

	Cabinet 8 December 2025
	Report from the Corporate Director of Neighbourhoods and Regeneration
	Lead Member – Cabinet Member for Public Realm and Enforcement (Councillor Krupa Sheth)
Procurement of Secure Cycle Parking	

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>	Open
List of Appendices:	None
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	<p>Padideh Asgari, Principal Engineer Tel: 0208 937 5230 Email: padideh.asgari2@brent.gov.uk</p> <p>Debbie Huckle, Team Leader, Safety and Travel Planning Tel: 020 8937 5570 Email: deborah.huckle@brent.gov.uk</p> <p>Sandor Fazekas, Head of Healthy Streets and Parking Tel: 020 8937 5113 Email: sandor.fazekas@brent.gov.uk</p>

1.0 Executive Summary

- 1.1 This report seeks Cabinet approval for the proposed 2025/26 programme for the delivery of secure cycle parking (Bike Nests/Bike Hangars) across the borough.
- 1.2 The report sets out the substantial demand for on-street secure cycle parking, details the newly allocated NCIL funding, and requests Cabinet approval to proceed with tendering a new five-year contract, extendable for a further two

years, for the supply, installation, management, and maintenance of all bike nests/hangars.

- 1.3 It provides information on funding, including £650,000 NCIL which was approved by Cabinet on 8 September 2025 for 2025/26, and other expected funding sources; including contributions from Transport for London (TfL), S106 Developer funding, and other internal and external streams. It is anticipated that the value of the contract over the 7 years will be £1,500,000, subject to future funding.

2.0 Recommendation(s)

That Cabinet:

- 2.1 Approve the procurement of a five-year contract with provisions to extend for two years (in yearly increments), for an estimated total value of £1,500,000 to supply and install bike hangars/nests, management, maintenance, cleaning.
- 2.2 Notes that the contract will include the delivery of £650,000 of NCIL funding for 2025/26 to support the expansion of secure cycle parking across the borough, as approved at Cabinet on the 8 September 2025.
- 2.3 Approve inviting tenders for the Secure Cycle Parking – Supply and Installation, Management, Maintenance and Cleaning Contract, on the basis of the pre-tender considerations set out in paragraph 4.9 of this report.
- 2.4 Approve officers evaluating the tenders referred to in paragraph 2.3 above on the basis of the evaluation criteria set out in paragraph 4.9 of this report.
- 2.5 Note that following the selection of the successful bidder, the matter will be referred to Cabinet for the award of the contract.
- 2.6 Note that approval was given to the Head of Healthy Streets and Parking at Cabinet on 19 May 2025 to apply grant and other funding secured to the project to enable further utilisation of the budget.
- 2.7 Notes that the 2025/26 Secure Cycle Parking Programme, includes proposed site identification, consultation, and implementation plans.

3.0 Detail

Cabinet Member Foreword

- 3.1 This report sets out recommendations to Cabinet regarding 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 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 cycling 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 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 across the borough, the Council continues to deliver infrastructure that supports healthier lifestyles, enhances neighbourhoods, and meets the needs of Brent residents.

- 3.7 Cabinet approval is sought to tender a five-year contract, with a two-year extension period (estimated value £1.5 million) covering the supply, installation, management, and maintenance of all bike hangars/nests.
- 3.8 Of the £650,000 NCIL funding for 2025/26, £500,000 will be allocated for the delivery and installation of circa 100 bike hangars / bike nests:
- At least 70 new installations will be delivered in high demand locations.
 - At least 30 replacement units will be installed to replace ageing infrastructure.
- £150,000 of this funding will be used for supporting activities to enable the delivery of the project, including;
- Project management.
 - Feasibility studies and accessibility assessments.
 - Technical site appraisals.
 - Public consultation and engagement.
- 3.9 The anticipated value of the new contract is £1.5 million over five years, plus a two-year extension option. The funding projection is informed by previous annual contributions from TfL (around £100,000) and S106 funding (around £20,000), which together have supported the installation of approximately 20 bike hangars per year. Additional opportunities also exist through Transport for London funding linked to Green Neighbourhood schemes. Officers will identify and prioritise suitable locations based on resident demand and site constraints. Locations identified will be subject to consultation with stakeholders, including ward councillors and local residents.
- 3.10 Where substantial objections are received alternative sites may be assessed and re-consulted upon to ensure delivery within the funding timeframes.
- 3.11 Following procurement, the intention is to provide a further report to Cabinet in March 2026, recommending the award of the new contract.
- 3.12 Officers will identify and prioritise locations and consult with stakeholders in early 2026. It is envisaged that delivery of the new bike hangars / cycle nests will commence in April 2026.
- 3.13 Future funding is anticipated from various internal and/or external sources over the contract period.

