



Highways Committee

Wednesday 26 October 2016 at 7.00 pm

Board Room 2 - Brent Civic Centre, Engineers Way,
Wembley HA9 0FJ

Membership:

Members

Councillors:

Southwood (Chair)

Mashari (Vice-Chair)

Farah

Hirani

W Mitchell Murray

For further information contact: Joe Kwateng, Governance Officer
020 8937 1354, joe.kwateng@brent.gov.uk

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The press and public are welcome to attend this meeting

Agenda

Introductions, if appropriate.

Apologies for absence and clarification of alternate members

Item	Page
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1	Declarations of personal and prejudicial interests	
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Members are invited to declare at this stage of the meeting, any relevant personal and prejudicial interests and discloseable pecuniary interests in any matter to be considered at this meeting.

2	Minutes of the previous meeting	1 - 4
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3	Matters arising	
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4	Deputations	
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5	Cycle parking	5 - 28
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This report informs the Committee of current cycle parking arrangements, types of equipment provided and of levels of demand from residents. The report also provides information on the trial of bike hangars in Brent as a potential measure to provide secure cycle parking for residents that do not have suitable space to store their bikes at home.

Ward Affected: All Wards **Contact Officer:** Tony Kennedy, Head of Highways and Infrastructure

Tel: 020 8937 5151

tony.kennedy@brent.gov.uk

6	Wembley freight retiming pilot	29 - 34
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Over the next 20 years Brent is predicted to experience high levels of growth and it is expected that a significant proportion of this will be focussed in the Wembley Regeneration area. Wembley Park lies adjacent to the regeneration area, and could potentially be subject to increased levels of passenger and freight traffic. This report informs members of the investigating measures that will mitigate the predicted increase in freight traffic and contribute towards meeting the objectives of improved air quality, safer roads and better access for active modes (walking and cycling).

Ward Affected: Barnhill; Tokyngton **Contact Officer:** Aktar Choudhury, Operational Director, Regeneration

Tel: 020 8937 1764

aktar.choudhury@brent.gov.uk

7 Any Other Urgent Business

Notice of items to be raised under this heading must be given in writing to the Head of Executive and Member Services or his representative before the meeting in accordance with Standing Order 64.

8 Date of Next Meeting

The next meeting of the Highways Committee is scheduled for 25 January 2017.



Please remember to switch your mobile phone to silent during the meeting.

- The meeting room is accessible by lift and seats will be provided for members of the public.

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LONDON BOROUGH OF BRENT

MINUTES OF THE HIGHWAYS COMMITTEE Wednesday 16 March 2016 at 7.00 pm

PRESENT: Councillor Southwood (Chair), Councillor Mashari (Vice-Chair) and Councillors Denselow, McLennan and Moher

Also present: Councillor Nerva

1. **Declarations of personal and prejudicial interests**

Councillors Denselow and Southwood declared an interest in item 6 – Queens Park Area Parking Congestion Measures by virtue of being local ward councillors. Councillor Denselow declared a further interest in the item by virtue of his mother being chair of the local residents association.

2. **Minutes of the previous meeting**

RESOLVED:-

that the minutes of the previous meeting held on 20 October 2015 be approved as an accurate record of the meeting.

3. **Matters arising**

None.

4. **Deputations**

None.

5. **Petition – New Zebra Crossings in Chevening Road and Kingswood Avenue**

Members considered the report providing information on road safety improvements carried out recently in the area of Chevening Road and Kingswood Avenue and potential future pedestrian improvements in the vicinity of the local schools.

The Chair invited Mrs Thamer, a member of the Parent Teachers Association at Al-Sadiq and Al-Zahra schools accompanied by Mrs Kareem to present their petition. It was explained that parents feared an accident happening in the area of Kingsbury Avenue and Chevening Road and that it was difficult for small children to cross the busy Kingswood Avenue. Photos were circulated showing evidence of this.

It was explained that the schools were able to apply through the Council's traded services with schools for a school crossing patrol and the schools were encouraged to do this. However, whilst acknowledging the benefits this would have, it was pointed out that it was not just during school hours that events took place in the schools. Extended time periods for school crossing patrols would need to be investigated further as this would not be part of the terms and conditions of the traded service. Officers were asked to provide an explanatory note to Mrs Thamer on the means by which a school crossing patrol could be engaged.

Reference was made to the Islamia school development that would see it consolidated onto one site and the committee was advised that a transport assessment would be required as part of any submitted planning application.

Members were informed on the travel plans for each of the three schools in the area. Councillor Nerva, speaking as a ward member, asked for assurances that officers would ensure that ward councillors were included in their consultations with the schools in the area.

The chair summarised the position by explaining that the accident data did not make a strong case for the provision of a pedestrian crossing and there was no funding for this but this did not suggest that the area was potentially dangerous for children crossing the roads.

RESOLVED:

- (i) that the contents of the petition, previous road safety improvements and funding availability be noted;
- (ii) that officers be instructed to work with the local schools, residents' groups and ward councillors to consider and develop pedestrian accessibility improvements through assessments, and explore future funding opportunities to consult and fund identified improvements;
- (iii) that, subject to securing funding and the outcome of the consultation, the Head of Transportation be authorised to take the necessary steps to implement improvements, subject to addressing or reporting back to the Highways Committee any substantial objections received during the statutory consultation;
- (iv) that officers provide an explanation to the lead petitioner of how schools can apply through traded services for schools for a school crossing patrol.

6. Queens Park Area Parking Congestion Measures

The committee considered the report on the pilot parking initiative in the Queens Park area designed to help alleviate congestion outside local schools. A paper from the Queens Park Area Residents Association (QPARA) dated 17 January 2016 on the Salusbury Road schools pick up/drop off issues and another providing a commentary on the results of the survey carried out by the Council of travel to school modes and parents' response to questions had been previously circulated to members of the committee and copies were available at the meeting. The chair began by acknowledging that the lack of consultation with the residents association

had left them feeling excluded but that nevertheless action was needed to improve the problem. She invited Helen Dunsford from QPARA to speak on the matter.

Helen Dunsford stated that there were five schools within 250 metres of each other with a combined total of 1,500 pupils. This made the parking problems very difficult. The situation had come to a head during September 2015 when local councillors were invited to witness people parking on the bus stop, yellow lines and double parking, with Chevening Road jammed. She stated that officers had introduced the pilot scheme without consultation with residents which went against the Council's principles on parking. The free parking had encouraged additional cars into the area with a resulting increase in pollution and suggested this set a precedent areas around other schools. She urged the committee not to agree the proposals in the report. The committee was advised that different initiatives were considered according to the circumstances and so no general precedent was being set. The situation in the Queens Park area was the worst in the borough despite there being unused pay and display bays nearby. Members of the committee expressed concern that the pilot scheme rewarded poor behaviour by car drivers. With the increasing numbers of cars on the road the Council tried to encourage people not to use their cars to take children to school. This was healthy for the child and reduced pollution for local residents. The difficulty of the situation was recognised but it was felt that a fresh approach was needed in an effort to look for a solution that did not cause conflict between parents, schools and residents. Councillor Nerva addressed the committee as a ward member and expressed the hope that the proposals in the report were not agreed.

It was proposed that a local transport consortium should be gathered together to reconsider proposals for the area. The request was also made that the outcome of the discussion at the Highways Committee should be forwarded to the planning service to take into account on addressing the Islamia School proposals.

RESOLVED:

- (i) that the results of the pilot parking initiative trialled in the Queens Park area to help alleviate congestion outside local schools be noted;
- (ii) that the proposal to proceed to formal consultation on making parking free in the pay and display bays in Chevening Road and Kingswood Avenue, adjacent to Queens Park, between 15:00 and 16:30 be not agreed;
- (iii) that further to the meeting held on 20 January 2016 between officers, ward councillors, QPARA members and school representatives officers work towards establishing a transport consortium of local stakeholders to further discuss what solutions can be found to alleviate the congestion outside schools in the area and not to encourage car usage, in keeping with the council's wider transport strategies and to report back to the Highways Committee at its next meeting around June 2016;
- (iv) that consideration be given to how the outcomes from the discussions referred to in (iii) above can be used as a template for tackling wider issues across the borough concerning car usage and parking around schools;

- (v) That a report regarding issues related to parking around schools along with initiatives to address them be presented to the next Highways Committee.

