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|  | Cabinet 9 March 2026 |
| | Report from the Corporate Director of Neighbourhoods and Regeneration |
| | Lead Member - Cabinet for Public Realm and Enforcement (Councillor Krupa Sheth) |
| Authority to Award Contract for Secure Cycle Parking – Bike Hangers & Nests | |

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| Wards Affected: | All |
| Key or Non-Key Decision: | Key |
| Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small> | Part Exempt – Appendix 1 is exempt as it contains the following category of exempt information as specified in Paragraph 3, Schedule 12A of the Local Government Act 1972, namely: "Information relating to the financial or business affairs of any particular person (including the authority holding that information)" |
| List of Appendices: | Two Appendix 1: (Exempt) Names of contractors Appendix2: Tender evaluation Grid |
| Background Papers: | None |
| Contact Officer(s): <small>(Name, Title, Contact Details)</small> | Debbie Huckle, Team Leader, Safety and Travel Planning 020 8937 5570 debbie.huckle@brent.gov.uk Sandor Fazekas, Head of Healthy Streets and Parking 020 8937 5113 sandor.fazekas@brent.gov.uk |

1.0 Executive Summary

- 1.1 This report concerns the award of a contract for the purchase and management of future bike hangars/nests and the management and maintenance of our current bike hangars/nests. This report requests authority to award contracts as required by Contract Standing Order 88. This report summarises the process undertaken in procuring a contract and, following the completion of the evaluation of the bids, recommends to whom the contract should be awarded.

2.0 Recommendation(s)

That Cabinet:

- 2.1 Approves the award of a contract for the purchase and management of future bike hangars/nests and the management and maintenance of our current bike hangars/nests to Lock It Safe Ltd for an initial contract period of five (5) years, with an option to extend for up to a further two (2) years on an annual basis in the estimated sum of £1,500,000.

3.0 Detail

Cabinet Member Foreword

- 3.1 This report sets out recommendations to Cabinet to approve awarding the contract for the delivery of the borough's secure cycle parking programme supported by NCIL funding. The programme responds directly to community-identified priorities and aligns with the borough's strategic objectives, representing an important investment in improving local transport options and neighbourhood infrastructure.
- 3.2 The NCIL funding provides a significant opportunity to expand the number of high-quality, secure cycle parking spaces available across the borough. Investment in Bike Nests/ Bike Hangars will enhance the public realm, support sustainable travel, and improve local infrastructure by offering safe, accessible storage for residents who do not have space to store bicycles at home.
- 3.3 In addition, the programme will bring wider community benefits including increasing access to secure cycle parking, which encourages active travel, reduces transport costs for residents, supports health and wellbeing, and contributes to the borough's climate and environmental commitments. The provision of secure parking also helps deter bike theft, supporting community safety and reducing opportunities for crime and anti-social behaviour.
- 3.4 The expansion of secure cycle parking through the Bike Nest/ Bike Hangar programme directly supports the Council's ambition to create safer, greener, and more accessible neighbourhoods across Brent. Providing residents with secure and convenient places to store their bicycles is essential for encouraging active travel, reducing transport inequality, and supporting the shift towards more sustainable modes of transport. This proposal strengthens our commitment to improving local infrastructure while responding to clear community demand for safer cycle storage facilities.
- 3.5 The programme contributes to several key priorities and outcomes set out in the Brent Borough Plan (2023–2027) and wider council strategies:

Healthy and Sustainable Environment – Increasing secure cycle parking supports active travel, reduces reliance on motor vehicles, and helps improve air quality. This aligns with Brent’s climate and sustainability commitments and the ambition to create greener, more resilient communities.

A Cleaner, Safer Borough – The installation of secure bike hangars/nests helps address bicycle theft and associated anti-social behaviour. Improved cycling infrastructure also contributes to safer streets and more accessible public spaces.

Stronger Communities – Providing high-quality neighbourhood facilities promotes social inclusion and responds directly to priorities raised through community engagement and NCIL consultation processes.

- 3.6 The programme is consistent with other relevant corporate policies and strategies, including Brent’s Long Term Transport Strategy, Climate & Ecological Emergency Strategy, the Active Travel Plan, and the Councils objectives to improve the public realm. By expanding secure cycle parking availability across the borough, the Council continues to deliver infrastructure that supports healthier lifestyles, enhances neighbourhoods, and meets the needs of Brent residents.

4.0 Background

- 4.1 The council requires the provision of the purchase and management of future bike hangars/nests and the management and maintenance of current bike hangars/nests. Council officers have undertaken a procurement exercise and identified a contractor providing the most advantageous offer in accordance with relevant evaluation criteria and therefore recommend award of a contract for the purchase and management of future bike hangars/nests and the management and maintenance of current bike hangars/nests (the “Contract”).

