swimming & Diving Complex, Bitterne and Chamberlayne Leisure Centres, Southampton Outdoor Sports Centre.

For more details see [www.activenation.org.uk/smartcities-quays/](http://www.activenation.org.uk/smartcities-quays/)

Mytime Active venue: Southampton City Golf Course.

For more details see

[www.mytimeactive.co.uk/golf/southampton-city-golf-course](http://www.mytimeactive.co.uk/golf/southampton-city-golf-course)

### Discounted activities include\*:

Swimming, use of fitness suites, tennis court hire, 9 holes of golf, crazy golf and other activities.

Allotments - The Get Active subscription\* will also give you a 50% discount from your rental on your allotment plot if you are not already receiving a discount.

For a full list of discounted activities please visit our website:

[www.smartcities.co.uk](http://www.smartcities.co.uk)

When applying for Get Active evidence of entitlement will be required in addition to the documents given in section 8. Please be aware that you will need to renew your subscription every 12 months in Gateway at One Guildhall Square or in a Southampton City Council library. Evidence of entitlement will need to be produced at the time of renewal. Renewals will be activated remotely on your **existing Smartcities card**.

Please note that the Get Active subscription is only available to residents of Southampton City Council.

\*Please check with the venues for off-peak times. Terms and conditions apply.



- Housing Benefits**  
Housing Benefits - Notification letter on headed paper.
- Income Support/Guarantee Pension Credit**  
Correspondence from DWP or Job Centre.
- Council Tax Main Benefit**  
Council tax bill, letter from council tax benefit.
- Job Seekers Income Based**  
Award letter, stamped letter from DWP or Job Centre.
- Universal Credit**  
Correspondence from Job Centre.
- Incapacity Benefit /ESA\*\***  
Correspondence from DWP or Job Centre.
- Disability Living Allowance/Personal Independence Payment/Attendance Allowance \*\***  
Correspondence from DWP.
- Unwaged spouse/partner**  
Proof of relationship with the main applicant receiving benefit  
e.g. marriage certificate, official documentation.
- Unwaged Child Under 18**  
Proof of relationship with the main applicant receiving benefit  
e.g. birth certificate.

\*\* These benefits are for individual claimants only.  
Therefore partners/children may not be eligible for Get Active.

# 7. Complete and sign

By signing this form you are agreeing to the current terms and conditions of the services you have selected and declaring that the information given is correct. Applicants under the age of 14 will need a parent/guardian to countersign the form.

For further information, please visit [www.smartcities.co.uk](http://www.smartcities.co.uk), telephone the Smartcities team on 023 8083 3008, or email [smartcities@southampton.gov.uk](mailto:smartcities@southampton.gov.uk).

**Signature**

**Date**

**Signature of parent/guardian**  
(under 14's only)

**Date**

Please see section 8 for documents required and where to apply.

# 8. Application check list

## All applications must include:

- A recent colour passport photograph of yourself on a light background (unless applying for an Electric Vehicle card only).
- Proof of your address in your own name not older than 3 months (e.g. a utility bill, bank statement or any other official letter).
- Proof of your personal identification containing your date of birth (e.g. a passport, driving licence or birth certificate if in your current name).

## Additional documents are also required for the following services:

- **Concessionary bus pass for residents under pensionable age** - one proof of qualification as stated in section 4.
- **Companion bus pass** – proof of qualification as stated in section 4.
- **Itchen Bridge Concessions** - Proof of qualification as stated in section 5.
- **The Get Active subscription** - proof of being in receipt of one of the benefits listed on section 6.

