

PCN Contravention Codes

Code	Suffix	Contravention	Obs	Auth	Enforcement Protocol	Special Observations	Exemptions to Enforcement				
							1	2	3	4	5
1	A	Parked on a restricted street during prescribed hours Single or Double yellow lines	5 mins	Removal 30 mins after issue of PCN	Five minutes constant observation before PCN (vehicles should initially be moved on if driver present) unless exemption to right applies. The vehicle may be removed unless displaying a valid Disabled Badge or Health Emergency Badge, in which case vehicle should be relocated to the nearest alternative space if causing an obstruction. Do not clamp or remove Diplomatic vehicle registration mark – issue a PCN only. Give 3 hour casual observation to vehicles displaying a disabled badge, an instant PCN after this period if none seen.	Note Traffic Management Order allows continuous loading activity for 40 minutes at anytime. There is no restriction on the nature of goods for commercial loading activity. For private loading activity, the goods must be too heavy or bulky to be carried from a legal parking place.	There is evidence of loading/unloading bulky or heavy items. Take logging then give 40 minutes casual observation. Multi-drops that may take longer than 40 minutes are permitted as long as the vehicle is moved in the process. A fresh 40 minute casual observation should be given if vehicle moved.	Any vehicle - do not issue for the first and last 5 minutes of controlled hours (does not apply to double yellow lines which are enforced at any time).	Evidence of picking up or setting down passengers and their luggage observed. Sufficient time must be allowed for this activity (for as long as necessary). Driver should be with vehicle.	Vehicle displaying valid Health Emergency Badge.	Notification has been received from Parking Operations that special permission has been given to load or unload at a particular location.
2	A	Parked or loading/unloading on a restricted street where waiting and loading/unloading restrictions are in force Check for compulsory white TP	Instant	Removal immediate	Instant PCN (vehicles should initially be moved on if driver present) unless exemption to right applies. Authorise for removal unless displaying a valid Disabled Badge or Health Emergency Badge in which case vehicle should be relocated to the nearest alternative space if causing an obstruction. Do not remove Diplomatic vehicle registration mark – issue a PCN and seek authorisation to relocate only if causing an obstruction.	Note If the vehicle is displaying a disabled badge ascertain whether picking/up setting down is occurring. Instant PCN if this activity is not occurring if it is allow as long as necessary.	Evidence of picking up or setting down passengers and their luggage observed. Sufficient time must be allowed for this activity (for as long as necessary). Driver should be with vehicle.	Notification has been received from Parking Operations that special permission has been given to load or unload at a particular location.	Is displaying a single or double yellow line dispensation issued from the London Borough of Southwark. This will be annotated by the car pound to show that dispensation has been given for a loading ban location.	Royal Mail vehicles delivering/collecting postal packets	Cleansing and refuse vehicles collecting rubbish from the side of the road. (NB: This applies to Southwark refuse vehicles and commercial refuse company vehicles).
4		Parked on a meter bay where penalty time is indicated	Instant	Removal 60 mins after issue of PCN	Unless exemption to enforcement to right applies: Instant PCN if meter in 4 minutes penalty or more. Exception of those displaying a valid Disabled Badge or Health Emergency Badge, in which case vehicle must not be removed.	Note 1: If a note is left by driver indicating meter not working/coins not registering the Parking Attendant must report fault to engineer. No enforcement to be taken until meter is repaired. Full notes of action taken to be recorded by the parking attendant.	If evidence of picking up or setting down passengers and their luggage observed a maximum of 40 minutes is allowed, driver must be with vehicle.	If the meter is in penalty during controlled hours, do not issue for first and last 5 minutes of controlled hours.	Evidence of commercial vehicle loading/unloading observed in which case 40 minutes casual observation must be given before PCN issued. Does not apply if meter out of order. Give 40 minutes casual observation to commercial vehicles even if no loading activity is seen. Long wheel-based vehicles that do not fit into one bay are still permitted to load/unload.	A vehicle displaying a valid Disabled badge.	A vehicle displaying a valid Health and Emergency Badge.