7. Northwick Park car park: season ticket offer

Members considered the submitted report on proposals to achieve the income target for Northwick Park car park.

Members sought assurances that the car park would be operated on a cost neutral basis and that anybody wishing to visit the park would still be able to park. The committee was advised that the situation would be closely monitored but that it was very unlikely the car park would generate a profit. Users of the park would not be affected.

RESOLVED:

- (i) that statutory consultation on the introduction of limited season ticket parking for Northwick Park car park, as set out in paragraph 3.7 of the submitted report be authorised;
- (ii) that the Operational Director (Environment and Employment Services) be delegated authority to implement the season ticket parking scheme for Northwick Park car park subject to any minor alterations necessary following consultation with ward members and the Lead Member for Environment and to make any necessary subsequent amendments to existing traffic management orders;
- (iii) that a report showing the results of the monitoring information on usage of the car park and detailing the income received be submitted to the Highways Committee by the end of 2016.

8. Any Other Urgent Business


None.

9. Date of Next Meeting

It was noted that the date of the next meeting was subject to the agreement of the Council's municipal calendar for 2016/17.

The meeting closed at 8.35 pm

E SOUTHWOOD
Chair

 Brent	<p style="text-align: center;">Highways Committee 26 October 2016</p> <p style="text-align: center;">Report from the Head of Highways and Infrastructure</p>
For Action	Wards Affected: All
Cycle Parking	

1.0 SUMMARY

- 1.1 This report informs the Committee of current cycle parking arrangements, types of equipment provided and of levels of demand from residents.
- 1.2 It provides information on the trial of bike hangars in Brent as a potential measure to provide secure cycle parking for residents that do not have suitable space to store their bikes at home.

2.0 RECOMMENDATIONS

- 2.1 That the Committee notes the contents of this report and current cycle parking arrangements in the borough.
- 2.2 That the Committee notes and approves the type of cycle parking facilities that are provided.
- 2.3 That the Committee notes the outcome from the bike hangar trial and approves the prioritisation process detailed in this report.
- 2.4 That the Committee authorises the continued delivery of the cycle parking programme, subject to funding availability.

3.0 BACKGROUND

- 3.1 The Brent Cycling Strategy 2016-2021 clearly sets out the Council's aspiration to encourage and support cycling in the borough. The strategy's specific objectives were informed by a two stage public consultation process that engaged Brent

residents and other stakeholders regarding their views and priorities on cycling in the borough.

- 3.2 During consultation, many comments were received about the importance of secure cycle parking in supporting cyclists and encouraging residents to take up cycling. Some of these comments came from residents that have been victims of bike theft who informed us of their experiences and how this affects their travel choices on a daily basis. Others also raised concerns that their bike might be stolen if they left it parked on street. These comments are supported by the Mayor for London's 2013 Vision for Cycling, which raises the importance of secure cycle parking provision in encouraging cycling.
- 3.3 Officers have been advised by the Metropolitan Police that for the five year period between September 2011 and September 2016, there were 2756 reported cycle thefts in Brent. Over the last year there were 602 reported thefts. The figures could be significantly higher as many people do not report bike thefts. The Police also advised that hot spots are Northwick Park Hospital, sports centres and train stations including Willesden Junction, Stonebridge, Kilburn, Willesden Green, Queens Park and Wembley Central are hotspots. Also, that the Kilburn and Wembley areas have a high number of thefts.
- 3.4 Objective 4 of the Brent Cycling Strategy aims to improve access to cycling for all our residents and businesses. Specifically, the Cycle Strategy states that: "We will, in cooperation with residents and stakeholders, continue to identify the level and locations of demand for cycle parking facilities, find practical ways to meet these without unduly adding to street clutter and seek the necessary funding to deliver them. Particular attention will be paid to suitability of type of provision in locations such as new and existing residential areas, as well as high street locations, stations/transport interchange hubs, schools and employment hubs."
- 3.5 In 2014 the Council secured funding for providing cycle parking through Transport for London's Borough Cycle Programme. The three year programme allocated £25,000 for 2014/15, £24,000 for 2015/16 and £25,200 for 2016/2017. Initially it was planned to use the funding for standard cycle stands in town centres, high streets, near stations and other public amenities. However, following specific requests from residents and further research into different cycle parking facilities, the original plan was reconsidered and in consultation with the Lead Member for Environment, we piloted the use of bike hangars. Details of the 2014-2017 Cycle Parking Programme can be found in Appendix A.

4.0 DETAIL

Cycle Parking Provision

- 4.1 Cycle parking provision can broadly be divided into two categories:
- Cycle stands for short stay parking
 - Cycle stands for long stay parking

- 4.2 Short stay cycle parking is typically provided when visiting places like high streets, doctors' surgeries or leisure destinations such as restaurants or cinemas. For short stay cycle parking, standard cycle stands such as 'Sheffield' loop cycle stands may be appropriate and shelter from weather conditions may be less of a concern. The type of cycle stand used should support the bikes sufficiently allowing for them to be locked correctly with two locks securing the frame and both the front and the rear wheel. They should also provide sufficient support to avoid bikes falling over and cause an obstruction. In some locations space may be very limited and more innovative styles of cycle parking provision that make use of signposts, lamp columns or space along walls may be appropriate. These are usually loops that can be retrofitted to existing street furniture to provide a cycle parking facility.
- 4.3 Long stay cycle parking is typically provided at places of work or at public transport stations. Whilst some cyclists may undertake their entire commute to and from work by bike, many others cycle to public transport stations and leave their bike there for many hours. Good secure cycle parking provision that supports the bikes and ideally provides shelter from the elements encourages commuters to undertake part of the journey by bike and use public transport for the rest of their journey. At home cyclists require safe, lockable and sheltered spaces to store their bikes.
- 4.4 Cycle parking facilities and cycle stands can be provided as part of highway improvement schemes, or under the cycle parking programme. A list of the preferred cycle parking facilities can be found in Appendix B.

Bike Hangars

- 4.5 Bike hangars were developed in response to a growing demand for secure on street cycle parking provision in residential areas and are now increasingly popular in boroughs across London. Bike hangars offer a new service to residents as they provide safe and secure cycle parking near their homes. This is particularly important for those living in flats and on the upper floors of residential buildings. These residents would usually store their bikes within their homes, often having to wheel them through narrow corridors or carry them up the stairs posing a disincentive to purchase a bike and take up cycling. The alternative is to park their cycles on street for long periods increasing the risk of theft.
- 4.6 A bike hangar provides secure, lockable and sheltered parking space for six bikes taking up the area of half a car parking space. Within the hangar each bike can be individually locked to a stand. The hangar comes with a gas sprung door for easy access. The cycle hangars are provided and installed by Cycle Hoop who also maintain them and manage the allocation of spaces. Cyclists can currently rent a space in a hangar for an annual fee of £30 + vat per annum plus a returnable deposit of £25.

Demand

- 4.7 A comprehensive Cycle Parking Audit was commissioned and undertaken by the London Cycling Campaign who carried out similar surveys for other London boroughs. Officers identified key locations in town centres, near stations and sport venues across the borough; Brent being audited on a repeat basis in October 2014, May 2015, October 2015 and May 2016. For each location the audit recorded the following information;

- the number of stands,
- the style of provision,
- condition,
- number of bikes parked,
- any abandoned bikes, and;
- cycles locked to guard rail or fencing, sign posts and other street furniture as an indication of demand for cycle parking provision exceeding supply.