**Please apply in person at a Southampton City Council library or in Gateway at One Guildhall Square.**

**Copies of documents confirming eligibility need to be taken and attached to the application form.**

## Office use only

Location \_\_\_\_\_ Received by \_\_\_\_\_

Date received \_\_\_\_\_

The ID document seen \_\_\_\_\_

The proof of address seen \_\_\_\_\_

The documents attached \_\_\_\_\_

Image cap number \_\_\_\_\_

## Get Active application only:

Benefit seen (circle)

IS JSI ESA GPC HB CT IB DLA UC

Proof of relationship with main applicant

MC BC DL DOC

# Terms & conditions

- The card must be used according to the terms and conditions laid down by the individual services offered on the card.
  - Smartcities means Smartcities, Civic Centre, Southampton, SO14 7LY.
  - Any individual over the age of 3 years can apply for a Smartcities card. Only one Smartcities card will be issued to an individual.
  - Only the cardholder may take advantage of the Smartcities card. It is not transferable.
  - The card will need to be produced whenever the cardholder wishes to take advantage of the services offered by Smartcities.
  - All lost and stolen cards must be reported within 72 hours to Smartcities on 023 8083 3008 or by email to smartcities@southampton.gov.uk. Cards that are lost, stolen or damaged will be replaced after an administration fee is received, unless a police crime reference number is supplied (only one card per year will be reissued free of charge when a crime reference number is provided).
  - Smartcities will pass information to authorities in the interests of the detection of fraud and other illegal purposes. This will be done in accordance with the council's obligations under data protection legislation.
  - When a cardholder changes their name, a new card will be created after fulfilling authentication needs and there will be no charge.
  - Smartcities must be notified immediately of any change of address or circumstance.
  - It is the responsibility of the cardholder to provide Smartcities with correct information.
  - Smartcities reserve the right to withdraw or amend the Smartcities card with reasonable notice/or no notice.
  - Smartcities will not be liable for any mistakes and/or omissions made by the cardholder at any time.
  - Periodically we will contact you to ensure that the information we hold is up to date.
  - The Smartcities card remains the property of Southampton City Council and must be returned upon request.
  - Smartcities accepts no responsibility for the loss or damage to original documents submitted for use in the application process.
- valid Get Active subscription to obtain a reduced rate, otherwise the full charges must be paid.
- Get Active subscribers may not book in advance for reduced rate sessions at participating Southampton leisure venues.
  - To obtain Get Active rates for individual court hire all players must be in possession of a Get Active subscription.
  - The Get Active subscription is valid at off peak times. At all other times the standard rate will be applicable. It does not exist for all services e.g. club/group bookings and team sports are excluded.
  - Applicants receiving a Get Active subscription must notify Smartcities immediately if their circumstances, or those of their dependants change, or if they cease to qualify for any other reason.
  - The Get Active subscription will need to be renewed every 12 months, and all relevant documentation must be shown at time of renewal. This will be updated on your existing card
  - Southampton City Council reserves the right to amend or withdraw all or part of the benefits at any time.
  - Use of fitness suites is subject to an induction.
  - Carers accompanying a person who qualifies under the disabled category are entitled to free access to assist the person with the disability. It is the carer's responsibility to support the individual whilst undertaking the activity.

## Concessionary bus pass

- The concessionary bus pass can only be used by the cardholder, as per the concessionary scheme administered by Southampton City Council. The cardholder may be accompanied by a companion in accordance with the conditions of the scheme.
- Fraudulent use of this pass will result in its withdrawal and may lead to prosecution.
- Passengers using this pass will be carried as per the conditions of carriage of the bus company on which they are travelling.
- The concessionary bus pass can be used anywhere in England including the Isle of Wight and is only valid for off-peak travel except in the case of Blind persons, as described below. National off-peak is defined as between 09:30-23:00 Monday to Friday, and at any time at weekends and bank holidays. Local off-peak travel is defined as between 09:00-00:30 and any time at weekends and bank holidays.

## Get Active

- Anyone aged 3 years or over may apply for a Get Active subscription. Applicants must live within the Southampton City Council boundary.
- The Smartcities card must be produced with a

- Local off-peak times may be subject to change.
- Blind persons are permitted to travel free at any time; however, when travelling before 09:30 they can only travel free on a bus service which starts in Southampton on a direct route, on production of their concessionary bus pass featuring a green triangle.
- Concessionary bus cardholders must notify the Smartcities bureau immediately if their circumstances change, or if they cease to qualify for any other reason.
- Applicants for the concessionary bus pass must be over 5 years of age, as under 5's travel free
- Any fee incurred for the completion of a Medical Evidence form must be met by the applicant.

