

APPENDIX TEN: SUPPLEMENTARY GUIDANCE ON CYCLE PARKING

1. Case for intervention

The Mayor's Streetspace for London plan (May 2020) places walking and cycling at the heart of London's recovery from coronavirus and aims to enable more people to safely walk and cycle as part of their daily journeys.

By enabling more people to cycle, we can relieve pressure on the public transport network to enable social distancing while also reducing air pollution and improving physical activity levels across the population.

Our evidence base for cycling shows that availability of safe, secure and convenient cycle parking is vital to support and encourage more people to cycle, alongside a comprehensive network of routes. In the same way that we would not operate a bus route with no bus stops, cycle parking must be provided along the cycle network for it to be practical and usable.

Provision of cycle parking at key destinations is therefore crucial to meet increasing cycling demand, encourage new users to cycle and promote alternative journeys to public transport and private car during the recovery phase.

As noted in the [London Streetspace Plan](#), it is estimated there will need to be around an 80 per cent reduction in public transport capacity. If all 80 per cent of public transport journeys were switched to active modes instead, some boroughs would need to accommodate almost double the pre-coronavirus levels of walking and cycling by their residents. Nearly all boroughs would have to accommodate at least 50 per cent more active travel trips by their residents as well as supporting active trips made by residents of other boroughs.

Although not all public transport trips will be taken up by active travel, we can expect a significant increase in demand for cycle parking.

Provision of cycle parking should target the following areas:

- **High Streets/Town Centres** – to enhance the convenience and potential for Londoners to undertake activities by cycle such as shopping and accessing services or workplaces thereby reducing their need to use public transport or private car
- **Transport Hubs** – to support people who need to travel by public transport for longer journeys and limit the number of changes they need to make, by enabling them to cycle the first or last stage of their journey
- **Residential areas** – to support more people to travel by bicycle for local journeys by overcoming a lack of cycle parking space at home, which is one of the main barriers to access to a cycle for Londoners
- **Schools** – to encourage more pupils and staff to cycle to school and replace typically short car or public transport journeys
- **Workplaces** – to enable more people to cycle to work (either for the entire length of the journey or as part of a multi-modal journey).

TfL will add an initial 1,000 extra cycle parking spaces at stations and on the TLRN, with a focus on the busiest areas, particularly high streets and transport hubs. The aspiration is that boroughs should also identify opportunities for additional cycle parking with quick win solutions across a broad range of destinations to comprehensively maximise the convenience of cycling across the city.

2. Key principles

The following principles for cycle parking provision should be applied when considering temporary, as well as more permanent facilities to ensure that users feel that their cycle will be secure where it is parked, and that they will be safe when accessing and using the facility. The fundamental principles of good cycle parking planning and design apply to both temporary and permanent facilities and it is recommended that any temporary arrangements minimise or indeed avoid compromising on quality by ensuring that the following key principles are considered as part of any installation.

High quality, secure cycle parking requires a combination of:

- a) **Providing sufficient capacity to meet demand**
- b) **Locating long- and short-stay parking conveniently with stands spaced appropriately**
- c) **Selecting cycle stands that are fit for purpose to securely accommodate different types of cycle**
- d) **Ensuring facilities are maintainable and well managed**

An additional principle when planning cycle parking as part of the coronavirus recovery Streetspace Plan is that it should not adversely impact on space for social distancing on footways.

The cycle parking quality principles in parts b) and c) above are consistent with the London Cycling Design Standards (LCDS), [chapter 8](#) – please refer to this guidance for more detailed information on design layouts. Note that while these key principles are recommended for all arrangements of cycle parking, (for both temporary and permanent facilities), some of these principles may not always be achievable with temporary cycle parking (e.g. it may be deemed acceptable in some situations to select products of closer spacing than otherwise recommended). Where a compromise has been chosen in the short term as part of temporary arrangements, provision should be made to replace these temporary facilities with higher quality permanent cycle parking as soon as it is deemed appropriate to do so, and additional locations identified to maintain or enhance capacity.

a) **Providing sufficient capacity to meet demand**

The [Cycle Parking Implementation Plan](#) (2019) sets out that cycle parking should be provided to exceed demand by at least 20 per cent on-street, and at least 30 per cent at stations, to accommodate substantial growth.

