

READING BOROUGH COUNCIL

PARKING SERVICES ANNUAL REPORT 2017/2018

Foreword - Councillor Page

Welcome to Reading Borough Council's tenth Parking Services Annual Report. The report summarises the parking and traffic enforcement responsibilities conducted by the Council in 2017/2018. 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. The Council introduced its first red route in Reading, along the 'Purple 17' bus route in March 2018 to help ease congestion and improve public transport.

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 2017/2018 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

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 2017/2018 financial year and explains how the service is managed and aims to develop an understanding and acceptance of such enforcement activity.

The 2017/2018 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 qualification which is:

- 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 such as school zigzag markings, bus stop clearways and red routes. 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 £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 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.

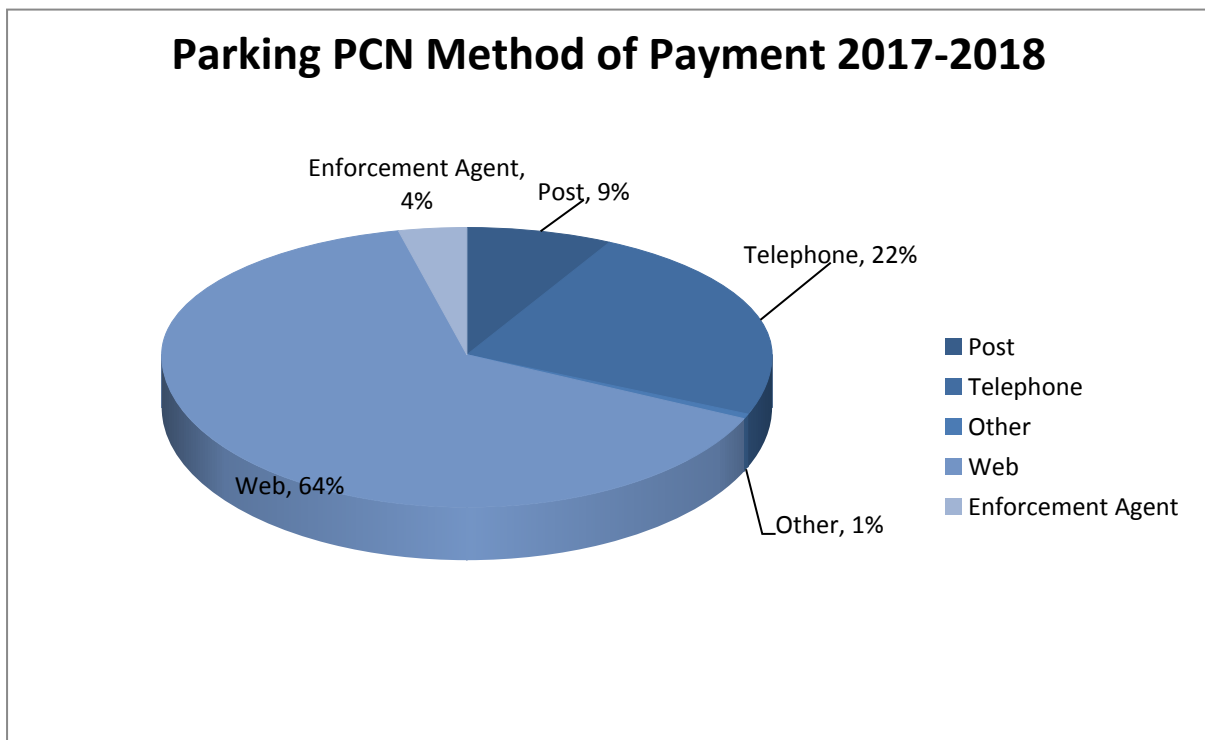
- The Penalty Charge Notice will be sent to the registered keeper of the vehicle; at this point you can either:

- 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	2017/2018	Percentage	2016/2017	Percentage
Total Penalty Charge Notices Issued	39,630		37,568	
Number of higher level Penalty Charge Notices issued	25,890	65%	25,749	69%
Number of lower level Penalty Charge Notices	13,740	35%	11,786	31%
Number of Penalty Charge Notices with no charge level e.g. warning notice	67	0.17%	28	0.07%
Number of Penalty Charge Notices paid	30,464	77%	28,106	75%
Number of Penalty Charge Notices paid at discount	24,587	62%	21,522	57%
Number of Applications registered at TEC (dated 01/10/2018)	5,877	15%	7,812	21%
Number of Penalty Charge Notices against which a formal or informal representation was made	7,655	19%	6,242	17%
Number of Penalty Charge Notices cancelled as a result of a formal or informal representation	1,678	4%	963	3%
Number of Penalty Charge Notices written off for other reasons	2,629	7%	2,032	5%

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 119 PCNs issued from the approved device, as per below:

Contravention	PCNS Issued
School Keep Clear markings	101
Bus Stops/Stands	18

¹ Please note that this data is constantly changing and the data provided is that recorded on 1st October 2018.

From the 7th March 2018 the Council introduced its first red route in Reading, along the 'Purple 17' bus route. It was introduced first along the east of Borough starting on the Kings Road, at its junction with the IDR, following the A329 corridor east, through Cemetery Junction and along the Wokingham Road. It ends near to the Three Tuns crossroads, on the borough boundary.

A Red route is a 'no stopping' restriction successfully used on major bus routes in London for many years. It helps keep key public transport moving, minimises delays for bus passengers and improves safety for pedestrians and cyclists by preventing dangerous or illegal parking.

The new Red Route restriction means where double red lines are marked, vehicles cannot stop at any time - Monday to Sunday - including for short periods of loading or unloading. Only disabled blue badge holders, Hackney Carriages (black cabs) and private hire vehicles licensed by Reading Borough Council are permitted to stop to allow for boarding and alighting. Emergency service vehicles will, of course, be permitted to stop on the Red Route.

Enforcement is carried out by the Civil Enforcement Officers and the Council's mobile CCTV vehicle. The Council issued warning notices when the red route was first introduced.

The Council introduced an online facility for members of the public to report illegally parked vehicles and the number of requests received is shown below:

Enforcement Requests Received	PCNS Issued
1,064	169

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.

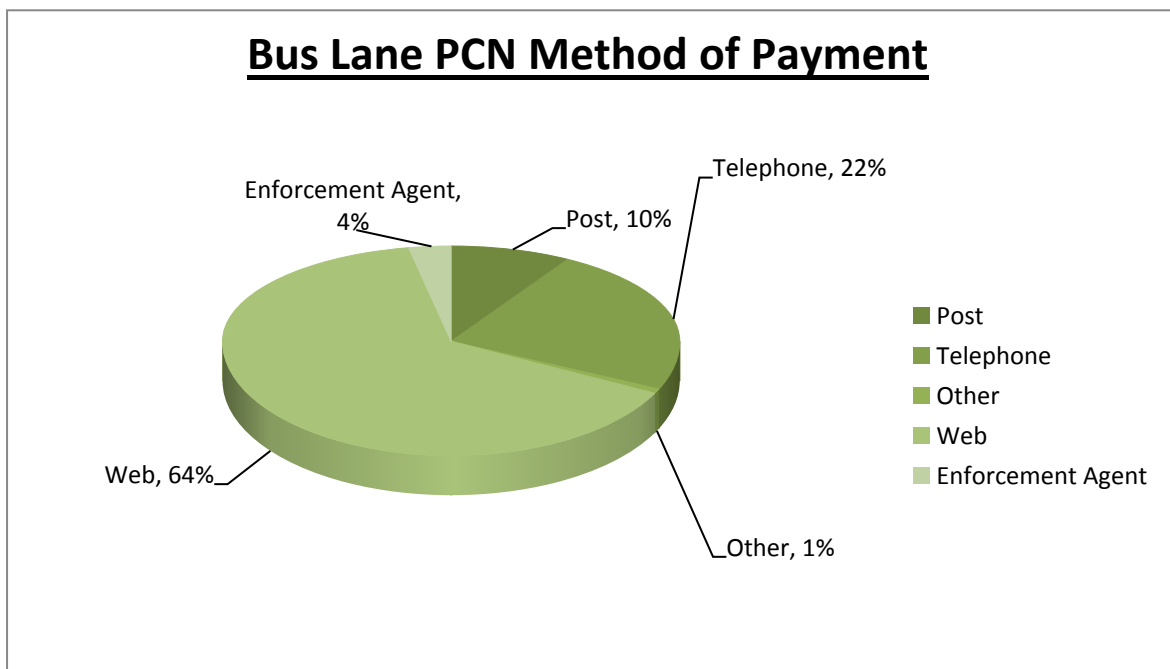
- The Penalty Charge Notice will be sent to the registered keeper of the vehicle; at this point you can either:
 - Pay the discount within 14 days (£30).
 - If the discount is not paid in the 14 days, pay the full charge within 28 days (£60).
 - Make representation to Reading Borough Council.
- After 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 £8.00 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 2017/2018². A copy of Penalty Charge Notices issued by street for entering bus lanes is provided in Appendix B.

Penalty Charge Notice Issued	2017/2018	Percentage of Total Issued	2016/2017	Percentage of Total Issued
Total Penalty Charge Notices Issued (including re-issued Penalty Charge Notices e.g. new keeper)	96,250		81,587	
Number of Penalty Charge Notices paid	75,651	79%	66,372	81%
Number of Penalty Charge Notices paid at discount	65,236	68%	55,036	67%
Number of Penalty Charge Notices against which a formal representation was made	13,561	14%	14,763	18%
Number of Penalty Charge Notices cancelled as a result of a formal representation	2,814	3%	2,827	3%
Number of Penalty Charge Notices written off for other reasons	1,095	1%	1,657	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 2018.

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 2017/2018³.