## Companion Bus Pass

- A bus pass containing the letter 'C' means that the holder cannot travel alone on a bus at any time.
- Travel will be refused if a pass containing the letter 'C' is presented to a bus driver by a person who is unaccompanied and the companion and the pass holder will be required to alight at the same time.
- The companion can only travel free of charge when boarding a bus within the Southampton City Council boundary. Full fare will be required for the companion if boarding outside of the boundary (companion passes are not part of the English National Concessionary Travel Scheme).

## Itchen Bridge service

Where possible the Itchen Bridge concession will be added to the applicants Smartcities card or concessionary bus pass.

The Smartcities card or concessionary bus pass must be used at all times on the Itchen Bridge to receive your respective concession. Failure to produce a valid card will result in the appropriate full toll charge being levied and paid for in cash at the time of crossing.

If the person to whom the Smartcities card or concessionary bus pass was issued is not in the vehicle then the appropriate toll charge will be made.

The Smartcities card or concessionary bus pass must not under any circumstances be deliberately damaged, defaced, altered, copied, passed, loaned, given or sold to a third party. Suspected transactions will be traced through our database and breaches of these terms and conditions could result in:

- a) Immediate and permanent withdrawal of this concession save where theft has been

reported prior to the uses of the Smartcities card or concessionary bus pass. (A police crime reference number will be required).

- b) The full cash toll being demanded from the driver of the vehicle at the time.
- c) Possible prosecution
- d) Administrative charge £15.00

Applicants receiving a concession for the Itchen Bridge crossing must notify Smartcities immediately if their circumstances change, e.g. moving out of the area, or ceasing to receive the qualifying benefit.

The loss of the Smartcities card or concessionary bus pass must be reported within 72 hours to our contact centre Smartcities on 023 8083 3008 or by email to smartcities@southampton.gov.uk.

Cards that are lost, stolen or damaged will be replaced after an administration fee is received, unless a police crime reference number is supplied (only one card per year will be reissued free of charge when a crime reference number is provided).

The Itchen Bridge provides a toll exemption for eligible disabled people providing evidence of qualification. Please see page 6 and 7 for full information. The scheme provides the disabled person with a Smartcities or Concessionary bus pass to enable them free crossing in their class 2 vehicles. Class 2 vehicles are cars and light vans with a height measured at the first axle of no more than 1.33 metres.

Concessions are available to residents of Southampton - i.e. Southampton council tax payers only. The concession applies to cars and light vans in class 2 only.

- Peak Periods are: Mon-Fri 07:00 to 09:30 and 16:00 to 18:30. Off-peak: any other time as stated above including weekends
- Itchen Bridge accounts can be closed when no longer required. An administration fee of £10 will be deducted from any remaining credit which would be refunded.

## Electric Vehicle concessions

- The vehicle needs to be fully electric
- The applicant needs to be the registered keeper of the vehicle
- The vehicle needs to be registered to the address of the applicant.

