

Swindon Borough Council Travel Concession Scheme Arrangements for 2015/16 from 1st April 2015

New Applicant

These notes are for the guidance of qualified residents of the Borough of Swindon **and should be read carefully before application is made**

How to apply – New Applicant

To join the concessionary travel scheme you can either:

- Apply in person at Swindon Direct, One Stop Shop with your proof of entitlement.
- Or using Online Forms at www.swindon.gov.uk. When your pass is ready to collect you will need to bring your proof of entitlement.

For opening times please see www.swindon.gov.uk

Please note the Council is not liable to reimburse any costs incurred from applicants in proving entitlement.

You can check your state pension age at www.gov.uk/apply-for-elderly-person-bus-pass

Who Qualifies?

Permanent Residents in the Borough who are either:

- (a) Women who have reached state pension age.
 - (b) Men who have reached the female state pension age.
- or a person who,**
- (i) Is severely sight impaired (blind) or partially sighted
 - (ii) Is profoundly or severely deaf
 - (iii) Is without speech
 - (iv) has a disability, or has suffered an injury, which has a substantial and long term adverse effect on his/her ability to walk
 - (v) does not have arms or has long-term loss of the use of both arms
 - (vi) has a learning disability, that is, a state of arrested or incomplete development of mind which includes significant impairment of intelligence and social functioning
 - (vii) would, if he/she applied for the grant of a licence to drive a motor vehicle under Part III of the Road Traffic Act 1988, have his/her application refused pursuant to section 92 of the Act (physical fitness) otherwise than on the ground of persistent misuse of drugs or alcohol
 - (viii) Is so severely disabled as to require the assistance of a companion in order to travel on public transport, Swindon Dial-A-Ride or other community transport.

How do I prove my entitlement?

If you are applying due to your age you will be asked to produce proof of your age and address.

Examples of acceptable evidence:

For Age: passport, medical card, driving licence or other official documentary evidence.

For Address: driving licence, council tax bill, recent utility bill ie gas, electricity, telephone etc. Please note utility bills must be addressed to the applicant.

If you qualify under the disabled categories (i) to (viii), you will be asked to provide other information to support your application.

For people who are Eligible disabled and of fare-paying age:

If you have a Vision Service Card (Severe sight impaired or partially sighted), Disabled Parking Badge, Higher Rate Mobility Component of DLA, Personal Independence Payment (8pts or more moving around or communicating verbally) or War Pensioner's Mobility Supplement you will qualify for either the English National Concessionary Bus Pass (Option 1) or Travel Vouchers (Option 2).

If you do not have any of the above please contact Swindon Direct for further information.

Photograph

Options 1 and 2 both require a passport style photograph. If you apply in person we will take a photo free of charge. If you apply on line or by post you will need to supply one. Photographs can also be emailed to

concessionarytravel@swindon.gov.uk

How does the scheme work?

There are two ways (**Options**) of getting help with the cost of transport.

You can only choose **ONE** option.

Option 1 – English National Concessionary Bus Pass

You can use this pass to travel for free off-peak on local buses anywhere in England.

It will be accepted from 0930 to 2300 on Mondays to Fridays. It can be used at any time on Saturdays, Sundays and Bank Holiday.

Option 2 - Travel Voucher Scheme (Mobility Impaired)

This option is for people of any age who have severe mobility problems and cannot use local public bus services. The vouchers are for users of Swindon Dial a Ride and other community transport. If you are wheelchair dependent you can use the vouchers to travel on certain taxis and private hire car operators. The vouchers **cannot** be used on local public bus services.

The vouchers £80 a year (issued pro rata) come in one book. Your photograph will be on each voucher. Vouchers are used to pay towards the cost of your journey.

If you only use community transport services occasionally and are able to use local public bus services, you may find it better to choose Option 1.

This option can be used to travel at any time.

Companion Allowance

A Companion Allowance is available locally for people who are so severely disabled as to require assistance in order to travel on public transport, Swindon Dial a Ride or other community transport. You will be asked to provide information to support your application. If you require a companion to help you to travel on public transport the bus pass is not valid until 9.30am. Companion vouchers are not accepted by taxis or private hire car operators.

Severely Sight Impaired

This bus pass is for people registered as severely sight impaired (blind), who can travel on their own. The pass can be used to travel at any time free of charge on bus services in Swindon. If you travel outside of Swindon before 9.30am or after 11pm you will have to pay for your travel.

Your chosen option normally takes about 7 working days to process once we have received your application.

Forms should be returned in person to:

Swindon Direct One Stop Shop
Wat Tyler House
Beckhampton Street
Swindon

Or by post to:

Concessionary Travel
Civic Offices
Euclid Street
Swindon, SN1 2JH

How Information about you will be used

The information you provide will be used to administer the Concessionary Travel Scheme.

The Council is required by law to protect the public funds that it administers. In order to prevent and detect fraud, it may also share information that has been provided to us with other bodies responsible for auditing or administering public funds.

For further information, see the Council's website www.swindon.gov.uk/nfi or contact the Council's Internal Audit section at: Swindon Borough Council, Civic Offices, Euclid Street, Swindon SN1 2JH.

Under the Data Protection Act you can see your own personal information. If you would like to know more about this, please ask for our leaflet 'Access to your personal information'. Or contact the Data Protection Officer at Swindon Borough Council, Civic Offices, Euclid Street, Swindon, SN1 2JH.