

ANNUAL REPORT AND ACCOUNTS 2020/21

STATISTICS AT A GLANCE

746



CORPORATE MEMBERS

536



INDIVIDUAL MEMBER
(INCLUDING CORPORATE
INDIVIDUAL MEMBERS)

886



CAR PARKS INSPECTED
BY OUR AREA MANAGERS

12



BEYOND PARKING
PODCASTS

15



15 GOVERNMENT CONSULTATION
RESPONSES SUBMITTED

20+



BPA MEETING PLACE
WEBINARS

195

(264 registrations)

ANNUAL CONFERENCE LIVE
ATTENDEES



50k+



NHS FREE PARKING
PLATFORM USERS

623



PARKING
QUALIFICATIONS
AWARDED

6,088



ENQUIRIES HANDLED
BY OPERATIONAL SERVICES

48,389

POPLA APPEALS HEARD

POPLA
Parking on Private Land Appeals



CHAIRMAN'S MESSAGE

NIGEL WILLIAMS

At the time of writing in June 2021, the Coronavirus pandemic continues to have profound effects on economic activity and to shake communities across the globe. Throughout these difficult times, I have been immensely proud of how our BPA community has come together (virtually) to work together in navigating these challenging times. I would in particular like to thank our talented staff team who continue to go above and beyond to maintain and expand services to our members.

While the pandemic has shaken the Association, due to our sustained investment in membership support, strong financial reserves, and our culture of continuous innovation we have been able to navigate this crisis from a position of relative strength and we are hopeful that when we fully emerge on the other side we will be well placed to grow and thrive again.

While the pandemic has been a huge event for the sector it is not the only challenge that the parking sector is facing this year; the recent government response on the Parking Code of Practice Enforcement Framework has substantial implications for the private parking sector and our Association. It is crucial that this framework build upon the work we have done to raise standards over recent years and does not unintentionally undo this good work. We are working at all levels of government to address this issue and seek a more measured and reasonable response.

While the challenges have been large, 2020/21 was a remarkable year for our Association as we transitioned

to an almost entirely virtual network with the adoption of new methods, technologies and approaches to continue our key activities: member engagement; information management; auditing and compliance; technology, innovation and research; data standards; and the Positive Parking Agenda.

Our Association's staff and members are recognised as thought leaders who are helping to shape the future of the parking and mobility sectors. We are working with local and national government and other key stakeholders across a whole range of projects to create a smarter, cleaner, safer and more accessible transport network with parking and kerbside management as core elements.

The Alliance for Parking Data Standards (APDS) and the DfT's TRO-Discovery initiative continue to make rapid progress and are well placed to facilitate the development of sustainable multi-modal travel and real time digital information for parking and transport decision making.

Due to the effects of the pandemic we were unable to run our usual routine of physical events, but we have responded to the crisis by developing a range of virtual events, webinars, discussion panels and conferences, to continue the knowledge sharing which makes our Association so successful, with most of these events being free for members.

Despite the disruption caused by the pandemic we are delighted that our corporate membership remains strong at around 750 members. We aim to build upon this success and are

continuing to develop the benefits of Individual Membership and encouraging more business to sign up to Corporate Individual Membership.

Everything we do as an Association is only possible because of the support of our members who continue to donate generously with their time and talents to deliver on our vision of Excellence in Parking for All. In particular I would like to thank our Service Board members, my fellow Council members and Board Directors for their continuing hard work, advice and enthusiasm. It is a genuine honour and pleasure to work with you all.

Finally, I would like to urge you to play an active role in your Association, to bring forward new ideas and new perspectives. We need your input now more than ever to help guide our priorities and plan our future. As we hopefully move out of lockdowns and away from the need to socially distance, I know that our Association is well placed to continue to ensure that your voice is heard at the highest levels of government and lead the parking sector into a bright future. And with your continued support, I know it will be even brighter.



CHIEF EXECUTIVE'S REVIEW

ANDREW PESTER

Reflecting on the last year, I believe it has been one of the most challenging that our Association has had to face in its 50 year history. The pandemic has brought substantial disruption and uncertainty to our members and the wider sector. These are truly extraordinary times, and we have risen to the challenge, supporting our members and adapting to their evolving needs.

We continue to be a listening Association. Never before has our BPA Community been so valuable. We've made new connections and engaged with our members to ensure we have the best understanding of their issues and priorities.

We are an active Association. Our level of political engagement is now higher than ever. As well as working with government and stakeholders in dealing with the pandemic, our lobbying priorities continue to cover a range of issues, including the UK government response on the Parking Code Enforcement Framework, and the proposals to drastically reduce the deterrent effect of parking charges on private land, which would have far-reaching implications for our BPA community, motorists, and landowners.

