

REPORT TO: CITY DEVELOPMENT COMMITTEE – 31 OCTOBER 2022

REPORT ON: SECURE ON-STREET RESIDENTIAL CYCLE PARKING

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 266-2022

1 PURPOSE OF REPORT

1.1 This report proposes the introduction of a new scheme to provide secure on-street cycle parking for residents of the city.

2 RECOMMENDATION

2.1 It is recommended that the Committee:

- a approves the acceptance of the tender price submitted by Cyclehoop Ltd in the amount of £165,000 with allowances amounting to £60,000 giving a total cost of £225,000; and
- b delegates the Head of Sustainable Transport & Roads to establish and implement a placement strategy as outlined in Section 6 of this report.

3 FINANCIAL IMPLICATIONS

3.1 Capital Costs - Supply and Installation

a The Executive Director of Corporate Services has confirmed that funding for the supply and installation of the secure cycle storage units is available as detailed in Appendix 1. External funding has been secured from the Air Quality Action Plan Grant and the Cycling Friendly Social Housing Partnership Fund which complements funding allocated in the Council's Capital Plan. Capital funding will cover design, supply and installation costs in year one.

3.2 Revenue Cost - Management and Operation

- a A fee of £6.00 per space, per month will be charged by Cyclehoop to users to cover ongoing management, maintenance, and administration costs.
- b A number of cycle storage units will be located within the lower percentile of data zones in the Scottish Index of Multiple Deprivation (SIMD) and Dundee City Council will apply for external funding with the aim to subsidise rental costs within these areas.

3.3 Council Liabilities

- a Dundee City Council will retain ownership of the cycle storage unit asset and take responsibility to remediate any accidental or deliberate damage that falls out with the 10-year warranty cover, where economically viable.
- b A small number of parking spaces are expected to be required to accommodate the cycle storage unit but there is predicted to be no net impact on parking revenue.

4 BACKGROUND

4.1 The introduction of a residential cycle parking scheme is a key element of the Council's Sustainable Transport Strategic Delivery Framework, the development of which was approved by the City Development Committee on 7 March 2022 (Committee Report 63-2022 refers).

- 4.2 The 2019 Scottish Household Survey data suggests that Dundee has the lowest levels of bike ownership among all local authorities in Scotland, with 80% of households in the city not having access to a bike.
- 4.3 Dundee has a high proportion of its population living in older tenement properties which have limited space available for cycle storage. Often the tenements have narrow central stairwells that can present constraints for storing and moving bicycles and, where cycles are stored in communal space this can cause an obstruction.
- 4.4 The introduction of secure cycle storage will assist in overcoming barriers to bike ownership, and the ability of residents to travel more sustainably and lead more active, healthier lives.
- 4.5 By offering convenient and safe cycle storage at ground level the project will provide many of the benefits associated with active travel including reduced car journeys, improved air quality, reduced noise pollution and better long-term physical/mental health.
- 4.6 A procurement exercise was completed in September 2022 and three bids were received from suppliers of the cycle storage solutions. Tenders were assessed on a 60% quality and 40% cost basis. Quality elements included security features, customer service and public engagement, functionality and maintenance. Three submissions were received and the "BikeHangar" solution offered by Cyclehoop was scored the highest.

5 SECURE ON-STREET CYCLE PARKING

- 5.1 The Cyclehoop "Bikehangar" unit will provide six accessible, secure, weather resistant cycle parking spaces (image of shelter shown in Appendix 2). The internal rack is designed to park and secure all types of bicycles with a wide range of wheel sizes. The rack can also be adapted to provide storage for cargo bikes, trikes and other non-standard cycles. The long-term storage of these larger bikes will be accommodated at Greenmarket and Olympia multi-storey car parks from next year.
- 5.2 Cyclehoop will charge its users a fee as set out above, alongside a £25 key deposit that will be refunded when the membership is cancelled, and the access key is returned to the operator. This fee covers the management and pre-planned maintenance of the scheme. The management service includes:
- hosting the Council's rental portal on their website;
 - mapping the locations;
 - updating availability of spaces;
 - promotion of facilities;
 - dealing with phone and email enquiries;
 - processing applications;
 - liaising and reporting to the Council;
 - advice of securely locking the bicycle;
 - allocation of keys and posting welcome packs
 - collection of rental fees and deposits; and
 - dealing with problems such as lost keys or damage.
- 5.3 Residents interested in using the cycle storage in Dundee can request a space via a website operated by Cyclehoop that provides a live update on locations where storage has been installed and the availability of space within them. Users who have no internet access can also call to register their interest and Cyclehoop will take their application over the phone.

