

Cycling Friendly NHS Worker Fund 2020/21: FAQs

1. Can staff who are on a short-term contract access a bike certificate?

Selection is at the discretion of the health board. We anticipate that staff employed for estates, facilities and ancillary services are integral to healthcare services. The fund criteria meets the Fairer Scotland Duty, and aims to reduce inequalities of outcome caused by socio-economic disadvantage. Consideration should be given to lower paid staff who do not meet that affordability criteria for the existent Cycle to Work scheme.

2. What are eligible grounds of affordability?

This is at the discretion of the employer. Employees on or just above NMW/NLW may not pass eligibility check for CTW. The grant is aimed at employees who are not deemed eligible by the health board including bank staff and temporary staff engaged in CV-19 duties. Employees who meet eligibility criteria for CTW scheme can apply for a bike using the existing process and will be eligible for the lock certificate.

3. Do the certificates have expiry dates?

Each certificate will be valid for three months.

4. Are all bike certificates pre-set at £500 and all lock certificates pre-set at £60?

Yes.

5. What if the local bike shop doesn't have any bikes below £500/locks below £60, is there discretion in determining the max certificate value?

The certificate values have been set to reflect value of available locks and bikes. Recipients of certificates can 'top up' any difference in price, should grant recipient wish to purchase an item in excess of the certificate value.

6. Can one £500 certificate purchase a bike and accessories?

Only if items can be processed using the one certificate to that value.

7. Is the maximum certificate value for a qualifying employee £500?

Yes. In general, if the participant goes to a shop they should be able to build a bike package around their budget.

8. Can a certificate only be used for bikes and locks, or can it be used for other accessories/ equipment?

A list of allowable items is noted in the process document.

9. What if the only local bike shop isn't a Cyclescheme partner?

There are over 110 partner stores in Scotland. Information on retailers is available <https://help.cyclescheme.co.uk>

10. What if staff need to purchase a bike online? What do they need to think about when buying, what type of bike should they go for, what do they do if it requires full/partial assembly, how do they know it's the right fit and what do they do if it isn't?

A list of online retailers in Scotland providing specific advice on type of available bikes is on the application portal.

11. What if there isn't adequate provision of cycle parking at relevant NHS sites?

Availability of cycle parking is asked in the application form. NHS health boards can identify areas for parking improvements and will be invited and supported to bid for Cycling Friendly Employer development grant cycle parking funding, launching June 2020. If there is no available parking (only railings etc.) Cycling Scotland can signpost to the Local Authority, Sustrans Scotland and/or suppliers to source temporary cycle parking racks.

12. What if there is no uptake from qualifying staff?

NHS boards will be supported to promote offer to staff using social media and staff partners to disseminate information on the opportunity. Unfulfilled grants can be utilised to improve cycling facilities within 12 months or be put towards a Cycling Friendly Employer development fund project.

13. What are the reporting requirements?

A monitoring report for NHS Boards will be sent out with the grant offer. A specific condition of the grant is agreement from NHS health boards to provide anonymised breakdown of invoices/grants issued for locks and bikes as part of this report.