2017/2018	Informal Challenges	Incoming Parking Representations	Incoming Bus Lane Representations	Total
April	535	127	836	1,498
May	600	169	1003	1,772
June	446	81	2033	2,560
July	615	193	1453	2,261
August	476	177	638	1,291
September	450	91	1143	1,684
October	563	106	1143	1,812
November	539	113	1398	2,050
December	445	147	1106	1,698
January	544	125	986	1,655
February	509	103	1032	1,644
March	385	116	1017	1,518
Total	6,107	1,548	13,561	21,216

³ Please note that this data is that recorded on 1st October 2018. 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 2016/2017	5,742	2,117	14,763	22,622
Total 2017/2018	6,107	1,548	13,561	21,216

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 Appeal will be sent to the registered keeper which includes details of how to appeal online. 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.

2017/2018	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 Penalty Charge Notices Issued	39,630			96,250		
Total Appeals Received	120	0.30%		304	0.32%	
Dismissed by Adjudicator	57	0.14%	47.5%	107	0.11%	35.2%
Allowed by Adjudicator	24	0.06%	20.0%	96	0.10%	31.6%
Not Contested by Council	28	0.07%	23.3%	73	0.08%	24.0%
Consent Order	3	0.01%	2.5%	3	0.003%	1.0%
Withdrawn	2	0.01%	1.7%	9	0.01%	3.0%
Not Registered	6	0.02%	5.0%	18	0.02%	5.9%
Awaiting decision inc. other	0	0.0%	0.0%	0	0.0%	0.0%

⁴ Please note that this data is constantly changing and the data provided is that recorded on 1st October 2018.

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

The table below shows the number of appeals received compared to previous years

2017/2018	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%
Total Appeals Received 2017/2018	120	0.30%	304	0.32%

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.

The annual report from the Traffic Penalty Tribunal on their service was not available at the time of this report. The Tribunal has moved their service to an online portal. This allows appellants to register, upload their evidence and track their appeal through the online service. Appellants can still chose to have their appeal decided by post, telephone or personal hearing and most chose the post or telephone option. The Council can upload their evidence, send messages to the Tribunal/Appellant which has improved the efficiency and the Adjudicators can decide on appeals quickly.

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 7 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%	0%	79%
2016-2017	4,539	26%	0%	74%
2017-2018*	4,816	25%	16%	59%

The table below shows the warrants issued to the Enforcement Agents in the past 7 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%	0%	68%
2016-2017	6,632	31%	0%	69%
2017-2018*	8,357	32%	14%	54%

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 14th December 2018.

⁶ The data provided is that recorded on 14th December 2018.

* 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.

A new online system was introduced on the 1st November 2017, which allows residents to manage their permit applications online. Residents were required to apply afresh so no comparison of online renewed permits can be made. The table below shows that the number of permits issued.

Permit Type	Total Issued 2017/2018	Percentage issued 2017/2018	1st Resident Permit/Free Visitor Permits	2nd Resident Permit/Charged Visitor Permits
Business	29	0.1%	N/A	N/A
Resident	8,868	32%	7,440	1,428
Visitor	13,483	49%	11,510	1,973
GRAND TOTAL	27,619			

All other permit types 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 £30 and 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 as a discretionary application. 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 2017/2018	Percentage	Total issued in 2016/2017
Business	25	0.1%	29
Business Discretionary	16	0.1%	11
Charity (free and charged)	27	0.1%	33
Carer	100	0.4%	111
Doctor	54	0.2%	58
Health Care Professional	355	1.3%	463
Resident Discretionary (free and charged)	300	1.1%	368
Resident - Free Permits	7,440	26.9%	8,512
Resident - Second Permit	1,428	5.2%	1,614
Non-UK Registered Vehicle Permits	2	0.01%	4
Nanny	0	0%	0
Teacher	67	0.2%	80
Tradesperson - Annual	95	0.3%	85
Tradesperson - Daily	688	2.5%	716
Temporary Permits	2,999	10.9%	3,372
Visitor Books - Free	11,510	41.7%	11,245
Visitor Books - Charged	1,973	7.1%	2,134
Visitor Business	104	0.4%	93
Visitor Discretionary (free and charged)	436	1.6%	513
Total	27,619		29,741

⁷ Please note that this data is that recorded on 1st October 2018.

⁸ Please note that this data is constantly changing and the data provided is that recorded on 2nd May 2018.

Permit Zone	Approx. Spaces on street	Resident Permits	Resident Discretionary	Business Permits	Business Discretionary	Carer Permits	Charity Permits	Total Permits	Capacity
01R	593	586	9	3	1	12	0	611	103%
02R	180	237	8	0	0	1	0	246	137%
03R	551	529	3	2	0	12	0	546	99%
04R	99	30	12	2	3	0	2	49	49%
05R	561	441	39	3	2	11	3	499	89%
06R	534	461	16	2	1	7	1	488	91%
07R	1,664	1,366	53	0	0	5	0	1,424	86%
08R	787	673	47	0	1	10	10	741	94%
09R	478	396	8	1	0	5	0	410	86%
10R	1,422	1,283	39	2	0	12	3	1,339	94%
11R	374	355	13	4	5	1	1	379	101%
12R	1,238	1,119	30	2	0	15	1	1,167	94%
13R	1,094	820	59	1	1	12	2	895	82%
14R	304	258	7	1	0	3	0	269	88%
15R	393	203	7	0	0	4	1	215	55%
B2	32	28	0	0	0	0	0	28	88%
C4	18	2	0	0	0	0	0	2	11%
W1	20	9	0	0	0	0	0	9	45%
Z1	25	7	0	0	0	1	0	8	32%
Total	10,367							9,325	90%

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 2017/2018 and total on issue as of 31st March 2018, compared with previous year.

Blue Badge Allocation	Issued in 2017/2018	On issue as of 31st March 2018	Issued in 2016/2017	On issue as of 31st March 2017
Total number of valid Blue Badges	1,772	1,620	1,803	1,202
Total number of Blue Badges on issue to organisations	25	35	45	31

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.

The Civil Enforcement Officers have been working with the Council's Corporate Investigations team over the last year and have been able to check the validity of the badges on display. Any badges that are invalid are referred to the Corporate Investigations team for further inspection.

Period	Number of Badges checked	Number of Badges referred
October 2017 - March 2018	113	10

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 had a partnership contract with National Car Parks Limited (NCP), this ceased in October 2018. In the previous financial year NCP managed the Council's car parks on a daily basis and maintained the car park cleanliness and dealt with any other ad hoc duties e.g. maintaining lifts, removal of abandoned vehicles etc. The partnership had 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.

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

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, there were 64 Pay and Display bays added around the Hospital and University Area. In April 2017, a further 25 Pay and Display bays added around the Town Centre.

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.

Most of the pay and display bays accept cashless parking via the RingGo system.

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

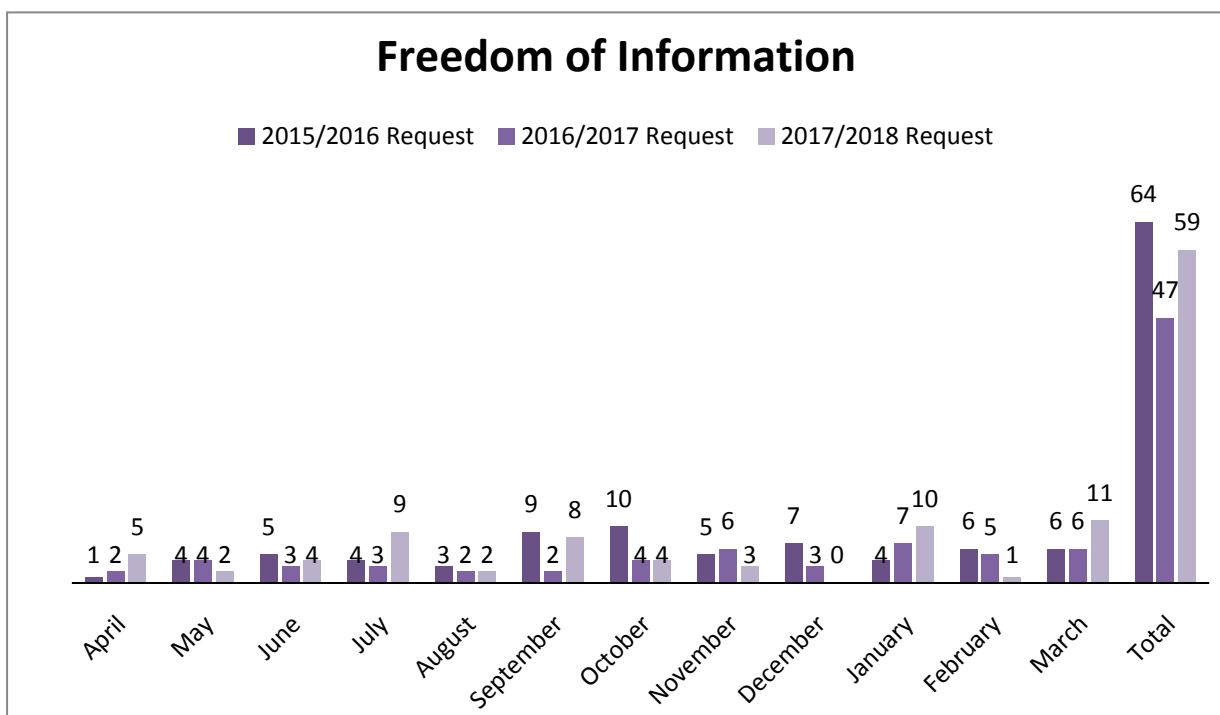
Further information can be found on the Council's website: www.reading.gov.uk

Information about RingGo can be found on their website:
<https://www.myringgo.co.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 2015/2016, 2016/2017 and 2017/2018. In 2017/2018, a total of 59 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.

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 2017/2018 this totalled £3.5m.

