

# Transport and Environment Committee

10.00 am, Thursday, 23 May 2024

## Secure On-Street Cycle Parking progress update

Executive/routine  
Wards

### 1. Recommendations

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- 1.1 It is recommended that the Transport and Environment Committee:
  - 1.1.1 Notes this update on the Secure Street Cycle Parking project.
  - 1.1.2 Agrees the proposed subsidy trial, noting that funding is available in 2024/25 only.

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## Secure On-Street Cycle Parking progress update

### 2. Executive Summary

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- 2.1 This report updates Committee on the Secure On-Street Cycle Parking project. This includes an update on Phase One and Two installation, details of management and future contract arrangements, and details of proposed subsidy trial.

### 3. Background

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- 3.1 Since April 2023, 72 more units have been installed. This takes the total to 180 units and completes Phase One of the project.
- 3.2 The Council's target is for 380 units to be operating in Edinburgh by 2025, with 200 to be delivered as Phase Two.
- 3.3 Users pay a monthly charge of £6 to Cyclehoop, £1 of which is placed in a contingency fund to spend on repairs and maintenance. In addition, users pay a £25 initial key deposit.
- 3.4 The units are owned by the Council, with the administration and maintenance of the scheme carried out by Cyclehoop. The contract with Cyclehoop will end on 14 January 2025.
- 3.5 In May 2023, Committee approved a motion that agreed:
- 3.5.1 In the run-up to contract renewal a report should be brought to Committee which includes the option of bringing the service in-house.
- 3.5.2 To provide an update on how residents on low incomes (or registered disabled) could access the scheme at a significant reduction, funded by the income to the scheme whilst protecting the £1 levy for maintenance.
- 3.5.3 That use of the cycle hangar charges should not exceed the cost of any resident parking permit, and to provide budget information detailing the costs of a subsidy that would bring cycle hangar charges below car parking charges. Information was requested on how this could potentially be funded and is to include exploring the possibility of lowering charges by insourcing the Secure On-Street Cycle Parking project.

- 3.5.4 To bring forward proactive proposals to increase awareness of the future roll-out of additional secure on-street cycle parking.
- 3.6 The motion also requested a report detailing the methodology for the weighted ranking system being used to determine prospective sites for secure on-street cycle parking. This was [provided](#) to Committee in August 2023 .

## 4. Main report

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- 4.1 In the lead up to January 2025, the Council will explore options for the future management of secure on-street cycle parking, including retendering the contract for administration and maintenance of the scheme, or bringing administration and maintenance of the scheme in-house.
- 4.2 Currently £1 of the £6 per month charge is ringfenced by Cyclehoop for repairs and maintenance. At the current number of spaces and assuming full occupancy, this is £12,960 per annum. This fund has not been fully utilised to date, as the units are new and in good condition, but it is expected that repairs and replacements will increase as the units age.
- 4.3 Based on the current charging model, it is not possible to financially support use of the scheme by residents on low income using scheme income whilst protecting the £1 levy for maintenance.

### **Subsidy**

- 4.4 £60,000 of revenue funding from SEStran's People and Places Grant Fund received by the Council has been set aside to support a subsidy trial for this financial year (2024/25).
- 4.5 It is proposed that this funding is spent on:
- 4.5.1 Reducing the cost of all units by 50% to £36 per year, marginally lower than the cheapest residents parking permit, which costs £36.50;
  - 4.5.2 Further reducing the cost of units located in Scottish Index of Multiple Deprivation (SIMD) decile 1-3 areas to £18 per year, a reduction of 75%; and
  - 4.5.3 Subsidising the initial deposit for units located in SIMD decile 1-3 areas from £25 to £10 to reduce the potential financial barrier.
- 4.6 The table below provides a summary of the financial cost of the subsidy for each of the three proposals above. Costs are based on estimated installation dates and assume full capacity.

Cost of 50% subsidy	Phase 1	£ 38,880
	Phase 2	£ 12,636
Cost of subsidy for low SIMD areas	Phase 1	£ 1,944
	Phase 2	£ 1,580
Cost of deposit subsidy for low SIMD	Phase 1	£ 1,620
	Phase 2	£ 2,340
<b>Total</b>		<b>£ 59,000</b>

- 4.7 A 100% subsidy is not recommended as this would mean there would be no incentive for a user to remove a cycle that was not being used.

### Communication Plan

- 4.8 The Council has prepared a communications plan that aims to increase awareness of the scheme in the lower deciles of the SIMD (1-3) where there has been a lower number of requests relative to other equally densely populated parts of the city.
- 4.9 There will be promotional activities to raise awareness of the scheme in high density areas of the city in deciles 1-3 of the SIMD, including emails to stakeholders and local amenity groups, adverts on social media, and lamppost wraps in target areas.

## 5. Next Steps

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- 5.1 The options for the future administration and management of the scheme will be presented to Committee in the autumn.
- 5.2 Availability of funding to provide a subsidy beyond 2024/25 financial year to support lower-income residents and reduce the cost below the cost of a resident parking permit will also be explored.

## 6. Financial impact

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- 6.1 The full cost of Phase Two is approximately £920,000. See the table below for a breakdown the grants awarded.

