

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	11 JANUARY 2018	AGENDA ITEM:	15
TITLE:	ANNUAL PARKING SERVICES REPORT 2016-2017		
LEAD COUNCILLOR:	COUNCILLOR T PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	PARKING SERVICES	WARDS:	BOROUGHWIDE
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1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 The Traffic Management Act 2004 states that each local authority with Civil Parking Enforcement should publish an Annual Report about their enforcement activities covering financial and statistical data.
- 1.2 Appendix 1 Parking Services Annual Report 2016-2017

2. RECOMMENDED ACTION

- 2.1 That Members note the contents of this report and that the annual reports for 2008-2016 are available on the Council's website.
- 2.2 That Members note the annual report for 2016-2017 is intended to be published in January 2018.

3. POLICY CONTEXT

- 3.1 The Council is a Civil Enforcement Authority under the Traffic Management Act 2004 and is therefore required to produce an annual report.

4. THE PROPOSAL

- 4.1 Reading Borough Council took up statutory powers under the Road Traffic Act 1991 (as amended) in 2000 to become a Special Parking Area (SPA) taking over parking enforcement from the Police. In April 2008 every Local Authority with SPA powers became a Civil Enforcement Area (CEA) under the Traffic Management Act 2004 (TMA). One of the requirements of the TMA is that each Local Authority submit an Annual Parking Report to the Department for Transport (DfT) each year. The Secretary of State's Statutory Guidance to Local Authorities on the Civil Enforcement of Parking Contraventions sets out the minimum information to be included in the Annual Parking Report.

- 4.2 The Statutory Guidance requires that as a minimum the Local Authority must include financial details relating to total income and expenditure on the parking account and statistical information relating to the number of Penalty Charge Notices (PCNs) issued, paid, cancelled and challenged.
- 4.3 The annual report for 2016-2017 includes the Statutory Guidance requirements and also includes information for Residents Parking Permits, Bus Lane Enforcement, Blue Badge Issues and Enforcement, Car Parks, Pay and Display and Freedom of Information requests.
- 4.4 The Cabinet report in January 2011 stated future reports were to be published on the Council's website. The annual parking reports for 2008-2016 are available through the Council's website at:
- <http://www.reading.gov.uk/foi>
- 4.5 The annual report for 2016-2017 is intended to be published in January 2018.
- 4.6 The Traffic Management Act 2004 and Transport Act 2000 (for bus lane Penalties) sets out the appeals process that recipients of Penalty Charge Notices must follow if they believe they have grounds for the ticket to be cancelled. There are 3 sequential stages to this process as set out below:
- An Informal Challenge to the Council
 - A formal representation to the Council upon receipt of the Notice to Owner
 - An appeal to the Traffic Penalty Tribunal, if representation to the Council is unsuccessful.
- 4.7 The appeals process for bus lane Penalties is the same except there is no informal challenge to the Council, as the first notification is the "Notice to Owner" notice.
- 4.8 A legal requirement of both relevant Acts is for the Council to provide an address where these can be sent. The Council provides two dedicated addresses for motorists's to correspond with (one for parking penalties and one for bus lane penalties) and has a secure online facility for direct representation to be made against the penalties.
- 4.9 An important element of the process is the requirement for the registered keeper of the vehicle (i.e. the person named on the vehicle registration document or the registered hirer) to communicate directly with the Council. This means that a third party can only act on the registered keeper's behalf if legally authorised to do so. Therefore there are very limited circumstances in which an MP or Councillor can act for someone else.

5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 To promote equality, social inclusion and a safe and healthy environment for all.

6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 The Annual Parking Report will have wider accessibility by being published on the Council's website.

7. LEGAL IMPLICATIONS

- 7.1 The Local Authority is required to produce an Annual Parking Report under the Traffic Management Act 2004.

8. FINANCIAL IMPLICATIONS

- 8.1 As reported in the Annual Report

9. BACKGROUND PAPERS

- 9.1 Cabinet Report - Annual Parking Report dated 17th January 2011

10. APPENDICES

- 10.1 Appendix 1 - Annual Parking Services Report 2016-2017

READING BOROUGH COUNCIL

PARKING SERVICES ANNUAL REPORT 2016/2017

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Reading
Borough Council

Working better with you

Foreword - Councillor Page

Welcome to Reading Borough Council's ninth Parking Services Annual Report. The report summarises the parking and traffic enforcement responsibilities conducted by the Council in 2016/2017. It also provides details of activities and related financial information.

Reading remains a key economic hub in the Thames Valley and wider South-East. Many thousands of people travel into and around Reading on a daily basis, placing great demands on our transport infrastructure. At the same time, local businesses highlight a lack of capacity in transport infrastructure as one of their key concerns, and a restraint to future growth. The increasing demands on infrastructure are seen either through overcrowding or traffic congestion levels.

New infrastructure and growing our public transport offer, not only provide significant improvements to sustainable transport options, they support growth in the local economy and reducing Reading's carbon footprint.

Reading has an enforcement policy to try and balance the needs of all road users, at a time when demands continue to increase. The key objective is to maintain an appropriate balance between the needs of residents, visitors, businesses and access for disabled people, thereby contributing to the economic growth and success of the town.

Enforcement is conducted both on and off-street by Council Parking Services and Civil Enforcement Officers, employed through a term contractor. These officers actively patrol and enforce parking restrictions, supporting traffic management and safety responsibilities imposed on local authorities by legislation, directing patrol efforts to strategically important routes, areas of high contravention and sensitive locations, and in many cases in response to public demand.

Enforcement of parking restrictions is approached in a fair and reasonable manner across the town. The Parking Services team takes continual care when dealing with representations from the public against the Penalty Charge Notices to ensure that all the circumstances are fully considered on a case by case basis.

We continue to be committed to being transparent about our Parking Services and enforcement activity. This report provides an extensive record of activities during the 2016/2017 financial year and explains how the service is managed and aims to develop an understanding and acceptance of why enforcement activity takes place.

Cllr Tony Page

Lead Member for Strategic Environment, Planning & Transport, and Deputy Leader of the Council

December 2017

Chapter 1 - Content

The Secretary of State's 'Statutory Guidance to Local Authorities on the Civil Enforcement of Parking Contraventions' states that local authorities should produce annual reports about their enforcement activities. It is considered good practice to publish a report which provides the public with information about the way enforcement is undertaken and provides reassurance that enforcement is being undertaken properly. The view of the Secretary of State is that transparency about the civil enforcement of parking regulations enables the public to understand and accept the enforcement of parking contraventions.

This Annual Report provides a record of activities during the 2016/2017 financial year and explains how the service is managed and aims to develop an understanding and acceptance of such enforcement activity.

The 2016/2017 is structured as follows:

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Chapter 2 - Policy Context

Reading Borough Council introduced Parking Enforcement in 2000, when responsibility for enforcement of parking contraventions passed from Thames Valley Police to the Local Authority. The current legislation that allows for Reading to enforce parking and waiting restrictions is under The Traffic Management Act 2004. This also permitted local authorities to enforce restrictions by other methods which are now known as 'Civil Parking Enforcement'. Parking offences are classified as civil offences rather than criminal offences under Civil Parking Enforcement.

Reading Borough Council has an integrated Parking Service, which manages both on-street and off-street activities. The Council introduced Civil Parking Enforcement under Part 6 of the Traffic Management Act 2004 from 31st March 2008.

The current guiding transport policy document is its Local Transport Plan (LTP) 2011- 2026. The Local Transport Plan includes a 15-year strategy document and a rolling 3-year implementation programme. The LTP programme is reviewed annually to ensure the aims and objectives are being delivered. The statement below summarises the vision for transport in Reading:

“Transport in Reading will better connect people to the places that they want to go: easily, swiftly, safely, sustainably and in comfort. We will meet the challenges of a dynamic, low-carbon future to promote prosperity for Reading.

Whichever way you choose to travel, by foot or bicycle, motorcycle, bus, rail, car or boat whether to work or education, to leisure or the services you need, our transport system will help you get there”.

Although it is not possible to specifically measure the contribution of Civil Parking Enforcement on all the objectives, as there are a wide range of other factors that influence them, it is clear that well considered and implemented enforcement will support this vision.

Chapter 3 - Parking Enforcement

Enforcement is conducted both on- and off-street by Reading Borough Council Parking Services through Civil Enforcement Officers employed through a contractor. Each officer receives specific training resulting in qualifications which are:

- City and Guilds 1889-001 Roles and Responsibilities of a Civil Enforcement Officer; and
- City and Guilds 1889-002 Conflict Management.

These qualifications have been updated and are now known as:

- WAMITAB Level 2 Award for Parking Enforcement Officers (QCF) (Ofqual qualification number: 601/1781/3)

Civil Enforcement Officers are salaried and are not part of any incentive scheme. Their only enforcement requirement is to ensure that any Penalty Charge Notice is issued correctly and that all the supporting evidence (including photographs) is gathered and recorded.

The Traffic Management Act introduced regulations that allow for enforcement through an approved camera device in areas that are difficult or sensitive. In the autumn of 2012 the Council introduced an enforcement vehicle; it is used to enforce contraventions of waiting restrictions with an early focus on school zigzag markings, bus stop clearways and loading bans. Enforcement with an approved device is not used where permits or exemptions (such as resident's permits or Blue Badges) may be in use. The primary objective of the camera enforcement system is to ensure the safe and efficient operation of the road network by deterring motorists from breaking road traffic restrictions and detecting those that do.

The Parking Services team at Reading Borough Council have completed/working towards their WAMITAB Level 3 Award in Notice Processing (QCF) (Ofqual qualification number: 601/1941/X). This qualification recognises the importance of back office staff, having the required skills, knowledge and detail when dealing with challenges, representation and appeals.

The Reading Borough Council Parking Services team have a duty to consider all aspects of a case. The Secretary of States guidance states that even when a clear contravention has occurred, the Council has discretionary power to cancel a Penalty Charge Notice, and this duty is adhered too - *“under general principles of public law, authorities have a duty to act fairly and proportionately and are encouraged to exercise discretion sensibly and reasonably and with due regard to the public interest”*. This exercise of discretion is approached objectively and without regard to any financial interest (in the penalty or decisions) that may have been taken at an earlier stage. However, discretion can be used to cancel or enforce a Penalty Charge Notice and some motorists who challenge their Penalty Charge Notice may not always receive the decision that they were looking for.

Penalty Charge Notices (PCNs)

Penalty Charge Notices are issued when people contravene the parking code. Penalty Charge Notice tickets can be categorised as higher or lower depending on the seriousness of the contravention. Higher level tickets for more serious breaches are £70 (e.g. parking on yellow lines) and lower level tickets for less serious breaches are £50 (e.g. parking with an expired permit or pay & display ticket).

Road markings (such as yellow lines, loading bays, bus stops and residents zones) indicate that some sort of restriction applies and signs nearby will always explain the parking restrictions. If these restrictions are breached, a contravention has occurred and a Penalty Charge Notice will be issued.

In the Council’s public car parks Penalty Charge Notices may be issued if you fail to pay the correct amount at a pay and display ticket machine or for parking in a space for longer than you are permitted to. Also, if your car is reported to be causing a safety hazard, a source of congestion or an obstruction the Police may remove it. Drivers are responsible for making sure that their vehicles are parked correctly and not causing any obstructions. If vehicles are parked correctly they should not be issued with a Penalty Charge Notice.

Traffic Management Act 2004 Statutory Process - Direct Issue Process

The following process applies where the Civil Enforcement Officer has directly issued the Penalty Charge Notice to the vehicle or handed it to the driver. Please see section below for information about the process involved when the Penalty Charge Notice is sent by post.

Please refer to Chapter 5 for information about challenges, representations and appeals.

- After 14 days of the date of issue of the Penalty Charge Notice
 - The right to pay the discounted sum (£35/£25) after 14 days is lost. The 14 days starts with the date on which the Penalty Charge Notice was issued.

- After 28 days of the date of issue of the Penalty Charge Notice
 - If the charge is not paid 28 days from the date the Penalty Charge Notice was issued a Notice to Owner will be sent to the registered keeper of the vehicle.
 - At this point you can either pay the full charge within 28 days (£70/£50) or make representation to Reading Borough Council.
 - Failure to act on the Notice to Owner may result in a Charge Certificate being issued.

- After 28 days of the date of issue of the Notice to Owner
 - A Charge Certificate may be sent to the registered keeper of the vehicle, notifying the keeper that the charge has been increased by 50% (£105/£75). If you receive a Charge Certificate you must pay within 14 days. There is no right to appeal at this stage.

- After 14 days of the date of issue of the Charge Certificate
 - If the Charge Certificate is not paid within 14 days, the debt may be registered at the Traffic Enforcement Centre and a registration fee of £7.00 will be added to the charge (£112/£82). An Order for Recovery will be sent to the registered keeper of the vehicle.
 - If you receive an Order for Recovery you must either pay the outstanding charge within 21 days or file a witness statement.

- After 21 days after the Debt Registration
 - If the charge has not been paid or a witness statement has not been made, the Traffic Enforcement Centre will grant authority for a Warrant to be issued and a certificated enforcement agent will be requested to recover the debt from you. The enforcement agent will charge you for this.

Traffic Management Act 2004 Statutory Process - Postal Issue Process

The following process applies where the Penalty Charge Notice has been issued by post. This occurs in circumstances where the Civil Enforcement Officer was prevented from issuing the Penalty Charge Notice at the time, or the vehicle drove away before affixing it to the vehicle/handing it to the driver. A Penalty Charge Notice may also be issued by post from an approved device i.e. a camera recording.

Please refer to Chapter 5 for information about challenges, representations and appeals.

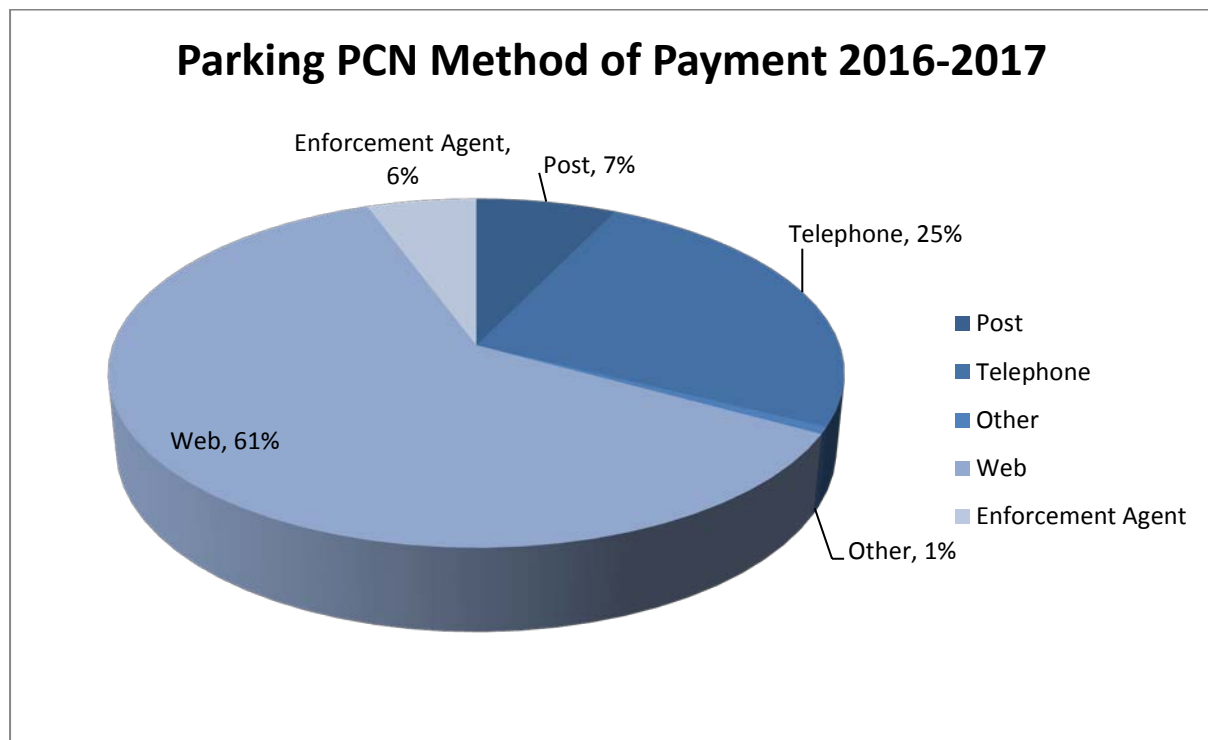
- The Penalty Charge Notice will be sent to the registered keeper of the vehicle; at this point you can either:

- Pay the discount within 14 days (£35/£25) or 21 days if the contravention was detected by an approved device.
- If the discount is not paid in the 14/21 days, pay the full charge within 28 days (£70/£50).
- Make representation to Reading Borough Council.
- After 28 days of the date of issue of the Penalty Charge Notice
 - A Charge Certificate may be sent to the registered keeper of the vehicle, notifying the keeper that the charge has been increased by 50% (£105/£75). If you receive a Charge Certificate you must pay within 14 days. There is no right to appeal at this stage.
- After 14 days of the date of issue of the Charge Certificate
 - If the Charge Certificate is not paid within 14 days, the debt may be registered at the Traffic Enforcement Centre and a registration fee of £8.00 will be added to the charge (£113/£83). An Order for Recovery will be sent to the registered keeper of the vehicle.
 - If you receive an Order for Recovery you must either pay the outstanding charge within 21 days or file a witness statement.
- After 21 days after the Debt Registration
 - If the charge has not been paid or a witness statement has not been made, the Traffic Enforcement Centre will grant authority for a Warrant to be issued and a certificated Enforcement Agent (formerly known as bailiffs) will be requested to recover the debt from you. The Enforcement Agent will charge you for this.