	£
Supported bus services	70,233
Discretionary concessionary fares	514,034
Adult Social Care in house transport	328,602
Road safety schemes & CCTV	732,364
Structural Maintenance (principal roads)	766,100
Structural Maintenance (Other roads)	639,000
Expenditure on Bridges	348,400
Road Safety	62,500
Street Lighting	74,000
Total	3,535,233

The table below shows the financial information for Reading Borough Council for 2017/2018. A comparison can be made with last year's financial information.

	Total Expenditure 2017/2018	Total Income 2017/2018	Net Surplus (Cost) 2017/2018	Total Expenditure 2016/2017	Total Income 2016/2017	Net Surplus (Cost) 2016/2017
Parking Penalty Charge Notices	£1,260,172	£1,193,948	(£66,224)	£1,273,954	£1,223,176	(£50,778)
Bus Lane Penalty Charge Notices	£952,691	£2,851,054	£1,898,363	£1,037,531	£2,480,157	£1,442,626
Resident Parking Permit	£185,346	£611,261	£425,915	£139,082	£365,519	£226,437
Car Parks	£3,024,709	£4,118,759	£1,044,050	£3,090,998	£4,346,041	£1,255,043
Pay and Display	£121,002	£1,449,951	£1,328,949	£67,035	£704,706	£637,671

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 0343 357 1177, 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

Appendix A - Parking Penalty Charge Notices - by Ward

PENALTY CHARGE NOTICES ISSUED BY WARD			
WARD	ON-STREET	OFF-STREET	TOTAL
ABBEY	16,764	945	17,709
BATTLE	3,985	61	4,046
CAVERSHAM	1,589	1,155	2,744
CHURCH	141	0	141
KATESGROVE	3,363	0	3,363
KENTWOOD	41	0	41
MAPLEDURHAM	0	0	0
MINSTER	824	0	824
NORCOT	664	0	664
PARK	2,343	0	2,343
PEPPARD	16	0	16
REDLANDS	7,302	0	7,302
SOUTHCOTE	32	0	32
THAMES	50	0	50
TILEHURST	55	94	55
WHITLEY	273	0	273

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
A33	2	2	0	0	2
ABATTOIRS ROAD	0	0	0	0	0
ABBEY SQUARE	44	44	0	0	44
ABBEY STREET	162	162	0	0	162
ABBOTS WALK	13	13	0	0	13
ABBOTSLEIGH GARDENS	0	0	0	0	0
ABBOTSMEAD PLACE	0	0	0	0	0
ACACIA ROAD	0	0	0	0	0
ACRE ROAD	2	2	0	0	2
ADDINGTON ROAD	2,118	2,118	0	2	2,116
ADDISON ROAD	85	85	0	0	85
ADELAIDE ROAD	6	6	0	0	6
ALBANY GARDENS	0	0	0	0	0
ALBANY ROAD	100	100	0	0	100
ALBERT ROAD	0	0	0	0	0
ALBURY CLOSE	1	1	0	0	1
ALBURY CLOSE	0	0	0	0	0
ALDWORTH CLOSE	0	0	0	0	0
ALEXANDER COURT (BAKER STREET)	0	0	0	0	0
ALEXANDRA ROAD	240	240	0	0	240
ALFORD 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
ALFRED STREET	39	39	0	0	39
ALL HALLOWS ROAD	1	1	0	0	1
ALLCROFT ROAD	87	87	0	0	87
ALMA STREET	14	14	0	0	14
ALPHINGTON ROAD	0	0	0	0	0
ALPINE STREET	152	152	0	0	152
AMBLECOTE ROAD	0	0	0	0	0
AMBROOK ROAD	1	1	0	0	1
AMERSHAM ROAD	1	1	0	0	1
AMETHYST LANE	0	0	0	0	0
AMHERST ROAD	0	0	0	0	0
AMITY ROAD	113	113	0	0	113
AMITY STREET	59	59	0	0	59
ANGLERS WAY	2	2	0	0	2
ANSTEY ROAD	101	101	0	0	101
APPLEFORD ROAD	0	0	0	0	0
ARCHWAY ROAD	0	0	0	0	0
ARDLER ROAD	0	0	0	0	0
ARGYLE ROAD	50	50	0	0	50
ARGYLE STREET	127	127	0	0	127
ARKWRIGHT ROAD	0	0	0	0	0
ARMADALE COURT	4	4	0	0	4
ARMOUR HILL	0	0	0	0	0
ARMOUR ROAD	0	0	0	0	0
ASH ROAD	0	0	0	0	0
ASHAMPSTEAD ROAD	4	4	0	4	0
ASHBURTON ROAD	0	0	0	0	0
ASHBY COURT	1	1	0	0	1
ASHDENE GARDENS	0	0	0	0	0
ASHMERE TERRACE	0	0	0	0	0
ASHMORE 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
AUDLEY STREET	154	154	0	0	154
AUGUST END	0	0	0	0	0
AUSCKLAND ROAD	2	2	0	0	2
AUTUMN CLOSE	0	0	0	0	0
AVEBURY SQUARE	7	7	0	0	7
AVELEY WALK	0	0	0	0	0
AVON PLACE	14	14	0	0	14
BADGERS RISE	0	0	0	0	0
BAKER STREET	0	0	0	0	0
BAKER STREET	218	218	0	0	218
BAMBURGH CLOSE	0	0	0	0	0
BARN CLOSE	0	0	0	0	0
BARNARD CLOSE	0	0	0	0	0
BARNSDALE ROAD	0	0	0	0	0
BARNWOOD CLOSE	87	87	0	0	87
BARON COURT	0	0	0	0	0
BARRY PLACE	2	2	0	0	2
BASINGSTOKE ROAD	32	32	0	0	32
BATES HILL	0	0	0	0	0
BATH ROAD	3	3	0	0	3
BATTLE PLACE	0	0	0	0	0
BATTLE SQUARE	30	30	0	0	30
BATTLE STREET	121	121	0	0	121
BATTLE STREET CAR PARK	0	0	0	0	0
BECK COURT	0	0	0	0	0
BEDE WALK	0	0	0	0	0
BEDFORD ROAD	158	158	0	0	158
BEECH ROAD	0	0	0	0	0
BEECHAM ROAD	71	71	0	0	71
BEECHWOOD AVENUE	0	0	0	0	0
BELL 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
BELLE AVENUE	2	2	0	0	2
BELLE VUE ROAD	41	41	0	0	41
BELMONT ROAD	181	181	0	0	181
BEMBRIDGE PLACE	0	0	0	0	0
BENNET ROAD	43	43	0	0	43
BENSON CLOSE	0	0	0	0	0
BERESFORD ROAD	76	76	0	0	76
BERKELEY AVENUE	75	75	0	0	75
BERKSHIRE DRIVE	0	0	0	0	0
BERRYLANDS ROAD	0	0	0	0	0
BETAM ROAD	3	3	0	0	3
BEVERLEY ROAD	0	0	0	0	0
BEXLEY COURT	0	0	0	0	0
BISHOPS ROAD	11	11	0	0	11
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	357	357	0	0	357
BLAKES COTTAGES	130	130	0	0	130
BLANDFORD ROAD	0	0	0	0	0
BLENHEIM GARDENS	382	382	0	0	382
BLENHEIM ROAD (CAVERSHAM)	3	3	0	0	3
BLENHEIM ROAD (READING)	523	523	0	0	523
BLUNDELLS ROAD	2	2	0	0	2
BODY ROAD	20	20	0	0	20
BOOT END	0	0	0	0	0
BOSTON AVENUE	7	7	0	0	7
BOULT STREET	10	10	0	0	10
BOULTON ROAD	14	14	0	0	14
BOULTS WALK	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
BOURNE AVENUE	0	0	0	0	0
BRAMSHAW ROAD	0	0	0	0	0
BRAY ROAD	0	0	0	0	0
BRAYFORD ROAD	0	0	0	0	0
BRENT GARDENS	0	0	0	0	0
BRIANTS AVENUE	4	4	0	0	4
BRIDGE STREET (CAVERSHAM)	11	11	0	0	11
BRIDGE STREET (READING)	11	11	0	0	11
BRIGHAM ROAD	151	151	0	0	151
BRIGHTON ROAD	0	0	0	0	0
BRIMPTON ROAD	0	0	0	0	0
BRISBANE ROAD	6	6	0	0	6
BRITTEN ROAD	0	0	0	0	0
BRIXHAM ROAD	0	0	0	0	0
BROAD STREET	35	35	0	0	35
BROCK GARDENS	0	0	0	0	0
BROCKLEY CLOSE	0	0	0	0	0
BROOK STREET WEST	27	27	0	0	27
BROOKLYN DRIVE	0	0	0	0	0
BROOMFIELD ROAD	0	0	0	0	0
BROUGHTON CLOSE	0	0	0	0	0
BROWNLOW ROAD	16	16	0	9	7
BRUNEL ROAD	2	2	0	0	2
BRUNSWICK HILL	74	74	0	0	74
BRUNSWICK STREET	13	13	0	0	13
BUCKINGHAM DRIVE	0	0	0	0	0
BUCKINGHAM DRIVE	0	0	0	0	0
BUCKLAND ROAD	1	1	0	0	1
BULMERSHE ROAD	1	1	0	0	1
BURFORD COURT (CAROLINE STREET)	0	0	0	0	0
BURGHFIELD 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
BUTE STREET	0	0	0	0	0
BUTTER MARKET	2	2	0	0	2
BYEFIELD ROAD	0	0	0	0	0
CADOGAN CLOSE	0	0	0	0	0
CADUGAN PLACE	3	3	0	0	3
CALLINGTON ROAD	0	0	0	0	0
CAMBRIDGE STREET	119	119	0	0	119
CAMELFORD CLOSE	0	0	0	0	0
CANAL WAY	5	5	0	0	5
CANFORD COURT	9	9	0	0	9
CANNON STREET	37	37	0	0	37
CANTERBURY ROAD	2	2	0	0	2
CARDIFF ROAD	72	72	0	0	72
CARDIGAN GARDENS	55	55	0	0	55
CARDIGAN ROAD	158	158	0	0	158
CARDINAL CLOSE	36	36	0	0	36
CAREY STREET	260	260	0	0	260
CARISBROOKE CLOSE	0	0	0	0	0
CARLISLE ROAD	3	3	0	0	3
CARLTON ROAD	0	0	0	0	0
CARNARVON ROAD	165	165	0	0	165
CAROLINE COURT	0	0	0	0	0
CAROLINE STREET	0	0	0	0	0
CAROLINE STREET	2	2	0	0	2
CARRON CLOSE	0	0	0	0	0
CARSDALE CLOSE	1	1	0	0	1
CASTLE CRESCENT	37	37	0	0	37
CASTLE HILL	8	8	0	0	8
CASTLE STREET	1,070	1,070	0	0	1,070
CASTLE STREET SERVICE ROAD	6	6	0	0	6
CATHERINE STREET	116	116	0	0	116