Officers are encouraged to identify locations where demand is highest and where there is a need to actively encourage people to cycle instead of drive such as in town centres, on high streets, near schools and at stations. At the same time ensuring that delivery does not reduce the availability of pedestrian space where it is most needed to support social distancing. The map of all pavements with high priority for social distancing measures can be

accessed via Playbook. At these locations in particular, new cycle parking should not be placed on the footways and in general should ideally be placed on the carriageway or in car parks. In addition they should not be located in a way that might result in congestion on the footway while people wheel their cycles into or out of parking facilities.

The analysis underpinning the Cycle Parking Implementation Plan, summarised in section 4, provides a strategic overview of demand for cycle parking across London. These areas of high demand should be the focus of new interventions. However, this high-level analysis must be considered alongside local intelligence on current cycle parking and 'fly-parking' (informally parked cycles locked to street furniture).

It can be challenging to assess the suppressed demand for cycle parking and it is therefore recommended a phased approach to delivery is employed, with occupancy levels of new temporary or permanent cycle parking monitored to inform future delivery.

In the short term, rail termini stations in central London are expected to see higher than average increases in cycling to and from the station to replace connecting trips onto the Tube and bus network. These locations may require additional temporary cycle parking that is secure for overnight stays. However, termini stations are likely to face crowding issues and any new cycle parking facility should consider the impact on space availability for people walking.

b) Locating long- and short-stay parking conveniently with stands spaced appropriately

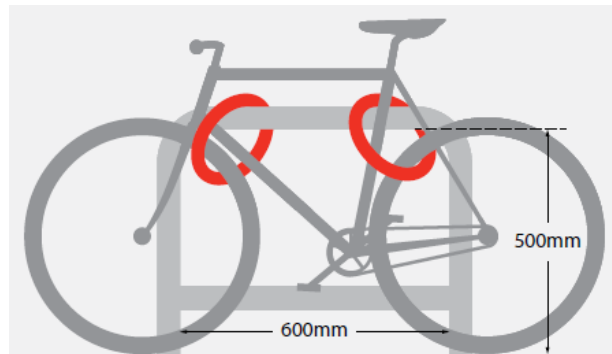
Long-stay parking is generally provided for residents, employees and commuters leaving their cycles during the day at rail stations, as well as others who may be leaving their cycle overnight or longer.

Short-stay is for visitors, customers and other more flexible uses, and tends to be in the public realm with open access. Cycle parking should be provided:

- As near to key destinations as possible with long-stay parking within 50m of a main access and short-stay parking within 15m, preferably visible from the entrance and more convenient than car parking. However, new cycle parking should not compromise social distancing e.g. at an entrance of shop where queuing is likely;
- Avoid placement in obstructive locations by positioning stands on the carriageway, replacing parking bays where appropriate, or in consistent street furniture zones to maintain preferably three metres clear width for pedestrian movement;
- Where there is no space for cycle parking in town centres and on high streets, side streets and off-street car parks should be considered;
- Provide step-free access, which may require a dropped kerb or shallow ramps to be added;
- Achieve recommended spacing requirements to ensure convenient access while using available space efficiently (typically 1.2m minimum between stands);
- Long-stay stands should preferably be sheltered from the elements;
- Sign to accessible facilities and consider providing signage on dedicated stands for larger cycles.

c) Selecting cycle stands that are fit for purpose to securely accommodate different types of cycle

- Take into account all user needs, so as not to exclude riders that need to use cargo or adapted cycles, or smaller children's bicycles;
- Ensure that where a mix of stand types are proposed, that a suitable proportion are readily accessible for all users;
- Select products that allow the frame and both wheels of the cycle to be secured by two D locks to the stand for any external provision;



Recommended double locking practice with a stand that can readily allow for two D locks to be used to lock both wheels and the frame