- 5.4 The Cyclehoop scheme is extremely popular across the UK and the occupancy rates for over 3,500 on-street units is currently 92%. Cyclehoop successfully manage schemes in both Glasgow (140 units) and Edinburgh (90 units) with the company's warehouse and distribution centre based in Kirkcaldy.
- 5.5 Two planned maintenance visits will be carried out each year by Cyclehoop, this includes full inspection, wash-down, lubrication, tightening of bolts and sweeping out any rubbish and leaves. Residents will also be able to report any maintenance issues to Cyclehoop via email or phone and the maintenance team will aim to resolve within 24 hours.

6 PLACEMENT OF CYCLE STORAGE

- 6.1 Given the relative novelty of this initiative, and the unfamiliarity of the units to the residents of Dundee, at this early stage it is difficult to accurately assess the likely demand for bike storage across the city. Accordingly, the distribution of storage units will be decided by a project implementation group of Dundee City Council officers in conjunction with Cyclehoop. Potential sites will be assessed using Cyclehoop's established formula and the following criteria
- proximity to areas of high household density;
 - "propensity to Cycle" data available to Dundee City Council;
 - proximity to current or future cycle infrastructure; and
 - ease of specific site installation.
- 6.2 Site specific street surveys will be conducted to ascertain the suitability of each location for a secure cycle unit. Where off-street locations can be used without compromising pedestrian movement or impacting negatively on the public realm these will be used. In some locations, units may be secured on the road carriageway and may require the removal of on-street parking bays. An allocation for minor works is included within the overall project costs. Once sites have been identified they will be shared with emergency services, elected members and community groups for further comment. Neighbourhood services will also be consulted to avoid any impact on refuse collections.
- 6.3 The Cycling Friendly Social Housing Partnership Fund was applied for and the Council's application to the fund identified that units would be installed in Lochee, Douglas, St Marys and Menziesshill. While these localities will be prioritised, there is the flexibility to install the units at any suitable site in any part of the city.
- 6.4 Should a storage unit have low interest in use within the first few months, further work will be undertaken by Cyclehoop and Dundee City Council to promote availability of the units within the local community. Storage units that remain undersubscribed after an extended period of promotion may be subject to relocation.
- 6.5 Storage units located in a Conservation Area will require planning permission and applications will be managed by the project team with any fees met by the project costs.
- 6.6 The contract is for a five-year period for the management and maintenance of the units. The contract also allows for the supply and installation of further units to expand the scheme if successful and funding is available.

7 POLICY IMPLICATIONS

- 7.1 This report has been subject to an Integrated Impact Assessment to identify impacts on Equality & Diversity, Fairness & Poverty, Environment and Corporate Risk. A positive impact on one or more of these issues was identified. An appropriate Senior Manager has checked and agreed with this assessment. A copy of the Integrated Impact Assessment showing the impacts and accompanying benefits of/mitigating factors for them is attached to this report at Appendix 3.

8 CONSULTATIONS

- 8.1 The Council Leadership Team have been consulted in the preparation of this report and are in agreement with its content.

9 BACKGROUND PAPERS

- 9.1 None.

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Head of Sustainable Transport & Roads

Author: James Mullen

Robin Presswood
Executive Director of City Development

Dundee City Council
Dundee House
Dundee

7 October 2022

APPENDIX 1

PROJECT	Secure On-Street Residential Cycle Parking				
PROJECT NUMBER	PROC/CD/09/22				
PROJECT INFORMATION	The works comprise the supply, installation, management and maintenance of 40 secure on-street cycle storage units.				
ESTIMATED START AND COMPLETION DATES	November 2022 March 2023				
TOTAL COST	Contract				£165,000.00
	Non-contract allowances				£60,000.00
	Total				<u>£225,000.00</u>
FUNDING SOURCE	Capital Plan 2022-27/Community Safety & Justice/ Active Travel Infrastructure - £82,100.00 Air Quality Action Plan Fund - £50,000.00 Cycling Friendly and Social Housing Development Fund - £92,900.00				
BUDGET PROVISION & PHASING	2022/2023				£225,000.00
ADDITIONAL FUNDING	None.				
REVENUE IMPLICATIONS	None.				
POLICY IMPLICATIONS	There are no major issues.				
TENDERS					
	Contractor	Submitted Tender	Corrected Tender	Quality Ranking	Cost/Quality Ranking
	Cyclehoop Ltd	£165,000.00	-	1	1
	Grease Monkey Cycles	£180,000.00	-	2	2
	Lockit Safe Ltd	£124,000.00	-	3	3
RECOMMENDATION	To accept the tender with the highest-ranking score for Cost (40%) and Quality (60%) from Cyclehoop Ltd.				
SUB-CONTRACTORS	None				
BACKGROUND PAPERS	None.				