4.8 The results identified where additional provision is needed to satisfy demand, and also referenced to areas where cycling was a popular mode of travel from the 2011 census.

Programme

4.9 Officers considered the cycle parking audit, census data and comments from the Cycle Strategy consultation to develop our cycle parking programme.

4.10 In 2014 after a number of London boroughs such as Lambeth, Hackney and Southwark had introduced cycle hangars, we received a number of requests from residents asking for this facility in Brent. Officers considered a number of secure on-street parking facilities available on the market. They also visited other boroughs to learn of their experiences in providing bike hangars and, in consultation with the Lead Member for Environment, it was decided to pilot the use of bike hangars in the borough.

Bike Hanger Trial

4.11 Since 2014 there have been numerous requests for bike hangars from residents in the borough that have difficulty storing their bikes at home. These requests have been recorded and considered by officers for inclusion in the cycle parking programme.

4.12 Following increasing numbers of requests and to learn how bike hangars could potentially benefit residents in Brent, six bike hangars were installed as a pilot scheme, on the public highway and Brent Housing Partnership locations, in Kilburn, Brondesbury Park, Kensal Green and Dollis Hill wards during 2015/2016. Funding for these bike hangars was allocated by Transport for London through the Borough Cycling Programme. Locations were chosen applying a set of different criteria that varied according to the nature of the proposed sites but included:

- evidence of demand,
- direct requests, and
- availability of suitable space

- 4.13 On-street locations for three of the bike hangars was identified in Kilburn on Carlton Vale, Hazelmere Road and Tennyson Road were chosen for the pilot scheme following direct requests from local residents and officers assessment of potential sites. Officers identified suitable locations where there would be high demand and a minimal impact in reducing on street car parking capacity. These locations were chosen due to:
- a high population density,
 - high numbers of residents living in flats in terraced housing without access to secure outdoor spaces to park bikes, and;
 - a high percentage of residents cycling to work.
- 4.14 Public consultation was undertaken for all three sites with residents located within approximately 75 metres of the proposed sites receiving consultation documents. For the Tennyson Road and Hazelmere Road locations enthusiastic residents acted as 'champions' promoting the consultation process through speaking with their neighbours, explaining what a bike hangar is and why the Council is considering installing a bike hangar in their street. Also, what can be expected following the installation if the consultation is positive and how explaining residents can rent a space in the hangar. There was a good response rate for all three locations and indicating a high level of support with 48% (Tennyson Road), 56% (Carlton Vale) and 83% (Hazelmere Road) in favour respectively.
- 4.15 For the proposed location at Carlton Vale no champion could be identified and whilst a majority of respondents supported the proposed bike hangar, both the percentage of returned consultation forms and the approval rate were much lower than for the other two on-street locations.
- 4.16 The bike hangars were installed in January and February 2016 through the Borough Cycling Programme. A three year maintenance contract was also funded to encourage uptake and modal shift. Spaces in the hangars were offered to local residents following the following list of prioritisation criteria:
- Residents actively involved in promoting the bike hangar during the consultation process (names to be supplied by Brent Council)
 - Residents who requested the provision of a bike hangar in their area
 - Residents living locally and using their bike frequently
 - Residents without outdoor space to store their bike
 - Residents living on the first floor or above
 - Following the criteria listed above spaces were allocated on a first come first serve basis.

- 4.17 Officers also investigated reported cycle parking demand in a number of Brent Housing Partnership (BHP) managed estates. Locations were considered where residents had difficulty storing their bikes at home and three locations were identified in collaboration with BHP at;
- Cavendish Close estate in Brondesbury Park
 - Seymour Court estate in Dollis Hill
 - Longstone Avenue estate in Kensal Green

- 4.18 BHP managed the consultation process and the distribution of available spaces within the hangar.

Outcome

- 4.19 For the three on-street bike hangars in Kilburn, there has been a very positive response with all three hangars soon fully occupied although the hangar on Carlton Vale took a little longer to achieve this. Since installation Officers have received numerous requests for additional bike hangars in the area.
- 4.20 For the bike hangars on BHP estates, there has been a good uptake from the residents of Cavendish Close and Seymour Court. However, there has been a poor uptake for Longstone Avenue, despite numerous attempts to encourage residents to take up spaces and consideration is being given to relocating this facility.

Maintenance and management of Bike Hangars

- 4.21 Under the agreement Cycle Hoop will provide a management and maintenance service for the bike hangars including:
- a) Rental management
 - Website management
 - Mapping bike hangar locations
 - Updating availability of spaces
 - Dealing with phone and email enquiries
 - Processing applications
 - Liaising and reporting to the council / housing association
 - Allocation of keys and posting welcome packs
 - Collection of rental fees and deposits (if applicable)
 - Dealing with problems such as lost keys or damage etc.

b) Maintenance management

- Carry out two maintenance visits per year to inspect and check the Bike hangar is working and initiate any necessary repairs
- Clean the bike hangar including the clearing of any internal detritus and the exterior
- Report any relevant issues to the Council

4.22 The above maintenance and management arrangements continue following the initial 3 year subsidy period.

Resident Feedback

4.23 Feedback received to date from tenants of the on-street hangars and their management in Kilburn is predominately very positive and residents have asked for additional provision.

4.24 Residents did however raise some concerns regarding the visual impact of the hangar and anticipated lack of demand and potential vandalism.

4.25 However, since installation there have been no reports of damage or vandalism to the bike hangars.

4.26 Overall, officers have received very positive feedback and resident's comments are provided in Appendix C.

Current Level of Demand

4.27 Although the Council has not actively encouraged residents to contact officers with requests for bike hangars, since the pilot scheme the number of requests have steadily increased.

4.28 Officers have been recording the requests and the number currently stands at 84 individual requests for a bike hangar, some of these requests are for two or three spaces for family members. The requests originate from seven different wards, but predominantly in the south of the borough where there is a higher density of population, particularly Kilburn and Queens Park wards. Appendix D is a map identifying these requests. Appendix E provides examples of requests from residents.

With each bike hanger providing parking for 6 cycles, this is the equivalent of 14 bike hangers. However, officers continue to receive further requests and anticipate further demand as more are provided. Lambeth now has some 200 bike hangars on-street since they were first introduced in 2012.

Bike Hangars and Cycle Stand Prioritisation

4.29 Identification of sites for future bike hangars will be based on a prioritisation methodology that takes into consideration a number of criteria including:

- Number of requests (multiple requests from one household are counted as one request)
- Type of properties and difficulty storing bikes
- Lack of outdoor secure space to store bikes
- Level of local support and anticipated uptake
- Consultation outcomes
- Geographical spread of requests and provision of bike hangars across the borough
- Impact on other local cycle parking infrastructure (e.g. alleviating cycle parking pressure on on-street stands in town centres or at public transport stations)
- Availability of suitable space to accommodate bike hangar
- Current car parking pressures
- Date of reception of request (applying an element of first come first serve)

4.30 Officers will consider all of the above factors in determining whether to programme the provision of a bike hangar.

4.31 Requests for cycle stands will be assessed and programmed if Officers identify that demand outweighs supply on a location by location basis.

5.0 FINANCIAL IMPLICATIONS

5.1 Each bike hangar costs £2,850 plus an installation cost of £400.

5.2 To encourage uptake the Council has entered a maintenance contract for the first three years from the installation date at a cost of £540, whereby residents would only be charged £36 (including VAT) per annum per space for the period. After 3 years the costs will rise to £72 (including VAT) per annum per space.

5.3 If residents surrender their space over the 3 year period, the subsidised rate is passed on to other users until expiry of the maintenance agreement.

5.4 After the 3 year period, maintenance costs need to be covered by residents. This can be passed onto other users for the maintenance period.