## Government guidance on eligible disabilities for the concessionary bus pass

### Definitions

#### A) “is blind or partially sighted”

1. ‘Blind’ means having a high degree of vision loss i.e. seeing much less than is normal or perhaps nothing at all. ‘Partially sighted’ is a less severe loss of vision. Partially sighted people can see more than someone who is blind, but less than a fully sighted person. Blind and partially sighted people can register with their local council. The register is held by the social services or social work department, or by a local voluntary agency, and is confidential.
2. For registration purposes, the term ‘blind’ now becomes ‘severely sight impaired (blind)’ and partially sighted becomes ‘sight impaired (partially sighted)’. The formal notification required to register as “severely sight impaired” or “sight impaired” is a Certificate of Vision Impairment (CVI), signed by a Consultant Ophthalmologist (eye specialist). However, registration is voluntary. The individual should have a copy of their CVI and should be encouraged to register, if they have not already done so, as they may be entitled to various other benefits too.
3. In general terms a person can be registered as severely sight impaired (blind) if they cannot see (with glasses, if worn) the top letter of the eye test chart (used by doctors and opticians) at a distance of 3 metres or less. Some people who can read the top letter of an eye test chart at 3 metres, but not at 6 metres, may still be eligible for registration as blind if their field of vision is also severely restricted. Only being able to read the top letter at 3 metres is sometimes referred to as 3/60 vision: the person can see at 3 metres what a person with normal vision can see at 60 metres.
4. A person can be registered as sight impaired (partially sighted) if they have a full field of vision but can only read the top letter of the eye test chart at a distance of 6 metres or less (with glasses, if worn). However, if they can read the next three lines down at the same distance, but the field of vision is either moderately or severely restricted, they may still qualify for registration.

5. The Department advises that concessionary travel passes should be issued to people whose sight is so impaired that they would be able to register as severely sight impaired (blind) or sight impaired (partially sighted). Local authorities may, where a person is not on the local authority register, require evidence from an eye specialist, for example an optometrist, that the applicant would qualify to be registered as severely sight impaired (blind) or sight impaired (partially sighted). Advice on how to register can be found on the Royal National Institute of Blind People (RNIB) website at: [www.rnib.org.uk/registrationcard](http://www.rnib.org.uk/registrationcard)

#### B) “is profoundly or severely deaf”

6. Hearing loss is measured in decibels across the normal hearing spectrum, as dB HL (Hearing Level). People are generally regarded as having a severe hearing loss if it reaches 70-95 dB HL and a profound loss if it reaches 95+ dB HL. The Department advises that the statutory minimum concession should be made available to people in these categories.
7. There is no statutory registration system for deaf people. However, many will be registered on a voluntary basis with their local authority social services department. The register is open to people who have varying degrees of hearing loss, so in checking the register a local authority is advised to check that the applicant is profoundly or severely deaf before issuing a national concession bus pass.
8. As in the case of blind and partially sighted people, local authorities may, where appropriate, require applicants to provide evidence of registration before issuing a pass, or evidence that they could register, for example, an audiological report, or a report from an aural specialist.

#### C) “is without speech”

9. Included within this category are people who are unable to communicate orally in any language. Those people will be:
  - a unable to make clear basic oral requests e.g. to ask for a particular destination or fare;
  - b unable to ask specific questions to clarify

instructions e.g. 'Does this bus go to the High Street?'

10. This category would not, in the Department's opinion, cover people who are able to communicate orally but whose speech may be slow or difficult to understand, for example because of a severe stammer.

11. In considering an application on these grounds the local authority may accept receipt of PIP, with a score of at least eight points for the "Communicating verbally" activity, as providing an automatic entitlement to the Concession. Alternatively, where PIP has not been applied for, or where insufficient points have been awarded, authorities may reasonably require medical evidence to support the application.

**D) "has a disability, or has suffered an injury, which has a substantial and long-term adverse effect on his ability to walk"**

12. To qualify under this category, a person would have to have a long term and substantial disability that means they cannot walk or which makes walking very difficult.

13. It is envisaged that passes will be issued to people who can only walk with excessive labour and at an extremely slow pace or with excessive pain. Their degree of impairment should be at comparable level to that described under the "Guidance on assessing ability to walk" below. Where an applicant has been awarded PIP, with an award of eight points or more for the "Moving around" activity, or the Higher Rate Mobility Component of Disability Living Allowance (HRMCDLA), a relevant benefit award letter may be accepted as evidence of an automatic entitlement to the travel concession. Where the specified rates of PIP or DLA have not been awarded, or where these benefits have not been applied for, applicants may still be found eligible if assessed using the criteria below:

**Guidance on assessing ability to walk**

**(i) they cannot walk or...**

Being unable to walk means that they cannot take a single step. They need to show that because of their disability they cannot put one foot in front of the other.