Funder	Amount
<b>Sustrans</b> Places for Everyone	£564,620
<b>SEStran</b> People & Place	£205,500
Council's capital budget (ATInP)	£149,880
	<b>£920,000</b>

- 6.2 While the Council has received funding the cover the cost of the subsidy trial this financial year, there is currently no funding secured for continuing this in future years.
- 6.3 The cost of maintain the subsidy will increase in future years as more units become operational. The cost of subsidising all units installed as part of Phase One and Two by 50% would be approximately £82,000 per annum, and the additional cost to

subsidise units in low SIMD areas by 75% would be approximately £4,000 (Appendix 2 provides further information).

- 6.4 The financial impact of taking the administration of the scheme in-house will be reported to a future meeting of Committee.

## **7. Equality and Poverty Impact**

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- 7.1 Socio-economic implications have been identified for those unable to afford a cycle hangar space given the current fees. The Main Report explains this issue and includes possible subsidies to mitigate adverse impacts.
- 7.2 The project helps address issues of victimisation due to high levels of crime, in this case bike theft. Some families have been victims of bike theft numerous times before coming to the scheme. The project explicitly promotes equal opportunities for the elderly, children and certain types of disabled people who can use the units to store a bicycle where it would otherwise be impossible. By reducing the number of bikes in stairs it can help foster good relations between neighbours as cluttered stairs are known to occasionally cause friction. Groups such as the elderly who may struggle due to problems carrying bikes up multiple floors can benefit most from the scheme.
- 7.3 Within Phase Two, it is intended to install three cargo bike units in areas of tenements or other multi storey buildings without private gardens where storage is an issue.

## **8. Climate and Nature Emergency Implications**

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- 8.1 The project contributes to emission reduction targets by encouraging people to switch to a non-emitting transport mode, cycling.
- 8.2 It allows some people to cycle who would otherwise be unable to do so due to storage issues in certain types of property.
- 8.3 The Council does not site any units on green space, to avoid reduction of biodiversity.

## **9. Risk, policy, compliance, governance and community impact**

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- 9.1 There is a risk that by subsidising some users of the scheme based on geographic locations of SIMD deciles that some people in higher deciles feel the subsidies are unfairly distributed.
- 9.2 Many locations for Phase 2 installation will require a Traffic Regulation Order (TRO) which includes statutory consultation of stakeholders, elected members and local residents.

## **10. Background reading/external references**

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- 10.1 Secure On-Street Cycle Parking Project – Further Expansion, [report](#) to Transport and Environment Committee on 22 April 2021
- 10.2 Secure On-Street Cycle Parking Project – Progress Report, [report](#) to Transport and Environment Committee on 18 May 2023

## **11. Appendices**

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- Appendix 1 Current Scheme Arrangements
- Appendix 2 Costs of potential subsidy to reduce cycle storage below lowest resident car parking permit and to support lower income residents



## **Appendix 1**

### ***Administration and maintenance duties – currently undertaken by Cyclehoop***

- Providing and operating an online portal to allow members of the public to note interest or sign up to an available space.
- Maintaining waiting lists and allocating spaces when they become available.
- Communicating with users to coordinate relocation, repairs, and return of deposits.
- Promoting the units to ensure available space is utilised effectively if demand is not present.
- Taking payment from users, either monthly or annually.
- Issuing, replacing, and redistributing keys when a new user takes over a space from an existing user or when a key is lost.
- Fixing any material issues within 3 days of notification, and resolving any issues which prevent users' access to their cycles within 24 hours of notification.
- Servicing and cleaning units bi-annually.
- Liaising with relevant council team to remove graffiti.

### ***Internal procedural duties – currently undertaken by the Council***

- Analysing data and filing monthly user number reports.
- Monitoring use of the contingency fund.
- Contacting Cyclehoop to organise repairs and maintenance issues that are reported directly to the council.
- Liaising between Cyclehoop and a contractor/Council team when units need to be temporarily relocated, for example during roadworks.
- Notifying neighbours of temporary relocations.
- Arranging Temporary Traffic Regulation Orders/Notices and/or parking suspensions for relocations.
- Answering questions about the scheme from stakeholders and the public.



## Appendix 2

### Costs of potential subsidy to reduce cycle storage below lowest resident car parking permit and to support lower-income residents.

**Table 1:** Cost of subsidising all units in the current financial year (2024/25).

	No. of units	No. of spaces*	Cost of 50% subsidy
Phase 1	180	1080	£ 38,880.00
Phase 2 - 1st rollout	42	252	£ 6,804.00
Phase 2 - 2nd rollout	158	948	£ 5,832.00
<b>Total</b>	<b>380</b>	<b>2280</b>	<b>£ 51,516.00</b>

\*Assuming 100% occupancy of cycle storage

**Table 2:** Cost of subsidising all units once they are all operational.

	No. of units	No. of spaces*	Cost of 50% subsidy
Phase 1	180	1080	£ 38,880.00
Phase 2	200	1200	£ 43,200.00
<b>Total</b>	<b>380</b>	<b>2280</b>	<b>£ 82,080.00</b>

\*Assuming 100% occupancy of cycle storage

**Table 3:** Cost of additional subsidy for units located in low SIMD deciles once they are all operational.

	No. of units in low SIMD areas	No. of spaces*	Additional cost of 75% subsidy
Phase 1	18	108	£ 1,944.00
Phase 2	26**	156	£ 2,106.00
<b>Total</b>	<b>44</b>	<b>264</b>	<b>£ 4,050.00</b>

\*Assuming 100% occupancy of cycle storage

\*\*Numbers of unit location within SIMD deciles 1-3 area in Phase 2 is an estimate based on assumed installation proposals