Paying a Penalty Charge Notice

Penalty Charge Notices can be paid either online, by post or by phone. Once payment has been made, the driver/owner/hirer has accepted liability for the penalty charge and can no longer make a challenge/representation against the Penalty Charge Notice. Reading Borough Council's interpretation of the relevant legislation (which is supported by the House of Commons Transport Committee) is that the recipient of a Penalty Charge Notice can pay the penalty or challenge the Penalty Charge Notice - it is not possible to do both.

The graph below shows the percentage of the different methods of payment used.



The table below shows the number of Penalty Charge Notices issued for 2016/2017¹. A copy of Penalty Charge Notices issued by ward, street and contravention code is provided in Appendix A.

Penalty Charge Notice Issued	2016/2017	Percentage	2015/2016	Percentage
Total Penalty Charge Notices Issued	37,568		35,200	
Number of higher level Penalty Charge Notices issued	25,749	69%	22,695	65%
Number of lower level Penalty Charge Notices	11,786	31%	12,466	35%
Number of Penalty Charge Notices with no charge level e.g. warning notice	28	0.07%	0	
Number of Penalty Charge Notices paid	28,106	75%	26,867	76%
Number of Penalty Charge Notices paid at discount	21,522	57%	20,816	59%
Number of Applications registered at TEC (dated 01/10/2017)	7,812	21%	4,343	12%
Number of Penalty Charge Notices against which a formal or informal representation was made	6,242	17%	6,160	18%
Number of Penalty Charge Notices cancelled as a result of a formal or informal representation	963	3%	1,084	3%
Number of Penalty Charge Notices written off for other reasons	2,032	5%	2,029	6%

¹ Please note that this data is constantly changing and the data provided is that recorded on 1st October 2017.

From the 6th April 2015 a change in legislation has limited the use that Council may use approved device (enforcement vehicle) for parking enforcement. The enforcement vehicle can only be used to enforce the following contraventions: school keep clear markings, bus stops/stands, red routes and bus lanes. There were 239 PCNs issued from the approved device, as per below:

Contravention	PCNS Issued
School Keep Clear markings	219
Bus Stops/Stand	20

Please note that bus lanes are not issued via the enforcement vehicle, there are dedicated cameras for these, see Chapter 4 for Bus Lane Enforcement.

On the 6th April 2015, a mandatory 10 minute grace period was introduced for vehicles that have overstayed for paid for parking.

A full breakdown of the notices issued by ward, street and contravention code is provided in Appendix A.

Further Information

Further information can be found on the Council's website: www.reading.gov.uk or www.PATROL-uk.info

Chapter 4 - Bus Lane Enforcement

Reading Borough Council has more bus lanes per mile of road than anywhere else in the UK and a greater proportion of people travel by bus than in most other cities and towns in the UK. Reading Borough Council and its partners want to make public transport reliable and punctual. Bus lanes, when operating properly, help improve journey times, punctuality and reliability which may help make public transport a more attractive option and in turn relieve congestion.

When bus lanes are misused they are less effective, hence the need for effective enforcement. When people ignore bus lanes they can cause delays to public transport and increase the risk of accidents as other road users are unlikely to be aware of their presence.

In October 2005, powers were introduced under the Transport Act 2000 that made it possible for Reading Borough Council to enforce the regulations governing the use of bus lanes in the Borough. The Police may still take action against persons driving in bus lanes or ignoring road signs, however, Reading Borough Council's enforcement by approved device camera's has substantially increased the likelihood of those abusing bus lanes being caught out.

The penalty for being caught in a bus lane is a £60 Penalty Charge Notice. Cameras record vehicles using bus lanes and penalties are issued based on this information. Enforcement officers check the recordings to determine whether a contravention of the rules has taken place or if there may be other circumstances e.g. to avoid an accident. It is possible to make a representation against the Penalty Charge Notice within 28 days of it being issued.

Appendix B provides a breakdown of information per bus lane.

Transport Act 2000 Statutory Process

Please refer to Chapter 5 for information about challenges, representations and appeals.

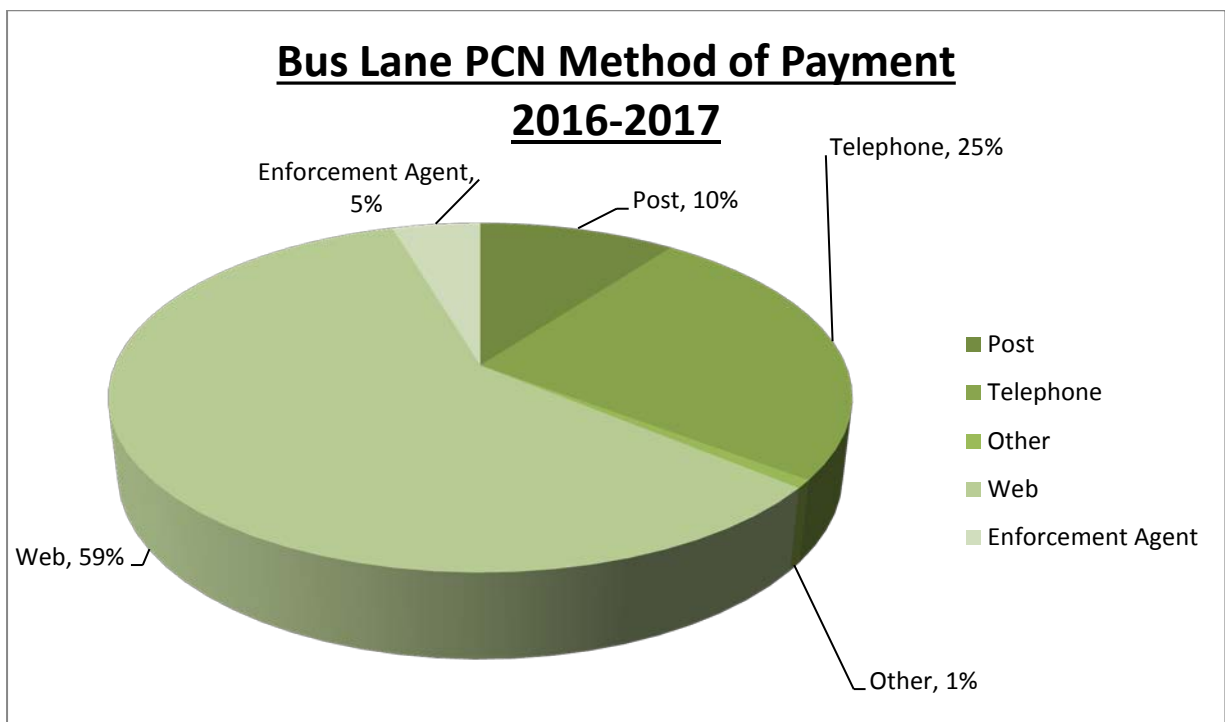
- The Penalty Charge Notice will be sent to the registered keeper of the vehicle; at this point you can either:
 - Pay the discount within 14 days (£30).
 - If the discount is not paid in the 14 days, pay the full charge within 28 days (£60).
 - Make representation to Reading Borough Council.
- After 28 days of the date of issue of the Penalty Charge Notice
 - A Charge Certificate may be sent to the registered keeper of the vehicle, notifying the keeper that the charge has been increased by 50% (£90). If you receive a Charge Certificate you must pay within 14 days. There is no right to appeal at this stage.

- After 14 days of the date of issue of the Charge Certificate
 - If the Charge Certificate is not paid within 14 days, the debt will be registered at the Traffic Enforcement Centre and a registration fee of £8 will be added to the charge (£98). An Order for Recovery will be sent to the registered keeper of the vehicle.
 - If you receive an Order for Recovery you must either pay the outstanding charge within 21 days or file a statutory declaration.

- After 21 days after the Debt Registration
 - If the charge has not been paid or a statutory declaration has not been made, the Traffic Enforcement Centre will grant authority for a Warrant to be issued and a certificated Enforcement Agent (formerly known as bailiffs) will be requested to recover the debt from you. The Enforcement Agent will charge you for this.

Paying a Penalty Charge Notice

Penalty Charge Notices can be paid either online, by post or by phone. The graph below shows the percentage of the different methods of payment used for Penalty Charge Notices relating to bus lanes.



The table below shows the number of Penalty Charge Notices issued for entering bus lanes in 2016/2017². A copy of Penalty Charge Notices issued by street for entering bus lanes is provided in Appendix B.

Penalty Charge Notice Issued	2016/2017	Percentage of Total Issued	2015/2016	Percentage of Total Issued
Total Penalty Charge Notices Issued (including re-issued Penalty Charge Notices e.g. new keeper)	81,587		97,963	
Total Penalty Charge Notice Contraventions recorded	78,084		88,456	
Number of Penalty Charge Notices paid	66,372	81%	76,997	87%
Number of Penalty Charge Notices paid at discount	55,036	67%	64,897	74%
Number of Penalty Charge Notices against which a formal representation was made	14,763	18%	15,996	18%
Number of Penalty Charge Notices cancelled as a result of a formal representation	2,827	3%	2,504	3%
Number of Penalty Charge Notices written off for other reasons	1,657	2%	1,791	2%

Appendix B provides a breakdown of the PCNs issued per bus lane and a comparison with the previous year's issue.

The percentage of representations received and cancelled tickets have remained consistent.

Further Information

Further information can be found on the Council's website: www.reading.gov.uk or www.PATROL-uk.info

² Please note that this data is constantly changing and the data provided is that recorded on 1st October 2017.

Chapter 5 - Challenges, Representations and Appeals

If a driver is issued a Parking Penalty Charge Notice, which they feel is unwarranted; they have the right to challenge the Penalty Charge Notice. This is done in 3 stages. The first stage is an informal challenge to Reading Borough Council which is followed up by the second stage which is a formal representation to the Council. If the representation to the Council is unsuccessful, the third stage is an appeal to the Traffic Penalty Tribunal. It should be noted that for Penalty Charge Notice issued by post (either parking or bus lane related) there is no informal challenge.

The Reading Borough Council Parking Services team will deal with each case on its own merits and will take into account the evidence recorded by the Civil Enforcement Officer and the information provided for a case. There are statutory time limits for dealing with representations and appeals, whereas guidance is provided for informal challenges. In all cases the Reading Borough Council Parking Services aim to deal with challenges, representation and appeals in an efficient, effective and impartial way.

Stage 1 - Making an Informal Challenge

Reading Borough Council Parking Services have a legal obligation to consider all informal challenges received. If an informal challenge is made within 14 days of the Penalty Charge Notice being issued, the discount period will be put on hold until the Council can deal with the challenge. A letter from the driver explaining the reasons why they feel they have grounds for an appeal should be made as soon as possible to the address given on the Penalty Charge Notice. The letter can be submitted by writing to the Council using surface mail or making a challenge by way of a secure website. A letter will be replied to if the challenge is upheld and the Penalty Charge Notice will be cancelled. If the challenge is not upheld, provided the challenge was made within 14 days of the Penalty Charge Notice being issued, a further 14 days to pay the Penalty Charge Notice at a discounted rate will be granted.

Stage 2 - Representations

A representation (under the Traffic Management Act 2004) can only be made upon receipt of a Notice to Owner, in cases where the PCN has been affixed to the vehicle or handed to the driver. The Notice to Owner will be sent to the registered keeper of the vehicle 28 days after the issue of the Penalty Charge Notice. Should a Penalty Charge Notice have already been paid the case is considered closed and no representation or appeal may be made. Once a Notice to Owner has been issued, the vehicle owner has 28 days to make a representation. The Council has a legal obligation to consider all representations received and must reply within 56 days of receiving the representation, if the Council does not reply in this time period, the Penalty Charge Notice is automatically cancelled.

Should a representation be unsuccessful the owner will be liable to pay the Penalty Charge Notice at the full rate. If the Council rejects the representation, an appeal may then be made to the Traffic Penalty Tribunal. Where a Penalty Charge Notice has been issued by post the registered keeper has 28 days to make a

representation to the Council. If those representations are made within the discount period, the Council will generally hold the discount and if the decision is made to reject the Penalty Charge Notice, this will be re-offered again. However, should an appeal be made to the Tribunal, the full charge would then apply, even if it is within the re-offered discount period. This process is set down by the Traffic Management Act 2004 (and accompanying regulations) for parking contraventions. The process is the same for bus lane contraventions issued under the Transport Act 2000, however, there is no informal challenge or time limit set for the Council to reply to a representation. These are the only ways to query a Penalty Charge Notice.

Complaints about the parking scheme itself should be made in writing to Reading Borough Council. General enquiries concerning parking issues may be made by telephone, however, Reading Borough Council cannot accept challenges or representations made by email or telephone.

The table below shows items of correspondence received in relation to informal challenges, parking and bus lane representations for 2016/2017³.

2016/2017	Informal Challenges	Incoming Parking Representations	Incoming Bus Lane Representations	Total
April	449	117	882	1,448
May	528	134	1224	1,886
June	474	184	1405	2,063
July	526	164	1199	1,889
August	492	194	1174	1,860
September	543	200	1123	1,866
October	491	195	1259	1,945
November	391	141	1279	1,811
December	393	130	1294	1,817
January	483	278	1612	2,373
February	452	169	1042	1,663
March	520	211	1270	2,001
Total	5,742	2,117	14,763	22,622

³ Please note that this data is that recorded on 1st October 2016. This data includes PCNs that have made multiple challenges and/or representations

The table below shows informal challenges and representations received compared to last year.

	Informal Challenges	Incoming Parking Representations	Incoming Bus Lane Representations	Total
Total 2015/2016	5,369	2,055	15,996	23,420
Total 2016/2017	5,742	2,117	14,763	22,622

Stage 3 - Appeal to the Traffic Penalty Tribunal

The Traffic Penalty Tribunal is a body independent of the Council. Adjudicators are people with at least five years legal experience who consider the evidence for appeals against Penalty Charge Notices issued by Local Authorities. Their decision is final and binding on both parties.

Should a Representation to the Council be unsuccessful a Notice of Rejection and a Notice of Appeal will be sent to the registered keeper. This is the form that must be used to appeal to the Traffic Penalty Tribunal. A Traffic Penalty Tribunal appeal can only be made should a representation to the Council already have been rejected. When they receive a 'Notice of Appeal', the Traffic Penalty Tribunal staff will make some basic checks and if everything is in order it will be registered as a formal appeal. The registered keeper will receive acknowledgement of this and a date as to when the appeal is due to be decided. The Council will also be notified that the appeal has been lodged and will be given a date for which to submit their evidence to the Adjudicator. In the case of a personal appeal being asked for, the Traffic Penalty Tribunal staff will schedule it for the next appropriate hearing at the registered keepers preferred location and give 21 days notice of the precise date, time and venue.

The table below shows how many appeals were dealt with by the adjudicators⁴.