5.5 Table 1 summarises these costs.

Table 1 – Bike Hangar Costs

Zero Subsidy Model		Part-Subsidised Model	
Management and maintenance support service paid for entirely by end users		Management and maintenance support service part-subsidised rental for residents	
Users to pay an annual rental fee (including VAT)	£ 72	Users to pay an annual rental fee (including VAT)	£36
Users to pay a key deposit	£ 25	Users to pay a key deposit	£ 25
Annual Cost to Brent Council	£ 0	Annual Cost to Brent Council	£ 174

- 5.6 Officers are exploring the options for reducing the level of subsidy (currently at 50% for 3 years) over a longer period of time to reduce the potential impact of the cost increase on users when the subsidy expires.
- 5.7 From 2014/15 to the current financial year funding from the Transport for London's Borough Cycle Programme (BCP) has been available to provide cycle parking in the borough, however this funding ceases in 2017/18.
- 5.8 A capital budget for cycle parking in future years could be allocated from the Councils £100,000 discretionary TfL Local Transport Fund, if the Committee agrees that this is a priority use for this funding and subject to cabinet approval.
- 5.9 The Council can consider utilisation of capital developer funding from S106 legal agreements for introducing new cycle parking facilities in the borough, providing this meets the terms of the legal agreement and is agreed as a priority use for this source of funding. Allocations of S106 funding will be subject to Cabinet approval.
- 5.10 The delivery of future cycle parking facilities will depend on the levels of demand and future availability of capital funding.
- 5.11 Officers will also look at opportunities to provide bike hangers through sponsorship.
- 5.12 As per the information in Table 1 above, if a Zero Subsidy Model is implemented for the management and maintenance of cycle hangers there are no implications to the Councils revenue budgets. However, a subsidised model would result in an annual cost to the Council of £174 per hanger for which there is currently no budgetary provision.

6.0 LEGAL IMPLICATIONS

- 6.1 Planning permission for cycle parking facilities is not required under the Town and Country Planning Act 1990.

6.2 The Highways Act 1980 permits local authorities to place objects or structures on a highway for the purposes of providing a service for the benefit of the public or a section of the public.

6.3 The requirements regarding to publication and consultation regarding the making of Traffic Management Orders are set out in the Road Traffic Regulation Act 1984.

7.0 DIVERSITY AND EQUALITY IMPLICATIONS

7.1 The public sector duty set out at Section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have due regard to the need to eliminate discrimination, harassment and victimisation and other conduct prohibited under the Act, and to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not share that protected characteristic.

7.2 There are no diversity implications arising from this report and its recommendations at this time. However, an Equality Assessment will be carried out for any future proposals for cycle parking facilities after the consultation with all affected residents, businesses and other stakeholders.

7.3 An Equalities Assessment will be also included in the Delegated Authority decision report for approval by the Head of Highways and Infrastructure in providing new cycle parking facilities.

8.0 STAFFING / ACCOMMODATION IMPLICATIONS (IF APPROPRIATE)

8.1 There are no requirements for increased staffing levels or alteration of accommodation.

9.0 BACKGROUND PAPERS

Brent Cycling Strategy 2016 – 2021

Appendices

Appendix A - Cycle Parking Programme 2014-2017

Appendix B - Preferred Cycle Parking Facilities for Brent

Appendix C - Resident Feedback

Appendix D - Borough Map of Bike Hangar Requests

Appendix E - Examples of Residents Requests for Bike Hangars

Contact Officers: Annekatriin Dennemann, Sustainable Travel Officer
 Sandor Fazekas, Projects Development Manager
 Tony Kennedy, Head of Highways and Infrastructure


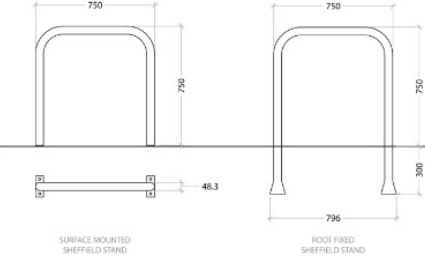

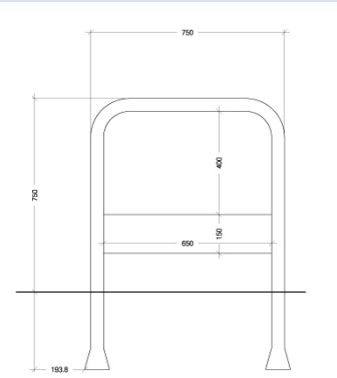

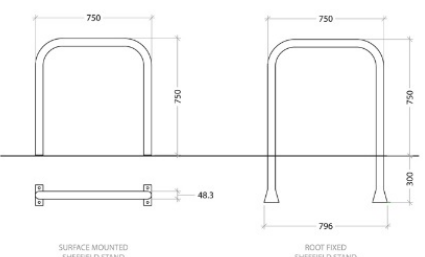
Brent Civic Centre
Engineers Way
Wembley HA9 0FJ
Tel: 020 8937 5600


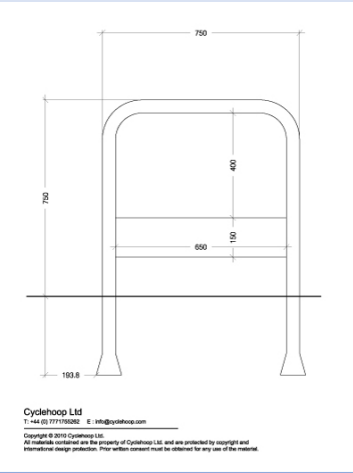

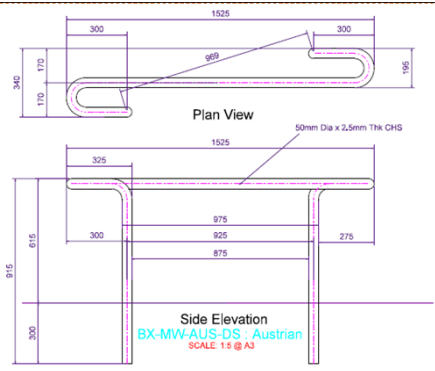

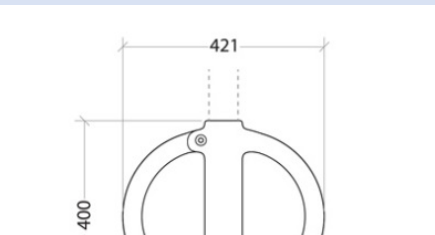
Appendix A: Cycle Parking Programme 2014-2017


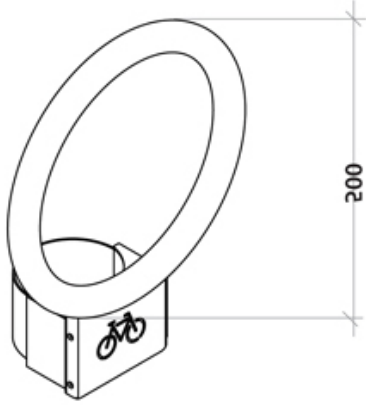
YEAR 1 - 2014/15	Category	Type of Stand	Number of spaces	Expenditure £000's
	Residential	Bike Hangar	36	21.1
	On-Street	Cycle Hoop	46	2.7
	Design and Installation Costs			1.2
2014/15 Total			82	25
YEAR 2 - 2015/16				
	Stations & Allotments	Sheffield Stands black powder coated	88	1.5
	Station	Stands & Shelter	20	15.3
	Station	Wall Anchor stainless steel	7	0.7
	Station	Sheffield Stands stainless steel	8	0.4
	On Street	Austrian Stand	6	0.8
	Design and Installation Costs			5.3
2015/16 Total			129	24.0
Year 3 - 2016/17 (programmed)				
	Residential	Bike Hangar	30	17.0
	On Street	Sheffield Stands black powder coated	48	1.7
	Design and Installation Costs			6.5
2016/17 Total			78	25.2


