



Department of Adult Services Blue Badge Appeals Process

If you have applied for a Disabled Parking Permit (a Blue Badge) and your application has been refused, the decision will be reconsidered if you can provide additional NEW medical information (i.e. a Consultant or GP letter) this must be forwarded to us within 2 weeks of the refusal letter date so that the Occupational Therapist can reconsider the original decision. If further information is provided but medical proof not sent, this is unlikely to change the original outcome of the application.

Alternatively, if you cannot provide additional information or the information provided does not change the outcome of the application, you have the right to appeal in writing explaining why you believe the original decision to be wrong.

Your appeal letter must be sent to the following address within 4 weeks of the refusal letter date:

**Judith Murphy
Assistant Service Manager
Department of Adult Services
Civic Centre
Millgate
Wigan
WN1 1AZ**

This panel will consider all evidence presented and will make one of three decisions:

- 1. To uphold the original decision and not issue a badge**
- 2. To issue a badge for a temporary period of time**
- 3. To request a further medical assessment**

The decision of the panel is final and there is no further right of appeal, however, if your mobility circumstances change you can re-apply for a badge.

If you are dissatisfied with the outcome a formal complaint can be made by following the Council's Complaints Procedure at:

<http://www.wigan.gov.uk/Services/CouncilDemocracy/CommentsComplaints/ComplaintsProcedure.htm>

or in writing to:

Wigan Council
Customer Services Unit
Town Hall
Wigan
WN1 1YN

or if you feel that there have been procedural irregularities in dealing with an application the case can be reported to the Local Government Ombudsman on **0300 061 0614** or **0845 602 1983**.