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To: Councillor McLellan, Convener; Councillor Yuill, Vice-Convener; and Councillors Allard, Brooks, Cooke, Farquhar, Greig, Malik and Watson.

Town House,
ABERDEEN 13 November 2025

FINANCE AND RESOURCES COMMITTEE - SPECIAL

The Members of the **FINANCE AND RESOURCES COMMITTEE** are requested to meet in **Committee Room 2 - Town House on FRIDAY, 21 NOVEMBER 2025 at 2.30pm**. This is a hybrid meeting and Members may also attend remotely.

The meeting will be webcast and a live stream can be viewed on the Council's website.
<https://aberdeen.public-i.tv/core/portal/home>

JENNI LAWSON
CHIEF OFFICER – GOVERNANCE

B U S I N E S S

DETERMINATION OF EXEMPT BUSINESS

- 1.1. Determination of Exempt Business

DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

- 2.1. Declarations of Interest and Transparency Statements

DEPUTATIONS

- 3.1. Deputations

CITY DEVELOPMENT AND REGENERATION AND STRATEGIC PLACE PLANNING

- 4.1. Aberdeen eBike Hire Scheme - CR&E/25/238 (Pages 3 - 10)

There is an exempt appendix in the Exempt Appendices section below.

EXEMPT APPENDICES

5.1. Aberdeen eBike Hire Scheme - Exempt Appendix (Pages 11 - 16)

Integrated Impact Assessments related to reports on this agenda can be viewed [here](#)

To access the Service Updates for this Committee please click [here](#)

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	21 November 2025
EXEMPT	Appendix 1 to this report is exempt under the Local Government (Scotland) Act 1973 (Paragraph 9 – Contractual Terms)
CONFIDENTIAL	No
REPORT TITLE	Aberdeen eBike Hire Scheme
REPORT NUMBER	CORS/25/238
EXECUTIVE DIRECTOR	Gale Beattie
CHIEF OFFICER	David Dunne
REPORT AUTHOR	Jane Obi
TERMS OF REFERENCE	1.1.5 & 2.1.1

1. PURPOSE OF REPORT

- 1.1 To inform Members of the outcome of a procurement exercise undertaken to identify a supplier to provide and operate an eBike hire scheme in Aberdeen.
- 1.2 To seek approval from Members to formally appoint and enter into contract with the identified supplier

2. RECOMMENDATIONS

That the Committee:-

- 2.1 Note the procurement exercise undertaken to identify a preferred operator to provide and operate an eBike hire scheme in Aberdeen within approved budget;
- 2.2 Note the outcome of the procurement exercise which identifies the preferred operator; and,
- 2.3 Instruct the Chief Officer – Strategic Place Planning, in conjunction with the Chief Officer – Commercial & Procurement Services, to formally enter into contract with the preferred operator as set out in the conditions of contract associated with the procurement, for a period of 3 years with option to extend by two further 12 month periods, with a financial contribution from the Council as detailed in this report.

3. CURRENT SITUATION

- 3.1 Aberdeen previously had an operational bike hire scheme from autumn 2022 to spring 2024. Since its termination, Aberdeen City Council has received enquiries from members of the public expressing interest in reinstatement of the scheme, indicating a sustained appetite for accessible cycling options in the city.

- 3.2 In response, a report was submitted to the Finance and Resources Committee on [8 May 2024](#), seeking approval “*to explore options around how a future scheme might operate*” and to report findings to the Net Zero, Environment and Transport Committee in September 2024.
- 3.3 Subsequently, on [3 September 2024](#), a report was presented to the Net Zero, Environment and Transport Committee informing Members of the options available to operate a future eBike hire scheme in Aberdeen, outlining the available operational models for the scheme (i.e. 100% Private, 100% Public and Public/Private Partnership). The recommendation was to proceed with a public/private partnership model.
- 3.4 The Committee resolved “*to instruct the Chief Officer – Strategic Place Planning to prepare a Business Case for a new eBike scheme based on the public/private partnership model and to report this Business Case to a subsequent meeting of the Finance and Resources Committee*”.
- 3.5 This was followed by a report to the Finance and Resources Committee on [12 September 2024](#), where it was agreed by Committee to “*instruct the Chief Officer – Strategic Place Planning to undertake a procurement exercise to identify a private partner to enter into a public/private partnership model with the Council to deliver a new eBike hire scheme for the city, with public funding to support the programme identified as being taken from the Bus Lane Enforcement surplus*” [please note, following the [Council Budget Meeting decision of March 2025](#), this funding source to support the scheme was revised to the Low Emission Zone surplus].
- 3.6 The procurement exercise commenced with an Invitation to Tender (ITT) launched on Public Contracts Scotland on 8 July 2025 with a deadline of 21 August 2025. Lessons learned from the previous eBike hire scheme were reflected in the requirements of the ITT for the new scheme.
- 3.7 The table below provides an overview of the features of the scheme which were reflected in the Invitation to Tender. The scheme is supported by a set operational subsidy from the *Low Emission Zone surplus* and is designed to be inclusive, accessible, and financially self-sustaining, with a robust performance framework and Community Benefit commitments.