5	P	Parked after the expiry of paid for time	Instant	Removal 60 mins after issue of PCN	Unless exemption to enforcement to right applies: Instant PCN if meter in 4 minutes penalty or more. Exception of those displaying a valid Disabled Badge or Health Emergency Badge, in which case vehicle must not be removed.	Note 1: If a note is left by driver indicating meter not working/coins not registering the Parking Attendant must report fault to engineer. No enforcement to be taken until meter is repaired. Full notes of action taken to be recorded by the parking attendant.	If evidence of picking up or setting down passengers and their luggage observed a maximum of 40 minutes is allowed, driver must be with vehicle.	If the meter is in penalty during controlled hours, do not issue for first and last 5 minutes of controlled hours.	Evidence of commercial vehicle loading/unloading observed in which case 40 minutes casual observation must be given before PCN issued. Does not apply if meter out of order. Give 40 minutes casual observation to commercial vehicles even if no loading activity is seen. Long wheel-based vehicles that do not fit into one bay are still permitted to load/unload.	A vehicle displaying a valid Disabled badge.	A vehicle displaying a valid Health and Emergency Badge.
6	P	Parked without clearly displaying a valid P+D tkt	5 mins	Removal 60 mins after issue of PCN	Unless exemption to enforcement to right applies: Instant PCN if meter in 4 minutes penalty or more. Exception of those displaying a valid Disabled Badge or Health Emergency Badge, in which case vehicle must not be removed.	Note 1: If a note is left by driver indicating meter not working/coins not registering the Parking Attendant must report fault to engineer. No enforcement to be taken until meter is repaired. Full notes of action taken to be recorded by the parking attendant.	If evidence of picking up or setting down passengers and their luggage observed a maximum of 40 minutes is allowed, driver must be with vehicle.	If the meter is in penalty during controlled hours, do not issue for first and last 5 minutes of controlled hours.	Evidence of commercial vehicle loading/unloading observed in which case 40 minutes casual observation must be given before PCN issued. Does not apply if meter out of order. Give 40 minutes casual observation to commercial vehicles even if no loading activity is seen. Long wheel-based vehicles that do not fit into one bay are still permitted to load/unload.	A vehicle displaying a valid Disabled badge.	A vehicle displaying a valid Health and Emergency Badge.
12	RSTZ	Parked in a Resident or Shared use parking place without clearly displaying either a permit or voucher or P+D issued for that place.	5mins	Removal 30 mins after issue of PCN 60 mins if P+D tkt displayed	A 5 minute constant observation (vehicles should initially be moved on if driver present) unless exemption below applies. Vehicles may be removed in all zones unless displaying a valid Disabled Badge or Health Emergency Badge , in which case vehicle should be relocated to the nearest alternative space if causing an obstruction. Do not remove Diplomatic vehicle registration mark – issue a PCN and seek authorisation to relocate only. Give 5 minutes constant observation to vehicles displaying a valid blue disabled badge to ascertain whether picking up/setting down is occurring. Issue instant PCN after this period if none seen. If activity observed, allow as long as necessary. When instructed to take enforcement action as a result of a resident's permit being altered, the vehicle can be issued with an instant PCN and authorized for removal. Details of this action must be confirmed with Southwark Parking Operations before enforcement. Shared Use Bays - A 5 minute constant observation (vehicles should initially be moved on if driver present) unless exemption below applies. Vehicles may be clamped in all zones. Unless displaying a valid Disabled Badge or Health and Emergency Badge in which case vehicle should be relocated to the nearest available space if causing an obstruction. Do not clamp or remove a Diplomatic vehicle registration mark. Issue PCN and seek authorization to relocate only.	Note 1: If a note is left by driver indicating meter not working/coins not registering the Parking Attendant must report fault to engineer. No enforcement to be taken until meter is repaired. Full notes of action taken to be recorded by the parking attendant.	All vehicles – do not issue for the first and last 5 minutes of controlled hours. This does not apply to resident's bays that are enforced at all times.	(1) Vehicle is displaying a valid resident's parking permit for the appropriate zone.	(1) If evidence of picking up or setting down passengers and their luggage is observed, a maximum of 5 minutes is allowed. Driver should be with vehicle.	(1) Royal Mail vehicles delivering/collecting postal packets.	Commercial vehicles (including long wheel-based vehicles)– give 40 minutes casual observation. If vehicle still in situ, issue instant PCN.