- Allow the frame and at least one wheel of the cycle to be secured to the stand for any internal provision;
- Use products that are robust, maintainable and aesthetically appropriate for the context;
- Ensure visibility bands and a tapping rail are provided on the first and last cycle stand in any row to assist visually impaired pedestrians.

d) Ensuring facilities are maintainable and well managed

- Design for the area around the stand to be readily accessible and maintainable, even when occupied by a cycle;
- The cycle parking area should be monitored and acted upon as necessary to potentially increase capacity at short notice; as well as for regular cleaning, including the removal of abandoned cycles or cycle parts.

3. Examples of interventions types

On-carriageway

Wherever possible, cycle stands should be installed in space taken from the carriageway, inset or with island protection as necessary. Up to 10 cycle parking spaces can be installed in one car parking bay.

This approach will avoid taking up footway space which will be required for social distancing measures and creating conditions that require mitigation for visually impaired people. It can also work well in streets where access is closed or restricted to motorised vehicles.

Consideration needs to be given to kerbside access to properties, impact on informal pedestrian crossing desired lines, access to utilities and potential obstruction of drivers' view at junctions of near pedestrian crossings. A Traffic Regulation Order (TRO) is necessary for on-carriageway cycle parking.



Figure 1: Cycle parking installed on space taken from car parking bay. In order to ensure maximum space for social distancing on the footway during coronavirus-recovery, access to cycle parking should ideally be from the carriageway, rather than from the footway.



Figure 2: before and after: Sheffield-type stands installed on car parking bay

Cycle hangars may be considered as part of increasing cycle parking capacity in residential areas. They act as a secure subscription based shelter typically providing space for six cycles. They would typically not be considered temporary and would only be appropriate for rapid roll-out where residents have already expressed an interest in provision.



Figure 3: Example of cycle hangar

Provision of cycle parking stands on-carriageway can also be used as a way to support **modal filters**, in combination with other measures such as provision of bollards, planters, vertical signs, road markings, build-outs.



Figure 4: Cycle parking installed as part of a modal-filter

Additionally, cycle parking stands can also be provided in conjunction with other street furniture, such as parklets, that create additional space for pedestrians to walk and stay. This type of facility is not in line with current guidance but may become more pertinent as restrictions ease and more space is required to support local businesses and social distancing



Figure 5: Example of cycle parking integrated with "parklet"

Cycle Hire

If Boroughs would like to increase provision of TfL Cycle Hire, it may be possible to meet additional demand by instigating manned hubs at existing Docking stations where there is a demand for either hires or returning bikes. Typically, these are at main line rail hubs and in the City where journeys tend to end. Boroughs would need to provide permission for this as this would effectively means use of footway space around a station (for storing cycles securely). This will be considered on a request basis. Existing hubs which may have higher than normal utilisation are also of interest and we will provide a list of these in due course.



Figure 6: Cycle Hire docking station

In car parks

Where no suitable space can be identified on the carriageway or footway, off-street sites such as town centres car parks and station car parks should be considered. If possible, the new facility should be covered by existing CCTV and be conveniently located.



Figure 7: Example of two-tier racks installed in a station car park

On-footway

Provision of cycle parking stands on the footway should take into consideration that a minimum 3m can be maintained for pedestrian movement.

Sheffield-type stands, bolted to the surface offer a simple, robust and cost-effective cycle parking solution that can be quickly installed in almost any location. Each rack has multiple locking points ensuring cycles are secured.