Table 1: An Overview of some features of the eBike Hire Scheme as required of the Invitation to Tender

• Minimum of 200 eBikes at launch, scalable to over 350 during the contract
• An initial contract period of 3 years. This period can be extended by a further 12-months on two occasions.
• Use of zero-emission vehicles for operation of the scheme
• Inclusion of Community Benefits, such as employment, in the contract
• Partnership with Getabout to champion sustainable travel

<ul style="list-style-type: none"> • Robust monitoring and scheme management built-in with reports and Key Performance Indicators (KPIs)
<ul style="list-style-type: none"> • The Council's financial contribution will be released based on attainment of key milestones and KPIs as outlined in the ITT
<ul style="list-style-type: none"> • Inclusive pricing (i.e. includes concessionary rates) with all rates fixed for the first year of the scheme
<ul style="list-style-type: none"> • 24/7 scheme availability with a minimum 85% fleet availability at all times
<ul style="list-style-type: none"> • Parking compliance greater than or equal to 90%
<ul style="list-style-type: none"> • Profit-sharing mechanism during extension years of the contract

- 3.8 A robust assessment of the tender responses was undertaken, based on both the quality of the submissions received, and the anticipated cost to the public of using the scheme. Exempt Appendix 1 provides further details. The award criteria was 60% Quality, 40% Price. The preferred operator scored higher on both quality and cost criteria. Their proposal demonstrated clear strengths across all seven method statements in the Award Questionnaire, offering a scalable, inclusive, and environmentally aligned solution.
- 3.9 The preferred operator represents a delivery partner that combines commercial viability with public value, offering a scalable, inclusive, and climate-aligned solution that supports Aberdeen's transport, health, and environmental sustainability ambitions.
- 3.10 The preferred operator's pricing structure is designed to ensure affordability, accessibility, and financial sustainability. These measures, supported by the Council's operational subsidy, all aim to maximise public benefit and ensure the scheme is inclusive, equitable, and financially sustainable.
- 3.11 The mobile application for booking/hiring and parking the bikes at the end of a hire will also be fully configured for Aberdeen.
- 3.12 The Council is now in a position to formally appoint the preferred operator and enter into contract, enabling mobilisation to begin. The scheme is anticipated to launch in Spring 2026, following a mobilisation period of four to six months to enable successful logistics around procurement and deployment of the bikes and human resources to commence the scheme. The operator will be responsible for all aspects of the scheme delivery, including infrastructure deployment, customer service, maintenance, financial and performance reporting.
- 3.13 Given the public interest, strategic alignment with transport and sustainability goals, and the successful outcome of the procurement exercise, the recommendations in Section 2 seeks approval to appoint and enter into contract with the preferred operator. This will allow the Council to progress towards working with a partner to deliver a high-quality, inclusive eBike hire scheme for Aberdeen again.

4. FINANCIAL IMPLICATIONS

- 4.1 Aberdeen City Council will provide a financial contribution of £200,000 to support the operation of the eBike hire scheme over the initial three-year contract period. This contribution will be drawn from the Low Emission Zone surplus ([see Council Budget Decision \(lxiv\) 5 March 2025](#)).
- 4.2 The financial contribution will be disbursed in milestone-based instalments, aligned with key delivery stages of the scheme, including mobilisation, infrastructure deployment, system readiness, scheme launch, and annual performance reviews. Each payment will be subject to satisfactory evidence of progress and compliance with agreed Key Performance Indicators (KPIs), as outlined in the Invitation to Tender.
- 4.3 The Council's contribution is strictly for operational support and will not be used for the procurement of eBikes, which remains the responsibility of the preferred operator. The scheme is expected to become financially self-sustaining during the initial contract period, with no further public funding anticipated beyond the agreed contribution.
- 4.4 There are no additional staffing costs to the Council arising from the recommendations of this report. While the operator's staff will be responsible for all aspects of the scheme's delivery, including operations, maintenance, and customer service, Council staff time will be required to manage the contract. This will be accommodated within existing revenue budgets.
- 4.5 The financial implications have been assessed and are considered to be proportionate and manageable within existing budgets. The scheme offers a cost-effective approach to delivering sustainable transport outcomes and aligns with the Council's strategic priorities.
- 4.6 In accordance with the contract terms, a profit-sharing mechanism will apply should the Council exercise the optional extension periods (in Years 4 and 5).
- 4.7 In conclusion, the financial commitment represents a targeted investment in sustainable mobility, with clear controls in place to ensure value for money and alignment with the Council's transport and environmental objectives.

5. LEGAL IMPLICATIONS

- 5.1 The Council's Commercial and Procurement Legal team developed a bespoke terms and conditions of Contract for the scheme ensuring legal safeguards are in place to protect the Council's interests. This document was appended to the ITT package and made available to all tenderers. Consequently, there are no direct legal implications out with the contract, arising from the recommendations of this report.
- 5.2 This contract does not prohibit others from operating a similar scheme in Aberdeen without financial support from the Council, subject to the necessary approvals and permissions being issued.

- 5.3 The operator can terminate this contract with 6 months written notice, provided that the council is compensated up to the level of Council contribution already paid to the operator plus any costs and expenses reasonably and properly incurred by the Council as a result of such termination.

