

ANNUAL REPORT AND ACCOUNTS 2019/20

STATS AND FACTS

Parkex

2,923 100

ATTENDEES
2019

EXHIBITORS
2019

766



CORPORATE
MEMBERS

687



INDIVIDUAL MEMBER
(INCLUDING
CORPORATE
INDIVIDUAL MEMBERS)

914



CAR PARKS
INSPECTED
BY OUR AREA
MANAGERS

6,088



ENQUIRIES HANDLED
BY OPERATIONAL SERVICES

40+



ARTICLES WRITTEN
FOR TRADE MAGAZINES

623



PARKING
QUALIFICATIONS
AWARDED

20



20 GOVERNMENT CONSULTATION
RESPONSES SUBMITTED TO EIGHT
DEPARTMENTS

40+



FACE TO FACE MEETINGS WITH MPS,
MINISTERS AND GOVERNMENT
DEPARTMENTS

83



EVENTS AND MEMBERSHIP
LED MEETINGS

195



REGISTERED FOR
THE ANNUAL
CONFERENCE

40+



TOOK PART IN 25
RADIO AND TV PROGRAMMES

68,038

POPLA APPEALS HEARD

POPLA
Parking on Private Land Appeals



CHAIRMAN'S MESSAGE

NIGEL WILLIAMS

At the time of writing in June 2020, the Coronavirus pandemic has stalled economic activity and upended communities around the globe. These are extraordinarily difficult times, but I am proud to say that our BPA community has come together (virtually) and is finding ways to cope with this unprecedented situation. I would particularly like to thank our talented staff team who have gone to extraordinary lengths to overcome significant obstacles and maintain service to our members.

Our sustained investment in membership support, our strong financial reserves, and the culture of continuous innovation we have developed over the last five years means that we face this global crisis from a position of relative strength.

2019/20 was another excellent year for our association with a continued focus on our key activities: member engagement; information management; auditing and compliance; technology, innovation and research; data standards; and the Positive Parking Agenda.

The association has always been eager to transform perceptions of parking. And whilst the media paint a general picture of dissatisfaction, we commissioned a ground breaking piece of research revealing what the public really think to provide deeper insights that will help our members improve the parking experience, change public attitudes and bust some commonly held myths.

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 are helping to facilitate sustainable multi-modal travel and provide real time digital information to inform parking and transport decisions before, and during, any journey.

In 2019/20 we provided you and your fellow members with a choice of around 80 high quality events. Each one an opportunity to connect with colleagues and identify new resources and services. We have been able to offer many of these events free of charge.

Our new CRM system is now firmly embedded, It is enabling us to offer more innovative on-line services that are tailored to your specific needs and thus further enhance the value of membership. We have developed a series of webinars and invested in improvements to our resource library to meet the growing demand for online services. This online capacity has proven essential to maintaining service during the pandemic.

Last year, for the first time in our history, we reached the milestone of 750 corporate members. Membership continues to grow. This year we have built on this success by expanding and enhancing the benefits of Individual Membership and launching Corporate Individual Membership. The latter allows the staff of Corporate members who sign up, to engage directly with our association and benefit from initiatives such as free e-learning and has quickly reached a total of 687.

None of our achievements would be possible without the generosity of our members who donate their time and share their talents to help us deliver on our vision of *Excellence in Parking for All*. I would particularly like to thank our Service Board members, my fellow Council members and Board Directors for their hard work, advice and continued enthusiasm. It is a genuine honour and pleasure to work with you all. I would like to recognise Manny Rasores for his service as a BPA Board member and congratulate our new BPA Board Director Zulfiqar Ali on his election.

As we pass our 50th anniversary and look to the next half century we continue to work hard to ensure that your voice is heard at the highest levels of government. I urge you to play an active role in our association and to bring forward new ideas and new perspectives. We need your input to guide our priorities and plan our future.



CHIEF EXECUTIVE'S REPORT

ANDREW PESTER

This has been another strong year for our association. Our membership reached record levels and we continued to invest in supporting our membership community. As the year was drawing to a close, it became clear that the Covid-19 crisis would have an unprecedented impact on our world, our own sector and of course our Association.