2016/2017	Parking Penalty Charge Notices	Percentage of Total PCNs Issued	Percentage of Appeals Received	Bus Lane PCN	Percentage of Total PCNs Issued	Percentage of Appeals Received
Total PCN Issued	37,568			81,587		
Total Appeals Received	135	0.36%		296	0.36%	
Dismissed by Adjudicator	49	0.13%	36.3%	148	0.18%	50.0%
Allowed by Adjudicator	48	0.13%	35.6%	66	0.08%	22.3%
Not Contested by Council	30	0.08%	22.2%	67	0.08%	22.6%
Consent Order	8	0.02%	5.9%	15	0.02%	5.1%
Awaiting decision inc. other	0	0.0%	0.0%	0	0.0%	0.0%

The table below shows the number of appeals received compared to last year

2016/2017	Parking PCN	Percentage of Total PCNs Issued	Bus Lane PCN	Percentage of Total PCNs Issued
Total Appeals Received 2015/2016	131	0.37%	264	0.27%
Total Appeals Received 2016/2017	135	0.36%	296	0.36%

The Council reviews all adjudicator decisions and through the feedback from them will try to ensure that unnecessary appeals are not registered. A fresh review of the case is made when an appeal is registered, regardless of the decision made at representation stage.

⁴ Please note that this data is constantly changing and the data provided is that recorded on 1st October 2017.

Consent Order means the Council and Appellant have reached an agreement over the appeal.

The annual report from the Traffic Penalty Tribunal on their service was not available at the time of this report.

Further Information

Further information can be found on the Council's website: www.reading.gov.uk
or www.PATROL-uk.info

The Traffic Penalty Tribunal's website: www.trafficpenaltytribunal.gov.uk

Chapter 6 - Enforcement Agents

If a PCN remains unpaid after the Council has issued their notices (Please see Chapter 3 and 4), a Warrant may be issued to the Enforcement Agents (formerly bailiffs) to recover the debt. The regulations and fees that the Enforcement Agents work under changed in April 2014.

Parliament introduced new legislative arrangements for Enforcement Agents in April 2014, when the relevant provisions of the Tribunals, Courts and Enforcement Act 2007 were brought into force. One of the changes that came into operation was a new, simplified, regime for fees payable to Enforcement Agents, at each stage in the recovery process, as set out in the Taking Control of Goods (Fees) Regulations 2014.

Regulations 4 and 5 allow the Enforcement Agents to recover the fees from the debtor and specify each stage of the process. Schedule 1 specifies the relevant fees, which are, as follows:

Stage	Fee	Information
Compliance Stage	£75	Notifying the debtor in writing, on receipt of the warrant, of the liability;
Enforcement Stage	£235	For attending the premises, if no payment is made within 7 clear days of the compliance stage notice. The Enforcement Agents can make a number of visits but only one charge is applied.
Sale/Disposal Stage	£110	For preparing to remove goods, removing goods, sale of goods

There may be additional charges if goods are removed such as storage, auction costs etc.

If there are multiple warrants issued, the compliance fee is charged per warrant but the enforcement and sale/disposal fee is normally only added onto the first warrant. There are exceptions to this and for further information please see below.

The Council expects Enforcement Agents, acting in respect of debts it (the Council) has registered, to handle enquiries or complaints about the fees those agents have charged. The Taking Control (Fees) Regulations 2014 provides for any disputes about the fees to be settled by a Court.

The table below shows the warrants issued to the Enforcement Agents in the past 5 years for Parking PCNs⁵.

PARKING	Total Warrants Issued	Successful Collection	Outstanding Warrants	Closed Warrants (unable to trace/execute)
2011-2012	4,775	23%	0%	77%
2012-2013	5,558	21%	0%	79%
2013-2014	5,164	22%	0%	78%
2014-2015	4,836	22%	0%	78%
2015-2016	3,672	21%	1%	78%
2016-2017*	4,539	24%	19%	57%

The table below shows the warrants issued to the Enforcement Agents in the past 5 years for Bus Lane PCNs⁶.

BUS LANE	Total Warrants Issued	Successful Collection	Outstanding Warrants	Closed Warrants (unable to trace/execute)
2011-2012	5,122	33%	0%	67%
2012-2013	4,904	32%	0%	68%
2013-2014	6,109	33%	0%	67%
2014-2015	6,525	30%	0%	69%
2015-2016	5,447	32%	1%	67%
2016-2017*	6,632	30%	17%	53%

Further Information

Further information can be found on the Civil Enforcement Association website <http://www.civea.co.uk/>

⁵ Please note that this data is constantly changing and the data provided is that recorded on 1st October 2017.

⁶ The data provided is that recorded on 1st October 2017.

*2016-2017 warrants are valid for 1 year from issue

Chapter 7 - Permits

Permit Parking Zones came to Reading in the mid 1970's with the intention to enable residents to park in streets that would have otherwise been occupied by shoppers or commuters parking in the town centre. As levels of car ownership and traffic patterns have developed, the zones have spread away from central Reading to other parts of the town affected by parking problems.

In 2011/2012, the parking permit service and the zoning system was updated with zones becoming larger and a better split between the number of permits being issued and the number of on-street parking spaces being made available. Changes to the permit scheme are made so it is vital people continue to check the signs and lines where they park

There are currently three main types of permits available, resident, visitor and business, however, temporary permits and other discretionary permits are also available.

The permit must be displayed in its registered vehicle at all times when the vehicle is parked in a permit bay. The permit should be displayed on the windscreen and be readable so that the information contained on it is legible. The information on the permit will contain; the vehicles registration, the permit zone, the expiry date, and the make of the vehicle.

From April 2012 residents were able to renew their permits online without the requirement to re-apply and provide evidence. The table below shows that the majority of residents preferred this method of renewing their permits.

Permit Type	Total Renewed Online 2016/2017	Total Issued 2016/2017	Percentage renewed 2016/2017	Percentage renewed 2015/2016	Percentage renewed 2014/2015
Business	13	29	45%	53%	33%
Resident	5,026	10,126	50%	54%	52%
Visitor	2,089	13,379	16%	18%	13%

All other permit types will require a new application, as these are issued at the discretion of the Council. The Council must be satisfied that the same conditions apply for discretionary permits and there is no automatic right of renewal.

Resident Permits

Resident Parking Permits are provided in controlled parking areas for residents of Reading. Following an extensive consultation, parking zones were simplified and re-organised providing a longer and more flexible parking solution. Permits will run for 12 months from the date of issue and it is up to the user to renew a permit before it expires.

A maximum of two permits are available to be issued per household. To comply as a household the house or flat must; lie within a Permit Parking Zone, be registered for Council Tax, have appropriate planning permission, and not have a planning condition that prohibits the issue of permits. The first permit per household is currently free however the second is £120. It is down to the discretion of the home owner as to what name goes on which permit. When first applying for a permit, proof of residence and proof of car ownership will be required to be sent with the application. Once a permit has been granted, it can be renewed the following year online without the need for re-applying or supplying evidence.

Business Permits

Business Parking Permits are available to businesses that operate within a permit parking zone. The criteria to be eligible for a Business Parking Permit are; the staff and operators may not reside in the permit zone, the premises must have no associated off-street parking, and the staff for whom the permits are intended for should require regular and frequent use of their vehicles during the working day.

Businesses are eligible to apply for one permit per business with any further requests to be made on the discretionary application form. When applying for a permit, the business must provide proof of address and proof of vehicle ownership. Business permit applications must be made by post.

Visitor Permits

Both residents and businesses within permit parking areas can offer visitor permits. All households in permit' parking zones are entitled to visitor permits. Visitor permits are scratch cards each for half days. They are issued in books of 20 permits. The first two books are free and a further five books are available at a cost of £22 per book. Proof of residence is required when applying for visitor permits. Businesses are able to purchase up to 100 visitor permits, Community Agencies are able to purchase an unlimited number of visitor permit. Like with the Residents' visitor permits, Business visitor permits are scratch cards for half a day and are also issued in books of 20 at £22 per book. Once the books have been granted, they can be renewed the following year, online without the need for re-applying or supplying evidence. Visitor Books cannot be renewed, if more than a year has passed since they were originally issued.

Temporary permits can be obtained by post or in person by visiting the Civic Offices Reception. Temporary permits are normally issued to residents who have just moved into the permit zone or have changed their vehicle. Temporary permits are issued for 8-weeks to allow time to submit full proofs. Temporary permit cover is not extended after the 8 week period as it is felt this is enough time to have obtained the full proofs required.

Discretionary Parking Permits

Reading Borough Council has recognised that there are those who, from time to time, may have business within the permit zones which, the Council may decide at its discretion as the Highway Authority to be legitimate reason to grant a permit. Other such permits that the Council issues include: Medical Practitioners, Healthcare Professional, Carer, Charity, Tradesperson, Teacher, Nanny and Other Resident/Business/Visitor Discretionary.

Further Information

Further information can be found on the Council's website: www.reading.gov.uk

The tables below shows the total permits issued by type⁷ and the permits zones and the number of permits⁸ on issue

Permit Type	Total issued in 2015/2016	Total issued in 2015/2016
Business	29	19
Business Discretionary	11	15
Charity (free and charged)	33	39
Carer	111	133
Doctor	58	52
Health Care Professional	463	490
Resident Discretionary (free and charged)	368	303
Resident - Free Permits	8,512	7,536
Resident - Second Permit	1,614	1,463
Non-UK Registered Vehicle Permits	4	4
Nanny	0	0
Teacher	80	64
Tradesperson - Annual	85	86
Tradesperson - Daily	716	598
Temporary Permits	3,372	3,482
Visitor Books - Free	11,245	9,543
Visitor Books - Charged	2,134	1,973
Visitor Business	93	107
Visitor Discretionary (free and charged)	513	453
Total	29,741	26,360

⁷ Please note that this data is that recorded on 1st October 2017.

⁸ Please note that this data is constantly changing and the data provided is that recorded on 7th April 2017.

Permit Zone	Approx. Spaces on street	Resident Permits	Resident Discretionary	Business Permits	Business Discretionary	Carer Permits	Charity Permits	Total Permits	Capacity
01R	593	628	14	6	1	13	0	622	112%
02R	180	244	6	0	0	1	0	251	139%
03R	551	511	9	2	1	10	0	533	97%
04R	99	43	13	3	2	0	2	63	64%
05R	561	450	48	3	2	13	5	521	93%
06R	534	501	21	1	1	7	1	532	100%
07R	1,664	1,428	62	2	1	8	1	1,502	90%
08R	787	676	59	2	2	10	11	760	97%
09R	478	438	5	1	0	5	0	449	94%
10R	1,422	1,331	41	1	0	15	3	1,391	98%
11R	374	379	10	3	3	1	2	398	106%
12R	1,238	1,154	23	1	0	15	2	1,195	97%
13R	1,094	844	353	2	0	9	0	1,208	110%
14R	304	255	3	1	0	4	0	263	87%
15R	393	189	4	0	0	02	1	196	50%
B2	32	27	0	0	0	0	0	27	84%
C4	18	5	0	0	0	0	0	5	28%
W1	20	13	0	0	0	0	0	13	65%
Z1	25	14	0	0	0	0	0	14	56%
Total	10,367							9,983	96%

Chapter 8 - Blue Badges

Blue Badges provide a vital lifeline to over 2.5 million people every year allowing disabled people to access employment, shops and other services. Blue Badge fraud is a growing issue across the country. Abuse of the scheme means that priority spaces are unable to be used by those who need them most.

It is therefore vital that Reading Borough Council put measures in place to try and reduce the number of incidences of Blue Badge fraud.

Since the 1st January 2012, the Department for Transport (DfT) has introduced a new Blue Badge Improvement Service (BBIS) scheme which is intended to tackle this problem. The scheme comprises of a central nationwide database and a new assessment process to ensure badges only go to those who need them. The scheme will be managed nationally by Northgate Public Services.

The new Blue Badges nationally use security style inks and techniques making them almost impossible to reproduce, tamper with or amend. It is now an offence for anyone who is not the actual badge holder to use the Blue Badge, or to park in an on-street Blue Badge parking bay without displaying a badge. Reading Borough Council has set-up a Fraud Hotline (0500500777) and an on-line Fraud Reporting Form should anyone notice and want to report someone committing these fraudulent offences.

The Department for Transport has issued a booklet called 'The Blue Badge Scheme: Rights and Responsibilities in England'. This booklet explains to the holder of a Blue badge their responsibilities, places where they can and cannot park, and further travel advice. This also includes information on how to display the badge, where parking is for free and where time limits do/do not apply.

The table below shows the Blue Badges issued in 2016/2017 and total on issue as of 31st March 2017, compared with previous year.

Blue Badge Allocation	Issued in 2016/2017	On issue as of 31st March 2017	Issued in 2015/2016	On issue as of 31st March 2016
Total number of valid Blue Badges	1,803	1,202	1,632	4,302
Total number of Blue Badges on issue to organisations	45	31	35	129

National Fraud Initiative

The purpose the National Fraud Initiative is to recover those Blue Badges which should have been returned following a death. Reading Borough Council is part of this initiative. Following the national redesign of Blue Badges, it should make it easier for Local Authorities to both cross check and identify fraudulent badges.

Further Information

A free phone hotline for anyone who suspects Blue Badge fraud in the area is: 0500500777.

Further information on how to obtain a Blue Badge can be found on the Council's website: www.reading.gov.uk

Chapter 9 - Signs and Lines Maintenance

Reading Borough Council's Streetcare Services team deals with the maintenance of existing signs and lines. The Neighbourhood Officers (previously known as Highway Inspectors) carry out safety inspections and defects in lines or missing signs will be identified and any associated works ordered. The frequency of inspections varies depending on the road classification. Monthly inspections are carried out for A-class road, quarterly inspections for B- and C-class roads and unclassified roads annually.

Any other defects identified through observations or checks made by the Civil Enforcement Officers, Ward Councillors and members of the public are also actioned as appropriate.

In addition to signs and lines, the Neighbourhood Officers as part of their safety inspections will identify defects to direction signage, carriageways/footways/cycleways and gullies and order repair works as necessary. The Officers also undertake Night Scouts monthly to identify street lighting faults and order repair works.

There is also an annual resurfacing programme usually carried out during the summer which often affects lines. These will be replaced as soon as possible after surfacing work has been completed.

Snow will cover lines particularly on local residential roads where gritting does not take place. The parking restrictions remain in operation as set out in the appropriate Traffic Regulation Order.

On the principal roads and the main bus routes gritting is undertaken in accordance with the Winter Service Plan but the channel lines where road markings are will often remain covered until a thaw takes place.

A Penalty Charge Notice will only be issued where the Civil Enforcement Officer has checked that the lines and signs are in an acceptable condition. A motorist's attention should be drawn to the restriction when parking. The Council is unable to maintain the lines and signs in a perfect condition at all times, and it is recognised by the Traffic Penalty Tribunal that the lines and signs will over a period of time be subject to wear and tear.

Regulation 18 of the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 states that: *'Where an order relating to any road has been made, the order making authority shall take such steps as are necessary to secure a) ... the placing on or near the road of such traffic signs in such positions as the order making authority may consider requisite for securing that adequate information as to the effect of the order is made available to persons using the road'*. The Council complies with this Order and will ensure that restrictions are clearly marked for motorists.

Chapter 10 - Car Parks

The current parking strategy is a core element of the Local Transport Plan. The strategy essentially aims to manage the level of long stay/commuter parking in the town centre. A key feature of the strategy is pricing of town centre parking to reflect the availability of alternatives, especially long stay parking provided by park and ride.

Reading Borough Council has a partnership contract with National Car Parks Limited (NCP). NCP manages the Council's car parks on a daily basis and maintains the car park cleanliness and deal with any other ad hoc duties e.g. maintaining lifts, removal of abandoned vehicles etc. The partnership has been in place from April 2007 and since this time, there has been a large investment made into the car parking infrastructure. This investment has included: updating the payment machines, replacing entry/exit barriers, improved lighting, improved tariff boards, and re-surfacing/re-lining car parks. More specific improvements are the waterproofing and drainage works at Queens Road and Broad Street Mall, fencing to Kings Meadow and a front end tidy up at the Cattle Market car park.

