

Appendix 1 - Permit Transfer Scheme. Findings of review and proposed changes

| Ref | PTS Criteria or gap identified | Key Issue | Impact | Proposal | Policy | Outcome | Risk/Issue/Concern |
|-----|--|---|--|--|---------------------|---|--|
| 1 | The applicant must have held an on-street parking permit for at least twelve months prior to moving in to the new property. During this twelve-month period, small breaks in holding a permit are allowed, provided that they do not exceed a total of thirty days. | The term 'prior to moving into the new property' could be misinterpreted as the new tenancy start date might be different to the actual moving in date. | The difference in days could determine whether a family qualifies for a permit under the PTS. | Remove the twelve month qualifying period. | Amendment to scheme | Better communication as the scheme will be more open, transparent and clear. | Increase in the number of on-street resident parking permits could be seen to be not aligned with the council's strategies, e.g. the Transport Strategy outcome 2: car use is reduced in favour of active, efficient, and sustainable transport. |
| 2 | The applicant must have held an on-street parking permit for at least twelve months prior to moving in to the new property. During this twelve-month period, small breaks in holding a permit are allowed, provided that they do not exceed a total of thirty days. | The term 'on-street' means that a family with an off-street parking permit does not qualify for a permit under the PTS. | Families may decide not to move because they cannot apply for a permit under the PTS. | Remove the twelve month qualifying period. | Amendment to scheme | Increase in the number of families allowed to apply for a permit under the PTS. | Families continue to live in overcrowded properties. |
| 3 | In the case of a homeless household who were placed in temporary accommodation outside the borough, the twelve-month period will be the twelve months prior to being placed outside the borough. | Some families have been placed in temporary accommodation outside the borough for more than 12 months so they would not have held a permit within the previous 12 months. | Families placed in temporary accommodation outside the borough for more than 12 months will not satisfy the qualifying period. | Remove the twelve month qualifying period. | Amendment to scheme | Increase in the number of families allowed to apply for a permit under the PTS. | Families continue to live in overcrowded properties. |
| 4 | The applicant must be living in overcrowded housing and must be moving to larger, car-free, housing provided by a registered provider or the council and which is rented at below-market-rate (excluding any rented housing falling within the intermediate housing tenure). | The criteria does not make it clear that a family must be moving from social-to-social housing. | Families living in private rented properties will not qualify for a permit under the PTS. | Amend the criteria to include families living in private rented properties. | Amendment to scheme | Increase in the number of families allowed to apply for a permit under the PTS. | Increase in the number of on-street resident parking permits could be seen to be not aligned with the council's strategies, e.g. the Transport Strategy outcome 2: car use is reduced in favour of active, efficient, and sustainable transport. |
| 5 | The PTS only applies to the resident issued with a permit under. If more than one resident satisfies the criteria then it is up to the household to decide who should apply. The other occupant then loses their right to a permit under the PTS indefinitely. | Another occupant is not allowed to apply for a permit under the PTS if the permit holder no longer needs a permit. | Families may be left in a predicament if they rely on a family car. | Amend the criteria so that another occupant will be allowed to apply for a new permit providing that one member of the Household had previously held a permit under the PTS. | Amendment to scheme | Households still retain the right to one permit under the PTS. | No change would mean one less vehicle parked on-street. |
| 6 | In order to remain eligible under the PTS, you must renew your permit on or before the expiry date. | Residents unintentionally allow their permits to expire. | This has a devastating effect on families who rely heavily on their cars. | Amend the criteria so that the permit holder is allowed to apply for a new permit if their old one expires, or they cancel it. | Amendment to scheme | Households still retain the right to one permit under the PTS. | No change would mean one less vehicle parked on-street. |
| 7 | The scheme does not include an individual or family who wants to downsize. | This prevents more families living in overcrowded or under-occupied properties from moving. | The knock-on-effect will allow families in overcrowded and under-occupied properties to move into suitable homes. | Amend the PTS to include an individual or family who want to downsize (including a mutual exchange) to a car free property. | Amendment to scheme | Increase in the number of families allowed to apply for a permit under the PTS. | Increase in the number of on-street resident parking permits could be seen to be not aligned with the council's strategies, e.g. the Transport Strategy outcome 2: car use is reduced in favour of active, efficient, and sustainable transport. |