I would like to reassure you that our Association is well placed to weather this crisis. Financially we are in a strong position and operationally we have been able to react quickly to the crisis. I have been so impressed by the willingness of our staff team to adopt new and creative approaches to support our amazing members. As we reflect on the last financial year there are three themes that characterise our activities:

1. Supporting our members

We have focused on continuing to develop added value for members, and shaping our priorities to meet their evolving challenges. We have:

- Successfully delivered around 80 member led meetings and events across the UK, including our flagship event, Parkex, the biggest parking show in Europe
- 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
- Expanded our focus on research with the commissioning of our first public perceptions of parking to provide

deeper insights to help our members improve the parking experience

- 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 our influential Parking Forum and key campaigning initiatives such as obstructive pavement parking and persistent evaders.

2. Leading our profession

Our reputation and growing 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
- Influenced the new Parking (Code of Practice) Act 2019 in line with our calls for a standard setting body, a single code of practice, and a single independent appeals service. We continue to work with stakeholders to help ensure its delivery achieves a positive outcome for all
- Represented members at meetings of the Department of Health and Social Care's Hospital Car Parking Programme Board
- 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
- Raised over £8000 for Marie Curie to support people with terminal illnesses and their families.

3. Building for the future

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 as we approach 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: a thriving membership and a strong association

Our talented staff team were once again recognised, receiving a prestigious Investors in People (IiP) Gold Award. The opportunity to be benchmarked against the very best performing organisations allows us to further build leadership capabilities and drive value added across all our membership activities.

We are in a period where we, our members and society more generally are facing significant challenges, as we have done periodically throughout our 50 year history. Membership support remains our top priority as we work together to find a path through this situation and beyond. We need to also learn lessons and harness the creativity that will continue to emerge as we adapt our ways of working – including new ideas on virtual networking to promote accessibility and diversity of our governance.

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*

As Head of Finance of the British Parking Association (BPA) I am pleased to comment on the finances of our association for 2019/20, and our plans for 2020/21.

Our budgets for 2019/20 were set at breakeven across the various workstreams in line with our "not for profit" status. Due to the substantial surplus outcome for 2018/19 we budgeted to invest a total of £266,000 from reserves into several key member support projects across the association's activities.

It has been another strong year for the association and our auditors have confirmed a year end outcome of £215,049 deficit, due to the budgeted spend from reserves outlined above. Going into 2020/21 our reserves remain robust at £849,929.

Our events programme secured strong sponsorship again this year, which helped us to deliver high quality, relevant membership events.

Corporate membership numbers across the categories increased from 749 in March 2019 to 766 in March 2020. Our Corporate Individual membership increased from 174 in March 2019 to 688 in March 2020.

The number of Safer Parking Scheme (SPS) sites remains stable at around 4910.

The Approved Operator scheme (AOS) performed well with 60,422 Appeals heard, compared to 48,038 for the same period last year.

COVID-19

As we moved towards the end of our financial year, it became clear that the effects of the COVID-19 crisis would have a severe and unprecedented impact on the association. The BPA Board instigated weekly meetings to monitor the situation and ensure that everything possible was being done to mitigate the effects of the pandemic, to protect our association and enable it to continue supporting our members.

The investment in the new CRM system has proven to be an excellent one. The system has performed well and has allowed us to move staff quickly into efficient home working and to develop new and creative ways of working. It has enabled us to minimise the disruption in the service to our members.

Given the significant challenges facing our sector and our members we quickly offered support to those members facing financial difficulties such as payment plan options. We will continue to do so throughout 2020/21.

Working with the accounting division of our Auditors, Mazars, we have created a 12-month cashflow forecast model, which, as we progress further into the new financial year, will allow us to monitor our cashflow as we navigate our way through and beyond the changing COVID-19 situation.

We enter this new financial year in better shape than many other not for profit organisations. As you would expect of a modern association, we are continuously adapting our ways of working to ensure that we continue to deliver excellent member benefits. I am confident that the proposals in the 2020/21 budgets are appropriate and sustainable.

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 financial data presented in this report 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 15 July 2020, 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 2020 which comprise the extracts from the Income and Expenditure Account and the Balance Sheet set out on page 7.

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 7 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 2020 describes the basis of our opinion on those Financial Statements.