The Procurement Process

- 4.2 The Contract will be let using Council’s standard terms and conditions for five (5) years, with an option to extend for up to a further two (2) years on an annual basis.
- 4.3 Advertisements were placed on the central digital platform on 16/12/2025 to seek expressions of interest., Suppliers were provided with the specification and details of the tender approach. Suppliers were invited to complete additional conditions of participation using the Council’s Electronic Tendering Facility. 2 Suppliers subsequently completed the additional conditions of participation.
- 4.4 Shortlisting was carried out based on the contractors’ financial viability, technical ability and technical expertise between 16/12/2025 to

19/01/2026 with the deadline of tender submission being 19/01/2026 midday. We therefore received 2 bidders.

- 4.5 The tendering instructions stated that the Contract would be awarded based on the most advantageous submission to the Council and that in evaluating tenders, the Council would have regard to the following:
- Quality assessment – 45%
 - Value for money and price – 40%
 - Sustainability & Circular Economy – 5%
 - Social Value – 10%
- 4.6 Tenderers were required to submit information providing details of their proposed arrangements for performing the Contract including (but not limited to) the following:
- Bike hangar/nest product specification and security
 - Management and performance monitoring
 - Maintenance and site visits
 - Service provision
- 4.7 In addition tenderers were asked to provide information about health and safety risk assessments and the management of customer records (resident's personal information).

Evaluation process

- 4.8 The tender evaluation was carried out by a panel of officers from Healthy Streets and Parking.
- 4.9 All tenders had to be submitted electronically no later than 12:00 (midday) on 19/01/2026. Tenders were opened on 19/01/2026 (pm) and two (2) valid tenders were received. Each member of the evaluation panel read the tenders and carried out an initial evaluation of how well they considered each of the award criteria was addressed in the tender.
- 4.10 The panel met on 28/01/2026 and each submission was marked by the whole panel against the award criteria.
- 4.11 The names of the tenderers are contained in Appendix 1. The scores received by the tenderers are included in Appendix 2. It will be noted that Contractor A was the highest scoring tenderer. Officers therefore recommend the award of the Contract to Contractor A, namely Lock It Safe Ltd.
- 4.12 The Contract will commence on 23/03/2026 subject to the Council's observation of the requirements of the mandatory standstill period noted in paragraph [8.3] below.

5.0 Stakeholder and ward member consultation and engagement

- 6.1 Bike Hangar/nest locations are agreed, subject to consideration of the outcome of officer consultation with ward Councillors, residents, businesses and other stakeholders

7.0 Financial Considerations

- 7.1 The estimated contract value is £1,500,000 excluding VAT over five years with a two-year extension period. The only binding element of the contract will be the delivery of a minimum of 100 new hangars for an estimated cost of £500,000.
- 7.2 There is sufficient budgetary provision for the £500,000 binding element as it will be funded from the £650,000 NCIL funding for 2025/26 awarded by Cabinet in September 2025. The remaining £150,000 NCIL will fund staff costs, feasibility studies and consultation.
- 7.3 The intention is for the remaining contract amount to be funded from Transport for London (TfL) grant and Section 106 (S106) contributions with other potential sources including central government grants. The Head of Healthy Streets and Parking will apply these funding sources to the budget under the delegated authority, in consultation with the appropriate capital sub-board.
- 7.4 Spend against the contract will only take place where there is sufficient budget. Previous provisions from Transport for London (TfL) and Section 106 (S106) contributions have informed the projected estimate contract value of £1,500,000 for the bike hangar/nest expansion programme.
- 7.5 Historically, the Council has received £100,000 annually from TfL, enabling the installation of approximately 17 bike hangars, and around £20,000 from S106 contributions, supporting the delivery of a further 3–4 hangars. In addition, Local Implementation Plan (LIP) funding for Green Neighbourhoods provides opportunities to integrate bike hangars within wider sustainable transport and environmental improvement schemes.
- 7.6 The table below outlines the proposed seven-year funding profile and indicative allocation plan:

| Year | Funding Source | Estimated Allocation (£) | Focus / Deliverables |
|--------------|---|--------------------------|---|
| Year 1 | NCIL £500 k + TfL £100 k | £600 k | Initial expansion phase, including feasibility studies, site selection, consultation, and installation of 100 new bike hangars/ nest (NCIL) and 17 new bike hangars/ nest TfL funded. |
| Years 2-7 | TfL £100 k + LIP £10 k + S106 £20 k (per annum) | £780 k | Continued installation in priority areas, staff resourcing, and ongoing monitoring and maintenance. |
| Contingency | | £120 k | To accommodate extra funding sources. |
| Total | | £1.5 Million | |