We are a resilient Association. As we have continued to navigate through the pandemic, I am so proud and humbled by the dedication of our staff team to adopt new and creative approaches to support our BPA community. As we reflect on the last financial year there are three themes that characterise our activities:

1. Member support

We have redoubled our focus on developing added value for members, and shaping our priorities to meet their evolving needs. We have:

- Established a new suite of online services, known as The Meeting Place, which includes webinars, podcasts, member resources and virtual community groups. This resource won the 'Best Membership Engagement' Award at the Association Awards
- Pivoted our physical events schedule to deliver over 40 virtual meetings and events, including our first ever virtual Annual conference and Scottish exhibition
- Supported members in financial difficulty and introduced payment plans for membership fees
- Collaborated with all the local government associations across the UK and London Councils to keep current our Parking and Traffic Management Operational Advice for local authorities
- Supported local authorities to deliver the Positive Parking Agenda, to build public understanding of the value of effective parking management, and its contribution to society
- Enhanced our Individual Membership offering to provide professional recognition and a range of career development opportunities including access to hundreds of e-learning courses, mentoring scheme and jobs board

- Continued to deliver engaging and relevant content which our members value such as Parking News and our wide suite of tailored member communications

- Deepened our strategic partnerships with key stakeholders via ongoing meetings, correspondence and lobbying.

2. Leading our profession

Our reputation and strong credibility within government is well documented. Policy makers continue to be vocal about their support for our activities which we are uniquely able to provide given the diversity and expertise of our Association. This year we have:

- Strengthened our political relationships with government to inform policy and responded to a growing number of requests to provide information and solutions
- Continued our work with local and national government across a whole range of projects to create a smarter, cleaner, safer and more accessible transport network with parking and kerbside management as core elements. We are grateful to have received government funding to grow our active travel scheme - Park Active
- Influenced the government's development and delivery of the Parking (Code of Practice) Act 2019 which underpins our campaign for a standard setting body, a single code of practice, and a single independent appeals service. We continue to press government to



CHIEF EXECUTIVE'S REVIEW CONTD. ANDREW PESTER

reconsider its proposal to drastically reduce charges in order to maintain a sufficient deterrent and ensure effective parking management

- Assisted the government with the development of its car parking policy and strategy, and the delivery of the manifesto commitment to provide free parking for vulnerable people at hospitals in England
- Built up our relationships with government in the devolved nations, supporting our Scottish, Welsh and Northern Irish members, whose strong groups provide a local focus
- Continued to raise standards through the management and innovation of key sector accreditations including the AOS, SPS and DPA
- Raised over £1500 for Macmillan to support Cancer patients and their families.

3. Building for the future

Despite the significant challenges facing us, I am optimistic. As we look to the future it will be an exciting time to work in a sector that can, and must, play a leading role in people having smarter travel choices as well as evolving consumer expectations. We are well equipped to do this.

Our collaboration with the International Parking and Mobility Institute and the European Parking Association to form the International Alliance for Parking Data Standards (APDS), continues to make strong progress towards a

global data sharing standard to enable the parking community to support the development and deployment of connected and autonomous vehicles.

Our BPA community – working together

As our lives continue to evolve in the face of the pandemic it has been no surprise to see our incredible BPA community come together virtually to engage and connect in record numbers. It has never been more important to share experiences, knowledge and ideas to help tackle unprecedented challenges and seize new opportunities.

We will continue to embrace the innovation displayed over the last year to adapt to the significant challenges and opportunities facing us. We remain focused on member support and the resilience of our Association.

Thank you for your continued support and being part of our wonderful BPA community.



STATEMENT FROM HEAD OF FINANCE OUTLINING FINANCIAL YEAR END POSITION *LESLEY BRADFORD*

On behalf of The Board of the British Parking Association (BPA) I am pleased to comment on the finances of the association for 2020/21 and our plans for 2021/22.

When we set our budgets for 2020/2021 in March 2020 the outlook was very uncertain because of the Covid-19 pandemic. We therefore took a prudent approach and assumed no revenues for events and sponsorships. The revenue budgets were set at £53,600 deficit with £116,000 from reserves into several key member support initiatives.

The pandemic had a significant impact on our activities which included the cancellation of our physical events programme including Parkex 2020. Given the difficult financial situation we decided to use the government furlough scheme which supported approximately 45% of our staff costs up to December 2020. This measure combined with robust cost management throughout the year has enabled us to end this extraordinary period in a solid financial position. Our Auditors have confirmed a year end surplus of £16,122 with reserves at £866,051.

The significant investment in our CRM database since 2018/19 proved to be an excellent investment as enabled us to offer more innovative online services and make a smooth transition to homeworking for our staff team.