Reading Borough Council and NCP review the tariff structure on an annual basis. Season tickets are available for Broad Street Mall, Queens Road, Hills Meadow, Cattle Market and Chester Street car parks. Season tickets are available annually, 3 monthly and 1 monthly (except Chester Street which only offers annual permits).

The table below shows the spaces available in each car park.

Car Park	Spaces	Disabled Spaces	Total Spaces
Broad Street Mall	723	19	742
Queens Road	700	8	708
Hills Meadow	312	10	322
Civic B Car Park	176	4	180
Kings Meadow	77	1	78
Cattle Market	90	4	94
Chester Street, Caversham	83	3	86
Recreation Road, Tilehurst	82	4	86
Dunstall Close, Tilehurst	48	3	51
Total	2,291	56	2,347

Further Information

Further information can be found on the Council's website: www.reading.gov.uk or the NCP website <http://www.ncp.co.uk/>

Chapter 11 - Pay and Display

Reading Borough Council introduced on-street pay and display in October 2010, this offered alternative short-term parking for the Town Centre. Following the Town Centre Redevelopment Works associated with the Reading Station upgrade, a total of 198 pay and display bays were introduced at that time. The bays are located across the town centre and provide more flexible parking options for visitors.

In January 2017, the Council introduced 64 Pay and Display bays around the Hospital and University area.

The majority of the bays are operational between 8am and 8pm, Monday to Sunday, but there are a few locations that are shared with permit parking.

In line with the Department for Transport under 'The Blue Badge Scheme: Rights and Responsibilities in England', holders of the blue badges can park for free and without time limit in the pay and display bays. However, in the shared use bays it is only for free and without limit during the hours a pay and display ticket is required, outside of the hours a parking permit is required. (See Chapter 8 for further information)

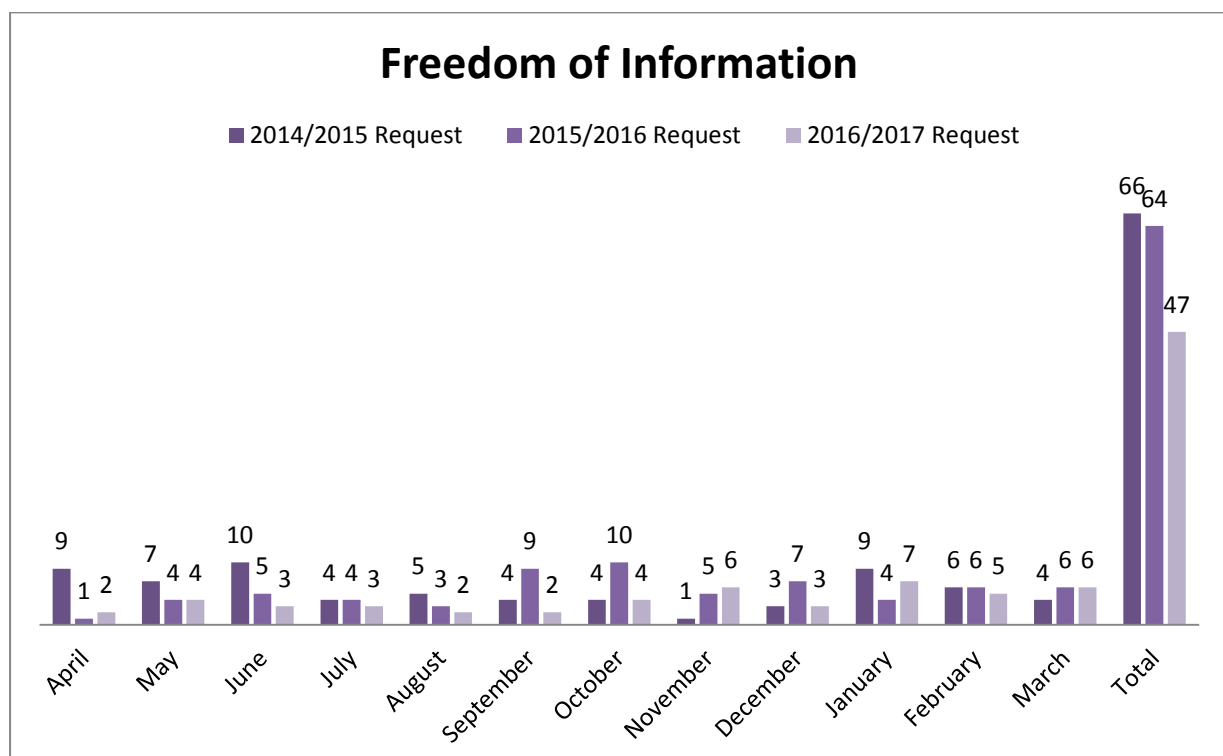
Further Information

Further information can be found on the Council's website: www.reading.gov.uk

Chapter 12 - Freedom of Information

The Freedom of Information Act came into effect in January 2005. This requires Reading Borough Council to provide information which is held available to the general public. The Freedom of Information Act requires that Reading Borough Council respond to requests within 20 working days. Reading Borough Council is only required to respond with information that is held - it does not require the Council to analyse the information.

The graph below shows the number of Freedom of Information requests on monthly basis received by the Reading Borough Council Parking Services team in 2014/2015, 2015/2016⁹ and 2016/2017. In 2016/2017, a total of 47 Freedom of Information requests were received by the Reading Borough Council Parking Services team.



The Reading Borough Council Parking Services team often receive the majority of Freedom of Information requests from motorists that have received a Penalty Charge Notice. Such requests are seeking to obtain information about Penalty Charge Notices issued in the same location. Whilst the team seek to respond to requests within 20 working days, there are some instances where the request has been too broad e.g. no date range, specific types of challenges, Penalty Charge Notices issued to non-Reading based motorists. Therefore, if a manual search of each Penalty Charge Notice is required, this can take between 30 seconds to 2 minutes to investigate. As Reading Borough Council hold thousands of records for the majority of requests made, it would exceed the 18 hour time limit for such a request making it exempt. The table below shows some of the most common Freedom of Information requests received.

⁹ Please note that this data is that recorded on 14th October 2016.

Freedom of Information Request	Information
Penalty Charge Notices issued by location	See Chapter 3 for an overview. A copy of Penalty Charge Notices issued by ward, street and contravention code is provided in Appendix A.
Bus lane Penalty Charge Notices issued	See Chapter 4 for an overview. A copy of Penalty Charge Notices issued by street for entering bus lanes is provided in Appendix B.
Penalty Charge Notices paid/cancelled	See Chapters 3 and 4.
Challenges Received	See Chapter 5.
Appeals	See Chapter 5.
Income/expenditure for parking and/or bus lanes and permit scheme	See Chapter 13.
Copy of parking Traffic Regulation Orders	Copies of the relevant parking Traffic Regulation Orders are made available by writing to Reading Borough Council Network Management or Legal Services.
Copy of bus lane Traffic Regulation Orders	Each of these documents are publically available. Information on each of these is now available at http://www.reading.gov.uk/foi
Copy of Secretary of State approval for bus lane cameras	
Copy of Department for Transport Approval for bus lane signs in Minster Street, Friar Street (Eastbound), Friar Street (Westbound), St Mary's Butts, Stanshawe Road and Blagrove Street	
Reading Borough Council's policy on discretion	Reading Borough Council's policy on the exercise of discretion is to deal with each case on its own merits.

Chapter 13 - Financial Information

The Statutory Guidance states that for good governance, enforcement authorities need to forecast revenue in advance. Raising revenue should not be the objective of Civil Parking Enforcement, nor may the authority set targets for revenue or the number of Penalty Charge Notices issued.

The purpose of penalty charges is to deter motorists from contravening parking restrictions. Payments received (whether for on street or off street enforcement) must only be used in accordance with Section 55 (as amended) of the Road Traffic Regulation Act 1984. This Act limits the purposes to which a Local Authority may apply any surplus resulting from income derived from on-street parking spaces. This was however, amended by the Traffic Management Act and restrictions on Councils that do not require further off-street parking were relaxed to permit any surplus to be used for general transport measures and other purposes on which the Local Authority lawfully incurs expenditure.

Reading Borough Council has seen compliance with the parking and bus lane restrictions increase over the years.

In accordance with the Data Transparency Code, it should be noted that the surplus received has been used to fund measures including: concessionary bus passes on the Readibus service; on supported contract bus service provision and on other measures as defined in accordance with s55 of the Road Traffic Regulation Act as set out in the table below. In 2016/2017 this totalled £2.281m.

	£
Supported bus services & discretionary concessionary fares	461,000
Adult Social Care in house transport	452,590
Road safety schemes & CCTV	559,374
Revenue New works	52,500
Execution of works for the purpose of draining a highway or of otherwise preventing surface water from flowing on to it	276,430
Provision of barriers or other works for the purpose of affording to a highway protection against hazards of nature	14,500
Provision of subways, refuges, pillars, walls, barriers, rails, fences or posts for the use or protection of persons using a highway	122,900
Construction and reconstruction of bridges and alteration of level of highways	329,645
Planting of trees, shrubs and other vegetation and laying out of grass verges	12,500
Total	2,281,439

The table below shows the financial information for Reading Borough Council for 2016/2017. A comparison can be made with last year's financial information.

	Total Expenditure 2016/2017	Total Income 2016/2017	Net Surplus (Cost) 2016/2017	Total Expenditure 2015/2016	Total Income 2015/2016	Net Surplus (Cost) 2015/2016
Parking Penalty Charge Notices	£1,273,954	£1,223,176	(£50,778)	£1,229,600	£1,072,100	(£157,500)
Bus Lane Penalty Charge Notices	£1,037,531	£2,480,157	£1,442,626	£1,182,000	£2,743,700	£1,561,700
Resident Parking Permit	£139,082	£365,519	£226,437	£185,900	£285,500	£99,600
Car Parks	£3,090,998	£4,346,041	£1,255,043	£2,877,100	£3,195,000	£1,121,200
Pay and Display	£67,035	£704,706	£637,671	£43,200	£643,500	£600,300

Chapter 14 - Key Contacts and More Information

The process described in this report about challenging a PCN is set down by the Traffic Management Act 2004 or Transport Act 2000 (and accompanying regulations) and is the only way to query a Penalty Charge Notice. Complaints about the parking scheme itself should be made in writing to Reading Borough Council.

General enquiries concerning parking issues may be made by telephone, however Reading Borough Council cannot accept challenges or representations made by email or telephone.

There are specific postal addresses provided for motorists to query a Parking Penalty Charge Notice and a Bus Lane Penalty Charge Notice. These separate postal addresses ensure challenges/representations are assigned to the case file quickly and are dealt with promptly.

To Challenge a Parking Penalty Charge Notice the address is:

Reading Borough Council
Parking Services
PO BOX 3011
Reading
RG1 9RY

To Challenge a Bus Lane Penalty Charge Notice the address is:

Reading Borough Council BL
Parking Services
PO BOX 3012
Reading
RG1 9RZ

To view or pay your Penalty Charge Notice (both parking and bus lane): <https://parking.reading.gov.uk/>

There is also a separate telephone number for parking/bus lane enquiries which is 0843 357 1551, this also allows motorists to pay their Penalty Charge Notice.

Other Useful Contacts

Traffic Penalty Tribunal:

Website: <http://www.trafficpenaltytribunal.gov.uk/>

Telephone: 0800 160 1999

Enquiries about Car Parks is available through <https://www.ncp.co.uk/>

Appendix A - Parking Penalty Charge Notices - by Ward

PENALTY CHARGE NOTICES ISSUED BY WARD			
WARD	ON-STREET	OFF-STREET	TOTAL
ABBEY	17,364	1,054	18,418
BATTLE	4,409	86	4,495
CAVERSHAM	1,927	1,393	3,320
CHURCH	22	0	22
KATESGROVE	3,563	0	3,563
KENTWOOD	77	0	77
MAPLEDURHAM	1	0	1
MINSTER	739	0	739
NORCOT	712	0	712
PARK	2,683	0	2,683
PEPPARD	14	0	14
REDLANDS	3,114	0	3,114
SOUTHCOTE	42	0	42
THAMES	93	0	93
TILEHURST	96	59	96
WHITLEY	268	0	268

Appendix A - Parking Penalty Charge Notices - By Street

Note:

“On Street” means a ticket issued on the Public Highway

“Off Street” means a ticket issued in a Council owned Car Park

“Postal Issue - Approved Device” means a ticket issued from the enforcement vehicle, whereby the PCN is posted to the DVLA registered keeper.

“Direct Issue - On Street” means a ticket issued by a Civil Enforcement Officer direct to the vehicle

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
A329	0	0	0	0	0
A33	24	24	0	0	24
ABATTOIRS ROAD	0	0	0	0	0
ABBEY SQUARE	40	40	0	0	40
ABBEY STREET	229	229	0	0	229
ABBOTS WALK	10	10	0	0	10
ABBOTSLEIGH GARDENS	0	0	0	0	0
ABBOTSMEAD PLACE	0	0	0	0	0
ACACIA ROAD	0	0	0	0	0
ACCESS FROM RICHFIELD AVENUE TO RIVERMEAD LEISURE	0	0	0	0	0
ACRE ROAD	1	1	0	0	1
ADDINGTON ROAD	169	169	0	13	156
ADDISON ROAD	118	118	0	0	118
ADELAIDE ROAD	2	2	0	0	2
ALAN PLACE	0	0	0	0	0
ALBANY GARDENS	0	0	0	0	0
ALBANY ROAD	118	118	0	0	118
ALBERT ILLSLEY CLOSE	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
ALBERT ROAD	0	0	0	0	0
ALBURY CLOSE	0	0	0	0	0
ALDWORTH CLOSE	0	0	0	0	0
ALEXANDRA ROAD	28	28	0	0	28
ALFORD CLOSE	0	0	0	0	0
ALFRED STREET	39	39	0	0	39
ALL HALLOWS ROAD	3	3	0	0	3
ALLCROFT ROAD	27	27	0	0	27
ALMA STREET	30	30	0	0	30
ALPHINGTON ROAD	0	0	0	0	0
ALPINE STREET	224	224	0	0	224
AMBLECOTE ROAD	1	1	0	0	1
AMBROOK ROAD	0	0	0	0	0
AMERSHAM ROAD	0	0	0	0	0
AMETHYST LANE	0	0	0	0	0
AMHERST ROAD	0	0	0	0	0
AMITY ROAD	201	201	0	0	201
AMITY STREET	33	33	0	0	33
ANGLERS WAY	2	2	0	0	2
ANSON WALK	0	0	0	0	0
ANSTEY ROAD	134	134	0	0	134
APPLEFORD ROAD	0	0	0	0	0
ARBOUR CLOSE	0	0	0	0	0
ARCHWAY ROAD	0	0	0	0	0
ARDLER ROAD	0	0	0	0	0
ARGYLE ROAD	60	60	0	0	60
ARGYLE STREET	92	92	0	0	92
ARKWRIGHT ROAD	0	0	0	0	0
ARMADALE COURT	0	0	0	0	0
ARMOUR ROAD	5	5	0	0	5
ARTHUR PLACE	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
ASH ROAD	0	0	0	0	0
ASHAMPSTEAD ROAD	8	8	0	3	5
ASHBURTON ROAD	0	0	0	0	0
ASHBY COURT	1	1	0	0	1
ASHDENE GARDENS	0	0	0	0	0
ASHLEY ROAD	0	0	0	0	0
ASHMERE TERRACE	0	0	0	0	0
ASHMORE ROAD	0	0	0	0	0
AUBURN COURT	0	0	0	0	0
AUCKLAND ROAD	5	5	0	0	5
AUDLEY STREET	146	146	0	0	146
AVEBURY SQUARE	4	4	0	0	4
AVON PLACE	3	3	0	0	3
AYRTON SENNA ROAD	0	0	0	0	0
BADGERS RISE	0	0	0	0	0
BAKER STREET	265	265	0	0	265
BAKER STREET	0	0	0	0	0
BALLIOL ROAD	0	0	0	0	0
BAMBURGH CLOSE	0	0	0	0	0
BANKSIDE CLOSE	0	0	0	0	0
BARNARD CLOSE	0	0	0	0	0
BARNSDALE ROAD	0	0	0	0	0
BARNWOOD CLOSE	61	61	0	0	61
BARRY PLACE	0	0	0	0	0
BASINGSTOKE ROAD	16	16	0	0	16
BATES HILL	0	0	0	0	0
BATH ROAD	0	0	0	0	0
BATTLE SQUARE	4	4	0	0	4
BATTLE STREET	118	118	0	0	118
BAYDON DRIVE	0	0	0	0	0
BECK COURT	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
BEDE WALK	0	0	0	0	0
BEDFORD ROAD	235	235	0	0	235
BEECH ROAD	0	0	0	0	0
BEECHAM ROAD	103	103	0	0	103
BEECHWOOD AVENUE	0	0	0	0	0
BELLE AVENUE	0	0	0	0	0
BELLE VUE ROAD	31	31	0	0	31
BELLINGHAM WALK	0	0	0	0	0
BELMONT ROAD	194	194	0	0	194
BEMBRIDGE PLACE	0	0	0	0	0
BENNET ROAD	14	14	0	0	14
BENSON CLOSE	0	0	0	0	0
BENYON COURT	0	0	0	0	0
BERESFORD ROAD	76	76	0	0	76
BERKELEY AVENUE	45	45	0	0	45
BERKSHIRE DRIVE	0	0	0	0	0
BERRYLANDS ROAD	0	0	0	0	0
BETAM ROAD	14	14	0	0	14
BEVERLEY ROAD	0	0	0	0	0
BIGBURY GARDENS	0	0	0	0	0
BISCUIT WAY	0	0	0	0	0
BISHOPS ROAD	12	12	0	0	12
BLACKWATER CLOSE	0	0	0	0	0
BLAENAVON	0	0	0	0	0
BLAGDON ROAD	0	0	0	0	0
BLAGRAVE LANE	0	0	0	0	0
BLAGRAVE STREET	196	196	0	0	196
BLAKES COTTAGES	113	113	0	0	113
BLANDFORD ROAD	2	2	0	0	2
BLENHEIM GARDENS	83	83	0	0	83
BLENHEIM ROAD (CAVERSHAM)	3	3	0	1	2