16	D	Parked in a permit space without displaying a valid permit	Instant	Removal 30 mins after the PCN	Instant PCN (vehicles should initially be moved on if driver present). Unless displaying a valid Health Emergency Badge in which case vehicle should be relocated to nearest available space. Do not remove Diplomatic vehicle registration mark – issue a PCN only.		Displaying valid permit corresponding to the bay location.	Emergency Service Vehicles during the course of their duties (Fire Service, Police, London Ambulance Service).			

23	BCDFGMPRS	Parked in a parking place or area not designated for that class of vehicle	5 mins	Removal 30 mins after issue of PCN	23G immediate	Unless exemption to enforcement below applies: PCN with 5 minute observation. Exception of those displaying a valid Disabled Badge or Health Emergency Badge , in which case vehicle must not be removed.		Royal Mail vehicles delivering/collecting postal packets.	Evidence of delivering mail or postal packets etc by couriers.	Cleansing and refuse vehicles collecting rubbish from the side of the road. (NB: This applies to Southwark refuse vehicles and commercial refuse company vehicles)	Domestic and office removal vehicles with special permission.	Vehicle being used for building demolition, excavation or construction; scaffolding lorries and glaziers carrying out work in or adjacent to street.
24	BCDFMPRS	Not parked correctly within the markings of a bay or space	5 mins			Unless exemption to enforcement below applies: PCN with 5 minute observation. Exception of those displaying a valid Disabled Badge or Health Emergency Badge , in which case vehicle must not be removed.		If evidence of picking up or setting down passengers and their luggage observed a maximum of 40 minutes is allowed, driver must be with vehicle.	Evidence of commercial vehicle loading/unloading observed in which case 40 minutes casual observation must be given before PCN issued. Does not apply if meter out of order. Give 40 minutes casual observation to commercial vehicles even if no loading activity is seen. Long wheel-based vehicles that do not fit into one bay are still permitted to load/unload.	A vehicle displaying a valid Disabled badge.	A vehicle displaying a valid Health and Emergency Badge.	If vehicle is overhanging the bay (2 wheels or more are outside of the bay and not touching the bay markings), issue Code 24 unless vehicle is preventing another vehicle from using an adjacent meter space or is causing an obstruction, ie is a hazard or is affecting traffic flow. In which case issue instant 26 PCN and authorise for removal.
25		Parked in a loading place during restricted hours without loading	5 mins	30 mins after issue of PCN		Unless exemption to enforcement below applies: PCN with 5 minute observation. Exception of those displaying a valid Disabled Badge or Health Emergency Badge , in which case vehicle must not be removed.		Cleansing and refuse vehicles collecting rubbish from the side of the road. (NB: This applies to Southwark refuse vehicles and commercial refuse company vehicles)	Domestic and office removal vehicles with special permission.	Vehicle being used for building demolition, excavation or construction; scaffolding lorries and glaziers carrying out work in or adjacent to street.	(1) Emergency service vehicles carrying out their duties (Fire Service, Police, London Ambulance).	
26		A vehicle parked more than 50 cm from the edge of the carriageway and not within a designated parking place	Instant	Removal immediate	with camera	Instant PCN and authorise for removal unless displaying a valid Disabled Badge or Health Emergency Badge , in which case vehicle should be relocated to the nearest alternative space. Do not remove Diplomatic vehicle registration mark – issue a PCN and seek authorisation to relocate only. If vehicle attended, driver should be asked to move on. If they do not do so, issue instant PCN. Full notes to be made by parking attendant. Unless causing an obstruction, give 5 minutes constant observation to vehicles displaying a disabled badge to ascertain whether picking/up setting down is occurring. Instant PCN after this period if none seen. If activity observed, allow as long as necessary. Must have photo's		Provided vehicle not causing an obstruction, if evidence of loading/unloading heavy bulky items seen and no other parking place available for vehicle nearby a 5 minute observation must be given.	If evidence of picking up and setting down passengers seen, allow as long as is necessary. If no evidence seen, issue instant PCN.	Cleansing and refuse vehicles collecting rubbish from the side of the road, this applies to Southwark and commercial refuse companies	Emergency Service vehicles during the course of their duties (Fire Service, Police and London Ambulance Service).	Vehicles involved in: building operations; demolition; excavation; road maintenance and construction; traffic sign and sewer works; any main gas, electricity or water works; telephone wire, cable and support work. Allow as long as is necessary.