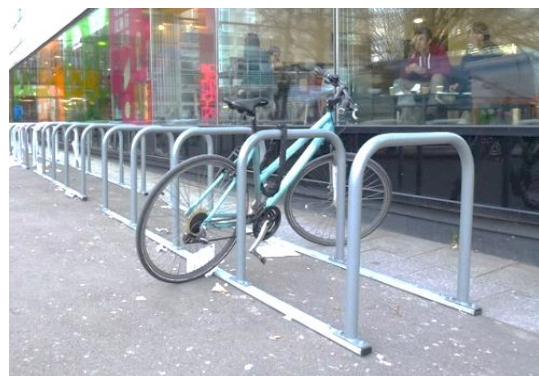


Figure 8: Example of temporary Sheffield-stand rack ("toast" rack)

"Toast" rack stands are easy to install and require minimal floor drilling making it ideal for both placement and temporary parking ideal for short to

medium term cycle parking. They are better placed in well overlooked locations in town centres and high-streets. Toast-racks are not as secure as standard Sheffield stands and should be equipped with tamper-proof solutions.

Some cycle parking stands models can also be integrated with street built-in planters, contributing to improve the streetscape environment and greening public spaces.

Another solution is also converting existing lighting and bollard columns into cycle parking stands by adding secure hoops, large enough to allow for double-locking. Consideration for this type of solution should take into consideration potential for adding street clutter and that those stands tend to result in cycles being positioned close to the kerb.



Figure 9: Example of cycle parking stand integrated with built-in planters



Figure 10: Example of cycle parking stand retrofitted into a lighting post

Schools

Provision of cycle parking in and around schools is important to encourage more students and staff to cycle to school. The design requirement will depend on the age group of the children, and the range in sizes of cycles to be parked.

“Toast” rack stands could be provided within the footprint of schools, in secure compounds or nearby school entrances, in well-overlooked locations.



Figure 11 : Temporary Sheffield-type stands on a secure compound

Workplaces

Secure cycle parking at workplaces is important to support more people to travel to work by bicycle. Commuters often need to use on-street facilities that were designed for short-stay parking. Not only is this less secure than formal workplace cycle parking, but it removes capacity for short term parking to support other uses in the area.

As an example, short-term delivery of cycle parking can be provided as by retrofitting storage areas and indoor car parking facilities, While there is no dedicated funding for cycle parking at workplaces at the moment, it is important that boroughs work with workplaces to promote provision of cycle parking for employees.



Figure 12: Example of cycle parking retrofitted in an indoor car parking facility in an office building in Central London.

4. Analysis of potential locations

a) Areas of highest demand pre-coronavirus:

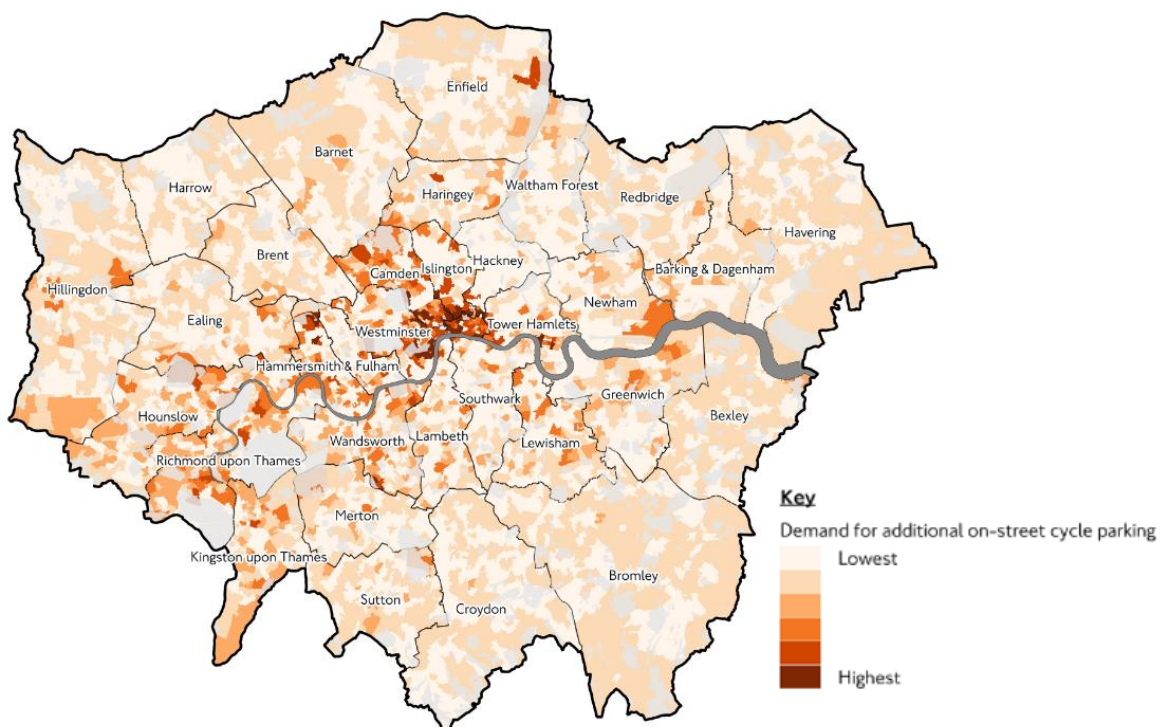
The [Cycle Parking Implementation Plan](#) (2019) highlights the areas of greatest demand for cycle parking across London at a strategic level.