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
BLenheim ROAD (READING)	272	272	0	0	272
BLUNDELLS ROAD	1	1	0	0	1
BOARDED LANE	0	0	0	0	0
BODY ROAD	10	10	0	0	10
BOOT END	0	0	0	0	0
BOSTON AVENUE	2	2	0	0	2
BOULT STREET	4	4	0	0	4
BOULTON ROAD	25	25	0	0	25
BOURNE AVENUE	0	0	0	0	0
BRACKENDALE WAY	0	0	0	0	0
BRAMSHAW ROAD	0	0	0	0	0
BRANAGH COURT	0	0	0	0	0
BRAY ROAD	0	0	0	0	0
BRAYFORD ROAD	0	0	0	0	0
BRIANTS AVENUE	4	4	0	0	4
BRIDGE STREET (CAVERSHAM)	3	3	0	0	3
BRIDGE STREET (READING)	14	14	0	0	14
BRIDGEWATER CLOSE	0	0	0	0	0
BRIGHAM ROAD	76	76	0	0	76
BRIGHTON ROAD	4	4	0	0	4
BRIMPTON ROAD	0	0	0	0	0
BRISBANE ROAD	0	0	0	0	0
BRITTEN ROAD	0	0	0	0	0
BRIXHAM ROAD	0	0	0	0	0
BROAD STREET	33	33	0	0	33
BROCK GARDENS	0	0	0	0	0
BROOK LEA	0	0	0	0	0
BROOK STREET WEST	35	35	0	0	35
BROOKLYN DRIVE	0	0	0	0	0
BROOMFIELD ROAD	0	0	0	0	0
BROUGHTON CLOSE	1	1	0	0	1

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
BROWNLOW ROAD	25	25	0	16	9
BRUNEL ROAD	4	4	0	0	4
BRUNSWICK HILL	42	42	0	0	42
BRUNSWICK STREET	17	17	0	0	17
BUCKINGHAM DRIVE	0	0	0	0	0
BUCKLAND ROAD	3	3	0	0	3
BULMERSHE ROAD	1	1	0	0	1
BURFORD COURT (CAROLINE STREET)	0	0	0	0	0
BURGHFIELD ROAD	2	2	0	0	2
BUTE STREET	0	0	0	0	0
BUTTER MARKET	2	2	0	0	2
BYEFIELD ROAD	1	1	0	0	1
BYWORTH CLOSE	0	0	0	0	0
CADOGAN CLOSE	0	0	0	0	0
CADUGAN PLACE	4	4	0	0	4
CALDER CLOSE	0	0	0	0	0
CALLINGTON ROAD	0	0	0	0	0
CAMBRIDGE STREET	254	254	0	0	254
CAMELFORD CLOSE	0	0	0	0	0
CANAL WAY	1	1	0	0	1
CANFORD COURT	6	6	0	0	6
CANNON STREET	94	94	0	0	94
CANTERBURY ROAD	2	2	0	1	1
CARDIFF ROAD	87	87	0	0	87
CARDIGAN GARDENS	23	23	0	0	23
CARDIGAN ROAD	82	82	0	0	82
CARDINAL CLOSE	29	29	0	0	29
CAREY STREET	241	241	0	0	241
CARISBROOKE CLOSE	0	0	0	0	0
CARLISLE ROAD	6	6	0	0	6
CARLTON ROAD	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
CARNARVON ROAD	136	136	0	0	136
CAROLINE COURT	0	0	0	0	0
CAROLINE STREET	4	4	0	0	4
CARSDALE CLOSE	1	1	0	0	1
CASTLE CRESCENT	34	34	0	0	34
CASTLE HILL	7	7	0	0	7
CASTLE STREET	1,121	1,121	0	0	1,121
CASTLE STREET SERVICE ROAD	15	15	0	0	15
CATHERINE STREET	120	120	0	0	120
CATTLE MARKET CAR PARK	267	0	267	0	0
CAVENDISH ROAD	0	0	0	0	0
CAVERSHAM BRIDGE (CAVERSHAM ROAD)	0	0	0	0	0
CAVERSHAM PARK DRIVE	0	0	0	0	0
CAVERSHAM PARK ROAD	0	0	0	0	0
CAVERSHAM ROAD	52	52	0	0	52
CAWSAM GARDENS	0	0	0	0	0
CAXTON CLOSE	0	0	0	0	0
CEDAR ROAD	1	1	0	0	1
CHAGFORD ROAD	0	0	0	0	0
CHAIN STREET	0	0	0	0	0
CHAMPION ROAD	0	0	0	0	0
CHARLES EVANS WAY	0	0	0	0	0
CHARLES STREET	26	26	0	0	26
CHARNDON CLOSE	5	5	0	0	5
CHATHAM PLACE SERVICE ROAD	1	1	0	0	1
CHATHAM STREET	24	24	0	0	24
CHATHAM STREET CAR PARK (CHATHAM STREET)	0	0	0	0	0
CHATSWORTH CLOSE	0	0	0	0	0
CHAUCER CLOSE	0	0	0	0	0
CHEAPSIDE	692	692	0	0	692
CHEDDINGTON CLOSE	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
CHEPSTOW ROAD	0	0	0	0	0
CHERITON COURT	0	0	0	0	0
CHESTER STREET (CAVERSHAM)	46	46	0	0	46
CHESTER STREET (READING)	99	99	0	0	99
CHESTER STREET CAR PARK	453	0	453	0	0
CHESTERMAN STREET	68	68	0	0	68
CHESTNUT AVENUE	0	0	0	0	0
CHICHESTER ROAD	0	0	0	0	0
CHILTERN COURT	0	0	0	0	0
CHILTERN ROAD	0	0	0	0	0
CHOLMELEY PLACE	13	13	0	0	13
CHOLMELEY ROAD	188	188	0	0	188
CHOLMELEY TERRACE	14	14	0	0	14
CHRISTCHURCH GARDENS	0	0	0	0	0
CHRISTCHURCH ROAD	0	0	0	0	0
CHURCH END LANE	31	31	0	30	1
CHURCH ROAD (CAVERSHAM)	27	27	0	0	27
CHURCH STREET (CAVERSHAM)	23	23	0	0	23
CHURCH STREET (READING)	44	44	0	0	44
CINTRA AVENUE	0	0	0	0	0
CIRCUIT LANE	10	10	0	0	10
CIRCUIT LANE (GARAGE AREA)	1	1	0	0	1
CITY ROAD	0	0	0	0	0
CIVIC 'B' CAR PARK	205	0	205	0	0
CIVIC CENTRE SERVICE ROAD	5	5	0	0	5
CLARENDON ROAD	4	4	0	0	4
CLENT ROAD	1	1	0	0	1
CLEVEDON ROAD	2	2	0	0	2
CLIFTON PARK ROAD	0	0	0	0	0
CLIFTON STREET	40	40	0	0	40
COCKNEY HILL	1	1	0	0	1

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
COLDICUTT STREET	24	24	0	0	24
COLEY AVENUE	4	4	0	0	4
COLEY HILL	37	37	0	0	37
COLEY PARK ROAD	8	8	0	0	8
COLEY PLACE	25	25	0	0	25
COLEY STREET	0	0	0	0	0
COLLEGE ROAD	72	72	0	0	72
COLLIS STREET	13	13	0	0	13
COMBE ROAD	0	0	0	0	0
COMMERCIAL ROAD	20	20	0	0	20
CONINGHAM ROAD	0	0	0	0	0
CONISBORO AVENUE	0	0	0	0	0
CONISTON DRIVE	0	0	0	0	0
CONNAUGHT CLOSE	7	7	0	0	7
CONNAUGHT ROAD	227	227	0	0	227
CONSTITUTION ROAD	9	9	0	0	9
COOPER CLOSE	0	0	0	0	0
CORBRIDGE ROAD	2	2	0	0	2
CORINNE CLOSE	1	1	0	0	1
CORK STREET	0	0	0	0	0
CORONATION SQUARE	0	0	0	0	0
CORWEN ROAD	3	3	0	0	3
COVENTRY ROAD	105	105	0	0	105
COW LANE	0	0	0	0	0
CRADOCK ROAD	3	3	0	0	3
CRAIG AVENUE	104	104	0	0	104
CRANBORNE GARDENS	0	0	0	0	0
CRANBOURNE GARDENS	0	0	0	0	0
CRANBURY ROAD	171	171	0	7	164
CRANE WHARF	3	3	0	0	3
CRAVEN ROAD	66	66	0	8	58

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
CREMYLL ROAD	1	1	0	0	1
CRESCENT ROAD	4	4	0	1	3
CRESSINGHAM ROAD	1	1	0	0	1
CROMER CLOSE	0	0	0	0	0
CROMWELL ROAD	31	31	0	0	31
CROSS STREET	12	12	0	0	12
CROSSLAND ROAD	8	8	0	0	8
CROWN PLACE	21	21	0	0	21
CROWN STREET	10	10	0	0	10
CULVER MEWS	0	0	0	0	0
CULVER ROAD	61	61	0	0	61
CUMBERLAND ROAD	32	32	0	0	32
CURZON STREET	131	131	0	0	131
DALE ROAD	18	18	0	0	18
DARELL ROAD	0	0	0	0	0
DARTINGTON CLOSE	0	0	0	0	0
DARWIN CLOSE	15	15	0	0	15
DAWLISH ROAD	0	0	0	0	0
DE BEAUVOIR ROAD	120	120	0	0	120
DE BOHUN ROAD	0	0	0	0	0
DE MONTFORT ROAD	67	67	0	0	67
DEACON WAY	0	0	0	0	0
DEANS FARM	0	0	0	0	0
DEANSGATE ROAD	142	142	0	0	142
DEE ROAD	0	0	0	0	0
DEEPDENE CLOSE	47	47	0	0	47
DENBEIGH PLACE	2	2	0	0	2
DENBY WAY	0	0	0	0	0
DENMARK ROAD	122	122	0	0	122
DERBY ROAD	0	0	0	0	0
DERBY STREET	21	21	0	0	21

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
DERWENT AVENUE	0	0	0	0	0
DICKENS CLOSE	0	0	0	0	0
DONEGAL CLOSE	0	0	0	0	0
DONKIN HILL	0	0	0	0	0
DONNINGTON GARDENS	109	109	0	0	109
DONNINGTON ROAD	136	136	0	0	136
DORCHESTER COURT	0	0	0	0	0
DOROTHY STREET	31	31	0	0	31
DORSET STREET	0	0	0	0	0
DOUGLAS ROAD	0	0	0	0	0
DOVECOTE ROAD	0	0	0	0	0
DOVEDALE CLOSE	0	0	0	0	0
DOVER STREET	5	5	0	0	5
DOWNING ROAD	4	4	0	1	3
DOWNSHIRE SQUARE	6	6	0	0	6
DRAKE WAY	1	1	0	0	1
DRAYTON ROAD	1	1	0	0	1
DUDLEY MEWS	0	0	0	0	0
DUKE STREET	1	1	0	0	1
DUNCAN PLACE	21	21	0	0	21
DUNSFOLD ROAD	1	1	0	0	1
DUNSTALL CLOSE	2	2	0	0	2
DUNSTALL CLOSE CAR PARK	19	0	19	0	0
DUNSTER CLOSE	0	0	0	0	0
DURHAM CLOSE	0	0	0	0	0
DWYER ROAD	0	0	0	0	0
EARLEY PLACE	0	0	0	0	0
EARLSFIELD CLOSE	0	0	0	0	0
EAST STREET	45	45	0	0	45
EASTERN AVENUE	86	86	0	0	86
EASTGATE COURT	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
EATON PLACE	79	79	0	0	79
EDENHALL CLOSE	0	0	0	0	0
EDENHAM CRESCENT	0	0	0	0	0
EDGAR MILWARD CLOSE	10	10	0	0	10
EDGEHILL STREET	103	103	0	0	103
EDINBURGH ROAD	94	94	0	0	94
ELDART CLOSE	0	0	0	0	0
ELDON PLACE	4	4	0	0	4
ELDON ROAD EVEN	3	3	0	0	3
ELDON SQUARE	86	86	0	0	86
ELDON STREET	11	11	0	0	11
ELDON TERRACE	55	55	0	0	55
ELGAR ROAD	111	111	0	0	111
ELGAR ROAD SOUTH	0	0	0	0	0
ELIZABETH WALK	0	0	0	0	0
ELLIOTS WAY	8	8	0	0	8
ELM LODGE AVENUE	70	70	0	0	70
ELM PARK	17	17	0	0	17
ELM PARK ROAD	160	160	0	0	160
ELM ROAD	0	0	0	0	0
ELMHURST ROAD	9	9	0	0	9
ELMLEIGH COURT	0	0	0	0	0
ELMSTONE DRIVE	0	0	0	0	0
ELSLEY ROAD	2	2	0	0	2
ELVASTON WAY	0	0	0	0	0
EMMBROOK COURT	0	0	0	0	0
ENNERDALE ROAD	0	0	0	0	0
EPPING CLOSE	15	15	0	0	15
EPSOM COURT	2	2	0	0	2
ERLEIGH ROAD	235	235	0	16	219
ESSEX STREET	199	199	0	0	199