Our focus over the last year has remained on membership services. We have adopted new and creative approaches to support our members. 'The Meeting Place', our new suite of

digital resources was developed in collaboration with members over the year and includes webinars, podcasts and online discussions.

We have offered support to members facing financial difficulties due to the pandemic. This included payment plan options. This approach was greatly welcomed and enabled a number of members to retain membership who otherwise might not have been able to do so. We will continue to do this throughout 2021/22.

Overall, our membership levels remained strong during the financial year. A number of Local Authorities have also secured their membership for the next 3 years through our membership assurance scheme. We continue to focus on member engagement, information management as well as professional development and building the individual membership. We finished the year with 536 individual members including our Corporate Individual Members.

Membership of the Approved Operator Scheme has remained broadly stable at 108. Careful cost management resulted in a positive financial outcome for the Scheme. Looking ahead, the implementation of the Parking (Code of Practice) Act 2019 will impact our sector and AOS activities. We are continuing to work closely with government and other key stakeholders to push for a positive outcome. Covid-19 restrictions meant that our Area Managers were unable to inspect potential new locations for the Safer Parking Scheme (SPS) and the number of sites declined by 7% to 4,577. This situation is likely to improve as restrictions ease and we explore

and implement a number of potential enhancements to the scheme. The Disabled Parking Accreditation continues to flourish with 865 accreditations and costs broadly in line with budget.

Our Directors, Council members and staff team have worked extremely hard throughout the year to support our members during the pandemic and to adjust to this post-Covid world. With a vibrant and diverse BPA community we continue to deliver on our vision: "To achieve excellence in parking for all".

To conclude, I would like to thank our Auditors, Mazars LLP, for the advice and guidance they provide on many aspects of our finances, in addition to their statutory duties.

INDEPENDENT AUDITOR'S STATEMENT TO THE MEMBERS OF THE BRITISH PARKING ASSOCIATION

The above data is only an extract summary of information relating to the Income and Expenditure account and the Balance sheet.

The full financial statements were approved, and authorised for issue, by the Board on 28 June 2021, and signed on their behalf by the Members of the Board. They will be delivered to the Registrar of Companies. The financial statements have been audited by a statutory auditor, Mazars LLP, who have issued an unqualified report on the full financial statements and on the consistency of the Members of Council's Report with those financial statements. Their report on the full annual financial statements contained no statement under sections 498(2)(a) 498(2)(b) or 498 (3) of the Companies Act 2006.

For more information on the finances of the Association we recommend that you read the Members of Council's report and full financial statements. Copies may be obtained from Lesley Bradford, Head of Finance, by email at lesley.b@britishparking.co.uk

Independent Auditor's Statement to the Members of Council of the British Parking Association

We have examined the summarised financial statements of the British Parking Association for the year ended 31 March 2021 which comprise the extracts from the Income and Expenditure Account and the Balance Sheet set out on page 8.

This statement is made, on terms that have been agreed with the Association, solely to the Association in order to meet the requirements of the Companies Act 2006. Our work has

been undertaken so that we might state to the Association those matters we have agreed to state to it in such a statement and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Association for our work, for this statement, or for the opinions we have formed.

Respective responsibilities of Members of Council and auditors

The Members of Council are responsible for the preparation of the summarised financial statements in accordance with applicable UK law. Our responsibility is to report to the Association our opinion on the consistency of the summarised financial statements on page 8 within the Annual Report with the statutory Members of Council's Report and Financial Statements and the relevant requirements of section 427 of the Companies Act 2006.

We also read the other information contained within the Annual Report and consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the summarised financial statements.

Basis of opinion

We conducted our work in accordance with Bulletin 2008/3 The auditor's statement on the summary financial statement issued by the Auditing Practices Board. Our separate report on the Association's statutory Members of Council's Report and Financial Statements for the year ended 31 March 2021 describes the basis of our opinion on those Financial Statements.

Opinion

In our opinion, the summarised financial statements set out on page 8 are consistent with the statutory Members of Council's Report and Financial Statements for the year ended 31 March 2021 and complies with the applicable requirements of section 427 of the Companies Act 2006 and the regulations made thereunder.

We have not considered the effects of any events between the date on which we signed our report on the full statutory Members of Council's Report and Financial Statements (31 July 2021) and the date of this statement.