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APPENDIX 2



Cyclehoop "Bikehangar" Storage Unit

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APPENDIX 3

Integrated Impact Assessment

Committee Report Number: 266-2022

Document Title: Secure On-Street Residential Cycle Parking

Document Type: Other

Description:

City Development Committee Report 266-2022

Intended Outcome:

N/A

Period Covered: 01/11/2022 to 01/11/2027

Monitoring:

A monitoring plan will be developed to collect data on storage usage and experience.

Lead Author:

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Director Responsible:

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Street, DUNDEE, DD1 1QE

Equality, Diversity And Human Rights

Impacts & Implications

Age: Positive

Cycling is evidenced to have multiple benefits for all ages including: access to employment, leisure, education, retail and healthcare facilities; improved physical and mental wellbeing; economic benefit to local shops; improved air quality and greenhouse gas emissions; reduction in noise pollution, and many more.

Access to cycle storage at home is a significant barrier to people cycling in Dundee, as evidenced in the Dundee Walking and Cycling Index 2021 (53% of people say access to cycle storage would help them cycle more).

Lack of storage is more likely to affect people in less affluent areas, in flatted and especially tenemented residential developments; it is these areas that the scheme will target, the residents of which will benefit the most from this scheme. A concessionary scheme will be explored to allow people of lower incomes to access the service at a discount.

In addition, people from more marginalised and discriminated-against groups in society are far more likely to live in more deprived areas due to the discrimination they face - and in addition are less likely to cycle. They will also especially benefit from this scheme.

People with health issues such as those related to inactivity or mental health will also particularly benefit from the scheme as will those who are physically unable to carry bikes upstairs to store them.

Disability: Positive

Cycling is evidenced to have multiple benefits for all ages including: access to employment, leisure, education, retail and healthcare facilities; improved physical and mental wellbeing; economic benefit to local shops; improved air quality and greenhouse gas emissions; reduction in noise pollution, and many more.

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Gender Reassignment: Positive

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Marriage & Civil Partnership: Positive

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Pregnancy & Maternity: Positive

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benefit to local shops; improved air quality and greenhouse gas emissions; reduction in noise pollution, and many more.

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Race / Ethnicity: Positive

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Religion or Belief: Positive

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Sex: Positive

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Sexual Orientation: Positive

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Are any Human Rights not covered by the Equalities questions above impacted by this report?

No

Fairness & Poverty

Geographic Impacts & Implications

Strathmartine:	Positive
Lochee:	Positive
Coldside:	Positive
Maryfield:	Positive
North East:	Positive
East End:	Positive
The Ferry:	Positive
West End:	Positive

Positive Implications (Strathmartine):

All wards in Dundee will be targeted by the scheme, and wards with a higher proportion of SIMD areas will be targeted more heavily.

Positive Implications (Lochee):

All wards in Dundee will be targeted by the scheme, and wards with a higher proportion of SIMD areas will be targeted more heavily.

Positive Implications (Coldside):

All wards in Dundee will be targeted by the scheme, and wards with a higher proportion of SIMD areas will be targeted more heavily.

Positive Implications (Maryfield):

All wards in Dundee will be targeted by the scheme, and wards with a higher proportion of SIMD areas will be targeted more heavily.

Positive Implications (North East / Whitfield):

All wards in Dundee will be targeted by the scheme, and wards with a higher proportion of SIMD areas will be targeted more heavily.

Positive Implications (East End / MidCraigie):

All wards in Dundee will be targeted by the scheme, and wards with a higher proportion of SIMD areas will be targeted more heavily.