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
EVESHAM ROAD	0	0	0	0	0
EXBOURNE ROAD	1	1	0	0	1
FAIRCROSS ROAD	0	0	0	0	0
FALKLAND ROAD	56	56	0	0	56
FALMOUTH ROAD	0	0	0	0	0
FATHERSON ROAD	97	97	0	0	97
FAWLEY ROAD	0	0	0	0	0
FERNBROOK ROAD	0	0	0	0	0
FIELD ROAD	85	85	0	0	85
FIELD VIEW	0	0	0	0	0
FIFE COURT	0	0	0	0	0
FILBERT DRIVE	0	0	0	0	0
FILEY ROAD	123	123	0	0	123
FIRCROFT CLOSE	0	0	0	0	0
FLINT STREET	0	0	0	0	0
FLORIAN GARDENS	0	0	0	0	0
FOBNEY STREET	317	317	0	0	317
FONTWELL DRIVE	0	0	0	0	0
FORBURY ROAD	2	2	0	0	2
FORBURY THE	384	384	0	0	384
FOREST DEAN	0	0	0	0	0
FOREST HILL	0	0	0	0	0
FORGE CLOSE	0	0	0	0	0
FOUNDRY STREET	0	0	0	0	0
FOXGLOVE GARDENS	11	11	0	0	11
FOXHAYS ROAD	0	0	0	0	0
FOXHILL ROAD	55	55	0	0	55
FRAMLINGHAM DRIVE	0	0	0	0	0
FRANCIS STREET	86	86	0	0	86
FRANKLIN STREET	43	43	0	0	43
FRASER AVENUE	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
FRESHWATER ROAD	49	49	0	0	49
FRIAR STREET	532	532	0	0	532
FRIARS WALK	0	0	0	0	0
FRILSHAM ROAD	0	0	0	0	0
FROGMORE WAY	0	0	0	0	0
FULMEAD ROAD	1	1	0	0	1
GAINSBOROUGH ROAD	4	4	0	0	4
GARNET HILL	47	47	0	0	47
GARNET STREET	25	25	0	0	25
GARRARD STREET	232	232	0	0	232
GARSTON CLOSE	0	0	0	0	0
GAS WORKS ROAD	0	0	0	0	0
GEORGE CLOSE	0	0	0	0	0
GEORGE STREET (CAVERSHAM)	22	22	0	0	22
GEORGE STREET (READING)	168	168	0	0	168
GIFFORD CLOSE	0	0	0	0	0
GILLETTE WAY	45	45	0	0	45
GIPSY LANE	0	0	0	0	0
GLEBE ROAD	95	95	0	0	95
GLENROSA ROAD	0	0	0	0	0
GLENWOOD DRIVE	0	0	0	0	0
GLOUCESTER COURT	16	16	0	0	16
GLOUCESTER ROAD	58	58	0	0	58
GOLDSMID ROAD	34	34	0	0	34
GOODRICH CLOSE	0	0	0	0	0
GORDON PLACE	22	22	0	0	22
GOSBROOK ROAD	27	27	0	0	27
GOWER STREET	116	116	0	0	116
GRAFTON ROAD	0	0	0	0	0
GRANBY COURT	0	0	0	0	0
GRANBY GARDENS	165	165	0	0	165

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
GRANGE AVENUE	143	143	0	0	143
GRANVILLE ROAD	2	2	0	0	2
GRASMERE AVENUE	4	4	0	0	4
GRATTON ROAD	0	0	0	0	0
GRATWICKE ROAD	0	0	0	0	0
GREAT KNOLLYS STREET	247	247	0	0	247
GREEN ACRE MOUNT	0	0	0	0	0
GREEN PARK ROAD	0	0	0	0	0
GREEN PARK SERVICE ROAD	0	0	0	0	0
GREEN ROAD	2	2	0	0	2
GREENFIELDS ROAD	0	0	0	0	0
GREENWOOD ROAD	0	0	0	0	0
GRESHAM WAY	0	0	0	0	0
GREYFRIARS ROAD	104	104	0	0	104
GREYS COURT	0	0	0	0	0
GREYSTOKE ROAD	0	0	0	0	0
GROSVENOR ROAD	0	0	0	0	0
GROVE COTTAGES	0	0	0	0	0
GROVE HILL	0	0	0	0	0
GROVE MEWS	0	0	0	0	0
GROVE ROAD	6	6	0	5	1
GROVE THE	44	44	0	0	44
GROVELAND PLACE	0	0	0	0	0
GROVELANDS ROAD	22	22	0	0	22
GUN STREET	9	9	0	0	9
GURNEY CLOSE	0	0	0	0	0
HAGLEY ROAD	1	1	0	0	1
HALLS ROAD	0	0	0	0	0
HAMILTON ROAD	8	8	0	0	8
HAMPDEN ROAD	19	19	0	0	19
HARLECH AVENUE	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
HARLEY ROAD	18	18	0	1	17
HARNESS CLOSE	0	0	0	0	0
HARROW COURT	1	1	0	0	1
HART STREET	79	79	0	0	79
HARTLAND ROAD	2	2	0	2	0
HARTSLOCK WAY	0	0	0	0	0
HATFORD ROAD	0	0	0	0	0
HATHERLEY ROAD	144	144	0	0	144
HAWTHORNE ROAD	0	0	0	0	0
HAYFIELD CLOSE	0	0	0	0	0
HAYWOOD COURT	5	5	0	0	5
HAYWOOD WAY	0	0	0	0	0
HAZEL CRESCENT	0	0	0	0	0
HEATH ROAD	0	0	0	0	0
HEMDEAN HILL	19	19	0	0	19
HEMDEAN RISE	7	7	0	0	7
HEMDEAN ROAD	49	49	0	9	40
HENLEY ROAD	5	5	0	0	5
HENRIETTA STREET	0	0	0	0	0
HENRY STREET	76	76	0	0	76
HEROES WALK	0	0	0	0	0
HERON ISLAND	0	0	0	0	0
HERON ISLAND BRIDGE	0	0	0	0	0
HERON WAY	0	0	0	0	0
HEWETT AVENUE	0	0	0	0	0
HIGH STREET	4	4	0	0	4
HIGHBRIDGE WHARF	1	1	0	0	1
HIGHDOWN AVENUE	0	0	0	0	0
HIGHDOWN HILL ROAD	0	0	0	0	0
HIGHGROVE STREET	281	281	0	0	281
HIGHGROVE TERRACE	17	17	0	0	17

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
HIGHMOOR ROAD	0	0	0	0	0
HILCOT ROAD	15	15	0	0	15
HILL STREET	41	41	0	0	41
HILLBROW	0	0	0	0	0
HILLS MEADOW CAR PARK	940	0	940	0	0
HILLTOP ROAD	0	0	0	0	0
HODSOLL ROAD	0	0	0	0	0
HOGARTH AVENUE	0	0	0	0	0
HOLBERTON ROAD	0	0	0	0	0
HOLMES ROAD	1	1	0	0	1
HOLYBROOK CRESCENT	0	0	0	0	0
HOLYBROOK ROAD	0	0	0	0	0
HOME FARM CLOSE	0	0	0	0	0
HONEY END LANE	19	19	0	0	19
HONITON ROAD	0	0	0	0	0
HORNSEA CLOSE	0	0	0	0	0
HOSIER STREET	552	552	0	0	552
HOWARD STREET	900	900	0	0	900
HURST WAY	0	0	0	0	0
HYPERION WAY	0	0	0	0	0
IAN MIKARDO WAY	0	0	0	0	0
IDR INNER RELIEF ROAD	0	0	0	0	0
ILCHESTER MEWS	0	0	0	0	0
ILIFFE CLOSE	25	25	0	0	25
ILKLEY ROAD	0	0	0	0	0
IMPERIAL WAY	55	55	0	0	55
INGLEWOOD COURT	0	0	0	0	0
ISLAND ROAD	0	0	0	0	0
IVYDENE ROAD	0	0	0	0	0
JAMES STREET	3	3	0	0	3
JANSON COURT	2	2	0	0	2

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
JEFFERSON CLOSE	0	0	0	0	0
JENKINS CLOSE	0	0	0	0	0
JESSE TERRACE	72	72	0	0	72
JORDAN CLOSE	0	0	0	0	0
JUBILEE ROAD	1	1	0	0	1
JUBILEE SQUARE	31	31	0	0	31
JUNCTION ROAD	17	17	0	0	17
KATESGROVE LANE	166	166	0	0	166
KENAVON DRIVE	26	26	0	0	26
KENDAL AVENUE	0	0	0	0	0
KENDRICK ROAD	29	29	0	1	28
KENILWORTH AVENUE	0	0	0	0	0
KENNET SIDE	1	1	0	0	1
KENNET STREET	6	6	0	0	6
KENNET WALK	0	0	0	0	0
KENNETSIDE	0	0	0	0	0
KENSINGTON ROAD	221	221	0	6	215
KENSINGTON ROAD CAR PARK	86	0	86	0	0
KENT ROAD	43	43	0	0	43
KENTWOOD CLOSE	0	0	0	0	0
KENTWOOD HILL	0	0	0	0	0
KESTREL WAY	0	0	0	0	0
KIDMORE END ROAD	2	2	0	0	2
KIDMORE ROAD	1	1	0	0	1
KILN ROAD	0	0	0	0	0
KING STREET	71	71	0	0	71
KINGFISHER PLACE	0	0	0	0	0
KINGS MEADOW CAR PARK	289	0	289	0	0
KINGS MEADOW ROAD	27	27	0	0	27
KINGS ROAD	954	954	0	0	954
KINGS ROAD (CAVERSHAM)	130	130	0	0	130

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
KINGSBRIDGE ROAD	0	0	0	0	0
KINGSGATE PLACE (KINGSGATE STREET)	4	4	0	0	4
KINGSGATE STREET	7	7	0	0	7
KINGSWAY	0	0	0	0	0
KINSON ROAD	0	0	0	0	0
KNIGHTS WAY	0	0	0	0	0
LANCING CLOSE	0	0	0	0	0
LANDRAKE CRESCENT	0	0	0	0	0
LAUNCESTON AVENUE	0	0	0	0	0
LAWRENCE ROAD	0	0	0	0	0
LEMART CLOSE	2	2	0	0	2
LENNOX ROAD	2	2	0	0	2
LEOPOLD ROAD (LEOPOLD WALK)	0	0	0	0	0
LESFORD ROAD	3	3	0	0	3
LETCOMBE STREET	1	1	0	0	1
LIEBENROOD ROAD	0	0	0	0	0
LIMA COURT	82	82	0	0	82
LINCOLN ROAD	14	14	0	0	14
LINDEN ROAD	1	1	0	0	1
LINDISFARNE WAY	2	2	0	2	0
LINGHOLM CLOSE	0	0	0	0	0
LINKS DRIVE	0	0	0	0	0
LITTLE JOHNS LANE	34	34	0	0	34
LITTLE OAKS DRIVE	0	0	0	0	0
LITTLE STREET	14	14	0	0	14
LITTLECOTE DRIVE	0	0	0	0	0
LIVERPOOL ROAD	248	248	0	0	248
LIVERY CLOSE	0	0	0	0	0
LOCK PLACE	4	4	0	0	4
LONDON ROAD	45	45	0	0	45
LONDON STREET	341	341	0	0	341

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
LONG BARN LANE	4	4	0	0	4
LONGWATER AVENUE	0	0	0	0	0
LORNE PLACE	0	0	0	0	0
LORNE STREET	109	109	0	0	109
LOVEROCK ROAD	8	8	0	0	8
LOWER ARMOUR ROAD	0	0	0	0	0
LOWER BROOK STREET	0	0	0	0	0
LOWER ELMSTONE DRIVE	0	0	0	0	0
LOWER FIELD ROAD	26	26	0	0	26
LOWER HENLEY ROAD	0	0	0	0	0
LOWER MEADOW ROAD	0	0	0	0	0
LOWER MOUNT	5	5	0	0	5
LOWER THORN STREET (THORN ST)	0	0	0	0	0
LOWFIELD GREEN	0	0	0	0	0
LOWFIELD ROAD	0	0	0	0	0
LULWORTH ROAD	0	0	0	0	0
LUSCINIA VIEW	34	34	0	0	34
LUSCOMBE CLOSE	0	0	0	0	0
LYDFORD ROAD	32	32	0	0	32
LYEFIELD COURT	0	0	0	0	0
LYNDHURST ROAD	0	0	0	0	0
LYNMOUTH ROAD	67	67	0	0	67
LYON SQUARE	0	0	0	0	0
LYTHAM CLOSE	0	0	0	0	0
MAITLAND ROAD	13	13	0	0	13
MAIWAND GARDENS	0	0	0	0	0
MALDON CLOSE	0	0	0	0	0
MALL CAR PARK	35	0	35	0	0
MALLARD ROW	0	0	0	0	0
MALLORY AVENUE	0	0	0	0	0
MALTHOUSE LANE	64	64	0	0	64

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
MALTINGS PLACE	0	0	0	0	0
MALVERN COURT	5	5	0	0	5
MANAGUA CLOSE	0	0	0	0	0
MANCHESTER ROAD	171	171	0	0	171
MANDEVILLE CLOSE	0	0	0	0	0
MANOR FARM ROAD	90	90	0	0	90
MANOR PARK CLOSE	0	0	0	0	0
MANSFIELD ROAD	31	31	0	0	31
MARCHWOOD AVENUE	0	0	0	0	0
MARKET PLACE	28	28	0	0	28
MARKET WAY	0	0	0	0	0
MARLBOROUGH AVENUE	38	38	0	0	38
MARLBOROUGH COURT	0	0	0	0	0
MARSACK STREET	0	0	0	0	0
MARSHLAND SQUARE	0	0	0	0	0
MASON COURT	1	1	0	0	1
MASON STREET	107	107	0	0	107
MATLOCK ROAD	0	0	0	0	0
MAYFAIR	0	0	0	0	0
MEAD CLOSE	0	0	0	0	0
MEADOW ROAD	7	7	0	0	7
MEADOW WAY	0	0	0	0	0
MEADOWCROFT ROAD	0	0	0	0	0
MEADWAY CAR PARK	0	0	0	0	0
MEADWAY THE 2-240	4	4	0	0	4
MEAVY GARDENS	0	0	0	0	0
MELROSE AVENUE	0	0	0	0	0
MERCHANTS PLACE	328	328	0	0	328
MERRIVALE GARDENS	0	0	0	0	0
MERTON ROAD NORTH	0	0	0	0	0
MERTON ROAD SOUTH	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
MICHAELS CHASE	0	0	0	0	0
MICKLANDS ROAD	0	0	0	0	0
MILFORD ROAD	15	15	0	0	15
MILL GREEN	4	4	0	0	4
MILL LANE	3	3	0	0	3
MILL LANE (NORTH)	0	0	0	0	0
MILL LANE (SOUTH)	0	0	0	0	0
MILL ROAD	0	0	0	0	0
MILLINGTON CLOSE	0	0	0	0	0
MILMAN ROAD	222	222	0	0	222
MINSTER STREET	5	5	0	0	5
MITCHAM CLOSE	1	1	0	0	1
MONKLEY COURT	0	0	0	0	0
MONKS WAY	0	0	0	0	0
MONTAGUE STREET (CAVERSHAM)	1	1	0	0	1
MONTAGUE STREET (READING)	13	13	0	0	13
MONTPELIER DRIVE	0	0	0	0	0
MORECAMBE AVENUE	0	0	0	0	0
MORELEIGH CLOSE	0	0	0	0	0
MORGAN ROAD	285	285	0	0	285
MORISTON CLOSE	0	0	0	0	0
MORLAIS	0	0	0	0	0
MORLANDS AVENUE	0	0	0	0	0
MORPETH CLOSE	0	0	0	0	0
MOUNT PLEASANT	90	90	0	0	90
MOUNT PLEASANT GROVE	23	23	0	0	23
MOUNT STREET	75	75	0	0	75
MOUNT THE (CAVERSHAM)	0	0	0	0	0
MOUNT THE (READING)	7	7	0	0	7
MUIRFIELD CLOSE	11	11	0	0	11
MUNDESLEY STREET	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
NAPIER ROAD	0	0	0	0	0
NEATH GARDENS	0	0	0	0	0
NELSON ROAD	2	2	0	0	2
NEW BRIGHT STREET	0	0	0	0	0
NEW LANE HILL	0	0	0	0	0
NEW ROAD	95	95	0	0	95
NEWARK STREET	27	27	0	0	27
NEWBERY CLOSE	0	0	0	0	0
NEWCASTLE ROAD	0	0	0	0	0
NEWLANDS AVENUE	0	0	0	0	0
NEWPORT ROAD	95	95	0	0	95
NICHOLAS COURT (PROSPECT STREET)	0	0	0	0	0
NORCOT ROAD	24	24	0	0	24
NORFOLK ROAD	47	47	0	0	47
NORMAN PLACE	1	1	0	0	1
NORMAN ROAD	0	0	0	0	0
NORRIS ROAD	180	180	0	0	180
NORTH LODGE MEWS	0	0	0	0	0
NORTH STREET (CAVERSHAM)	34	34	0	0	34
NORTH STREET (READING)	11	11	0	0	11
NORTHBROOK ROAD	0	0	0	0	0
NORTHCOURT AVENUE	2	2	0	0	2
NORTHERN WAY	0	0	0	0	0
NORTHFIELD COTTAGES	0	0	0	0	0
NORTHFIELD ROAD	36	36	0	0	36
NORTHUMBERLAND AVENUE	14	14	0	1	13
NORTON ROAD	86	86	0	0	86
NORWOOD ROAD	84	84	0	0	84
OAK TREE ROAD	10	10	0	0	10
OAKDALE CLOSE	0	0	0	0	0
OAKLANDS	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
OAKLEY ROAD	0	0	0	0	0
ONSLow GARDENS	0	0	0	0	0
ORCHARD COURT	0	0	0	0	0
ORCHARD GROVE	0	0	0	0	0
ORCHARD STREET	25	25	0	0	25
ORMSBY STREET	69	69	0	0	69
ORRIN CLOSE	0	0	0	0	0
ORTS ROAD 1-121	132	132	0	0	132
OSBORNE ROAD	0	0	0	0	0
OVERDOWN ROAD	11	11	0	0	11
OVERLANDERS END	0	0	0	0	0
OXFORD ROAD	1,328	1,328	0	2	1,326
OXFORD STREET	275	275	0	0	275
PADDOCK ROAD	0	0	0	0	0
PALMER PARK AVENUE	45	45	0	0	45
PALMER PARK CAR PARK	0	0	0	0	0
PALMER PARK ENTRANCE	0	0	0	0	0
PANGBOURNE STREET	5	5	0	0	5
PANTILE CLOSE	0	0	0	0	0
PARK GROVE	0	0	0	0	0
PARK HOUSE LANE	0	0	0	0	0
PARK LANE	2	2	0	0	2
PARK VIEW	0	0	0	0	0
PARKHOUSE LANE	0	0	0	0	0
PARKSIDE ROAD	0	0	0	0	0
PARTHIA CLOSE	18	18	0	0	18
PATRICK ROAD	42	42	0	0	42
PATRIOT PLACE	0	0	0	0	0
PEEL CLOSE	0	0	0	0	0
PEGS GREEN CLOSE	0	0	0	0	0
PELL STREET	38	38	0	0	38