Mazars LLP

*Chartered Accountants
and Statutory Auditors*
6 Sutton Plaza
Sutton Court Road
Sutton Surrey
SM1 4FS

MEMBERS OF THE BOARD'S REPORT FOR YEAR ENDING 31 MARCH 2021

MEMBERS OF THE BOARD'S RESPONSIBILITIES STATEMENT

The Members of the Board are responsible for preparing the Members of the Board's Report and the financial statements in accordance with applicable law and regulations. Company law requires the Members of the Board to prepare financial statements for each financial year. Under that law the Members of Council have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Members of the Board must not approve the financial statements unless they are satisfied that they give a true and fair view of the state

of affairs of the company and of the surplus or deficit of the company for that period. In preparing these financial statements, the Members of the Board are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and accounting estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Members of the Board are responsible for keeping adequate accounting records that are sufficient

to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BOARD MEMBERS 2020-21

BPA Board (1st April 2020 – 31st March 2021)

- Z. Ali
- M. Anfield
- D. Fennell-Connell (elected Nov 2020)
- C. Greely
- P. Hammer
- N. Lester-Davis (Until Nov 2020)
- G. Osner
- A. Patel
- G. Rose
- R. Walker
- N. Williams
- J. McArdle (President - ex officio)
- Mike Marris (Vice President - ex officio)

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDING 31 MARCH 2021

	2021 £	2020 £
INCOME	3,200,534	4,664,600
Direct costs of activities	<u>(2,205,240)</u>	<u>(3,792,846)</u>
GROSS SURPLUS	995,285	871,754
Administrative expenses	<u>(1,020,509)</u>	<u>(1,071,114)</u>
OPERATING (DEFICIT)	(25,224)	(199,360)
Loss on investment portfolio	41,346	(21,817)
Interest receivable and similar income	-	6,128
SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES BEFORE TAXATION	16,122	(215,049)
Tax on surplus on ordinary activities	-	-
Surplus/(deficit) for the financial year	<u>16,122</u>	<u>(215,049)</u>

BALANCE SHEET AS AT 31 MARCH 2021

	£	2021 £	£	2020 £
FIXED ASSETS				
Intangible assets		135,655		180,733
Tangible assets		30,428		38,751
Investments		317,174		175,905
Debtors due after more than 1 year		<u>74,902</u>		<u>94,732</u>
		558,159		490,121
CURRENT ASSETS				
Debtors	485,482		831,655	
Cash at bank and in hand	<u>631,435</u>		<u>584,940</u>	
	1,116,917		1,416,595	
CREDITORS	<u>(683,989)</u>		<u>(983,658)</u>	
Amounts falling due within one year				
NET CURRENT ASSETS		<u>432,928</u>		<u>432,937</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		991,087		1,064,978
CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR		(125,036)		(73,129)
PROVISIONS FOR LIABILITIES				
Deferred tax		-		-
NET ASSETS		866,051		849,929
CAPITALS AND RESERVES				
Other reserves		566,406		477,470
General reserves		<u>299,645</u>		<u>372,459</u>
		<u>866,051</u>		<u>849,929</u>

ACHIEVEMENTS



Completed the first ever UK wide research into public perceptions of parking to provide deeper insights that will help our members improve the parking experience. We will continue to share data with members and the public, guiding our approach to improving the sector.

Launched the Selfish Parker campaign to help members raise awareness of inconsiderate and anti-social parking which our consumer research told us is one of the biggest frustrations people have when parking in their communities.



parkactive

Developed and launched Park Active to support the delivery of active travel options tailored to local needs, aiming to improve public health, reduce congestion and pollution and provide support for high streets and city centres across the country.

Launched a professional development framework to provide development opportunities and innovative learning experiences to set the standard for enhanced cultural change across our sector.



Launched a mentoring scheme that seeks to allow experienced members to pass on their knowledge, experience, and expertise to newer members to help them to succeed in the sector.

Held our first ever virtual Annual Conference across three days with a range of engaging content and speakers outlining the future development of the parking sector.



Continued to develop the Alliance for Parking Data Standards (APDS) with the International Parking and Mobility Institute and European Parking Association. The APDS aims to develop manage and promote a uniform global standard for the sharing of parking data across platforms worldwide.

Awarded The Association Awards Best Membership Engagement 2020 for The BPA Meeting Place. We held over 20 webinars for members providing knowledge and insight into the parking profession. The judges noted it was "A prime example of what a trade association can do for its members with clear objectives and a deliverable plan and success metrics".



Awarded the Special Jury prize at the 2020 British Parking Awards for our partnership with the Department for Transport's (DfT), GeoPlace and Ordnance Survey on a work programme of standardising and digitising Traffic Regulation Orders to facilitate the development of Connected and Autonomous Vehicles.

Continue to hold the prestigious Investors in People (IiP) Gold Award allowing us to further build leadership capabilities and drive value added across all our membership activities.



Supported local authorities to deliver the Positive Parking Agenda, to build public understanding of the value of effective parking management, and its positive contribution to society.

Raised over £1500 for Macmillan which went to support Macmillan's care and support for people with cancer and their families.



Campaigned for better control of footway parking alongside Guide Dogs, Living Streets, Disabled Motoring UK, and the Local Government Association.