4.0 Background

- 4.1 Brent Council continues to actively promote sustainable travel and encourage more residents to cycle to improve health, wellbeing, and air quality.
- 4.2 Providing secure and accessible cycle parking is a key component of the Council's response to the Borough Plan, Long Term Transport Strategy,

Climate Emergency strategy to encourage active travel and create healthier, greener neighbourhoods.

- 4.3 Bike hangars (also known as bike nests) were introduced following a 2016 trial to address the growing demand for secure on-street parking, particularly where residents lack access to private outdoor space.
- 4.4 Each bike hangar/nest provides secure, lockable, sheltered parking for six bicycles within the footprint of a single parking space.
- 4.5 There are currently over 150 bike hangars/nests installed across Brent, managed under contract by Lock It Safe Ltd since April 2023. This contract, procured for three years with the option to extend by up to two years, will expire in April 2026. The existing contract has been varied three times to accommodate additional installations funded via S106 and TfL Local Implementation Plan (LIP) funding. However, there is not a permitted provision for variation based on the use of NCIL funding and value of the current contract.
- 4.6 Consequently, a new tender process is required to enable procurement and delivery of the 2025/26 NCIL funded programme. This contract will also allow for the delivery of the Secure Cycle Parking for a longer period up to 2032.
- 4.7 Demand significantly exceeds supply, with over 1,200 live requests received by the council from residents awaiting a space. The new NCIL allocation will allow delivery of a minimum of 100 new hangars/nests reducing the waiting list and supporting cycling growth. The intention is also to replace existing units coming up to end of life.
- 4.8 Rental charges are currently capped at £50 per space per annum, and the intention is that this rate will be maintained under the tendering requirements for the new contract to keep cycling affordable. This will be subject to inflationary increases in future years.

4.9 Pre-tender Considerations

- 4.9.1 In accordance with Contract Standing Orders 88 and 89, pre-tender considerations for the procurement of the contract for Secure Cycle Parking (the "Contract") have been set out below for the approval of the Cabinet.

Ref.	Requirement	Response
(i)	The nature of the Goods / Services / Works.	The appointed contractor will be responsible for the full delivery and management of the Bike Nest / Hangar programme. <i>This includes supplying and installing the units, managing requests and rentals, undertaking marketing activities, and providing customer service.</i> In addition, the contractor will be required to take full responsibility for the <i>ongoing maintenance</i> of all Bike Nest's / Hangars.

(ii)	The estimated value.	It is anticipated that the value of the contract over a five-year contract, with a two-year extension period estimated £1,500,000 excluding VAT subject to future funding.	
(iii)	The contract term.	Five-year contract, with a two-year extension period	
(iv)	The tender procedure to be adopted.	Open tender: Publication on the Proactis portal	
v)	The procurement timetable.		Indicative dates are:
		Adverts placed	N/A
		Expressions of interest returned	N/A
		Shortlist drawn up in accordance with the Council's approved criteria	N/A
		Invite to tender	16 th Dec 2025
		Deadline for tender submissions	19 th Jan 2026
		Panel evaluation and shortlist	4 th Feb 2026
		Interviews (if any) and contract decision	N/A
		Report recommending Contract award circulated internally for comment	5 th Feb - 8 th March 2026
		Cabinet approval	9 th March 2026
		[Minimum 8 working day standstill period – notification issued to all tenderers and additional debriefing of unsuccessful tenderers	10 th March 2026

		(contracts covered by the full requirements of Procurement Act 2023 only)]	
		Contract Mobilisation	18 th March 2026
		Contract start date	23 rd March 2026
(vi)	The evaluation criteria and process.	<p>1. At selection stage shortlists are to be drawn up in accordance with the Council's Contract Procurement and Management Guidelines by the use of conditions of participation to identify organisations meeting the Council's financial standing requirements, technical capacity and technical expertise.</p> <p>2. At tender evaluation stage, the panel will evaluate the tenders against the following criteria:</p> <ul style="list-style-type: none"> • Pricing schedule 40% • Quality response document 45% • Sustainability & Circular Economy 5% • Social Value 10% 	
(vii)	Any business risks associated with entering the Contract.	No specific business risks are considered to be associated with entering into the Contract.	
(viii)	The Council's Best Value duties.	It is considered that, by conducting a competitive tender process it will achieve value for money.	
(ix)	Consideration of Public Services (Social Value) Act 2012	See section [9] below.	
(x)	Any staffing implications, including TUPE and pensions.	See section [10] below.	
(xi)	The relevant financial, legal and other considerations.	See sections [6] and [7] below.	
(xii)	Sustainability	Sustainability will be included, in accordance with the Council's Sustainability Policy, for example bidders are asked to explain how as a supplier they can work with the local supply chain to	