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
PEMBROKE PLACE	0	0	0	0	0
PENDENNIS AVENUE	1	1	0	0	1
PENNYROYAL COURT	0	0	0	0	0
PENROATH AVENUE	0	0	0	0	0
PENTLAND CLOSE	0	0	0	0	0
PEPPARD ROAD	9	9	0	9	0
PEPPARD ROAD	0	0	0	0	0
PEPPER LANE	4	4	0	0	4
PHILLIMORE ROAD	0	0	0	0	0
PIERCES HILL	0	0	0	0	0
PIGGOTTS ROAD	2	2	0	0	2
PITCROFT AVENUE	130	130	0	0	130
POOLE CLOSE	0	0	0	0	0
PORTLAND GARDENS	0	0	0	0	0
PORTMAN ROAD	2	2	0	0	2
PRESTON ROAD	0	0	0	0	0
PRIEST HILL	285	285	0	0	285
PRINCE OF WALES AVENUE	101	101	0	0	101
PRINCES STREET	249	249	0	0	249
PRIORS COURT	0	0	0	0	0
PRIORY AVENUE	306	306	0	0	306
PROMENADE ROAD	34	34	0	0	34
PROSPECT MEWS	0	0	0	0	0
PROSPECT STREET (CAVERSHAM)	0	0	0	0	0
PROSPECT STREET (READING)	85	85	0	0	85
QUEEN ANNES GATE	0	0	0	0	0
QUEEN STREET	0	0	0	0	0
QUEEN VICTORIA STREET	3	3	0	0	3
QUEENS COTTAGES	0	0	0	0	0
QUEENS ROAD (CAVERSHAM)	77	77	0	0	77
QUEENS ROAD (READING)	83	83	0	0	83

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
QUEENS ROAD CAR PARK	30	0	30	0	0
QUEENS ROAD SLIP ROAD	4	4	0	0	4
QUEENSWAY	1	1	0	0	1
RADSTOCK ROAD	283	283	0	0	283
RAGLEY MEWS	0	0	0	0	0
RANDOLPH ROAD	16	16	0	0	16
RECREATION ROAD	21	21	0	10	11
RECREATION ROAD CAR PARK	40	0	40	0	0
RECTORY ROAD	116	116	0	0	116
REDBERRY CLOSE	0	0	0	0	0
REDLANDS ROAD	160	160	0	0	160
REDLANE COURT	0	0	0	0	0
REGENCY HEIGHTS	0	0	0	0	0
REGENT COURT	2	2	0	0	2
REGENT STREET	35	35	0	0	35
RELEIF ROAD (A33)	0	0	0	0	0
RESTWOLD CLOSE	0	0	0	0	0
RICHFIELD AVENUE	0	0	0	0	0
RICHMOND ROAD	76	76	0	0	76
RILEY ROAD	0	0	0	0	0
RINGWOOD ROAD	0	0	0	0	0
RIPLEY ROAD	0	0	0	0	0
RIVER ROAD	6	6	0	0	6
RIVERMEAD CAR PARK	0	0	0	0	0
RIVERSDALE COURT	0	0	0	0	0
RODWAY ROAD	27	27	0	0	27
ROMANY CLOSE	0	0	0	0	0
ROMANY LANE	0	0	0	0	0
ROMSEY ROAD	0	0	0	0	0
ROSE KILN LANE	0	0	0	0	0
ROSS ROAD	17	17	0	5	12

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
ROSSENDALE ROAD	0	0	0	0	0
ROTHERFIELD WAY	1	1	0	0	1
ROTHWELL WALK	0	0	0	0	0
ROUTH LANE	0	0	0	0	0
ROWE COURT	0	0	0	0	0
ROWLEY ROAD	4	4	0	0	4
RUFUS ISAACS ROAD	0	0	0	0	0
RUPERT STREET	31	31	0	0	31
RUPERT WALK	0	0	0	0	0
RUSKIN	0	0	0	0	0
RUSSELL STREET	219	219	0	0	219
RUSSET GLADE	0	0	0	0	0
RUTLAND ROAD	17	17	0	0	17
RYDAL AVENUE	0	0	0	0	0
SACKVILLE STREET	1,165	1,165	0	0	1,165
SALCOMBE ROAD	0	0	0	0	0
SALFORD CLOSE	0	0	0	0	0
SALISBURY ROAD	113	113	0	0	113
SAMPAGE CLOSE	0	0	0	0	0
SANCTUARY CLOSE	0	0	0	0	0
SANDCROFT ROAD	0	0	0	0	0
SANDGATE AVENUE	0	0	0	0	0
SAVERNAKE CLOSE	0	0	0	0	0
SCHOOL LANE	0	0	0	0	0
SCHOOL ROAD	2	2	0	0	2
SCHOOL TERRACE	19	19	0	1	18
SCOTT CLOSE	0	0	0	0	0
SCOURS LANE	0	0	0	0	0
SELBORNE GARDENS	0	0	0	0	0
SEND ROAD	0	0	0	0	0
SEVERN WAY	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
SHAFTESBURY ROAD	55	55	0	0	55
SHAW ROAD	0	0	0	0	0
SHENSTONE ROAD	6	6	0	0	6
SHEPLEY DRIVE	0	0	0	0	0
SHERMAN ROAD	61	61	0	0	61
SHERWOOD STREET	111	111	0	0	111
SHILLING CLOSE	1	1	0	0	1
SHINFIELD RISE	0	0	0	0	0
SHINFIELD ROAD	0	0	0	0	0
SHIRESHEAD CLOSE	0	0	0	0	0
SHORT STREET	21	21	0	0	21
SHORT STREET (CAVERSHAM)	13	13	0	0	13
SIDMOUTH STREET	148	148	0	0	148
SILCHESTER ROAD	0	0	0	0	0
SILVER STREET	11	11	0	0	11
SIMMONDS STREET	0	0	0	0	0
SMALLMEAD ROAD	0	0	0	0	0
SOMERSTOWN COURT	2	2	0	0	2
SOUTH OAK WAY	0	0	0	0	0
SOUTH READING CAR PARK	0	0	0	0	0
SOUTH STREET (CAVERSHAM)	27	27	0	0	27
SOUTH STREET (READING)	377	377	0	0	377
SOUTH VIEW AVENUE	8	8	0	6	2
SOUTH VIEW PARK	0	0	0	0	0
SOUTHAMPTON STREET	27	27	0	0	27
SOUTHCOTE FARM LANE	0	0	0	0	0
SOUTHCOTE LANE	9	9	0	0	9
SOUTHCOTE PARADE	0	0	0	0	0
SOUTHCOTE ROAD	0	0	0	0	0
SOUTHDOWN ROAD	0	0	0	0	0
SPENCER ROAD	1	1	0	0	1

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
SPEY ROAD	0	0	0	0	0
SPRING GARDENS	50	50	0	0	50
SPRING GROVE	9	9	0	0	9
SPRING TERRACE	0	0	0	0	0
ST AGNES MEWS	0	0	0	0	0
ST ANDREWS ROAD	0	0	0	0	0
ST ANNES ROAD	3	3	0	0	3
ST BARNABAS ROAD	0	0	0	0	0
ST BARTHOLOMEWS ROAD	101	101	0	0	101
ST BENETS WAY	1	1	0	0	1
ST EDWARDS ROAD	16	16	0	0	16
ST ELIZABETH CLOSE	0	0	0	0	0
ST GEORGES ROAD	60	60	0	0	60
ST GEORGES TERRACE	14	14	0	0	14
ST GILES CLOSE	59	59	0	0	59
ST JOHNS HILL	27	27	0	0	27
ST JOHNS ROAD (CAVERSHAM)	0	0	0	0	0
ST JOHNS ROAD (READING)	0	0	0	0	0
ST JOHNS STREET	54	54	0	0	54
ST MARYS BUTTS (VICARAGE SITE LOADING AREA)	0	0	0	0	0
ST MARYS BUTTS	275	275	0	0	275
ST MICHAELS ROAD	5	5	0	0	5
ST PAUL COURT SERVICE ROAD	9	9	0	0	9
ST PETERS AVENUE	0	0	0	0	0
ST PETERS HILL	0	0	0	0	0
ST PETERS ROAD	43	43	0	0	43
ST RONANS ROAD	5	5	0	0	5
ST SAVIOURS ROAD	0	0	0	0	0
ST SAVIOURS TERRACE	2	2	0	0	2
ST STEPHENS CLOSE	0	0	0	0	0
STANHAM ROAD	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
STANHOPE ROAD	0	0	0	0	0
STANLEY GROVE	41	41	0	0	41
STANLEY STREET	81	81	0	0	81
STANSHAWE ROAD	272	272	0	0	272
STAPLEFORD ROAD	0	0	0	0	0
STAR LANE	0	0	0	0	0
STAR ROAD	1	1	0	0	1
STATION APPROACH	1	1	0	0	1
STATION HILL	2	2	0	0	2
STATION ROAD	8	8	0	0	8
STAVERTON ROAD	2	2	0	0	2
STOCKTON ROAD	0	0	0	0	0
STONE STREET	0	0	0	0	0
STONEHAM CLOSE	0	0	0	0	0
STRATHEDEN PLACE	19	19	0	0	19
STRATHY CLOSE	0	0	0	0	0
SUFFOLK ROAD	14	14	0	0	14
SUN STREET	12	12	0	0	12
SURLEY ROW	6	6	0	6	0
SURREY ROAD	73	73	0	0	73
SWAINSTONE ROAD	84	84	0	0	84
SWALLOWFIELD DRIVE	0	0	0	0	0
SWAN PLACE	0	0	0	0	0
SWANSEA ROAD	52	52	0	2	52
SWANSEA TERRACE	0	0	0	0	0
SYCAMORE ROAD	0	0	0	0	0
TAFF WAY	0	0	0	0	0
TALFOURD AVENUE	0	0	0	0	0
TAMARISK AVENUE	0	0	0	0	0
TAMESIS PLACE	2	2	0	0	2
TAVISTOCK ROAD	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
TAY ROAD	0	0	0	0	0
TAYLOR COURT (TILEHURST ROAD)	0	0	0	0	0
TAZEWELL COURT	1	1	0	0	1
TEMPLE PLACE	68	68	0	0	68
TEMPLETON GARDENS	0	0	0	0	0
TENBY AVENUE	0	0	0	0	0
TESSA ROAD	3	3	0	0	3
THAMES AVENUE	59	59	0	0	59
THAMES SIDE PROMENADE	228	0	228	0	0
THAMES SIDE PROMENADE	9	9	0	0	9
THAMES SIDE PROMENADE CAR PARK	228	0	228	0	0
THE ARCADE	0	0	0	0	0
THE CREST	0	0	0	0	0
THE GRANGE	0	0	0	0	0
THE MEADWAY	1	1	0	0	1
THE MEWS	0	0	0	0	0
THE MOUNT	6	6	0	0	6
THE RIDGEWAY	0	0	0	0	0
THE WARREN	0	0	0	0	0
THE WILLOWS	0	0	0	0	0
THICKET ROAD	0	0	0	0	0
THIRLMERE AVENUE	1	1	0	0	1
THORN LANE	0	0	0	0	0
THORN STREET	223	223	0	0	223
THORN WALK	0	0	0	0	0
TIDMARSH STREET	0	0	0	0	0
TILBURY CLOSE	0	0	0	0	0
TILEHURST ROAD	12	12	0	5	7
TINTERN CRESCENT	0	0	0	0	0
TIPPETT RISE	0	0	0	0	0
TOFRECK TERRACE	4	4	0	0	4

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
TOKERS GREEN LANE	0	0	0	0	0
TORRINGTON ROAD	0	0	0	0	0
TOTNES ROAD	0	0	0	0	0
TOWER CLOSE	0	0	0	0	0
TRAFALGAR COURT	0	0	0	0	0
TRAFFORD ROAD	0	0	0	0	0
TRAFFORD ROAD	0	0	0	0	0
TRIANGLE THE	0	0	0	0	0
TRINITY PLACE	4	4	0	0	4
TUDOR ROAD	6	6	0	0	6
TUNS HILL COTTAGES	19	19	0	0	19
TUNS HILL COTTS	0	0	0	0	0
ULLSWATER DRIVE	0	0	0	0	0
UNDERWOOD ROAD	0	0	0	0	0
UNION STREET	0	0	0	0	0
UNITY CLOSE	0	0	0	0	0
UPAVON DRIVE	0	0	0	0	0
UPLANDS ROAD	0	0	0	0	0
UPPER CROWN STREET	76	76	0	0	76
UPPER MEADOW ROAD	0	0	0	0	0
UPPER REDLANDS ROAD	76	76	0	2	74
UPPER WARREN AVENUE	0	0	0	0	0
UPPER WOODCOTE ROAD	0	0	0	0	0
UPTON ROAD	0	0	0	0	0
USK ROAD	8	8	0	8	0
VACHEL ROAD	862	862	0	0	862
VALE CRESCENT	0	0	0	0	0
VALENTIA CLOSE	0	0	0	0	0
VALENTIA ROAD	70	70	0	0	70
VALPY STREET	386	386	0	0	386
VASTERN ROAD	69	69	0	0	69

