



**WORKPLACE
CYCLING**

PARKING GRANTS AND E-BIKE LOANS

Frequently Asked Questions

Why are organisations with less than 10 employees unable to apply?

There are limited funds available within the Active Travel Fund allocated for the Grant scheme. The aim of the scheme is to encourage as many people as possible to take up cycling as a means of transport for work or business purposes. On this basis, it is considered that micro businesses with less than ten employees, are unlikely to provide the same level of propensity to encourage more people to cycle and provide the best value for funds available at this stage. We will, however, review the demand received in response to the current grant offer to inform any future spending or funding bids, on how this could be used to support micro-business.

What E-Bike will be on loan?

Currently, Hampshire County Council is able to procure the following E-Bike through the ESPO framework.

<https://www.halfords.com/bikes/electric-bikes/carrera-crosscity-folding-electric-bike-750632.html>

As bikes will be procured in response to demand and successful applications the exact model procured may vary slightly.

There are 2 different E-Cargo bikes on offer to applicants, a trike model. The trike model has 900L storage and the 2 wheel has 350L storage. Both come with AXA LED front and rear lights, with a range of 31-43 miles.



Does the grant cover works needed to ensure the proposed location is in a suitable state for cycle parking to be installed?

The Cycle Parking Grant can only be used to fund the cycle parking. Any works needed to improve the proposed location, for example installation costs, resurfacing, lighting, fencing or other security measures cannot be covered by the grant. Such measures will have to be funded by the organisation themselves.

Can Hampshire County Council provide supplier recommendations?

Unfortunately, Hampshire County Council is unable to offer recommendations on suppliers to consider when gathering quotes for the installation of your proposed cycle facilities. However, the following link provides a guide to expected and appropriate prices for cycle parking solutions and may help with assessing whether the quotes you are receiving are appropriate.

<https://www.sustrans.org.uk/our-blog/get-active/2020/everyday-walking-and-cycling/how-to-store-your-bike-indoor-and-outdoor-bike-storage-solutions>

Do I need to supply my employees with PPE (Personal Protective Equipment) to use the E-Bike Loan, or are employees required to supply their own?

Each organisation will have its own corporate and social responsibilities and employers have general duties under Section 2 of the Health and Safety Act 1974, to ensure the health and safety of employees while cycle at work. Cycle helmets and High Viz Clothing will not be provided by Hampshire County Council.

Employers can decide how their employees are to acquire PPE in line with their own corporate policies and risk assessments either at their own or at the organisation's expense.

We request all organisations to adhere to their own risk assessments/PPE policies.

Who Is responsible for servicing and maintaining the E-Bike?

Hampshire County Council will fund the servicing and maintenance of the E-Bikes on loan. If any repairs are deemed to have been caused by damage or neglect, the organisation loaning the bike will be liable to pay as agreed in the Terms and Conditions.

What type of Insurance will I need for the E-Bike Loan?

Insurance needed will vary from organisation to organisation, depending on what the organisation intends to use the e-bike for. If you plan to use the E-Bike for commuting, then employees will need to provide cover for this. The same principle applies for a specific work journey. For general storage, you may also need to consider Public Liability Insurance. Hampshire County Council will be able to advise you further on this if your application is successful, once you have established how and who will be using the e-bike.

What happens at the end of the E-Bike Loan?

At you end of your E-Bike loan you will have two options - you can either return the bike to Hampshire County Council or purchase the bike from us at a discounted market value.