Walking involves always having one foot on the ground.

If their only way of getting about is to swing through crutches then they will be considered unable to walk.

**(ii) ...they are virtually unable to walk, or...**

They will need to show that they are unable to walk very far without experiencing severe discomfort.

Discomfort can mean either pain or breathlessness. Extreme fatigue and stress may also be taken into account. It has been accepted that discomfort is subjective and that some people have higher pain thresholds than others. Unless both legs are missing then they will need to show that they experience severe discomfort even when using an artificial aid.

When deciding whether they are virtually unable to walk the following factors should be taken into account:

- the distance over which they can walk without experiencing severe discomfort
- the speed at which they can walk
- the length of time for which they can walk
- the manner in which they can walk

If they can only walk up to 27 metres without severe discomfort then they will qualify for the statutory concession.

If they can only walk between 27 and 64 metres without severe discomfort then it is likely that they will qualify for the statutory concession.

If they can walk more than 64 metres without severe discomfort then they will need to show that the other three factors mean that they are virtually unable to walk. For example, if they can show that it takes them five minutes to walk 100 metres, they should qualify for the statutory concession.

As a guide, the average person can walk the following in a minute:

- 90 metres at a brisk pace
- 60-70 metres at a moderate speed
- 40-50 metres at a slow pace
- 30-40 at a very slow pace

It does not matter whether the severe discomfort occurs at the time of their walk or later. What counts is that the discomfort is a direct result of their attempt to walk.

**“(iii) The exertion required to walk would constitute a danger to their life or would be likely to lead to a serious deterioration in their health.”**

The test here is whether the exertion required to walk would constitute a danger to their life or whether it would be likely to lead to a serious deterioration in their health.

They need to show that they should not walk very far because of the danger to their health.

This criterion is intended for people with serious chest, lung or heart conditions.

Some people with haemophilia may also qualify for the statutory concession in this way.

The serious deterioration does not need to be permanent but it should require medical intervention for them to recover.

They will need to show that any danger to their health is a direct result of the physical effort required to walk. People with epilepsy will need to show that any fits were brought about by the effort required to walk.

**14.** In all cases, entitlement depends on the applicant’s difficulty in walking and considerations, such as difficulty in carrying parcels, are not to be taken into account.

**15.** The fact that a walking aid is or is not used may be relevant to the eventual decision, but these alone should not determine whether or not a person qualifies. For example, if a person can walk relatively normally with the use of an artificial leg, then they should not be considered eligible. Alternatively, a person who can only swing through on crutches could be considered eligible, as they would be seen as having considerable difficulty walking (provided it is due to a long term disability and not due to legs being in plaster).

**16.** The Department advises that the authority should normally require medical evidence to support the claim that the applicant’s walking ability is long term and substantially impaired.

**E) “does not have arms or has long-term loss of the use of both arms”**

**17.** This category includes people with a limb reduction deficiency of both arms; bilateral upper limb amputation; muscular dystrophy; spinal cord injury; motor neurone disease; or a condition of comparable severity.

**18.** In the Department’s opinion, it also covers both people with deformity of both arms, and people who have both arms, if in either case they are unable to use them to carry out day-to-day tasks, for example, paying coins into a fare machine. In these latter cases the Department advises that a local authority should normally require independent medical evidence to support the application.

**F) “has a learning disability, that is, a state of arrested or incomplete development of mind which includes significant impairment of intelligence and social functioning”**

**19.** A person with a learning disability has a reduced ability to understand new or complex information, a difficulty in learning new skills, and may be unable to cope independently. These disabilities must have started before adulthood and have a lasting effect on development. The person should be able to qualify for specialist services and he or she may have had special educational provision.

**20.** The Department of Health adopted the term ‘learning disability’ in 1992. It has the same meaning as its predecessor ‘mental handicap’ but it is seen as more acceptable, particularly in reducing the confusion with mental illness.