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
VASTERN ROAD (SERVICE ROAD)	0	0	0	0	0
VICARAGE ROAD	1	1	0	1	0
VICTORIA ROAD (READING)	0	0	0	0	0
VICTORIA ROAD (TILEHURST)	0	0	0	0	0
VICTORIA STREET	5	5	0	0	5
VICTORIA WAY	0	0	0	0	0
VIRGINIA WAY	1	1	0	0	1
WALDECK STREET	164	164	0	0	164
WALKERS PLACE	7	7	0	0	7
WALNUT WAY	0	0	0	0	0
WANTAGE ROAD	225	225	0	0	225
WARREN COURT	0	0	0	0	0
WARWICK ROAD	0	0	0	0	0
WASHINGTON ROAD	45	45	0	31	14
WATER ROAD	0	0	0	0	0
WATERLOO RISE	0	0	0	0	0
WATERLOO ROAD	11	11	0	0	11
WATERMAN PLACE	0	0	0	0	0
WATERSIDE GARDENS	0	0	0	0	0
WATLINGTON STREET	282	282	0	0	282
WAVERLEY ROAD EVEN	66	66	0	0	66
WAYBROOK CRESCENT	0	0	0	0	0
WAYLEN STREET	356	356	0	0	356
WEALD RISE	0	0	0	0	0
WEALDEN WAY	0	0	0	0	0
WEARDALE CLOSE	0	0	0	0	0
WEIGHBRIDGE ROW	0	0	0	0	0
WELDALE STREET	85	85	0	0	85
WELLAND CLOSE	0	0	0	0	0
WELLINGTON AVENUE	1	1	0	0	1
WENDOVER WAY	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
WENSLEY ROAD	26	26	0	13	13
WENTWORTH AVENUE	0	0	0	0	0
WEST GREEN COURT	0	0	0	0	0
WEST HILL	0	0	0	0	0
WEST STREET	456	456	0	0	456
WESTBOURNE TERRACE	26	26	0	0	26
WESTBROOK ROAD	0	0	0	0	0
WESTCOTE ROAD	1	1	0	0	1
WESTDENE CRESCENT	0	0	0	0	0
WESTERHAM WALK	0	0	0	0	0
WESTERN ELMS AVENUE	59	59	0	0	59
WESTERN OAKS	0	0	0	0	0
WESTERN ROAD	2	2	0	0	2
WESTFIELD ROAD	68	68	0	0	68
WESTONBIRT DRIVE	0	0	0	0	0
WESTWOOD GLEN	0	0	0	0	0
WESTWOOD ROAD	14	14	0	0	14
WETHERBY CLOSE	0	0	0	0	0
WHEATLEY CLOSE	0	0	0	0	0
WHITBY DRIVE	4	4	0	0	4
WHITBY GREEN	0	0	0	0	0
WHITEKNIGHTS ROAD	2	2	0	0	2
WHITLEY PARK LANE	0	0	0	0	0
WHITLEY STREET	44	44	0	0	44
WHITLEY WOOD LANE	4	4	0	0	4
WHITLEY WOOD ROAD	1	1	0	0	1
WIGMORE LANE	2	2	0	0	2
WILLIAM STREET	59	59	0	0	59
WILLOW GARDENS	0	0	0	0	0
WILLOW STREET	1	1	0	0	1
WILSON ROAD	38	38	0	0	38

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - ON STREET
WILTON ROAD	76	76	0	0	76
WILWYNE CLOSE	0	0	0	0	0
WINCANTON ROAD	0	0	0	0	0
WINCHESTER ROAD	43	43	0	0	43
WINCROFT ROAD	0	0	0	0	0
WINDRUSH WAY	0	0	0	0	0
WINGROVE ROAD	0	0	0	0	0
WINTON ROAD	0	0	0	0	0
WISTON TERRACE	0	0	0	0	0
WOBURN CLOSE	0	0	0	0	0
WOKINGHAM ROAD	62	62	0	8	50
WOLSELEY STREET	41	41	0	0	41
WOLSEY ROAD	81	81	0	0	81
WOOD GREEN CLOSE	0	0	0	0	0
WOODCOTE ROAD	0	0	0	0	0
WOODCOTE WAY	1	1	0	0	1
WOODFORD CLOSE	0	0	0	0	0
WOODSTOCK STREET	7	7	0	0	7
WYE CLOSE	0	0	0	0	0
WYKEHAM ROAD	29	29	0	0	29
WYNFORD CLOSE	0	0	0	0	0
YIELD HALL LANE	0	0	0	0	0
YIELD HALL PLACE	0	0	0	0	0
YORK ROAD	89	89	0	4	85
ZINZAN STREET	477	477	0	0	477

Appendix A - Parking Penalty Charge Notices - By Contravention

Notes:

“Direct Issue - On Street” means tickets issued by a Civil Enforcement Officer direct to the vehicle whilst parked on the Public Highway.

“Postal Issue - Approved Device” means tickets issued from the enforcement vehicle, whereby the PCN is posted to the DVLA registered keeper.

“Direct Issue - Off Street” means tickets issued by a Civil Enforcement Officer direct to the vehicle whilst parked in a Council Owned car park.

PENALTY CHARGE NOTICES ISSUED BY CONTRAVENTION			DIRECT ISSUE - ON STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - OFF STREET
CONTRAVENTION CODE	TOTAL ISSUED	PERCENTAGE			
HIGHER LEVEL (ON STREET)					
PARKED IN A RESTRICTED STREET DURING PRESCRIBED HOURS	6,367	16.95%	6,367	0	0
PARKED OR LOADING/UNLOADING IN A RESTRICTED STREET WHERE WAITING AND LOADING/UNLOADING RESTRICTIONS ARE IN FORCE	410	1.09%	410	0	0
PARKED IN A RESIDENTS' OR SHARED USE PARKING PLACE OR ZONE WITHOUT CLEARLY DISPLAYING EITHER A PERMIT OR VOUCHER OR PAY AND DISPLAY TICKET ISSUED FOR THAT PLACE	7,850	20.90%	7,850	0	0
PARKED IN A PERMIT SPACE WITHOUT DISPLAYING A VALID PERMIT	7,911	21.06%	7,911	0	0
PARKED IN A LOADING GAP MARKED BY A YELLOW LINE	0	0%	0	0	0
PARKED IN A SUSPENDED BAY OR SPACE OR PART OF BAY OR SPACE	43	0.11%	43	0	0
PARKED IN A PARKING PLACE OR AREA NOT DESIGNATED FOR THAT CLASS OF VEHICLE	181	0.48%	181	0	0

PENALTY CHARGE NOTICES ISSUED BY CONTRAVENTION					
CONTRAVENTION CODE	TOTAL ISSUED	PERCENTAGE	DIRECT ISSUE - ON STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - OFF STREET
PARKED IN A LOADING PLACE DURING RESTRICTED HOURS WITHOUT LOADING	505	1.34%	505	0	0
PARKED IN A SPECIAL ENFORCEMENT AREA MORE THAN 50 CM† FROM THE EDGE OF THE CARRIAGEWAY AND NOT WITHIN A DESIGNATED PARKING PLACE	15	0.04%	15	0	0
PARKED IN A SPECIAL ENFORCEMENT AREA ADJACENT TO A DROPPED FOOTWAY	0	0.00%	0	0	0
PARKED IN A DESIGNATED DISABLED PERSON'S PARKING PLACE WITHOUT DISPLAYING A VALID DISABLED PERSON'S BADGE IN THE PRESCRIBED MANNER	1,659	4.42%	1,659	0	0
PARKED IN A PARKING PLACE DESIGNATED FOR POLICE VEHICLES	24	0.06%	24	0	0
PARKED ON A TAXI RANK	66	0.18%	66	0	0
STOPPED WHERE PROHIBITED (ON A RED ROUTE OR CLEARWAY)	41	0.11%	41	0	0
STOPPED ON A RESTRICTED BUS STOP OR STAND	58	0.15%	38	20	0
STOPPED IN A RESTRICTED AREA OUTSIDE A SCHOOL WHEN PROHIBITED	356	0.95%	137	219	0
PARKED WITH ONE OR MORE WHEELS ON OR OVER A FOOTPATH OR ANY PART OF A ROAD OTHER THAN A CARRIAGEWAY.	78	0.21%	78	0	0
STOPPED ON A PEDESTRIAN CROSSING OR CROSSING AREA MARKED BY ZIGZAGS	22	0.06%	22	0	0
LOWER LEVEL (ON-STREET)					
PARKED AFTER THE EXPIRY OF PAID FOR TIME	1,223	3.26%	1,233	0	0

PENALTY CHARGE NOTICES ISSUED BY CONTRAVENTION					
CONTRAVENTION CODE	TOTAL ISSUED	PERCENTAGE	DIRECT ISSUE - ON STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - OFF STREET
PARKED WITHOUT CLEARLY DISPLAYING A VALID PAY & DISPLAY TICKET OR VOUCHER	2,840	7.56%	2,840	0	0
PARKED WITH PAYMENT MADE TO EXTEND THE STAY BEYOND INITIAL TIME	0	0.00%	0	0	0
PARKED IN A RESIDENTS' OR SHARED USE PARKING PLACE OR ZONE DISPLAYING AN INVALID PERMIT, AN INVALID VOUCHER OR AN INVALID PAY & DISPLAY TICKET	2,228	5.93%	2,228	0	0
RE-PARKED IN THE SAME PARKING PLACE OR ZONE WITHIN ONE HOUR* OF LEAVING	29	0.08%	29	0	0
NOT PARKED CORRECTLY WITHIN THE MARKINGS OF THE BAY OR SPACE	106	0.28%	106	0	0
PARKED FOR LONGER THAN PERMITTED	2,927	7.79%	2,927	0	0
HIGHER LEVEL (OFF-STREET (CAR PARKS))					
PARKED IN A LOADING AREA DURING RESTRICTED HOURS WITHOUT REASONABLE EXCUSE	0	0.00%	0	0	0
PARKED IN A RESTRICTED AREA IN A CAR PARK	17	0.05%	0	0	17
PARKED IN A PERMIT BAY WITHOUT CLEARLY DISPLAYING A VALID PERMIT	50	0.13%	0	0	50
PARKED IN A DESIGNATED DISABLED PERSON'S PARKING PLACE WITHOUT DISPLAYING A VALID DISABLED PERSON'S BADGE IN THE PRESCRIBED MANNER	66	0.18%	0	0	66
PARKED IN A CAR PARK OR AREA NOT DESIGNATED FOR THAT CLASS OF VEHICLE	5	0.01%	0	0	5

PENALTY CHARGE NOTICES ISSUED BY CONTRAVENTION					
CONTRAVENTION CODE	TOTAL ISSUED	PERCENTAGE	DIRECT ISSUE - ON STREET	POSTAL ISSUE - APPROVED DEVICE	DIRECT ISSUE - OFF STREET
LOWER LEVEL (OFF-STREET (CAR PARKS))					
PARKED AFTER THE EXPIRY OF PAID FOR TIME	321	0.85%	0	0	321
PARKED IN A CAR PARK WITHOUT CLEARLY DISPLAYING A VALID PAY & DISPLAY TICKET OR VOUCHER OR PARKING CLOCK	1,989	5.29%	0	0	1,989
PARKED WITH ADDITIONAL PAYMENT MADE TO EXTEND THE STAY BEYOND TIME FIRST PURCHASED	0	0.00%	0	0	0
PARKED BEYOND THE BAY MARKINGS	123	0.33%	0	0	123
RE-PARKED WITHIN ONE HOUR* OF LEAVING A BAY OR SPACE IN A CAR PARK	0	0.00%	0	0	0

Appendix B - Bus Lane Penalty Charge Notices - By Street

PENALTY CHARGE NOTICES ISSUED BY LOCATION	2016/2017	PERCENTAGE
A329 KINGS ROAD (WEST TO EAST)	1,415	1.73%
A329 WOKINGHAM ROAD	2,656	3.26%
ACCESS ROAD (NORTHBOUND)	7	0.01%
ACCESS ROAD (SOUTHBOUND)	16	0.02%
BASINGSTOKE ROAD (NORTHBOUND BENNET ROAD)	278	0.34%
BASINGSTOKE ROAD (NORTHBOUND)	890	1.09%
BASINGSTOKE ROAD (SOUTHBOUND BENNET ROAD)	1,437	1.76%
BASINGSTOKE ROAD (SOUTHBOUND)	5,441	6.67%
BATH ROAD	3932	4.82%
BLAGRAVE STREET (EAST TO WEST SECTION)	4,103	5.03%
BRIDGE STREET	1304	1.60%
DUKE STREET	1631	2.00%
FRIAR STREET (EAST BOUND)	6,377	7.82%
FRIAR STREET (WEST BOUND)	5,559	6.81%
GWEAL AVENUE (EASTBOUND)	0	0.00%
GWEAL AVENUE (WESTBOUND)	1	0.00%
HEMDEAN ROAD	3,365	4.12%
KING'S ROAD	423	0.52%
LINDESFARNE WAY (WESTBOUND)	1,605	1.97%
LINDESFARNE WAY (EASTBOUND)	1,411	1.73%
LONDON STREET (NORTHERN SECTION)	2,841	3.48%
LONDON STREET (SOUTH)	845	1.04%
MINSTER STREET (WESTBOUND)	8,927	10.94%
NORCOT ROAD (EAST BOUND)	322	0.39%
NORCOT ROAD (WEST BOUND)	358	0.44%
OXFORD ROAD	3,307	4.05%
OXFORD ROAD (EASTBOUND BEDFORD ROAD)	93	0.11%
SOUTHAMPTON STREET	1,496	1.83%
SOUTHCOTE LANE	2,132	2.61%
SOUTHCOTE LANE (SOUTHBOUND)	249	0.31%
ST MARYS BUTTS (NORTHBOUND)	6,277	7.69%
STANSHAW ROAD	2,311	2.83%
THE FORBURY	2297	2.82%
TROOPER POTTS WAY (NORTH TO SOUTH)	557	0.68%
TROOPER POTTS WAY (SOUTH TO NORTH)	418	0.51%

PENALTY CHARGE NOTICES ISSUED BY LOCATION	2016/2017	PERCENTAGE
VASTERN ROAD (EAST SIDE SOUTHBOUND)	3,258	3.99%
VASTERN ROAD (NORTHSIDE 1)	665	0.82%
VASTERN ROAD (NORTHSIDE 2)	2,105	2.58%
VASTERN ROAD (WEST SIDE NORTHBOUND)	1,278	1.57%

Appendix B - Bus Lane Penalty Charge Notices - Comparison

PENALTY CHARGE NOTICES ISSUED BY LOCATION	2015/2016	2016/2017	CHANGE PREVIOUS YEAR
A329 KINGS ROAD (WEST TO EAST)	1,477	1,415	-4%
A329 WOKINGHAM ROAD	2,431	2,656	9%
ACCESS ROAD (NORTHBOUND)	481	7	-99%
ACCESS ROAD (SOUTHBOUND)	1,875	16	-99%
BASINGSTOKE ROAD (NORTHBOUND BENNET ROAD)	N/A	278	N/A
BASINGSTOKE ROAD (NORTHBOUND)	1,047	890	-15%
BASINGSTOKE ROAD (SOUTHBOUND BENNET ROAD)	N/A	1,437	N/A
BASINGSTOKE ROAD (SOUTHBOUND)	6,070	5,441	-10%
BATH ROAD	911	3,932	332%
BLAGRAVE STREET (EAST TO WEST SECTION)	5,393	4,103	-24%
BRIDGE STREET	0	1,304	N/A
DUKE STREET	N/A	1,631	N/A
FRIAR STREET (EAST BOUND)	6,613	6,377	-4%
FRIAR STREET (WEST BOUND)	8,377	5,559	-34%
GWEAL AVENUE (EASTBOUND)	39	0	-100%
GWEAL AVENUE (WESTBOUND)	29	1	-97%
HEMDEAN ROAD	4,436	3,365	-24%
KING'S ROAD	790	423	-46%
LINDESFARNE WAY (WESTBOUND)	1,008	1,605	59%
LINDESFARNE WAY (EASTBOUND)	1,124	1,411	26%
LONDON STREET (NORTHERN SECTION)	8,865	2,841	-68%
LONDON STREET (SOUTH)	N/A	845	N/A
MINSTER STREET (WESTBOUND)	15,246	8,927	-41%
NORCOT ROAD (EAST BOUND)	946	322	-66%
NORCOT ROAD (WEST BOUND)	N/A	358	N/A
OXFORD ROAD	1,953	3,307	69%
OXFORD ROAD (EASTBOUND BEDFORD ROAD)	N/A	93	N/A
SOUTHAMPTON STREET	N/A	1,496	N/A
SOUTHCOTE LANE	3,884	2,132	-45%
SOUTHCOTE LANE (SOUTHBOUND)	N/A	249	N/A
ST MARYS BUTTS (NORTHBOUND)	7,254	6,277	-13%
STANSHAW ROAD	3,204	2,311	-28%
THE FORBURY	288	2,297	698%
TROOPER POTTS WAY (NORTH TO SOUTH)	545	557	2%

PENALTY CHARGE NOTICES ISSUED BY LOCATION	2015/2016	2016/2017	CHANGE
TROOPER POTTS WAY (SOUTH TO NORTH)	221	418	89%
VASTERN ROAD (EAST SIDE SOUTHBOUND)	5,794	3,258	-44%
VASTERN ROAD (NORTHSIDE 1)	590	665	13%
VASTERN ROAD (NORTHSIDE 2)	2,673	2,105	-21%
VASTERN ROAD (WEST SIDE NORTHBOUND)	1,799	1,278	-29%