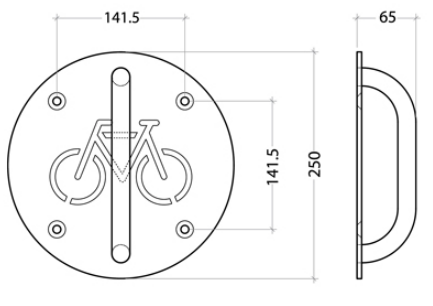
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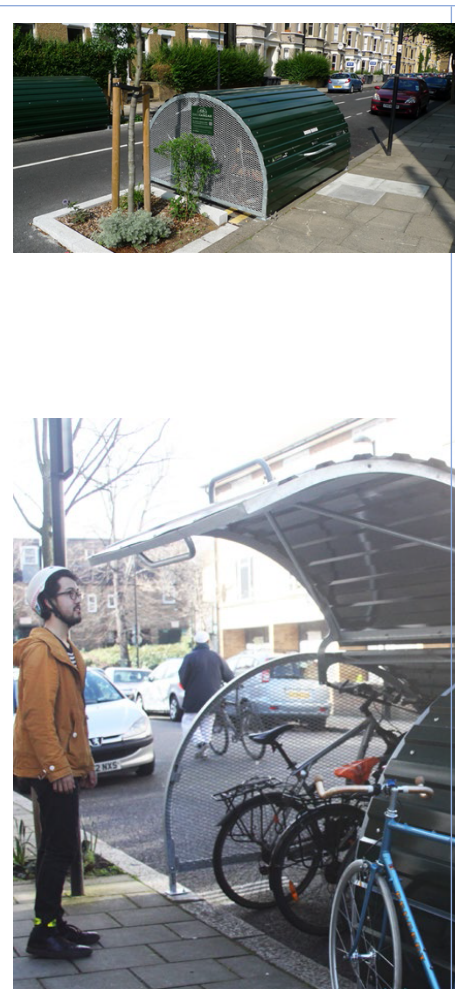
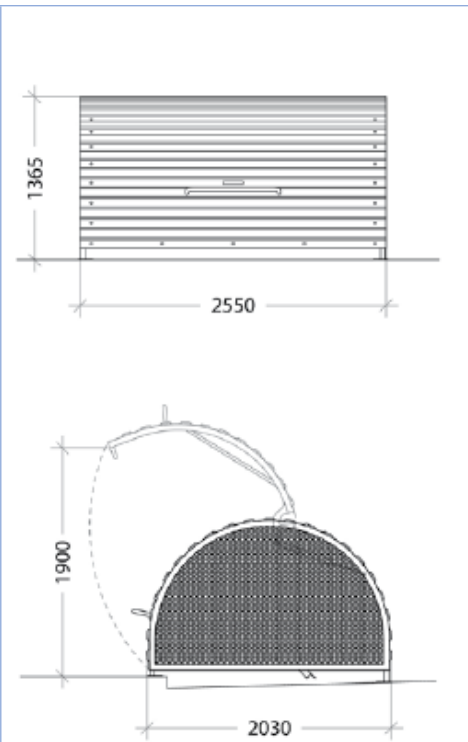
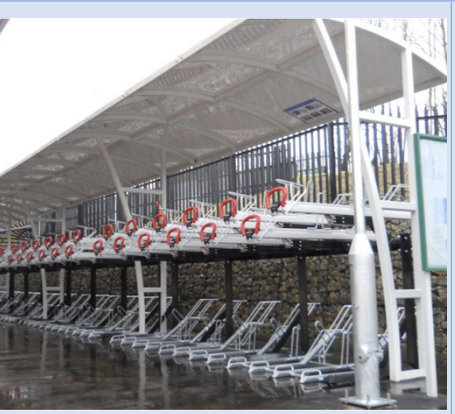
Appendix B: Preferred Cycle Parking Facilities

Model	Image	Specification	Dimensions	Dimension drawing	Suitability for Types of Cycles	Location Suitability	Location(s) Currently in Use	Cost 2016 (depending on supplier, excl. installation)	Comments
Classic Sheffield Stand Black		<p>Submerged or Bolt down fixing</p> <p>Customized locking advice stickers available</p> <p>Available with contrast bands or reflective tape</p> <p>Available powder coated or black nylon finish</p> <p>Steel: 10 kilos</p>	<p>Height: 750mm</p> <p>Height (root fixed version): 1050mm</p> <p>Width: 750mm</p> <p>Width (root fixed version): 796mm</p> <p>Diameter: Steel: 48 x 3mm</p>		<ul style="list-style-type: none"> Most standard bikes other types of bikes can be parked depending on spacing between stands 	Most locations	Across the borough	£49.00 - £69.00	Most suitable for short term parking
Classic Sheffield Stand Black with Tapping Bar and Reflective Strips					<ul style="list-style-type: none"> Most standard bikes other types of bikes can be parked depending on spacing between stands 	Most locations	Across the borough	£67.00 - £79.00	Most suitable for short term parking
Classic Sheffield Stand Stainless Steel		<p>Submerged or Bolt down fixing</p> <p>Customized locking advice stickers available</p> <p>Available with contrast bands or reflective</p>	<p>Height: 750mm</p> <p>Height (root fixed version): 1050mm</p> <p>Width: 750mm</p> <p>Width (root fixed version): 796mm</p> <p>Diameter:</p>		<ul style="list-style-type: none"> Most standard bikes other types of bikes can be parked depending on spacing between stands 	Should be limited to areas with other stainless steel street furniture	Queensbury	£52.00 - £80.00	Most suitable for short term parking

		tape stainless steel Stainless Steel: 6 kilos	Stainless Steel: 50 x 2mm						
Classic Sheffield Stand Stainless Steel with Tapping Bar and Reflective Stripes			Height: 750mm Height (root fixed version): 1050mm Width: 750mm Width (root fixed version): 796mm Diameter: Stainless Steel: 50 x 2mm		<ul style="list-style-type: none"> • Most standard bikes • other types of bikes can be parked depending on spacing between stands 	Should be limited to areas with other stainless steel street furniture	Queensbury	£68.00 - £129.00	Most suitable for short term parking
Austrian Stand		<ul style="list-style-type: none"> • Recommended by crime prevention associations, this cycle stand enables the entire bike to be secured • The front wheel retainer allows added stability when storing and securing the bike • Available in 50mm diameter • Steel hot dipped galvanized • Powder coating optional • Either base plate or submerged fixing 	Height: 615mm Length: 1525 mm Width: 195mm		<ul style="list-style-type: none"> • Most standard bikes • other types of bikes can be parked depending on spacing between stands 	Most locations	Harlesden Sudbury	£117.00 - £269.00	<p>Most suitable for short term parking</p> <p>Recommended by crime prevention associations, this cycle stand enables the entire bike to be secured.</p> <p>The front wheel retainer allows added stability when storing and securing the bike.</p> <p>Available in 50mm diameter</p>
Cyclehoop for Signposts		Fits 60mm, 76mm (3 inches) and 89mm (3.5 inches)	For 60mm pole: •Height: 400mm •Width: 421mm		<ul style="list-style-type: none"> • Most standard bikes 	Locations where space to fit other stands is	Harlesden Some car club bays Residential streets	<ul style="list-style-type: none"> • Cyclehoop for Signpost - 60mm Diameter; £99.00 • Cyclehoop for Signpost - 76mm 	<p>Most suitable for short term parking</p> <p>The design allows cyclists</p>

