

Meeting:	Full Council
Date:	25 th November 2025
Report Title:	Bike Shed Christmas Bicycle Scheme 2025
Proposer:	Councillor L Stevenson
Seconder:	Councillor V Manro

Motion:

Council notes the annual Christmas Bicycle Scheme run by The Bike Shed in Old Town. The scheme refurbishes donated bicycles and distributes them to children and families in need and is also collecting new and boxed toys for local hospitals.

Council further notes the environmental benefit of extending the life of existing bicycles. Refurbishing a bicycle prevents waste, reduces pressure on landfill, and lowers the demand for new manufacturing. National figures show that producing a new bicycle can generate about 100 kilograms of CO2. Reuse supports local climate aims and reduces emissions.

Council recognises the community and environmental value of this initiative and agrees to:

1. Promote the scheme through council communication channels and provide clear guidance to residents on accepted items, drop off arrangements, and the pickup process.
2. Hold a designated parish pickup day for residents who wish to donate bicycles or new boxed toys, with the date agreed with the organiser.
3. Allow residents to drop off donations up to a set closing date. Items received after that date will not be accepted.
4. Allocate one council van and the necessary staff for a half day to collect bicycles from residents unable to deliver them and to transport all donations to The Bike Shed.
5. Set a fixed collection window for home pickups with one collection attempt only and no revisits.
6. Accept only bicycles that are in reasonable working order and suitable for basic servicing and repair.
7. Confirm that the council accepts no liability for any damage to donated items during collection or transport.
8. Confirm no data protection concerns, as only basic contact details will be used to arrange collections.
9. Record the total number of bicycles and toys donated and report these figures, with any feedback from the organiser, to the Community Development Committee.

Council notes that the financial implication is limited to officer time, van fuel, and related operational costs, which will be met from the Climate Change budget due to the environmental benefits of reuse and waste prevention.

Officer's Operational Observations:

- There is capacity within the Community Development Team to run a promotional campaign.



- This can be allocated to the Tidy Up Team or similar to check the bikes prior to them going to Bike Shed. It will be a basics checks and Council cannot be responsible for a full-service check.
- There is capacity on the proviso that the Seasonal Operatives can start as soon as possible because the Parks & Open Spaces Team is already operating at a loss.
- Where will the bikes be stored? Space and security of the items could be an issue if the scheme is popular.
- Preference for it to be no home pick-ups. Only arranged drop offs. This could be at the Office during office hours or a dedicated weekend date with Councillor assistance.
- Do not want the Team to go to home and collect the bikes as this could set a precedent for taking other large items to the tip and could be awkward for the team if they must refuse to take the bike (don't shoot the messenger type scenario). It could also be problematic having a pick-up window, dependant on workload and sometimes will be difficult finding the addresses.
- Alternatively, we could signpost to the Bike Shed to organise collections... as this is a service that they offer.
- We would need to set clearer dates for when the campaign would run and for how long.
- Unused and boxed toys could be an issue for indoor storage, so suggest we keep it simple and help with one thing – transporting a few bikes from the HW community to Old Town. Bikes only.
- Could be a nice tie in after the Bikeathon.