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
CATTLE MARKET CAR PARK	250	0	250	0	250
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	59	59	0	0	59
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
CHAPEL HILL	0	0	0	0	0
CHARLES STREET	38	38	0	0	38
CHARNDON CLOSE	4	4	0	0	4
CHATHAM PLACE SERVICE ROAD	0	0	0	0	0
CHATHAM STREET	39	39	0	0	39
CHATSWORTH CLOSE	0	0	0	0	0
CHEAPSIDE	628	628	0	0	628
CHEDDINGTON CLOSE	0	0	0	0	0
CHERITON COURT	0	0	0	0	0
CHERRY CLOSE	0	0	0	0	0
CHESTER STREET (CAVERSHAM)	62	62	0	0	62
CHESTER STREET (READING)	77	77	0	0	77
CHESTER STREET CAR PARK	423	0	423	0	423
CHESTERMAN STREET	85	85	0	0	85
CHESTNUT AVENUE	0	0	0	0	0
CHESTNUT WALK	0	0	0	0	0
CHICHESTER ROAD	0	0	0	0	0
CHILTERN ROAD	0	0	0	0	0
CHOLMELEY PLACE	13	13	0	0	13
CHOLMELEY ROAD	103	103	0	0	103

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
CHOLMELEY TERRACE	32	32	0	0	32
CHRISTCHURCH GARDENS	2	2	0	0	2
CHRISTCHURCH ROAD	2	2	0	0	2
CHURCH END LANE	12	12	0	11	1
CHURCH ROAD (CAVERSHAM)	28	28	0	0	28
CHURCH STREET (CAVERSHAM)	9	9	0	0	9
CHURCH STREET (READING)	23	23	0	0	23
CINTRA AVENUE	69	69	0	0	69
CINTRA CLOSE	0	0	0	0	0
CIRCUIT LANE	0	0	0	0	0
CIRCUIT LANE (GARAGE AREA)	0	0	0	0	0
CITY ROAD	0	0	0	0	0
CIVIC 'B' CAR PARK	208	0	208	0	208
CIVIC CENTRE SERVICE ROAD	13	13	0	0	13
CLARENDON ROAD	5	5	0	0	5
CLENT ROAD	2	2	0	0	2
CLEVEDON ROAD	1	1	0	0	1
CLIFTON PARK ROAD	2	2	0	0	2
CLIFTON STREET	41	41	0	0	41
CLONMEL WALK	0	0	0	0	0
COCKNEY HILL	0	0	0	0	0
COLDICUTT STREET	18	18	0	0	18
COLEY AVENUE	3	3	0	0	3
COLEY HILL	53	53	0	0	53
COLEY PARK ROAD	6	6	0	0	6
COLEY PLACE	52	52	0	0	52
COLEY STREET	0	0	0	0	0
COLLEGE ROAD	73	73	0	0	73
COLLIS STREET	9	9	0	0	9
COMBE ROAD	0	0	0	0	0
COMBE ROAD (GARAGE AREA)	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
COMMERCIAL ROAD	36	36	0	0	36
CONINGHAM ROAD	0	0	0	0	0
CONISBORO AVENUE	0	0	0	0	0
CONISTON DRIVE	0	0	0	0	0
CONNAUGHT CLOSE	5	5	0	0	5
CONNAUGHT ROAD	205	205	0	0	205
CONSTITUTION ROAD	15	15	0	0	15
CORBRIDGE ROAD	8	8	0	0	8
CORINNE CLOSE	0	0	0	0	0
CORONATION SQUARE	0	0	0	0	0
CORWEN ROAD	2	2	0	0	2
COVENTRY ROAD	89	89	0	0	89
COW LANE	0	0	0	0	0
COWPER WAY	0	0	0	0	0
CRADOCK ROAD	3	3	0	0	3
CRAIG AVENUE	115	115	0	0	115
CRANBOURNE GARDENS	0	0	0	0	0
CRANBURY ROAD	126	126	0	5	121
CRANE WHARF	3	3	0	0	3
CRAVEN ROAD	64	64	0	4	60
CREMYLL ROAD	7	7	0	0	7
CRESCENT ROAD	12	12	0	0	12
CRESSINGHAM ROAD	1	1	0	0	1
CROMWELL ROAD	48	48	0	0	48
CROSS STREET	6	6	0	0	6
CROSSLAND ROAD	16	16	0	0	16
CROWN PLACE	51	51	0	0	51
CROWN STREET	6	6	0	0	6
CULVER ROAD	68	68	0	0	68
CUMBERLAND ROAD	164	164	0	0	164
CURZON STREET	198	198	0	0	198

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
DALE ROAD	7	7	0	0	7
DARELL ROAD	0	0	0	0	0
DARWIN CLOSE	10	10	0	0	10
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	38	38	0	0	38
DEACON WAY	2	2	0	0	2
DEANS FARM	0	0	0	0	0
DEANSGATE ROAD	99	99	0	0	99
DEE ROAD	1	1	0	0	1
DEEPDENE CLOSE	18	18	0	0	18
DENBEIGH PLACE	0	0	0	0	0
DENBURY GARDENS	0	0	0	0	0
DENMARK ROAD	100	100	0	0	100
DERBY ROAD	1	1	0	0	1
DERBY STREET	14	14	0	0	14
DERWENT AVENUE	0	0	0	0	0
DICKENS CLOSE	0	0	0	0	0
DON CLOSE	0	0	0	0	0
DONKIN HILL	0	0	0	0	0
DONNINGTON GARDENS	234	234	0	0	234
DONNINGTON ROAD	324	324	0	0	324
DORCHESTER COURT	0	0	0	0	0
DOROTHY STREET	24	24	0	0	24
DORSET STREET	0	0	0	0	0
DOUGLAS ROAD	0	0	0	0	0
DOVER STREET	18	18	0	0	18
DOWNING ROAD	4	4	0	0	4
DOWNSHIRE SQUARE	2	2	0	0	2
DRAKE WAY	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
DRAYTON ROAD	0	0	0	0	0
DUKE STREET	1	1	0	0	1
DULNAN CLOSE	0	0	0	0	0
DUNCAN PLACE	12	12	0	0	12
DUNSFOLD ROAD	1	1	0	0	1
DUNSFOLD ROAD (SPUR)	0	0	0	0	0
DUNSTALL CLOSE	1	1	0	0	1
DUNSTALL CLOSE CAR PARK	38	0	38	0	38
DUNSTER CLOSE	0	0	0	0	0
DURHAM CLOSE	0	0	0	0	0
DUSSELDORF WAY	0	0	0	0	0
DWYER ROAD	1	1	0	0	1
EARLEY HILL ROAD	0	0	0	0	0
EARLEY PLACE	0	0	0	0	0
EAST STREET	43	43	0	0	43
EASTERN AVENUE	64	64	0	0	64
EATON PLACE	141	141	0	0	141
EDENHAM CRESCENT	0	0	0	0	0
EDGAR MILWARD CLOSE	12	12	0	0	12
EDGEHILL STREET	88	88	0	0	88
EDINBURGH ROAD	74	74	0	0	74
ELDART CLOSE	0	0	0	0	0
ELDON PLACE	0	0	0	0	0
ELDON ROAD	3	3	0	0	3
ELDON SQUARE	173	173	0	0	173
ELDON STREET	10	10	0	0	10
ELDON TERRACE	52	52	0	0	52
ELGAR ROAD	134	134	0	0	134
ELGAR ROAD SOUTH	1	1	0	0	1
ELIZABETH WALK	0	0	0	0	0
ELLIOTS WAY	13	13	0	0	13

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
ELM LODGE AVENUE	31	31	0	0	31
ELM PARK	13	13	0	0	13
ELM PARK ROAD	114	114	0	0	114
ELM ROAD	0	0	0	0	0
ELMHURST ROAD	48	48	0	0	48
ELMSTONE DRIVE	0	0	0	0	0
ELSLEY ROAD	4	4	0	0	4
ELVASTON WAY	0	0	0	0	0
EMMBROOK COURT	0	0	0	0	0
ENNERDALE ROAD	0	0	0	0	0
EPPING CLOSE	3	3	0	0	3
EPSOM COURT	4	4	0	0	4
ERIC AVENUE	0	0	0	0	0
ERLEIGH ROAD	591	591	0	4	587
ESSEX STREET	180	180	0	0	180
EVESHAM ROAD	0	0	0	0	0
EXBOURNE ROAD	1	1	0	0	1
FAIRCROSS ROAD	0	0	0	0	0
FALKLAND ROAD	67	67	0	0	67
FALMOUTH ROAD	0	0	0	0	0
FATHERSON ROAD	32	32	0	0	32
FIELD ROAD	112	112	0	0	112
FIELD VIEW	0	0	0	0	0
FILEY ROAD	77	77	0	0	77
FIRCROFT CLOSE	0	0	0	0	0
FLORENCE WALK	0	0	0	0	0
FLORIAN GARDENS	0	0	0	0	0
FOBNEY STREET	354	354	0	0	354
FONTWELL DRIVE	0	0	0	0	0
FORBURY ROAD	1	1	0	0	1
FORBURY THE	343	343	0	0	343