		<p>diameter traffic signposts</p> <p>Ductile SG Iron casting</p> <p>Neoprene rubber internal lining</p> <p>Security fixings provided</p>				<p>limited</p> <p>Where existing sign post are already used for cycle parking</p> <p>Car Club bays</p>		<p>Diameter; £149.00</p> <ul style="list-style-type: none"> • Cyclehoop Lite for Signpost - 76mm Diameter; £99.00 • Cyclehoop for Lamppost; £250.00 (10qty. minimum order) 	<p>to lock through the frame and wheels, reducing theft</p> <p>Prevents thieves lifting locked bicycles over the top of signposts</p> <p>Locking advice stickers educate cyclists on proper locking methods</p> <p>Easy to install</p> <p>Cost effective</p> <p>Ideal where pavement space is limited</p> <p>Compact design</p> <p>Prevents bicycles from falling over</p>
<p>Cyclehoop for Lampposts</p>	 <p>Custom bracket to fit any circular or irregular column.</p> <p>New design available for lamp columns with low access panels.</p> <p>Neoprene lining to all brackets to protect lamp column paintwork.</p> <p>Lining helps to electrically isolate the Cyclehoop from the lamp column.</p> <p>Weight: 12kg.</p> <p>Stainless steel 304 grade or mild steel.</p> <p>Supplied with stainless steel</p>	<p>500mm Diameter</p>		<ul style="list-style-type: none"> • Most standard bikes 	<p>Locations where space to fit other stands is limited</p>		<ul style="list-style-type: none"> • £250.00 (10qty. minimum order) 	<p>Most suitable for short term parking</p> <p>The design allows cyclists to lock through the frame and wheels, reducing theft as lamp columns are commonly too wide to fit a lock around it</p> <p>Locking advice stickers educate cyclists on proper locking methods</p> <p>Easy to install</p> <p>Cost effective</p> <p>Ideal where pavement space is limited</p> <p>Compact design</p>	

		security nuts. Powder coating to raven black available.							Prevents bicycles from falling over
Wall Anchor		Secure bike anchor for a single bicycle Bolted onto brick or concrete walls			<ul style="list-style-type: none"> • Most standard bikes 	In places where footway space is very tight and walls, e.g. station building or railway bridge, can provide surface to fix wall anchor to provide safe cycle parking		£52.00 - £99.00	<p>Most suitable for short term parking</p> <p>The Bike Wall Anchor is a secure, space saving design for one bicycle providing a permanent locking point for your bike at your home or work place.</p> <p>It can be bolted to brick or concrete walls in any indoor or outdoor setting, saving floor space.</p> <p>D-lock, cable lock or chain lock recommended to secure cycle to the anchor.</p>

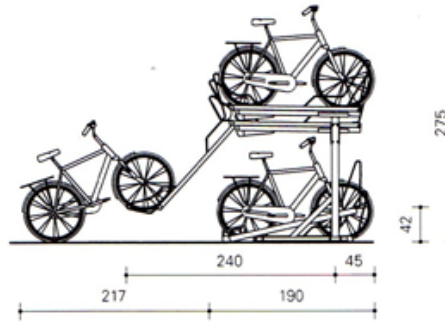
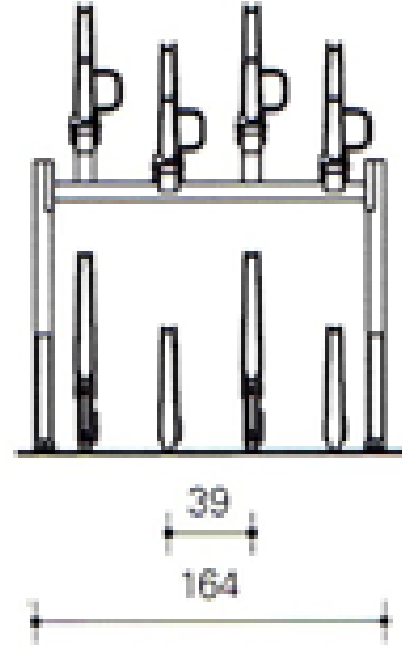
	<p>Gas sprung door and galvanized steel frame</p> <p>Can be placed in half of a parking space</p> <p>Optional powder-coating available</p>	<ul style="list-style-type: none"> • Length 2555mm • Depth 2030mm • Height 1350mm 		<ul style="list-style-type: none"> • Most standard bikes 	<p>Residential streets</p>	<p>Residential streets in Kilburn</p> <p>Brent Housing Partnership estates</p> <p>Willesden Sport Centre</p>	<ul style="list-style-type: none"> • £2,850.00 per hangar • £400.00 installation • £540.00 Maintenance & Management Contract per 3 Years (optional, depending on number of hangars in the borough) 	<p>Most suitable for residential cycle parking</p>
<p>Cycle Canopy</p> 	<p>Constructed in galvanized mild steel</p> <p>Available for single tier or double tier parking</p> <p>Optional powder-coating available</p>	<p>Single Tier</p> <ul style="list-style-type: none"> • Height 2400mm • Width 2700mm <p>Double Tier</p> <ul style="list-style-type: none"> • Height 3100mm • Width 2700mm <p>Length varies depending on capacity</p>		<ul style="list-style-type: none"> • Most standard bikes 	<p>Stations</p>		<p>£7,000.00 (for single tier canopy for 22 bikes)</p>	<p>Most suitable for longer term cycle parking at stations</p>

Dutch Gas Assisted Double Tier Racks



- The two tier bike rack houses twice as many bikes in the same area compared with any standard bike rack.
- Accommodates all types of bikes.
- Bicycles can also be chained for security.
- Can be extended infinitely.
- Movable upper gutter
- Gas assisted lifting mechanism for ease of use
- Galvanised

- Minimal Headroom of 2750mm
- Depth 2850mm to 3070mm
- With depends of number of racks



- Most standard bikes

Stations

From £159 per stand

Most suitable for longer term cycle parking at stations

Appendix C: Feedback from current bike hangar users

“From my perspective, regarding the Hazelmere Road hangar in particular, I regard it as a phenomenal success. I think the hangar contributes to the streetscape and has perhaps even helped to reduce the fly-tipping in the area. The noise is immaterial. Cyclehoop themselves has been very reactive regarding maintenance: I rang them about an issue with the lock and they came straight out. The only shortcoming, of course, is that the capacity is limited, so more people aren't able to take advantage. Naturally, this would be remedied by new funding. I hope more and more of these appear around the borough.”

James Schuldenfrei, Tenant of Hazelmere Road hangar, August 2016

“I am happy to confirm we are extremely happy with the bike storage facility and have only but positive feedback. We are a family of four and have two bikes stored in the hanger. I work nights cling home at around 01:00 hours 3 days per week and I have not heard any complaints from our neighbours. In fact, I have asked them as a courtesy and they have not noticed any noise.

Furthermore, any neighbour that has seen me taking my bike in and out has asked me and is interested in more.

So, please bring more on and congratulations for your great contribution to the cycling community.”