		support the circular economy. A fully auditable Environmental Management System (EMS) and/or ISO 14001 accreditation (or equivalent) is also required.
(xiii)	Key Performance Indicators / Outcomes	Appropriate Key Performance Indicators / Outcomes will be included in the Contract.
(xiv)	Policy requirements including the National Procurement Policy Statement; prompt payment; London Living Wage; modern slavery; and carbon reduction	<p>The potential supplier will be required to provide services in accordance with all relevant policy requirements, to include those detailed in the National Procurement Policy Statement; to comply with a 30-day payment requirement, to provide evidence of wage compliance, evidence due diligence in supply chain (including modern slavery) and provide report on carbon emission and sustainability initiatives during contract delivery.</p> <p>The contract will require the payment of the London Living Wage.</p>
(xv)	Sharing information to allow understanding of the Council's procurement policies and decisions	All relevant policies and information will be shared with the potential suppliers during the procurement process.
(xvi)	Steps undertaken to remove or reduce barriers for SME participation in the procurement	Officers have considered whether any steps can be taken to remove or reduce barriers for SME participation in the procurement. It is considered that the procurement process recommended is appropriate for services required and upholds the principles of equal treatment, transparency, and non-discrimination.
(xvii)	Contract Management	A contract manager will be appointed and appropriate contract management provisions will be included in the Contract.

4.9.2 Cabinet is asked to give its approval to these proposals as set out in the recommendations and in accordance with Standing Order 89.

5.0 Stakeholder and ward member consultation and engagement

- 5.1 Bike Nest/ Hangar locations are agreed, subject to consideration of the outcome of officer consultation with ward members, local residents, businesses and other stakeholders.

6.0 Financial Considerations

- 6.1 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.
- 6.2 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.
- 6.3 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.
- 6.4 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.
- 6.5 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.
- 6.6 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	

6.7 The spend is valid capital spend because it involves the installation of new bike hangars and associated costs to bring the new assets into use such as feasibility studies and staff capitalisation. Ongoing monitoring and maintenance are revenue costs but can still be funded by NCIL and most relevant grants under their terms.

6.8 The successful bidder will cover the management, maintenance and cleaning from the income it generates from direct annual subscriptions. The subscription charge to users is £50 inclusive of VAT.

6.9 The VAT on the contract is recoverable under the Council's usual VAT recovery procedures. As Brent will not generate any income from the project, there are no considerations relevant to Brent's partial exemption position.

7 Legal Considerations

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

7.2 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.

7.3 The requirements of any necessary making of Traffic Management Orders are set out in the Road Traffic Regulation Act 1984.

7.4 The estimated value of the proposed contract is above the threshold for services under the Procurement Act 2023 ("PA 23") and the procurement is therefore governed by the PA 23. The procurement is subject to the Council's own Standing Orders and Financial Regulations in respect of High Value Contracts given that the procurement is valued at £1.5m. For High Value Contracts, the Cabinet must approve the pre-tender considerations set out in paragraph 4.9 above (Standing Order 89) and the inviting of tenders (Standing Order 88).

7.5 Cabinet approval is also 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 procurement of the proposed contract for Secure Cycle Hangars. Once the tender process is undertaken, officers will report back to Cabinet in accordance with the Contract Standing Orders, explaining the process undertaken in tendering the contract and the recommended award.

- 7.6 As this procurement is subject to the full application of the PA23, the Council must observe the requirements of the mandatory minimum 8 working day standstill period imposed by the PA23 before the Contract can be awarded. The requirements include notifying all tenderers in writing of the Council's decision to award and providing additional debrief information to unsuccessful tenderers on receipt of a written request. The standstill period provides unsuccessful tenderers with an opportunity to challenge the Council's award decision if such challenge is justifiable. However, if no challenge or successful challenge is brought during the period, at the end of the standstill period the Council can issue a letter of acceptance to the successful tenderer and the Contract may commence.

8.0 Equity, Diversity & Inclusion (EDI) Considerations

- 8.1 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.
- 8.2 No diversity or equality concerns have been identified at this stage.
- 8.3 An Equality Assessment will be undertaken for new installations following consultation with affected residents and businesses.
- 8.4 All new bike hangars/ nests will be inclusive, accommodating adapted and cargo cycles where possible.

9.0 Climate Change and Environmental Considerations

- 9.1 The expansion of secure cycle parking directly supports the aims of Brent's Climate & Ecological Emergency Strategy. Increasing access to Bike Nests and Bike Hangars 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.

- 9.2 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.

10.0 Human Resources/Property Considerations (if appropriate)

- 10.1 There are no implications for Council staff or for Council accommodation arising from the recommendations in this report.

11.0 Communication Considerations

- 11.1 A targeted communication approach will be required for the rollout of new Bike Nests and Bike Hangars. 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.

Related document(s) for reference

[Cabinet Report 6 February 2023: Authority to Award Contract for the Provision Management of Bike Hangars.](#)

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

Report sign off:

Jehan Weerasinghe

Corporate Director Neighbourhoods &
Regeneration