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
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	8	8	0	0	8
FOXHAYS ROAD	0	0	0	0	0
FOXHILL ROAD	125	125	0	0	125
FRAMLINGHAM DRIVE	0	0	0	0	0
FRANCIS STREET	96	96	0	0	96
FRANKLIN STREET	36	36	0	0	36
FRESHWATER ROAD	12	12	0	0	12
FRIAR STREET	505	505	0	0	505
FRIARS WALK	0	0	0	0	0
FRILSHAM ROAD	1	1	0	0	1
FROGMORE WAY	0	0	0	0	0
FULMEAD ROAD	1	1	0	0	1
GAINSBOROUGH ROAD	0	0	0	0	0
GALSWORTHY DRIVE	0	0	0	0	0
GARNET HILL	37	37	0	0	37
GARNET STREET	41	41	0	0	41
GARRARD STREET	185	185	0	0	185
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)	5	5	0	0	5
GEORGE STREET (READING)	157	157	0	0	157
GILLETTE WAY	31	31	0	0	31
GLEBE ROAD	68	68	0	0	68
GLENWOOD DRIVE	0	0	0	0	0
GLOUCESTER COURT	8	8	0	0	8
GLOUCESTER ROAD	44	44	0	0	44

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
GOLDSMID ROAD	111	111	0	0	111
GORDON PLACE	6	6	0	0	6
GOSBROOK ROAD	45	45	0	0	45
GOWER STREET	109	109	0	0	109
GRAFTON ROAD	0	0	0	0	0
GRANBY COURT	0	0	0	0	0
GRANBY GARDENS	135	135	0	0	135
GRANGE AVENUE	114	114	0	0	114
GRANVILLE ROAD	2	2	0	0	2
GRASMERE AVENUE	0	0	0	0	0
GRATTON ROAD	0	0	0	0	0
GRATWICKE ROAD	0	0	0	0	0
GREAT KNOLLYS STREET	212	212	0	0	212
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	0	0	0	0	0
GREENFIELDS ROAD	0	0	0	0	0
GREENWOOD ROAD	1	1	0	0	1
GREYFRIARS ROAD	317	317	0	0	317
GREYS COURT	0	0	0	0	0
GREYSTOKE ROAD	0	0	0	0	0
GROSVENOR ROAD	0	0	0	0	0
GROVE HILL	0	0	0	0	0
GROVE ROAD	2	2	0	0	2
GROVE THE	41	41	0	0	41
GROVELANDS ROAD	15	15	0	0	15
GUN STREET	5	5	0	0	5
GURNEY CLOSE	0	0	0	0	0
GURNEY DRIVE	0	0	0	0	0
HAGLEY 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
HALLS ROAD	0	0	0	0	0
HAMILTON ROAD	16	16	0	0	16
HAMPDEN ROAD	13	13	0	0	13
HARDWICK ROAD	0	0	0	0	0
HARLECH AVENUE	0	0	0	0	0
HARLEY ROAD	15	15	0	0	15
HARROW COURT	1	1	0	0	1
HART STREET	121	121	0	0	121
HARTLAND ROAD	1	1	0	1	0
HATFORD ROAD	0	0	0	0	0
HATHERLEY ROAD	383	383	0	0	383
HAWKCHURCH ROAD	0	0	0	0	0
HAWTHORNE ROAD	0	0	0	0	0
HAYWOOD COURT	11	11	0	0	11
HAYWOOD WAY	0	0	0	0	0
HAZEL CRESCENT	0	0	0	0	0
HEATH ROAD	1	1	0	0	1
HEMDEAN HILL	33	33	0	0	33
HEMDEAN RISE	6	6	0	0	6
HEMDEAN ROAD	35	35	0	4	31
HENLEY ROAD	27	27	0	0	27
HENRIETTA STREET	0	0	0	0	0
HENRY STREET	70	70	0	0	70
HEROES WALK	0	0	0	0	0
HERON ISLAND	0	0	0	0	0
HERON ISLAND BRIDGE	0	0	0	0	0
HEWETT AVENUE	0	0	0	0	0
HEXHAM ROAD	0	0	0	0	0
HIGH STREET	2	2	0	0	2
HIGHBRIDGE WHARF	7	7	0	0	7
HIGHGROVE STREET	224	224	0	0	224

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
HIGHGROVE TERRACE	15	15	0	0	15
HIGHMOOR ROAD	0	0	0	0	0
HILCOT ROAD	12	12	0	0	12
HILL STREET	67	67	0	0	67
HILLBROW	0	0	0	0	0
HILLS MEADOW CAR PARK	732	0	732	0	732
HODSOLL ROAD	0	0	0	0	0
HOGARTH AVENUE	0	0	0	0	0
HOLBERTON ROAD	0	0	0	0	0
HOLLAND ROAD	0	0	0	0	0
HOLMES ROAD	0	0	0	0	0
HOLYBROOK CRESCENT	0	0	0	0	0
HOLYBROOK ROAD	0	0	0	0	0
HOLYROOD CLOSE	0	0	0	0	0
HOME FARM CLOSE	1	1	0	0	1
HONEY END LANE	6	6	0	0	6
HONITON ROAD	0	0	0	0	0
HORNSEA CLOSE	0	0	0	0	0
HOSIER STREET	353	353	0	0	353
HOWARD STREET	1,150	1,150	0	0	1,150
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
ILIFFE CLOSE	37	37	0	0	37
ILKLEY ROAD	0	0	0	0	0
IMPERIAL WAY	49	49	0	0	49
INGLEWOOD COURT	3	3	0	0	3
ISLAND ROAD	0	0	0	0	0
JAMES STREET	8	8	0	0	8
JANSON COURT	3	3	0	0	3

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
JENKINS CLOSE	0	0	0	0	0
JESSE TERRACE	107	107	0	0	107
JUBILEE ROAD	0	0	0	0	0
JUBILEE SQUARE	21	21	0	0	21
JUNCTION ROAD	27	27	0	0	27
JUNIPER WAY	0	0	0	0	0
KATESGROVE LANE	121	121	0	0	121
KEARSLEY ROAD	0	0	0	0	0
KENAVON DRIVE	48	48	0	0	48
KENDAL AVENUE	0	0	0	0	0
KENDRICK ROAD	160	160	0	1	159
KENNET SIDE	5	5	0	0	5
KENNET STREET	9	9	0	0	9
KENNET WALK	0	0	0	0	0
KENSINGTON ROAD	113	113	0	0	113
KENSINGTON ROAD CAR PARK	61	0	61	0	61
KENT ROAD	62	62	0	0	62
KENTWOOD CLOSE	0	0	0	0	0
KENTWOOD HILL	0	0	0	0	0
KESTREL WAY	0	0	0	0	0
KIDMORE END ROAD	6	6	0	0	6
KIDMORE ROAD	0	0	0	0	0
KILN ROAD	0	0	0	0	0
KING STREET	102	102	0	0	102
KINGFISHER PLACE	0	0	0	0	0
KINGS MEADOW CAR PARK	278	0	278	0	278
KINGS MEADOW ROAD	33	33	0	0	33
KINGS ROAD 2 - 196	1,014	1,014	0	0	1,014
KINGS ROAD (CAVERSHAM)	124	124	0	0	124
KINGSBRIDGE ROAD	0	0	0	0	0
KINGSGATE PLACE (KINGSGATE STREET)	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
KINGSGATE STREET	18	18	0	0	18
KINGSTON GARDENS	0	0	0	0	0
KINGSWAY	0	0	0	0	0
KINSON ROAD	0	0	0	0	0
KINVER WALK	0	0	0	0	0
KNIGHTS WAY	0	0	0	0	0
KNOWLE CLOSE	0	0	0	0	0
LANCASTER CLOSE	20	20	0	0	20
LANCING CLOSE	0	0	0	0	0
LANDRAKE CRESCENT	0	0	0	0	0
LARKSWOOD CLOSE	1	1	0	0	1
LAUD CLOSE	0	0	0	0	0
LAWRENCE ROAD	0	0	0	0	0
LEMART CLOSE	1	1	0	0	1
LENNOX ROAD	2	2	0	0	2
LEOPOLD ROAD (LEOPOLD WALK)	0	0	0	0	0
LESFORD ROAD	6	6	0	0	6
LETCOMBE STREET	5	5	0	0	5
LIBRE WALK	0	0	0	0	0
LIEBENROOD ROAD	1	1	0	0	1
LIMA COURT	59	59	0	0	59
LINCOLN ROAD	22	22	0	0	22
LINDEN ROAD	2	2	0	0	2
LINKS DRIVE	0	0	0	0	0
LITTLE JOHNS LANE	18	18	0	0	18
LITTLE STREET	11	11	0	0	11
LIVERPOOL ROAD	164	164	0	0	164
LIVERY CLOSE	0	0	0	0	0
LOCK PLACE	14	14	0	0	14
LOMOND AVENUE	0	0	0	0	0
LONDON ROAD	60	60	0	0	60