27		Parked adjacent to a dropped footway	5 mins	Relocate		Instant PCN and authorise for removal unless displaying a valid Disabled Badge or Health Emergency Badge , in which case vehicle should be relocated to the nearest alternative space. Do not remove Diplomatic vehicle registration mark – issue a PCN and seek authorisation to relocate only. If vehicle attended, driver should be asked to move on. If they do not do so, issue instant PCN. Full notes to be made by parking attendant. Unless causing an obstruction, give 5 minutes constant observation to vehicles displaying a disabled badge to ascertain whether picking/up setting down is occurring. Instant PCN after this period if none seen. If activity observed, allow as long as necessary. Tactile Paving is required, can also enforce a raised carriageway designed to allow pedestrians to cross as long as there is tactile paving at the location. By prior arrangement enforcement can take place at residential properties where there is a single lease holder/owner, these are shown on an APCOA maintained property list.		Provided vehicle not causing an obstruction, if evidence of loading/unloading heavy bulky items seen and no other parking place available for vehicle nearby a 5 minute observation must be given.	If evidence of picking up and setting down passengers seen, allow as long as is necessary. If no evidence seen, issue instant PCN.	Cleansing and refuse vehicles collecting rubbish from the side of the road, this applies to Southwark and commercial refuse companies	Emergency Service vehicles during the course of their duties (Fire Service, Police and London Ambulance Service).	Service, Police, London Ambulance Service).
30	O F	Parked for longer than permitted	Casual + 5 mins	Removal 30 mins after issue of PCN 60 mins if permit seen		Unless exemption to enforcement below applies: PCN with 5 minute observation when returned to vehicle location after casual observation of 30 minutes, 1 hour, etc. Exception of those displaying a valid Disabled Badge or Health Emergency Badge , in which case vehicle must not be removed.		If evidence of picking up or setting down passengers and their luggage observed a maximum of 40 minutes is allowed, driver must be with vehicle.	If the meter is in penalty during controlled hours, do not issue for first and last 5 minutes of controlled hours.	Evidence of commercial vehicle loading/unloading observed in which case 40 minutes casual observation must be given before PCN issued. Does not apply if meter out of order. Give 40 minutes casual observation to commercial vehicles even if no loading activity is seen. Long wheel-based vehicles that do not fit into one bay are still permitted to load/unload.	A vehicle displaying a valid Disabled badge.	A vehicle displaying a valid Southwark Identifier Board or highways and Utilities Committee Board.
		3 loggings 300 issued to vehicles that park for longer than permitted on a yellow line displaying a disabled badge										
40		Parked in a designated disabled persons parking place without clearly displaying a valid disabled persons badge	Instant	Removal immediate		Instant PCN (vehicles should initially be moved on if driver present). Vehicles should be removed immediately with the exception of those displaying a valid Disabled Badge or Health Emergency Badge in which case vehicle should be relocated to nearest available space. Do not remove Diplomatic vehicle registration mark – issue a PCN and seek authorization to relocate only.	Note: The above also applies to vehicles displaying an expired Disabled Badge or AD permit, but vehicles displaying an altered badge should be issued with an instant PCN	Displaying valid European Blue Disabled Badge or Southwark AD permit with timeclock.	If evidence of picking up or setting down passengers and their luggage observed, allow for as long as necessary. If no evidence seen, issue an instant PCN and authorise for removal.	Royal Mail vehicles delivering/collecting postal packets.	Emergency Service Vehicles during the course of their duties (Fire Service, Police, London Ambulance Service).	a vehicle displaying a valid Health and Emergency Badge.
47		Stopped in a restricted bus stop	Instant	Removal immediate		Instant PCN (vehicles should initially be moved on if driver present) unless exemption below applies. Authorise for removal unless displaying a valid Disabled Badge or Health Emergency Badge in which case vehicle should be relocated to the nearest altern		Vehicle being used for building demolition, excavation or construction; scaffolding lorries and glaziers carrying out work in or adjacent to street.	Emergency Service Vehicles during the course of their duties (Fire Service, Police, London Ambulance Service).	Vehicles used in connection with building operations, highway maintenance etc.		