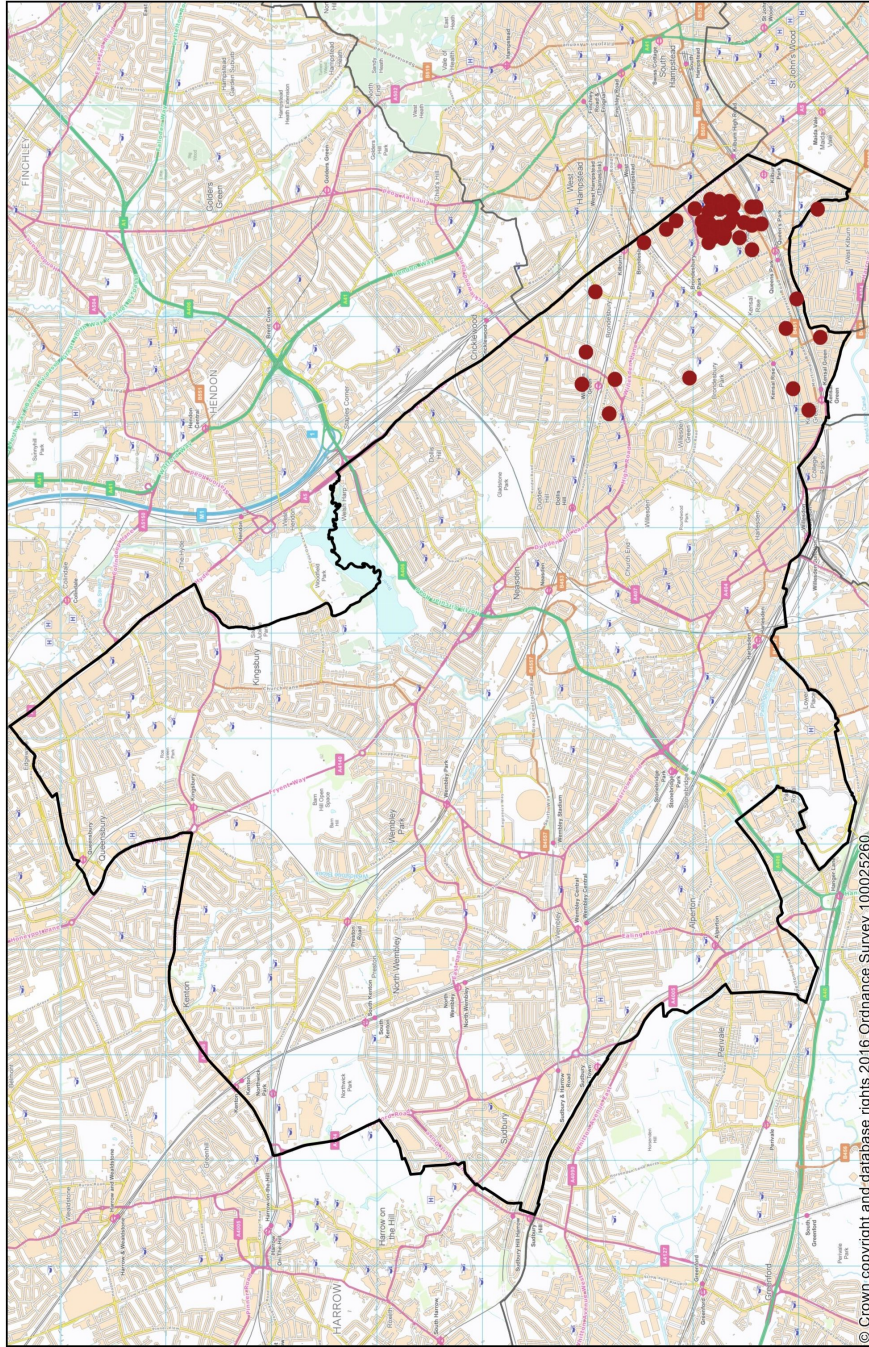
Otto Lauterbach, Tenant of Tennyson Road hangar, August 2016

“First comment as a user of bike hangers they are amazing and great for the area. In my area they have freed up a lot of bike racks outside charteris rd sports center where bikes were locked regularly. Lockers are very easy to use and have heard nothing negative from people, infact often asked questions from people passing about them and how they can get a space. Our locker is fully used.”

Barney Blackburn, Tenant of Hazelmere Road hangar, August 2016

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Appendix D: Borough Map of Bike Hangar Requests



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Appendix E: Examples of Resident Requests for Bike Hangars

"I am a resident on Dunster Gardens and live in a first floor flat. We have no outdoor space and our flat is cramped and small. This makes bike ownership for me impossible as I have nowhere to safely store a bike. My five year old daughter is a very keen cyclist - she loves cycling to school and enjoys riding on the weekends. She has just upgraded her bike but it is now very big to store in our home. Because of the lack of space, neither myself nor my 14 year old Autistic son are able to own bikes which limits the opportunities in which my daughter is able to use hers. I am really keen to own a bike and would like to use the car less by cycling to work. I am also keen for my son to get into cycling again as it is one of the few forms of exercise he can manage with a degree of competency but has been unable to enjoy since he was about 8/9 due to the lack of space to store a bike.

I have recently seen several bike hangers in Brent - One on Tennyson road I believe? And another one by Willesden sports centre. I think these are an excellent idea and am writing to ask if we can please have one on Dunster Gardens? I know that I for one would definitely sign up for the scheme and I am sure that many other residents would too. Many of the properties on the road and surrounding roads are Victorian flat conversions and space inside is very limited. Most flats have no access to gardens and being so close to Kilburn highroad, there is a relatively high crime rate and bikes I have seen stored outside (secured to lampposts etc) are often vandalised or stolen.

Is installing a bike hanger possible? Is there a process I have to follow to request for one to be installed? I am really keen to cycle and reduce my carbon footprint as well as encouraging my children to use bikes as a preferred mode of transport. It is also a fantastic way to stay fit and healthy! I know that there are costs involved in occupying spaces within these hangers but I for one would be more than happy to pay for three spaces.


Please let me know if installation of a bike hanger on Dunster Gardens is possible? It is a dead end street which makes it a perfect space I believe for one of these hangers to be installed."

"I live in an upstairs flat on the Clement Close estate, sharing with three other adults. We all cycle regularly and between us have five bikes but nowhere to safely store them. Although there is a cycle rack on the estate it is not secure: bikes left here have been vandalised or stolen and my flatmates and I have all had our lights stolen from our bikes at least once while they have been locked in the rack. My flatmates and I alone would almost fill a hangar, and we would all be more than happy to pay for the security of knowing that our bikes are safe."

"I would like to apply for Brent Council to install a bike hangar (secure bicycle storage on street) in Hartland Road. NW6. There are three bike hangars in nearby roads (Tennyson Road, Hazlemere Road and Malvern Road) however they are all full.

I have sent leaflets to my neighbours and I have support for the hangar which I can share.

This would be a great service to the community, would keep our bicycles secure and keep the streets tidy."

 Brent	<p style="text-align: center;">Highways Committee October 2016</p> <p style="text-align: center;">Report from the Operational Director Regeneration</p>
For Information	Wards Affected: Barnhill Tokyngton
Wembley Freight Retiming Pilot	

1.0 SUMMARY

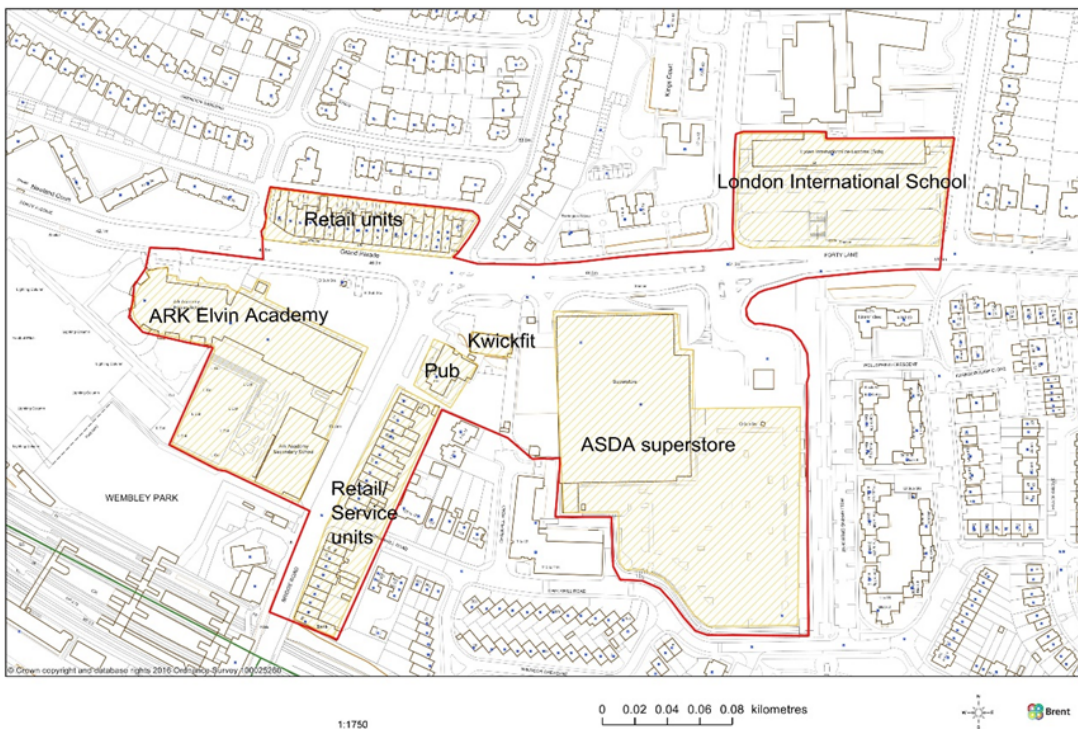
- 1.1 Over the next 20 years Brent is predicted to experience high levels of growth and it is expected that a significant proportion of this will be focussed in the Wembley Regeneration area. Wembley Park lies adjacent to the regeneration area, and could potentially be subject to increased levels of passenger and freight traffic.
- 1.2 As part of the implementation of Brent's Long Term Transport Strategy (LTTS) and in partnership with Transport for London (TfL) Freight and Fleet team, we are investigating measures that will mitigate the predicted increase in freight traffic and contribute towards meeting the objectives of improved air quality, safer roads and better access for active modes (walking and cycling). An opportunity to address these requirements is retiming deliveries and encouraging freight operators to access the area later or earlier in the day, thereby avoiding peak times.
- 1.3 To support this initiative Brent Council and TfL are looking to appoint a service provider to carry out a planned study of retiming deliveries for a trial period. During the trial delivery activities are to be monitored and data collected for analysis to assess the impacts being experienced.