As of 2018 there were over 145,000 cycle parking spaces on London Streets, most of them concentrated in inner London and in outer London town centres. However, the lack of cycle parking remains a barrier to the take up of cycling amongst Londoners. It is estimated that 36,000 additional on-street spaces are required to meet the pre-coronavirus demand.

The following maps have been shared at borough level with borough officers following the launch of the Cycle Parking Implementation Plan in July 2019 and are available on request.

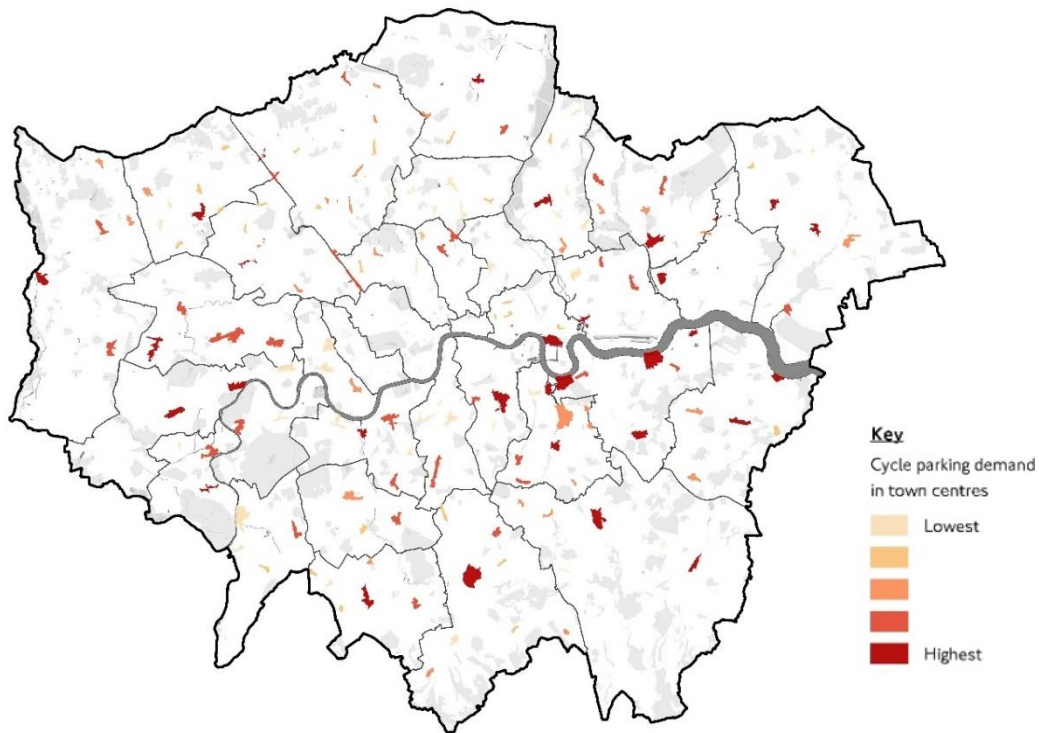
Figure 13 shows the areas of London with the greatest need for additional on-street cycle parking. This does not account for off-street cycle parking (e.g. in workplaces, schools and other community destinations)

Figure 13 – London areas with highest demand for additional on-street cycle parking (pre-coronavirus levels)



While the demand for additional cycle parking is particularly strong in central and parts of inner London, outer London town centres also require more cycle parking. **Figure 14** highlights the town centres with the highest demand for cycle parking (pre-coronavirus levels).