Positive Implications (The Ferry):

All wards in Dundee will be targeted by the scheme, and wards with a higher proportion of SIMD areas will be targeted more heavily.

Positive Implications (West End):

All wards in Dundee will be targeted by the scheme, and wards with a higher proportion of SIMD areas will be targeted more heavily.

Household Group Impacts And Implications

Looked After Children & Care Leavers: Positive

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Carers: Positive

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Lone Parent Families: Positive

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Single Female Households with Children: Positive

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Greater number of children and/or young children: Positive

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Pensioners - single / couple: Positive

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Unskilled workers or unemployed: Positive

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Serious & enduring mental health problems: Positive

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Homeless: No Impact

Drug and/or alcohol problems: Positive

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Offenders & Ex-offenders: Positive

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Socio Economic Disadvantage Impacts & Implications

Employment Status: Positive

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Education & Skills: Positive

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Income: Positive

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Caring Responsibilities (including Childcare): Positive

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Affordability and accessibility of services: Positive

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Fuel Poverty: Positive

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Cost of Living / Poverty Premium: Positive

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Connectivity / Internet Access: Positive

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Income / Benefit Advice / Income Maximisation: Positive

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Employment Opportunities: Positive

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Health: Positive

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Life Expectancy: Positive

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Mental Health: Positive

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Overweight / Obesity: Positive

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Child Health: Positive

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Neighbourhood Satisfaction: Positive

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Transport: Positive

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Environment

Climate Change Impacts

Mitigating Greenhouse Gases: Positive

The scheme will allow more people to travel sustainably, reducing GHG emissions

Adapting to the effects of climate change: Positive

Through predicted effects such as crop failure, drought and war, climate change will increase household costs for many; providing people with storage for affordable, sustainable transport will help people to adapt to this.

Resource Use Impacts

Energy efficiency & consumption: Positive

Enabling more people to travel sustainably will reduce fossil fuel that is burned in the propulsion of motor vehicles. Cycles are the most efficient form of transportation, with ~98% of the energy used in pedalling going towards propelling the cycle.

Prevention, reduction, re-use, recovery or recycling of waste: No Impact

Sustainable Procurement: No Impact

Transport Impacts

Accessible transport provision: Positive

Space will be provided for adapted cycles in the hangers

Sustainable modes of transport: Positive

This is a sustainable transport scheme

Natural Environment Impacts

Air, land & water quality: Positive

Reduction in car traffic through encouraging sustainable modes will have positive impact on air, water and land quality, with associated benefits for biodiversity.

Biodiversity: Positive

Reduction in car traffic through encouraging sustainable modes will have positive impact on air, water and land quality, with associated benefits for biodiversity.

Open & green spaces: No Impact

Built Environment Impacts

Built Heritage: Positive

Hangers are of a design that is sympathetic to the built environment and can be painted in a range of heritage colours, as well as artworks where appropriate. Hangers are of an unobtrusive form and more in-keeping with built environment than parked cars and hence provide a positive change to the streetscape.

Housing: Positive

Hangers will reduce use of stairwells for cycle storage, reducing clutter and making stairwells safer, more pleasant and easy to clean. They will also reduce the need for residents to store cycles in their flats, increasing useable floor area.

Is the proposal subject to a Strategic Environmental Assessment (SEA)?

No further action is required as it does not qualify as a Plan, Programme or Strategy as defined by the Environment Assessment (Scotland) Act 2005.

Corporate Risk

Corporate Risk Impacts

Political Reputational Risk: Positive

Promoting and encouraging sustainable transport, and implementing this scheme is part of the administration manifesto and aligns with combatting the climate emergency. This is a scheme which will help people from disadvantaged, deprived and marginalised backgrounds the most.

Economic/Financial Sustainability / Security & Equipment: No Impact

Social Impact / Safety of Staff & Clients: No Impact

Technological / Business or Service Interruption: No Impact

Environmental: Positive

Through encouraging clean, sustainable transport, there will be environmental benefits.

Legal / Statutory Obligations: No Impact

Organisational / Staffing & Competence: No Impact

Corporate Risk Implications & Mitigation:

The risk implications associated with the subject matter of this report are "business as normal" risks and any increase to the level of risk to the Council is minimal. This is due either to the risk being inherently low or as a result of the risk being transferred in full or in part to another party on a fair and equitable basis. The subject matter is routine and has happened many times before without significant impact.

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