2.0 RECOMMENDATIONS

- 2.1 That the Committee notes the outcomes following the first phase of the project and the commencement of the trial.
- 2.2 That the Committee agrees outcomes from the trial are reported to the Highways Committee at a future date.

3.0 BACKGROUND

- 3.1 The Wembley freight retiming pilot project has been developed with TfL with the aim of reducing the number of peak-time delivery trips to a specific area of Wembley. This pilot represents the first project of this nature to take place in London and therefore provides the opportunity to generate a blue print for further schemes. The originality of the scheme stems from its area-wide nature, as previous retiming projects have related to a single business or development.
- 3.2 The area chosen for the pilot was Wembley Park, as it contains a large variety of businesses and other uses including schools and residential units.



It therefore provided the best opportunity to gather information on use types that would be either receptive or unreceptive to the possibility of retiming their deliveries. It is also highly sensitive to congestion.

- 3.3 Within this area camera surveys were completed to gather data on how many delivery trips were made to each business unit over a week. Face to face surveys were also completed with business operators to assess whether they may be able and/or willing to retime their deliveries. Surveys were also carried out with pedestrians, cyclists and delivery drivers to assess how they used the area and whether they believed reducing the amount of freight within the area at peak times would be of benefit to them.
- 3.4 As the scheme is a pilot, it has been split into two phases, with the first being research and development of the scheme and the second being implementation. This was done in order to enable assessment of how successful a trial would be and hence to

adapt the proposals should the initial scheme not represent the most efficient use of funds.

4.0 OBJECTIVES

4.1 The overarching objective of the pilot is to demonstrate that retiming deliveries to outside of the peak can be achieved across a defined area, providing a measurable impact on congestion and road safety within the area. More specifically, the objectives are:

- Encourage the uptake of retiming deliveries and servicing, by demonstrating the benefits on a scale larger than single sites.
- Reduce the impact of freight activity at the kerbside during the peak times of the day.
- Demonstrate that retiming deliveries can be used effectively to better balance the requirements of different road users, whilst improving the efficiency of road freight transport.

5.0 PHASE 1 OUTCOMES

5.1 Phase 1 of the pilot has been completed at a cost of £34,165. The key results of the survey work which formed phase 1 are:

- Of the 39 businesses in the selected area, 10 refused to engage with the survey.
- Of the 29 that did engage, five suggested that they would be both willing and potentially able to retime their deliveries. These were the Ark Elvin Academy, Costco, Subway, Asda and the Lycée international school. These five organisations make up almost 40% (270) of the area's weekly deliveries.
- Many of the smaller businesses in the area operate on a cash and carry basis and therefore the trial is less relevant to them.
- Drivers suggested that on the whole there were no concerns regarding access to loading bays or parking restrictions in the area.
- More deliveries were captured via the camera survey than were indicated by business owners. Many businesses significantly underestimated the number of deliveries they received in a day.

5.2 Due to the small number of businesses indicating that they would be willing to participate, it was not felt that the trial could go ahead in its original format as it would not generate sufficient measurable benefit. Further options to progress phase 2 were considered and included:

- Not implementing a trial and simply taking the lessons learned forward in development of future potential pilots. The information gained would still be valuable in selecting areas for trial and designing future survey work.
- Continue with a trial but to incorporate the London Designer Outlet (LDO). This option was developed as survey data indicated the LDO was responsible for large number of freight trips within the area and that incorporating this site with the

businesses already indicating an interest would enable a full and productive pilot scheme to be implemented.

5.3 It was agreed to progress with a trial including the LDO.

6.0 NEXT STEPS - PHASE 2

6.1 Brent Council and TfL are looking to procure a service provider who can engage with the LDO and other participating organisations identified in phase 1 to define their specific delivery and service requirements. This will include devising and obtaining agreement on the methodology for initiating and running the trial that will cover implementation, data recording, monitoring and analysis.

6.2 Phase 2 will be procured and managed by TfL. Brent Council will be a member of the client group for this phase of delivery with an influencing role over the progression and direction of the trial.

6.3 The trial period would be for a minimum of 3 months and will include identifying and implementing opportunities for retiming deliveries and servicing activity. Assessments will be completed regarding the implied reduction in congestion across the AM peak (07:00 – 10:00), inter peak (11:00 – 14:00) and PM peak (16:00 – 19:00) as well as the implied impact on air quality.

6.4 It is already understood that moving deliveries out of peak hours is not all positive and can have negative implications. The most significant of these is noise generated by deliveries disturbing residents of the flats. Complaints regarding noise are received regularly by the LDO and this is the main reason that they do not currently allow deliveries to take place later than 22:00 or earlier than 06:00. However, TfL are willing to support the implementation of Quiet Delivery standards, which have been successfully utilised elsewhere to alleviate these concerns.

6.5 A key element of the next phase of work will be engagement with residents regarding complaints of excessive noise. It is hoped that a collaborative approach aimed at generating buy-in from residents and businesses to achieve a common goal will help to address noise concerns and enable the trial to be implemented successfully.

6.6 Following implementation of the trial a report will be produced that will establish whether or not there has been an improvement in air quality and congestion through retiming of deliveries. The full findings will be reported to Highways Committee.

7.0 FINANCIAL IMPLICATIONS

7.1 Work to complete Phase 1 of the pilot cost £34,165 and was jointly funded from Brent's Local Implementation Plan funding and TfL's Retimings Delivery Programme.

7.2 Bids for the delivery of Phase 2 have not yet been sought and estimated costs are not available, although it is forecast that this will constitute a low value contract. Phase 2 will be delivered by TfL, funded entirely by the TfL Retimings Delivery Programme at no cost to Brent Council.

7.3 Full findings from Phase 2 of the pilot will be reported to a subsequent meeting of the Highways Committee including any potential future costs arising.

8.0 LEGAL IMPLICATIONS

8.1 There are no known legal implications associated with implementing the pilot as it is not intended to alter any existing Traffic Management Orders or our ability to enforce them as appropriate.

9.0 DIVERSITY AND EQUALITY IMPLICATIONS

9.1 The public sector duty set out at Section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have due regard to the need to eliminate discrimination, harassment and victimisation and other conduct prohibited under the Act, and to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not share that protected characteristic.

9.2 There are no diversity implications arising from this report and its recommendations at this time.

10.0 STAFFING / ACCOMMODATION IMPLICATIONS (IF APPROPRIATE)

10.1 There are no requirements for increased staffing levels or alteration of accommodation.

11.0 BACKGROUND PAPERS

None

Contact Officers: Rachel Best, Transportation Planning Manager
Tony Kennedy, Head of Highways and Infrastructure

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