**21.** In determining eligibility in a case where there has been no previous contact with specialist services a local authority should normally require independent medical advice, or check any register of people with learning disabilities which might be held by the Social Services Department of the applicant’s local council.

**G) “would, if he applied for the grant of a licence to drive a motor vehicle under Part III of the Road Traffic Act 1988, have his application refused pursuant to section 92 of the Act (physical fitness) otherwise than on the ground of persistent misuse of drugs or alcohol.”**



- 22.** Under Section 92 of the Road Traffic Act 1988 the Secretary of State may refuse to issue a driving licence on the grounds of the applicant's medical fitness. Those who are currently barred from holding a licence are people with:
- epilepsy (unless it is of a type which does not pose a danger - see below);
  - severe mental disorder;
  - liability to sudden attacks of giddiness or fainting (whether as a result of cardiac disorder or otherwise);
  - inability to read a registration plate in good light at 20.5 metres (with lenses if worn);
  - other disabilities which are likely to cause the driving of vehicles by them to be a source of danger to the public.
- 23.** It will be seen that specific reference is made to people who persistently misuse drugs or alcohol. Those people are not covered by the definition of 'disabled person' under the 2000 Act and are thus not entitled to the statutory minimum travel concession.
- 24.** It is not a condition of entitlement under this category that the disabled person should apply for and be refused a driving licence (which would be unduly burdensome for everyone involved). If, for people with any of the disabilities (b) - (d) listed above, the local authority can be confident that a licence would be refused it should therefore be able to issue the travel pass automatically. For (a) epilepsy - the bar is not automatic and depends on the circumstances.
- 25.** The Motor Vehicles (Driving Licences) (Amendment) Regulations 2013 (SI 2013/258) permit the grant of a driving licence to a person with epilepsy if that person meets a number of conditions concerning the type and frequency of their seizures.
- 26.** There are a number of categories of "severe mental disorder" under which people may qualify. Authorities will need to assess individuals on a case-by-case basis as eligibility may depend on the severity of the condition. Such conditions include (but are not limited to) dementia (or any organic brain syndrome); behaviour disorders (including post head injury syndrome and Non-Epileptic Seizure Disorder); and personality disorders.
- 27.** Other groups include:
- People with restricted visual fields, who will be refused a licence if they do not have a horizontal field of vision of at least 120 degrees, or if they have significant scotoma encroaching within 20 degrees of the central fixation point in any meridian or, sometimes, if they have restricted vertical fields of vision; and
  - People with insulin-dependent diabetes: In general people with insulin dependent diabetes can continue to drive - though their licence may be renewable on a 1, 2, or 3-yearly basis. However, where the person experiences disabling hypoglycaemia they will be prevented from driving until their diabetes is controlled.
- 28.** The above list is not comprehensive. Any person with a cardiac, locomotor, renal or neurological disorder might qualify. Where there is doubt about whether someone would be refused a driving licence, the local authority is strongly advised to seek independent medical advice.



Any information you provide on this form will be held by Southampton City Council (SCC) in accordance with its obligations under data protection legislation. Information about the Council's handling of your personal data and details of SCC's Data Protection Officer can be found in its privacy policy, available online at [www.southampton.gov.uk/privacy](http://www.southampton.gov.uk/privacy). If you have any questions relating to the use of your data, please contact SmartCities at [smartcities@southampton.gov.uk](mailto:smartcities@southampton.gov.uk). The information you have provided will be used for the purposes of issuing and maintaining your Smartcities card. As part of this process we may check the information you have provided or obtain details from other sources within the Council to make sure the information is accurate and complete, for example the Blue Badge Team or Social Services. If you apply for Get Active, your information will be shared with the participating leisure centres. We will not share your information with third parties or other SCC departments for any other purpose unless provided for by law.

This 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 including the Audit Commission. As part of the National Fraud Initiative the Audit Commission requires this Council to provide specific sets of data to the Audit Commission.

**For further details please look at [www.audit-commission.gov.uk/nfi/](http://www.audit-commission.gov.uk/nfi/)**



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