48		Stopped on a restricted area outside a school during term time	Instant	Removal immediate		Instant PCN (vehicles should initially be moved on if driver present) unless exemption below applies. Authorise for removal unless displaying a valid Disabled Badge or Health Emergency Badge in which case vehicle should be relocated to the nearest altern		Vehicle being used for building demolition, excavation or construction; scaffolding lorries and glaziers carrying out work in or adjacent to street.	Emergency Service Vehicles during the course of their duties (Fire Service, Police, London Ambulance Service).			

49		Parked wholly or partly on a cycle track not enforced at the moment			Instant PCN (vehicles should initially be moved on if driver present) unless exemption below applies. Authorise for removal unless displaying a valid Disabled Badge or Health Emergency Badge in which case vehicle should be relocated to the nearest altern		Vehicle being used for building demolition, excavation or construction; scaffolding lorries and glaziers carrying out work in or adjacent to street.	Emergency Service Vehicles during the course of their duties (Fire Service, Police, London Ambulance Service).	Vehicles used in connection with building operations, highway maintenance etc.		
55		A commercial vehicle parked in a restricted street in contravention of the overnight waiting ban	5 mins		A 40 minute casual observation period should be given to Heavy Goods Vehicles followed by an additional 5 minutes constant observation to establish if the vehicle is in the process of being loaded/unloaded. If no evidence of loading activity then observed, instant PCN. If loading observed, repeat the process. This does not apply to coaches. Check back of vehicle to see if vehicle attended before commencing enforcement. Full notes to be made by the parking attendant.	Signage Required on same street	Coaches are allowed to remain parked in designated coach bays.				
61	24c	A heavy commercial vehicle wholly or partly parked on a footway verge or land between two carriageways diagram 7.5 tons or more	Instant		Instant PCN (vehicles should initially be moved on if driver present) unless exemption below applies. Authorise for removal unless displaying a valid Disabled Badge or Health Emergency Badge in which case vehicle should be relocated to the nearest altern	Note 1: Footway is defined as any part of an urban road over which the public have right of access on foot and includes private land, crossovers and pavement lights etc unless a physical barrier prevents access (it does not include footpaths or private roads). The same enforcement applies to vehicle crossovers and pavement lights as it does to pavement parking Note 2: Parking attendants can and should remove the covers from vehicles to take enforcement action. Full notes to be made.	Evidence of loading or unloading goods in areas where there are no loading restrictions, when to leave the vehicle wholly on the carriageway would cause obstruction to other traffic. Give 40 minutes casual observation. If vehicle still in situ after 40 minutes observation, PCN should be issued. Vehicle should be attended at all times for safety reasons so that vehicle can be moved to assist pedestrians, partially sighted persons, parents with pushchairs etc. If the vehicle is unattended, an instant PCN should be issued	Notification has been received that special permission has been given by Southwark Parking Operations for the vehicle to park on footway in areas where loading/unloading is prohibited.	Vehicles used in connection with building operations, highway maintenance etc.	(1) Vehicle being used for building demolition, excavation or construction; scaffolding lorries and glaziers carrying out work in or adjacent to street.	
62	24c	Parked with one or more wheels on any part of an urban road other than a carriageway diagram	Instant	Removal immediate	Instant PCN (vehicles should initially be moved on if driver present) unless exemption below applies. Authorise for removal unless displaying a valid Disabled Badge or Health Emergency Badge in which case vehicle should be relocated to the nearest altern	Note 1: Footway is defined as any part of an urban road over which the public have right of access on foot and includes private land, crossovers and pavement lights etc unless a physical barrier prevents access (it does not include footpaths or private roads). The same enforcement applies to vehicle crossovers and pavement lights as it does to pavement parking Note 2: Parking attendants can and should remove the covers from vehicles to take enforcement action. Full notes to be made.	Evidence of loading or unloading goods in areas where there are no loading restrictions, when to leave the vehicle wholly on the carriageway would cause obstruction to other traffic. Give 40 minutes casual observation. If vehicle still in situ after 40 minutes observation, PCN should be issued. Vehicle should be attended at all times for safety reasons so that vehicle can be moved to assist pedestrians, partially sighted persons, parents with pushchairs etc. If the vehicle is unattended, an instant PCN should be issued	Notification has been received that special permission has been given by Southwark Parking Operations for the vehicle to park on footway in areas where loading/unloading is prohibited.	Vehicles used in connection with building operations, highway maintenance etc.	Vehicles used by and for the purpose of erecting/dismantling scaffolding or glazing, where there is a safety risk to the public.	