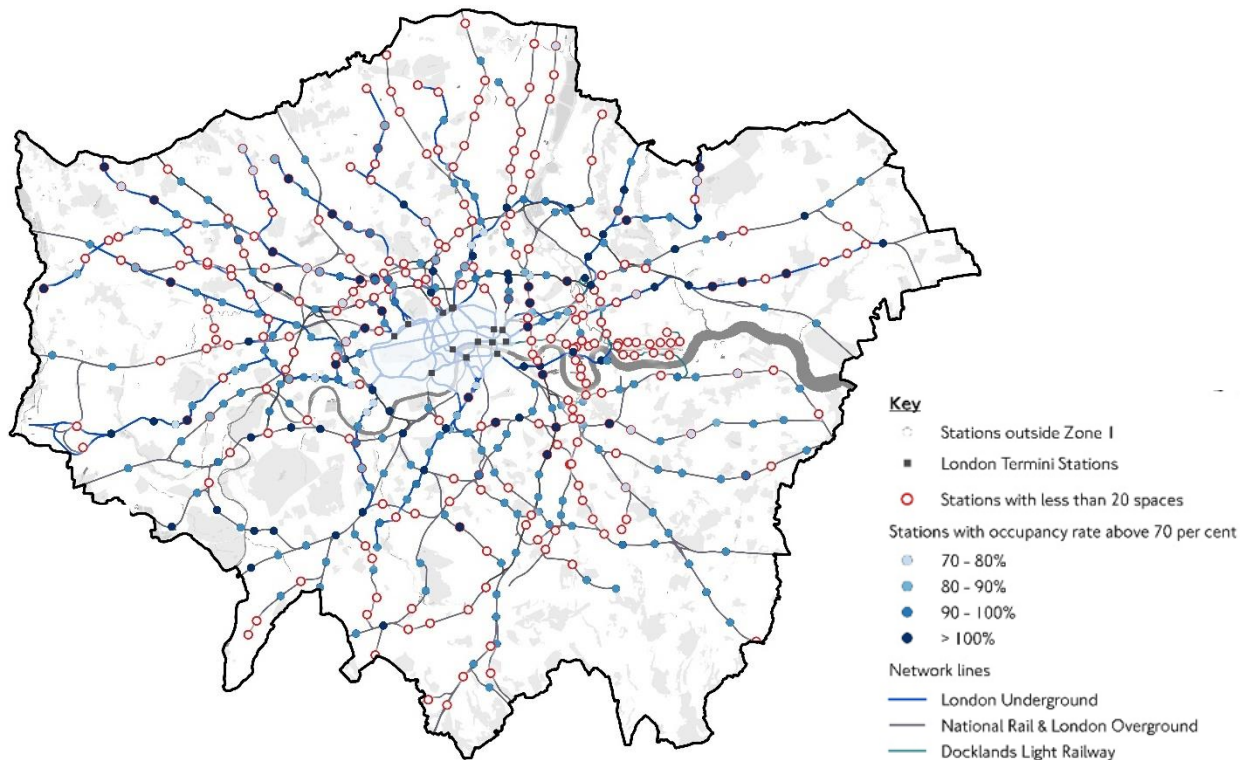
Figure 14 – Demand for additional cycle parking in London town centres (pre-coronavirus levels)



The Cycle parking implementation plan also identifies the stations requiring additional cycle parking to meet these two criteria in fare zone 2 and beyond (i.e. excluding zone 1):

- Have a minimum of 20 cycle parking spaces, and
- Have a minimum 30 per cent spare capacity

Figure 15 – London stations not meeting the cycle parking criteria



b) Increased demand for cycle parking

Following the launch of the plan, TfL awarded more than £3.5 million to 30 boroughs to build over 8,000 new cycle parking spaces in town centres, stations, schools and residential areas. This investment will enable thousands more cycle journeys but is not enough to meet the growing demand.