Opinion

In our opinion, the summarised financial statements set out on page 7 are consistent with the statutory Members of Council's Report and Financial Statements for the year ended 31 March 2020 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 2020) 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 2020

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;
- 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 2019-20

BPA Board (1st April 2019 – 31st March 2020)

- Z. Ali (elected Nov 2019))
- M. Anfield
- C. Greely
- P. Hammer
- N. Lester-Davis
- G. Osner
- A. Patel
- M. Rasores de Toro (till Nov 2019)
- G. Rose
- R. Walker
- N. Williams
- Z. Ali (President - ex officio till July 2019)
- J. McArdle (President - ex officio)

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDING 31 MARCH 2020

| | 2020 £ | 2019 £ |
|--|-------------------------|----------------------|
| INCOME | 4,664,600 | 4,184,407 |
| Direct costs of activities | <u>(3,792,846)</u> | <u>(3,070,523)</u> |
| GROSS SURPLUS | 871,754 | 1,113,834 |
| Administrative expenses | <u>(1,071,114)</u> | <u>(1,087,666)</u> |
| OPERATING SURPLUS | (199,360) | 26,218 |
| Loss on investment portfolio | (21,817) | (2,278) |
| Interest receivable and similar income | 6,128 | 2,470 |
| SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION | <u>(215,049)</u> | <u>26,410</u> |
| Tax on surplus on ordinary activities | - | (4,900) |
| Surplus for the financial year | <u><u>(215,049)</u></u> | <u><u>21,510</u></u> |

BALANCE SHEET AS AT 31 MARCH 2020

| | £ | 2020 £ | £ | 2019 £ |
|---|------------------|-----------------------|--------------------|-------------------------|
| FIXED ASSETS | | | | |
| Intangible assets | | 180,733 | | 118,259 |
| Tangible assets | | 38,751 | | 45,634 |
| Investments | | 175,905 | | 97,722 |
| Debtors due after more than 1 year | | 94,732 | | - |
| | | <u>490,121</u> | | <u>261,615</u> |
| CURRENT ASSETS | | | | |
| Debtors | 831,655 | | 1,138,469 | |
| Cash at bank and in hand | <u>584,940</u> | | <u>1,214,892</u> | |
| | 1,416,595 | | 2,353,361 | |
| CREDITORS | | | | |
| Amounts falling due within one year | <u>(983,658)</u> | | <u>(1,549,998)</u> | |
| NET CURRENT ASSETS | | <u>432,937</u> | | <u>803,363</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>923,058</u> | | <u>1,064,978</u> |
| CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR | | (73,129) | | - |
| PROVISIONS FOR LIABILITIES | | | | |
| Deferred tax | | - | | - |
| NET ASSETS | | <u><u>849,929</u></u> | | <u><u>1,064,978</u></u> |
| CAPITALS AND RESERVES | | | | |
| Other reserves | | 477,470 | | 475,792 |
| General reserves | | <u>372,459</u> | | <u>589,186</u> |
| | | <u>849,929</u> | | <u>1,064,978</u> |

THE BRITISH PARKING ASSOCIATION IN PICTURES 2019-20



THE BRITISH PARKING ASSOCIATION IN PICTURES 2019-20



ACHIEVEMENTS



Continued to develop the Alliance for Parking Data Standards (APDS) with the International Parking and Mobility Institute and European Parking Association, to develop, promote, manage and maintain a uniform global standard to allow organisations to share parking data across platforms worldwide.

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.



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

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.



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

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



Produced the Beyond Parking video animation which has been viewed over 450k times showing how the parking community is evolving towards a brighter future

Raised over £8000 for Marie Curie which helped our chosen charity to provide care and support to people with terminal illnesses and their families



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

Raised awareness of Park Mark and the need for safer parking.



Held over 80 meetings for members to get the latest insight into the parking profession, and network with like-minded colleagues and stakeholders.

Continually represented the views of members in local and national media and responded to over 20 government consultations and 40 articles published in trade magazines.



Delivered three highly influential Parking Forum events to engage government and stakeholders in discussions on parking and transport matters.

Reached a new high of 766 corporate members and 687 Individual Members (including Corporate Individual Members)