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
LONDON STREET	319	319	0	0	319
LONG BARN LANE	23	23	0	0	23
LONGWATER AVENUE	0	0	0	0	0
LORNE PLACE	0	0	0	0	0
LORNE STREET	74	74	0	0	74
LOVEROCK ROAD	21	21	0	0	21
LOWER ARMOUR ROAD	0	0	0	0	0
LOWER BROOK STREET	4	4	0	0	4
LOWER ELMSTONE DRIVE	0	0	0	0	0
LOWER FIELD ROAD	30	30	0	0	30
LOWER MEADOW ROAD	0	0	0	0	0
LOWER MOUNT	23	23	0	0	23
LOWFIELD ROAD	0	0	0	0	0
LUSCINIA VIEW	18	18	0	0	18
LYDFORD ROAD	28	28	0	0	28
LYNDHURST ROAD	0	0	0	0	0
LYNMOUTH ROAD	44	44	0	0	44
LYTHAM CLOSE	0	0	0	0	0
MAITLAND ROAD	1	1	0	0	1
MALDON CLOSE	0	0	0	0	0
MALL CAR PARK	23	0	23	0	23
MALLARD ROW	0	0	0	0	0
MALTHOUSE LANE	108	108	0	0	108
MALTINGS PLACE	0	0	0	0	0
MALVERN COURT	17	17	0	0	17
MANAGUA CLOSE	0	0	0	0	0
MANCHESTER ROAD	88	88	0	0	88
MANDEVILLE CLOSE	0	0	0	0	0
MANOR FARM ROAD	65	65	0	0	65
MANSFIELD ROAD	39	39	0	0	39
MARCHWOOD 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
MARKET PLACE	24	24	0	0	24
MARKET WAY	0	0	0	0	0
MARLBOROUGH AVENUE	16	16	0	0	16
MARLBOROUGH COURT	0	0	0	0	0
MARSACK STREET	1	1	0	0	1
MARSHLAND SQUARE	0	0	0	0	0
MASON COURT	0	0	0	0	0
MASON STREET	94	94	0	0	94
MAYFAIR	0	0	0	0	0
MEADOW ROAD	4	4	0	0	4
MEADOW WAY	0	0	0	0	0
MEADWAY THE	1	1	0	0	1
MEAVY GARDENS	0	0	0	0	0
MELFORD GREEN	0	0	0	0	0
MELROSE AVENUE	0	0	0	0	0
MERCHANTS PLACE	300	300	0	0	300
MERRIVALE GARDENS	0	0	0	0	0
MERTON ROAD NORTH	0	0	0	0	0
MERTON ROAD SOUTH	0	0	0	0	0
MICKLANDS ROAD	0	0	0	0	0
MILFORD ROAD	23	23	0	0	23
MILL GREEN	2	2	0	0	2
MILL LANE	1	1	0	0	1
MILL LANE (NORTH)	0	0	0	0	0
MILL LANE (SOUTH)	0	0	0	0	0
MILL ROAD	1	1	0	0	1
MILLINGTON CLOSE	0	0	0	0	0
MILMAN ROAD	125	125	0	0	125
MINSTER STREET	6	6	0	0	6
MINTON CLOSE	0	0	0	0	0
MITCHAM CLOSE	5	5	0	0	5

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
MONKLEY COURT	0	0	0	0	0
MONKS WAY	0	0	0	0	0
MONTAGUE STREET (CAVERSHAM)	9	9	0	3	6
MONTAGUE STREET (READING)	34	34	0	0	34
MONTPELIER DRIVE	0	0	0	0	0
MORGAN ROAD	335	335	0	0	335
MORISTON CLOSE	0	0	0	0	0
MORPETH CLOSE	2	2	0	0	2
MOUNT PLEASANT	69	69	0	0	69
MOUNT PLEASANT GROVE	11	11	0	0	11
MOUNT STREET	44	44	0	0	44
MOUNT THE (CAVERSHAM)	0	0	0	0	0
MOUNT THE (READING)	19	19	0	0	19
MUIRFIELD CLOSE	14	14	0	0	14
MUNDESLEY STREET	0	0	0	0	0
NAPIER ROAD	3	3	0	0	3
NEATH GARDENS	0	0	0	0	0
NELSON ROAD	0	0	0	0	0
NEW BRIGHT STREET	0	0	0	0	0
NEW LANE HILL	0	0	0	0	0
NEW ROAD	42	42	0	0	42
NEWARK STREET	28	28	0	0	28
NEWCASTLE ROAD	0	0	0	0	0
NEWLANDS AVENUE	2	2	0	0	2
NEWPORT ROAD	50	50	0	0	50
NIRE ROAD	0	0	0	0	0
NORCOT ROAD	27	27	0	0	27
NORFOLK ROAD	67	67	0	0	67
NORMAN PLACE	0	0	0	0	0
NORMAN ROAD	0	0	0	0	0
NORRIS ROAD	187	187	0	0	187

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
NORTH STREET (CAVERSHAM)	70	70	0	0	70
NORTH STREET (READING)	15	15	0	0	15
NORTHBROOK ROAD	0	0	0	0	0
NORTHCOURT AVENUE	7	7	0	0	7
NORTHFIELD COTTAGES	0	0	0	0	0
NORTHFIELD ROAD	35	35	0	0	35
NORTHUMBERLAND AVENUE	5	5	0	0	5
NORTON ROAD	47	47	0	0	47
NORWOOD ROAD	86	86	0	0	86
OAK TREE ROAD	3	3	0	0	3
OAKLANDS	0	0	0	0	0
OAKLEY ROAD	0	0	0	0	0
ORCHARD COURT	0	0	0	0	0
ORCHARD GROVE	0	0	0	0	0
ORCHARD STREET	22	22	0	0	22
ORMSBY STREET	52	52	0	0	52
ORTS ROAD	133	133	0	0	133
OSBORNE ROAD	0	0	0	0	0
OVERDOWN ROAD	3	3	0	0	3
OVERLANDERS END	0	0	0	0	0
OXFORD ROAD	1,319	1,319	0	0	1,319
OXFORD STREET	255	255	0	0	255
PADDOCK ROAD	0	0	0	0	0
PALMER PARK AVENUE	49	49	0	0	49
PALMER PARK CAR PARK	0	0	0	0	0
PALMER PARK ENTRANCE	0	0	0	0	0
PANGBOURNE STREET	1	1	0	0	1
PARK HOUSE LANE	0	0	0	0	0
PARK LANE	0	0	0	0	0
PARKHOUSE LANE	0	0	0	0	0
PARKSIDE 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
PATHIA CLOSE	15	15	0	0	15
PATRICK ROAD	46	46	0	0	46
PATRIOT PLACE	1	1	0	0	1
PEEL CLOSE	0	0	0	0	0
PEGS GREEN CLOSE	0	0	0	0	0
PELL STREET	66	66	0	0	66
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	11	11	0	0	11
PEPPER LANE	16	16	0	0	16
PICTON WAY	0	0	0	0	0
PIERCES HILL	0	0	0	0	0
PIGGOTTS ROAD	2	2	0	0	2
PINETREE COURT	0	0	0	0	0
PITCROFT AVENUE	0	0	0	0	0
PITCROFT AVENUE	61	61	0	0	61
PITCROFT AVENUE	59	59	0	0	59
POOLE CLOSE	0	0	0	0	0
PORTLAND GARDENS	0	0	0	0	0
PORTMAN ROAD	1	1	0	0	1
PORTMAN WAY	8	8	0	0	8
PORTWAY CLOSE	1	1	0	0	1
POTTERY ROAD	0	0	0	0	0
PRIEST HILL	50	50	0	0	50
PRINCE OF WALES AVENUE	87	87	0	0	87
PRINCES STREET	302	302	0	0	302
PRIORS COURT	0	0	0	0	0
PRIORY AVENUE	180	180	0	0	180
PROMENADE ROAD	31	31	0	0	31