99		Stopped on a pedestrian crossing and/or area marked by zig zags	Instant	Removal immediate	Instant PCN (vehicles should initially be moved on if driver present) unless exemption below applies. Authorise for removal unless displaying a valid Disabled Badge or Health Emergency Badge in which case vehicle should be relocated to the nearest altern		Emergency Service Vehicles during the course of their duties (Fire Service, Police, London Ambulance Service).				
PCN Codes Car Parks											
82		Parked after expiry of paid for time in a car park	Instant	No Removal	Unless exemption to enforcement below applies: Instant PCN if meter in 4 minutes penalty or more. Exception of those displaying a valid Disabled Badge or Health Emergency Badge.	Note 1: If a note is left by driver indicating meter not working/coins not registering the Parking Attendant must report fault to engineer. No enforcement to be taken until meter is repaired. Full notes of action taken to be recorded by the parking attendant.	If evidence of picking up or setting down passengers and their luggage observed a maximum of 40 minutes is allowed, driver must be with vehicle.	If the vehicle is in penalty during controlled hours, do not issue for first and last 5 minutes of controlled hours.	A vehicle displaying a valid Disabled badge.	A vehicle displaying a valid Health and Emergency Badge.	A vehicle displaying a valid Southwark Permit that allows the vehicle to park on a meter.
83		Parked in a car park without clearly displaying a valid P+D tkt	5 mins	No Removal	Unless exemption to enforcement below applies: exception of those displaying a valid Disabled Badge or Health Emergency Badge.	Note 1: If a note is left by driver indicating meter not working/coins not registering the Parking Attendant must report fault to engineer. No enforcement to be taken until meter is repaired. Full notes of action taken to be recorded by the parking attendant.	If evidence of picking up or setting down passengers and their luggage observed a maximum of 40 minutes is allowed, driver must be with vehicle.	A vehicle displaying a valid Disabled badge.	A vehicle displaying a valid Health and Emergency Badge.	A vehicle displaying a valid Southwark Permit that allows the vehicle to park on a meter.	If vehicle is overhanging the bay (2 wheels or more are outside of the bay and not touching the bay markings), issue Code 24 unless vehicle is preventing another vehicle from using an adjacent meter space or is causing an obstruction, ie is a hazard or is affecting traffic flow. In which case issue instant 26 PCN and authorise for removal.
87		Parked in a disabled persons parking space without clearly displaying a valid disabled persons badge	Instant	No Removal	Instant PCN (vehicles should initially be moved on if driver present).	Note: The above also applies to vehicles displaying an expired Disabled Badge or AD permit, but vehicles displaying an altered badge should be issued with an instant PCN	Displaying valid European Blue Disabled Badge or Southwark AD permit with timeclock.	If evidence of picking up or setting down passengers and their luggage observed, allow for as long as necessary. If no evidence seen, issue an instant PCN and authorise for removal.	Royal Mail vehicles delivering/collecting postal packets.	Emergency Service Vehicles during the course of their duties (Fire Service, Police, London Ambulance Service).	a vehicle displaying a valid Health and Emergency Badge.
New Restrictions					Warning Notices for 5 working days after the introduction of lines and signs. No removals for 10 working days after the introduction of lines and signs.						
Re-instated Restrictions					Warning Notices for 2 working days after the re-introduction replacement of lines and signs if missing for less than 6 months. If the restrictions are residential parking bays and have been missing for longer than 6 months then 5 working days should be given before PCN (with at least twice warnings issued) and no removals for 10 working days from re-instatement.						