8.0 Legal Considerations

- 8.1 The estimated value of the Contract over its lifetime is in excess of the Procurement Act 2023 (the “PA23”) threshold for Services and Supplies and the award of the Contract is therefore governed by the PA23. Section 3 of the report outlines how the Contract was procured in accordance with the PA23.
- 8.2 The award of the Contract is subject to the Council’s own Standing Orders and Financial Regulations in respect of Medium Value Contracts given the contract has an estimate value of £1,500,000. As such, under the Council’s Constitution the decision to award may be taken by Corporate Directors. However, Cabinet approval is required where the decision falls within paragraph 12 of Part 3 of the Constitution, namely is a “Strategic and high-level highways and transportation matter which includes decisions which affect 4 wards or more”. Cabinet approval is therefore required for the award of the proposed contract for Secure Cycle Parking – Bike Hangars/Nests.
- 8.3 The Council must observe a mandatory minimum 8 working day standstill period under the PA23 before the Contract can be awarded. Therefore, once Cabinet has determined which tenderer should be awarded the Contract, all tenderers will be issued with written notification of the Contract award decision. A minimum 8 working day standstill period will then be observed before the Contract is concluded – this period will begin the day after all Tenderers are sent notification of the award decision – and additional debrief information will be provided to unsuccessful tenderers in accordance with the PA23. The standstill period will run concurrently with the Council’s usual call-in process. Subject to there being no call-in, after the standstill period ends, the successful tenderer will be issued with a letter of acceptance and the Contract can commence.
- 8.4 There are no TUPE implications arising from this decision as Lock It Safe Ltd are the Council’s current contractor.

9.0 Equity, Diversity & Inclusion (EDI) Considerations

- 9.1 Pursuant to s149 Equality Act 2010 (the “Public Sector Equality Duty”), the Council must, in the exercise of its functions, have due regard to the need to:
- (a) eliminate discrimination, harassment and victimisation and other conduct prohibited under the Act
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it,
- 9.2 The Public Sector Equality Duty covers the following nine protected characteristics: age, disability, marriage and civil partnership, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 9.3 Having due regard involves the need to enquire into whether and how a proposed decision disproportionately affects people with a protected characteristic and the need to consider taking steps to meet the needs of persons who share a protected characteristic that are different from the needs of persons who do not share it. This includes removing or minimising disadvantages suffered by persons who share a protected characteristic that are connected to that characteristic.
- 9.4 There is no prescribed manner in which the council must exercise its public sector equality duty but having an adequate evidence base for its decision is necessary.
- 9.5 No diversity or equality concerns have been identified at this stage.
- 9.6 An Equality Assessment will be undertaken for new installations following consultation with affected residents and businesses.
- 9.7 All new bike hangars/ nests will be inclusive, accommodating adapted and cargo cycles where possible.

10.0 Climate Change and Environmental Considerations

- 10.1 The expansion of secure cycle parking availability directly supports the aims of Brent’s Climate & Ecological Emergency Strategy. Increasing access to bike hangars/nests encourages more residents to choose cycling as a safe and practical alternative to car travel, helping to reduce carbon emissions and improve air quality across the borough. The programme complements wider active travel and sustainability initiatives, including Green Neighbourhood schemes, school streets, and public realm improvements. By providing reliable, secure facilities for bicycle storage, the scheme strengthens the borough’s cycling

infrastructure and supports long-term behavioural change towards low-carbon, healthier travel choices.

10.2 The scheme also complements other Brent initiatives such as School Streets, Green Neighbourhoods, and wider active travel improvements, strengthening the borough's sustainable transport network. Increasing secure cycle parking capacity will support long-term behaviour change, encouraging more residents to adopt low-carbon travel choices and contributing to Brent's wider environmental and climate resilience goals.

11.0 Human Resources/Property Considerations (if appropriate)

11.1 This service is currently provided by an external contractor and there are no implications for Council staff arising from retendering the Contract.

11.2 There are no property/accommodation implications arising from this proposal as all bike hangars/nests will be supplied and managed by the contractor and can be easily relocated if required.

12.0 Communication Considerations

12.1 A targeted communication approach will be required for the rollout of new bike hangars/nests. All proposed locations will be subject to public consultation. Residents living within a 50-metre radius of each site will receive written notification outlining the proposal and how to submit comments. This ensures local views are captured before any installation proceeds

12.2 The promotion of this will also be included in the wider NCIL project communications plan and associated activities

Related document(s) for reference

[Cabinet Report 8 December 2025: Procurement secure cycle parking.](#)

[Cabinet Report 8 September 2025: 2025–26 Neighbourhood Community Infrastructure Levy \(NCIL\) Projects](#)

Report sign off:

Jehan Weerasinghe
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Regeneration