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
PROSPECT MEWS	0	0	0	0	0
PROSPECT STREET (CAVERSHAM)	1	1	0	0	1
PROSPECT STREET (READING)	97	97	0	0	97
QUANTOCK AVENUE	0	0	0	0	0
QUEEN ANNES GATE	0	0	0	0	0
QUEEN STREET	0	0	0	0	0
QUEEN VICTORIA STREET	6	6	0	0	6
QUEEN VICTORIA STREET (NORTH TO SOUTH)	0	0	0	0	0
QUEENS ROAD (CAVERSHAM)	94	94	0	0	94
QUEENS ROAD (READING)	59	59	0	0	59
QUEENS ROAD CAR PARK	9	0	9	0	9
QUEENS ROAD SLIP ROAD	1	1	0	0	1
QUEENS WALK	0	0	0	0	0
QUEENSBOROUGH DRIVE	0	0	0	0	0
QUEENSWAY	0	0	0	0	0
RADSTOCK ROAD	156	156	0	0	156
RANDOLPH ROAD	39	39	0	0	39
RECREATION ROAD	13	13	0	3	10
RECREATION ROAD CAR PARK	56	0	56	0	56
RECTORY ROAD	74	74	0	0	74
REDBERRY CLOSE	0	0	0	0	0
REDLANDS ROAD	325	325	0	0	325
REDLANE COURT	0	0	0	0	0
REDRUTH GARDENS	0	0	0	0	0
REGENT COURT	2	2	0	0	2
REGENT STREET	49	49	0	0	49
RELEIF ROAD (A33)	1	1	0	0	1
RESTWOLD CLOSE	0	0	0	0	0
RICHFIELD AVENUE	1	1	0	0	1
RICHMOND ROAD	105	105	0	0	105
RILEY 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
RIVER ROAD	16	16	0	0	16
RIVERSDALE COURT	0	0	0	0	0
RODWAY ROAD	10	10	0	0	10
ROMANY LANE	3	3	0	0	3
ROSE KILN LANE	0	0	0	0	0
ROSS ROAD	24	24	0	2	22
ROSSENDALE ROAD	0	0	0	0	0
ROTHERFIELD WAY	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	22	22	0	0	22
RUPERT WALK	0	0	0	0	0
RUSKIN	0	0	0	0	0
RUSSELL STREET	236	236	0	0	236
RUSSET GLADE	0	0	0	0	0
RUTLAND ROAD	29	29	0	0	29
RYDAL AVENUE	0	0	0	0	0
SACKVILLE STREET	1,144	1,144	0	0	1,144
SALCOMBE ROAD	0	0	0	0	0
SALISBURY ROAD	205	205	0	0	205
SAN FRANCISCO	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	22	22	0	0	22
SCOURS LANE	0	0	0	0	0
SEND 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
SHAFTESBURY ROAD	28	28	0	0	28
SHAW ROAD	1	1	0	0	1
SHENSTONE ROAD	3	3	0	0	3
SHEPLEY DRIVE	0	0	0	0	0
SHERIDAN AVENUE	0	0	0	0	0
SHERMAN PLACE	0	0	0	0	0
SHERMAN ROAD	95	95	0	0	95
SHERWOOD STREET	92	92	0	0	92
SHILLING CLOSE	1	1	0	0	1
SHINFIELD RISE	3	3	0	0	3
SHINFIELD ROAD	0	0	0	0	0
SHIRESHEAD CLOSE	0	0	0	0	0
SHORT STREET	17	17	0	0	17
SHORT STREET (CAVERSHAM)	10	10	0	0	10
SIDMOUTH STREET	106	106	0	0	106
SILCHESTER ROAD	0	0	0	0	0
SILVER STREET	7	7	0	0	7
SIMMONDS STREET	0	0	0	0	0
SMALLMEAD ROAD	0	0	0	0	0
SOMERSTOWN COURT	3	3	0	0	3
SOUTH OAK WAY	0	0	0	0	0
SOUTH STREET (CAVERSHAM)	25	25	0	0	25
SOUTH STREET (READING)	243	243	0	0	243
SOUTH VIEW AVENUE	2	2	0	0	2
SOUTH VIEW PARK	0	0	0	0	0
SOUTHAMPTON STREET	57	57	0	0	57
SOUTHCOTE FARM LANE	0	0	0	0	0
SOUTHCOTE LANE	15	15	0	0	15
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	53	53	0	0	53
SPRING GROVE	10	10	0	0	10
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	7	7	0	0	7
ST BARNABAS ROAD	0	0	0	0	0
ST BARTHOLOMEWS ROAD	103	103	0	0	103
ST BENETS WAY	1	1	0	0	1
ST EDWARDS ROAD	8	8	0	0	8
ST ELIZABETH CLOSE	1	1	0	0	1
ST GEORGES ROAD	42	42	0	0	42
ST GEORGES TERRACE	10	10	0	0	10
ST GILES CLOSE	46	46	0	0	46
ST JOHNS HILL	19	19	0	0	19
ST JOHNS ROAD (CAVERSHAM)	0	0	0	0	0
ST JOHNS ROAD (READING)	7	7	0	0	7
ST JOHNS STREET	32	32	0	0	32
ST MARYS BUTTS	255	255	0	0	255
ST MARYS BUTTS (VICARAGE SITE LOADING AREA)	1	1	0	0	1
ST MICHAELS ROAD	1	1	0	0	1
ST PAUL COURT SERVICE ROAD	3	3	0	0	3
ST PETERS AVENUE	0	0	0	0	0
ST PETERS HILL	0	0	0	0	0
ST PETERS ROAD	42	42	0	0	42
ST RONANS ROAD	1	1	0	0	1
ST SAVIOURS ROAD	0	0	0	0	0
ST SAVIOURS TERRACE	1	1	0	0	1
ST STEPHENS CLOSE	9	9	0	0	9
STADIUM 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
STANHAM ROAD	0	0	0	0	0
STANLEY GROVE	24	24	0	0	24
STANLEY STREET	63	63	0	0	63
STANSHAW ROAD	172	172	0	0	172
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	0	0	0	0	0
STATION ROAD	7	7	0	0	7
STAVERTON ROAD	1	1	0	0	1
STOCKTON ROAD	0	0	0	0	0
STRATHEDEN PLACE	2	2	0	0	2
STRATHY CLOSE	0	0	0	0	0
STUART CLOSE	0	0	0	0	0
SUFFOLK ROAD	29	29	0	0	29
SUN STREET	29	29	0	0	29
SURLEY ROW	3	3	0	3	0
SURREY ROAD	41	41	0	0	41
SUTTON WALK	0	0	0	0	0
SWAINSTONE ROAD	137	137	0	0	137
SWALLOWFIELD DRIVE	0	0	0	0	0
SWAN PLACE	0	0	0	0	0
SWANSEA ROAD	47	47	0	4	43
SYCAMORE ROAD	0	0	0	0	0
TAFF WAY	0	0	0	0	0
TALFOURD AVENUE	0	0	0	0	0
TALLIS LANE	0	0	0	0	0
TAMARISK AVENUE	0	0	0	0	0
TAMESIS PLACE	0	0	0	0	0
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
TAZEWELL COURT	5	5	0	0	5
TEMPLE PLACE	85	85	0	0	85
TEMPLETON GARDENS	0	0	0	0	0
TERN CLOSE	1	1	0	0	1
TESSA ROAD	2	2	0	0	2
TEVIOT ROAD	1	1	0	0	1
THAMES AVENUE	78	78	0	0	78
THAMES SIDE	0	0	0	0	0
THAMES SIDE PROMENADE	4	4	0	0	4
THAMES SIDE PROMENADE CAR PARK	177	0	177	0	177
THE ARCADE	0	0	0	0	0
THE GRANGE	0	0	0	0	0
THE HORSE CLOSE	0	0	0	0	0
THE MEADWAY	0	0	0	0	0
THE MOUNT	3	3	0	0	3
THE RIDGEWAY	4	4	0	0	4
THE WARREN	0	0	0	0	0
THE WILLOWS	0	0	0	0	0
THIRLMERE AVENUE	17	17	0	0	17
THORN LANE	0	0	0	0	0
THORN STREET	165	165	0	0	165
THORN WALK	1	1	0	0	1
THORNTON MEWS	0	0	0	0	0
THORNTON ROAD	0	0	0	0	0
TIDMARSH STREET	0	0	0	0	0
TILBURY CLOSE	0	0	0	0	0
TILEHURST ROAD	10	10	0	6	4
TINTERN CRESCENT	0	0	0	0	0
TOFRECK TERRACE	1	1	0	0	1
TORRINGTON 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
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	1	1	0	0	1
TRINITY PLACE	3	3	0	0	3
TROOPER POTTS WAY (EAST SECTION SOUTH TO NORTH)	1	1	0	1	0
TUDOR ROAD	9	9	0	0	9
TUNS HILL COTTAGES	15	15	0	0	15
TUNS HILL COTTS	1	1	0	0	1
UFFINGTON CLOSE	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
UPLANDS ROAD	0	0	0	0	0
UPPER CROWN STREET	91	91	0	0	91
UPPER MEADOW ROAD	0	0	0	0	0
UPPER REDLANDS ROAD	102	102	0	0	102
UPPER WOODCOTE ROAD	0	0	0	0	0
USK ROAD	6	6	0	6	0
VACHEL ROAD	574	574	0	0	574
VALE CRESCENT	0	0	0	0	0
VALENTIA CLOSE	0	0	0	0	0
VALENTIA ROAD	99	99	0	0	99
VALPY STREET	417	417	0	0	417
VASTERN ROAD	47	47	0	0	47
VASTERN ROAD (SERVICE ROAD)	0	0	0	0	0
VENTNOR ROAD	0	0	0	0	0
VICARAGE ROAD	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
VICTORIA ROAD (READING)	0	0	0	0	0
VICTORIA ROAD (TILEHURST)	0	0	0	0	0
VICTORIA STREET	7	7	0	0	7
VICTORIA WAY	0	0	0	0	0
VILLAGE CLOSE	0	0	0	0	0
VIRGINIA WAY	0	0	0	0	0
WALDECK STREET	90	90	0	0	90
WALKERS PLACE	1	1	0	0	1
WALNUT WAY	1	1	0	0	1
WANTAGE ROAD	187	187	0	0	187
WARWICK ROAD	7	7	0	0	7
WASHINGTON ROAD	19	19	0	9	10
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	236	236	0	0	236
WAVERLEY ROAD	47	47	0	0	47
WAYBROOK CRESCENT	1	1	0	0	1
WAYLEN STREET	356	356	0	0	356
WEALD RISE	1	1	0	0	1
WEALDEN WAY	0	0	0	0	0
WEIGHBRIDGE ROW	0	0	0	0	0
WELDALE STREET	114	114	0	0	114
WELLAND CLOSE	0	0	0	0	0
WELLINGTON AVENUE	0	0	0	0	0
WENSLEY ROAD	15	15	0	11	4
WEST GREEN COURT	0	0	0	0	0
WEST HILL	1	1	0	0	1
WEST STREET	304	304	0	0	304

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
WESTBOURNE TERRACE	10	10	0	0	10
WESTBROOK ROAD	0	0	0	0	0
WESTCOTE ROAD	0	0	0	0	0
WESTDENE CRESCENT	0	0	0	0	0
WESTERHAM WALK	0	0	0	0	0
WESTERN ELMS AVENUE	58	58	0	0	58
WESTERN OAKS	0	0	0	0	0
WESTERN ROAD	4	4	0	0	4
WESTFIELD ROAD	78	78	0	0	78
WESTONBIRT DRIVE	0	0	0	0	0
WESTWOOD GLEN	0	0	0	0	0
WESTWOOD ROAD	6	6	0	0	6
WETHERBY CLOSE	0	0	0	0	0
WHEATLEY CLOSE	0	0	0	0	0
WHITBY DRIVE	24	24	0	0	24
WHITBY GREEN	0	0	0	0	0
WHITEKNIGHTS ROAD	2	2	0	0	2
WHITLEY PARK LANE	60	60	0	0	60
WHITLEY STREET	50	50	0	0	50
WHITLEY WOOD LANE	0	0	0	0	0
WHITLEY WOOD ROAD	0	0	0	0	0
WIGMORE LANE	0	0	0	0	0
WILLIAM STREET	55	55	0	0	55
WILLOW GARDENS	0	0	0	0	0
WILLOW STREET	0	0	0	0	0
WILSON ROAD	34	34	0	0	34
WILTON ROAD	0	0	0	0	0
WILTON ROAD	38	38	0	0	38
WILWYNE CLOSE	0	0	0	0	0
WINCANTON ROAD	0	0	0	0	0
WINCHESTER ROAD	36	36	0	0	36