6. ENVIRONMENTAL IMPLICATIONS

- 6.1 The preferred operator commits to net-zero operation of the scheme integrating the Net Zero Toolkit, enabling quantification of carbon savings and continuous improvement in environmental performance.
- 6.2 The re-introduction of an eBike hire scheme is expected to continue delivering positive environmental impacts as demonstrated by the previous scheme as data collected between December 2022 and January 2024 showed a consistent month-to-month increase in estimated emissions savings, rising from 1,760kg in the first month to 49,463kg by January 2024. This upward trend reflected a growing uptake and use of the scheme, supporting a shift to cycling for short journeys. The preferred operator's commitment to operate a net-zero scheme provides strong assurance that a reintroduced scheme will continue to contribute meaningfully to Aberdeen City Council's net-zero targets and broader climate commitments.
- 6.4 The scheme's proposed design encourages responsible parking through in-app prompts and verifications, public awareness efforts to minimise street clutter and protect pedestrian access.
- 6.5 In conclusion, the scheme aligns with the Council's duty to act sustainably and is anticipated to deliver measurable environmental benefits through modal shift, operational practices, and infrastructure design.

7. RISK

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic Risk	Failure to deliver the scheme could impact Aberdeen's transport and sustainability goals.	Contractual obligations, milestone-based funding, and performance monitoring.	L	Yes
Compliance	Risk of non-compliance with procurement regulations.	Procurement conducted under Public Contracts (Scotland) Regulations 2015.	L	Yes

Operational	Disruption to service delivery due to supplier failure or poor performance.	Monthly and quarterly performance reviews, KPI framework, open-book accounting.	L	Yes
Financial	Risk of poor value for money or misuse of public funds.	Milestone-based payments, audit rights, financial reporting requirements.	L	Yes
Reputational	Negative public perception if scheme fails to meet expectations or experiences service issues.	Community engagement, robust customer service, transparent reporting, contract management procedures and performance monitoring.	L	Yes
Environment / Climate	Risk of underperformance in carbon reduction or environmental sustainability targets.	Net zero operations from launch, use of zero-emission vehicles.	L	Yes

All identified risks are considered manageable within the Council's risk appetite, with appropriate controls and monitoring mechanisms in place.

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN 2025-26</u>	
	Impact of Report
Aberdeen City Council Policy Statement <u>Working in Partnership for Aberdeen</u>	The proposals within this report support the delivery of the following aspects of the policy statement: <i>Greener Transport, Safer Streets, Real Choices</i>
<u>Local Outcome Improvement Plan</u>	
Prosperous Economy Stretch Outcomes	The outcome of the proposal within this report supports the delivery of the LOIP <i>Prosperous Economy Stretch Outcome 2</i> by contributing to an increased access to sustainable transport, improving connectivity to employment and services.
Prosperous People Stretch Outcomes	The outcome of the proposal within this report supports the delivery of LOIP <i>Prosperous People Stretch Outcome 10</i> by contributing to: - Improved

	physical and mental wellbeing through increased access to active travel. - Reduced transport barriers to education, employment, and health services. - Inclusive access for disadvantaged groups, including young people, care-experienced individuals.
Prosperous Place Stretch Outcomes	The outcome of the proposal within this report supports the delivery of LOIP <i>Prosperous Place Stretch Outcome 14</i> by contributing to: - reducing reliance on private vehicles for short journeys. - promoting active travel through a bike hire scheme. - delivering net zero operations from launch, including the use of zero-emission support vehicles.
Community Empowerment Stretch Outcomes	The outcome of the proposal within this report supports the delivery of LOIP <i>Community Empowerment Stretch Outcomes</i> by -Engaging with communities through Getabout and other outreach channels to promote sustainable travel and identify new locations for the bikes as well as further expansion of the scheme. -Offering concessionary pricing and inclusive access for disadvantaged groups, enabling broader participation in a city-wide mobility system.
Regional and City Strategies <i>Regional Strategies:</i> <i>Regional Transport Strategy</i> <i>City Strategies: Local Transport Strategy</i>	The proposal within this report support both the Regional and Local Transport Strategies by recommending the formal appointment of a supplier to provide and operate an eBike hire scheme in Aberdeen, thereby enhancing sustainable travel options within the city.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	Previous Integrated Impact Assessment relating to Aberdeen eBike Hire Scheme has been reviewed and changes made.
Data Protection Impact Assessment	Required
Other	N/A

10. BACKGROUND PAPERS

- 10.1 [NZET Committee, 03 September 2024, Item 15 Operation of a Future Aberdeen eBike Hire Scheme - CR&E/24/255 \(Pages 1347 - 1356\)](#)
- 10.2 [F&R Committee, 08 May 2024, Item 12 Aberdeen eBike Hire Scheme - CR&E/24/132 \(Pages 141 - 148\)](#)

11. APPENDICES (Exempt)

- Appendix 1 – Tender Outcome

12. REPORT AUTHOR CONTACT DETAILS

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Exempt information as described in paragraph(s) 9 of Schedule 7A of the Local Government (Scotland) Act 1973.

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