

Issued to all Local Authorities via email

Our ref:  
PCN Guidance

Date:  
17 February 2023

Dear Sir / Madam

**ROAD TRAFFIC ACT 1991    REVIEW OF PENALTY CHARGE NOTICE FOR  
PARKING ENFORCEMENT    REVISED GUIDANCE - EFFECTIVE 1 APRIL 2023**

This revised guidance is only applicable to those local authorities in Scotland which have a decriminalised parking regime (DPE). It is being copied to other local authorities for information only.

In light of this the Scottish Ministers hereby issues revised guidance to local authorities in Scotland with a decriminalised parking regime notifying them of revised levels of the maximums that can be charged for penalty charges notices. Given the current financial climate, the Scottish Government would urge local authorities to be aware of the implications of this increase may have on members of the public and advise that local authorities be mindful to use the lower limit where appropriate.

**From the 1<sup>st</sup> April 2023**, the maximum amounts payable by a motorist issued with a Penalty Charge Notice (PCN) may now be in the range of:

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<b>Level of PCN</b>	<b>Paid within 14 Days</b>	<b>Paid between 15 days and service of Notice to Owner</b>	<b>Paid between issue of Notice to Owner and service of charge certificate</b>	<b>Paid after service of charge certificate</b>
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