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
WINDERMERE ROAD	0	0	0	0	0
WINDRUSH WAY	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	111	111	0	11	100
WOLSELEY STREET	47	47	0	0	47
WOLSEY ROAD	92	92	0	0	92
WOOD GREEN CLOSE	0	0	0	0	0
WOODCOTE ROAD	0	0	0	0	0
WOODCOTE WAY	0	0	0	0	0
WOODFORD CLOSE	0	0	0	0	0
WOODROW COURT	0	0	0	0	0
WOODSTOCK STREET	6	6	0	0	6
WYE CLOSE	0	0	0	0	0
WYKEHAM ROAD	28	28	0	0	28
WYNFORD CLOSE	0	0	0	0	0
YELVERTON ROAD	0	0	0	0	0
YEW LANE	0	0	0	0	0
YIELD HALL LANE	0	0	0	0	0
YIELD HALL PLACE	0	0	0	0	0
YORK ROAD	57	57	0	9	48
ZINZAN STREET	395	395	0	0	395

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	5,646	14.25%	5,646	0	0
PARKED OR LOADING/UNLOADING IN A RESTRICTED STREET WHERE WAITING AND LOADING/UNLOADING RESTRICTIONS ARE IN FORCE	408	1.03%	408	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	8,862	22.36%	8,862	0	0
PARKED IN A PERMIT SPACE WITHOUT DISPLAYING A VALID PERMIT	8,817	22.25%	8,817	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	50	0.13%	50	0	0
PARKED IN A PARKING PLACE OR AREA NOT DESIGNATED FOR THAT CLASS OF VEHICLE	102	0.26%	102	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	338	0.85%	338	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	26	0.07%	26	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	1,117	2.82%	1,117	0	0
PARKED IN A PARKING PLACE DESIGNATED FOR POLICE VEHICLES	14	0.04%	14	0	0
PARKED ON A TAXI RANK	41	0.10%	41	0	0
STOPPED WHERE PROHIBITED (ON A RED ROUTE OR CLEARWAY)	49	0.12%	49	0	0
STOPPED ON A RESTRICTED BUS STOP OR STAND	62	0.16%	44	18	0
STOPPED IN A RESTRICTED AREA OUTSIDE A SCHOOL WHEN PROHIBITED	207	0.52%	106	101	0
PARKED WITH ONE OR MORE WHEELS ON OR OVER A FOOTPATH OR ANY PART OF A ROAD OTHER THAN A CARRIAGEWAY.	25	0.06%	25	0	0
STOPPED ON A PEDESTRIAN CROSSING OR CROSSING AREA MARKED BY ZIGZAGS	13	0.03%	13	0	0
LOWER LEVEL (ON-STREET)					
PARKED AFTER THE EXPIRY OF PAID FOR TIME	1,503	3.79%	1,503	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	4,115	10.38%	4,115	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	2,545	6.42%	2,545	0	0
RE-PARKED IN THE SAME PARKING PLACE OR ZONE WITHIN ONE HOUR* OF LEAVING	19	0.05%	19	0	0
NOT PARKED CORRECTLY WITHIN THE MARKINGS OF THE BAY OR SPACE	188	0.47%	188	0	0
PARKED FOR LONGER THAN PERMITTED	3,228	8.15%	3,228	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	11	0.03%	0	0	11
PARKED IN A PERMIT BAY WITHOUT CLEARLY DISPLAYING A VALID PERMIT	57	0.14%	0	0	57
PARKED IN A DESIGNATED DISABLED PERSON'S PARKING PLACE WITHOUT DISPLAYING A VALID DISABLED PERSON'S BADGE IN THE PRESCRIBED MANNER	45	0.11%	0	0	45
PARKED IN A CAR PARK OR AREA NOT DESIGNATED FOR THAT CLASS OF VEHICLE	0	0.00%	0	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
LOWER LEVEL (OFF-STREET (CAR PARKS))					
PARKED AFTER THE EXPIRY OF PAID FOR TIME	251	0.63%	0	0	251
PARKED IN A CAR PARK WITHOUT CLEARLY DISPLAYING A VALID PAY & DISPLAY TICKET OR VOUCHER OR PARKING CLOCK	1,756	4.43%	0	0	1,756
PARKED WITH ADDITIONAL PAYMENT MADE TO EXTEND THE STAY BEYOND TIME FIRST PURCHASED	0	0.00%	0	0	0
PARKED BEYOND THE BAY MARKINGS	135	0.34%	0	0	135
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	2017/2018	PERCENTAGE
A329 KINGS ROAD (WEST TO EAST)	1,479	1.54%
A329 WOKINGHAM ROAD	2,587	2.69%
A33 (SOUTHBOUND) OFFSIDE LANE	26	0.03%
ACCESS ROAD (SOUTHBOUND)	1	0.00%
BASINGSTOKE ROAD (NORTHBOUND BENNET ROAD)	530	0.55%
BASINGSTOKE ROAD (NORTHBOUND)	666	0.69%
BASINGSTOKE ROAD (SOUTHBOUND BENNET ROAD)	2,290	2.38%
BASINGSTOKE ROAD (SOUTHBOUND)	3,175	3.30%
BATH ROAD	6472	6.72%
BLAGRAVE STREET (EAST TO WEST SECTION)	4,085	4.24%
BRIDGE STREET	1706	1.77%
DUKE STREET	2171	2.26%
FRIAR STREET (EAST BOUND)	5,445	5.66%
FRIAR STREET (WEST BOUND)	2,326	2.42%
HEMDEAN ROAD	3,027	3.14%
KING'S ROAD	544	0.57%
LINDEFARNE WAY (WESTBOUND)	2,719	2.82%
LINDEFARNE WAY (EASTBOUND)	2,375	2.47%
LONDON STREET (NORTHERN SECTION)	2,497	2.59%
LONDON STREET (SOUTH)	1283	1.33%
MINSTER STREET (WESTBOUND)	22,412	23.29%
NORCOT ROAD (EAST BOUND)	247	0.26%
NORCOT ROAD (WEST BOUND)	600	0.62%
OXFORD ROAD	2,374	2.47%
OXFORD ROAD (EASTBOUND BEDFORD ROAD)	72	0.07%
SOUTHAMPTON STREET	2,385	2.48%
SOUTHCOTE LANE	1,512	1.57%
SOUTHCOTE LANE (SOUTHBOUND)	2,729	2.84%
ST MARYS BUTTS (NORTHBOUND)	4,645	4.83%
STANSHAW ROAD	2,441	2.54%
THE FORBURY	2124	2.21%
TROOPER POTTS WAY (NORTH TO SOUTH)	1599	1.66%
TROOPER POTTS WAY (SOUTH TO NORTH)	1196	1.24%
VASTEREN ROAD (EAST SIDE SOUTHBOUND)	2,692	2.80%
VASTEREN ROAD (NORTHSIDE 1)	777	0.81%
VASTEREN ROAD (NORTHSIDE 2)	1,973	2.06%
VASTEREN ROAD (WEST SIDE NORTHBOUND)	1,068	1.11%

Appendix B - Bus Lane Penalty Charge Notices - Comparison

PENALTY CHARGE NOTICES ISSUED BY LOCATION	2016/2017	2017/2018	CHANGE PREVIOUS YEAR
A329 KINGS ROAD (WEST TO EAST)	1,415	1,479	5%
A329 WOKINGHAM ROAD	2,656	2,587	-3%
A33 (SOUTHBOUND) OFFSIDE LANE	N/A	26	N/A
ACCESS ROAD (SOUTHBOUND)	1	1	0%
BASINGSTOKE ROAD (NORTHBOUND BENNET ROAD)	278	530	91%
BASINGSTOKE ROAD (NORTHBOUND)	890	666	-25%
BASINGSTOKE ROAD (SOUTHBOUND BENNET ROAD)	1,437	2,290	59%
BASINGSTOKE ROAD (SOUTHBOUND)	5,441	3,175	-42%
BATH ROAD	3,932	6,472	65%
BLAGRAVE STREET (EAST TO WEST SECTION)	4,103	4,085	-0.4%
BRIDGE STREET	1,304	1,706	31%
DUKE STREET	1,631	2,171	33%
FRIAR STREET (EAST BOUND)	6,377	5,445	-15%
FRIAR STREET (WEST BOUND)	5,559	2,326	-58%
HEMDEAN ROAD	3,365	3,027	-10%
KING'S ROAD	423	544	29%
LINDES FARNE WAY (WESTBOUND)	1,605	2,719	69%
LINDES FARNE WAY (EASTBOUND)	1,411	2,375	68%
LONDON STREET (NORTHERN SECTION)	2,841	2,497	-12%
LONDON STREET (SOUTH)	845	1,283	52%
MINSTER STREET (WESTBOUND)	8,927	22,412	151%
NORCOT ROAD (EAST BOUND)	322	247	-23%
NORCOT ROAD (WEST BOUND)	358	600	68%
OXFORD ROAD	3,307	2,374	-28%
OXFORD ROAD (EASTBOUND BEDFORD ROAD)	93	72	-23%
SOUTHAMPTON STREET	1,496	2,385	59%
SOUTHCOTE LANE	2,132	1,512	-29%
SOUTHCOTE LANE (SOUTHBOUND)	249	2,729	996%
ST MARYS BUTTS (NORTHBOUND)	6,277	4,645	-26%
STANSHAW ROAD	2,311	2,441	6%
THE FORBURY	2,297	2,124	-8%
TROOPER POTTS WAY (NORTH TO SOUTH)	557	1,599	187%
TROOPER POTTS WAY (SOUTH TO NORTH)	418	1,196	186%
VASTERN ROAD (EAST SIDE SOUTHBOUND)	3,258	2,692	-17%
VASTERN ROAD (NORTHSIDE 1)	665	777	17%
VASTERN ROAD (NORTHSIDE 2)	2,105	1,973	-6%
VASTERN ROAD (WEST SIDE NORTHBOUND)	1,278	1,068	-16%