As the public transport network capacity is reduced to support social distancing, facilitating mode shift from public transport to cycling is essential. To support this shift additional cycle parking will be required at public transport trips' destinations.

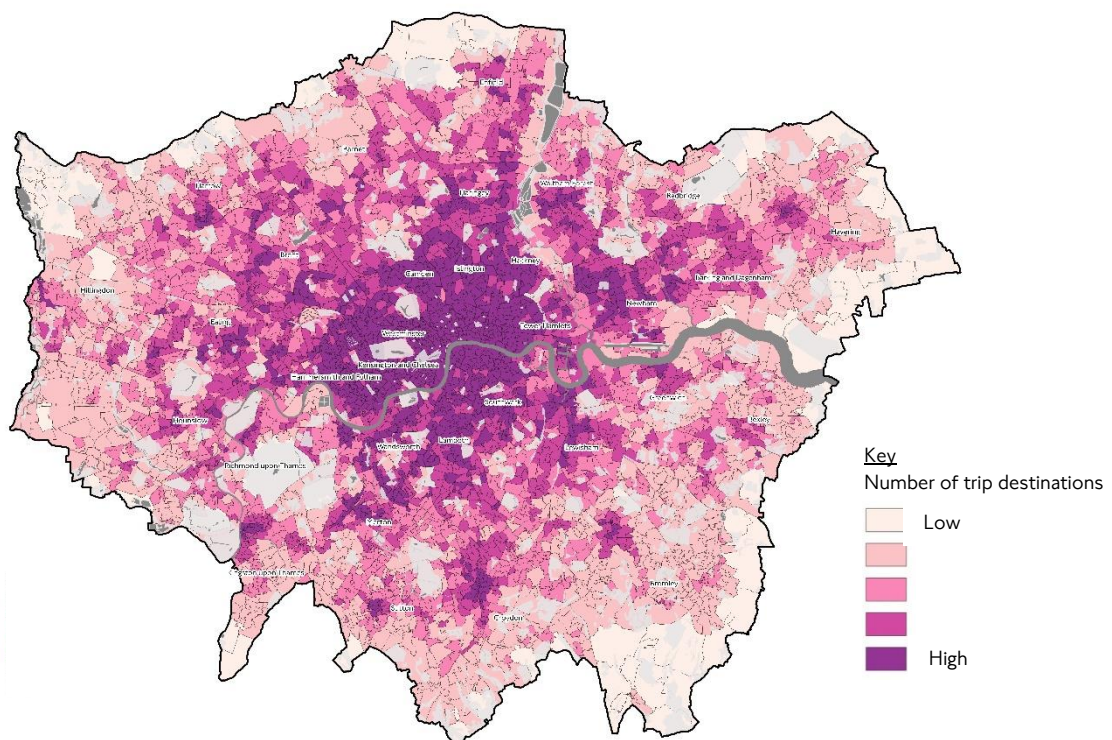
Figure 16 below shows the distribution of destinations of potentially cyclable trips usually made by public transport.

A potentially cyclable trips is defined as:

- Made between 6AM and 8PM
- Made by someone aged between 5 and 64
- More than 300m and less than 10 km in length
- Does not involve carrying a heavy load
- Is not currently made by walking, van or dial-a-ride
- Is not part of a wider chain of trips that cannot be cycled in its entirety

Off-street cycle parking may already be available at some of these locations but it is expected that the demand for on-street cycle parking will increase too. This analysis is based on cycling model and should be used to assess potential strategic pan-London demand only. This should be corroborated with local evidence of demand (e.g. occupancy rate on existing cycle parking facilities).

Figure 16 – Distribution of destinations of potentially cyclable trips usually made by public transport.



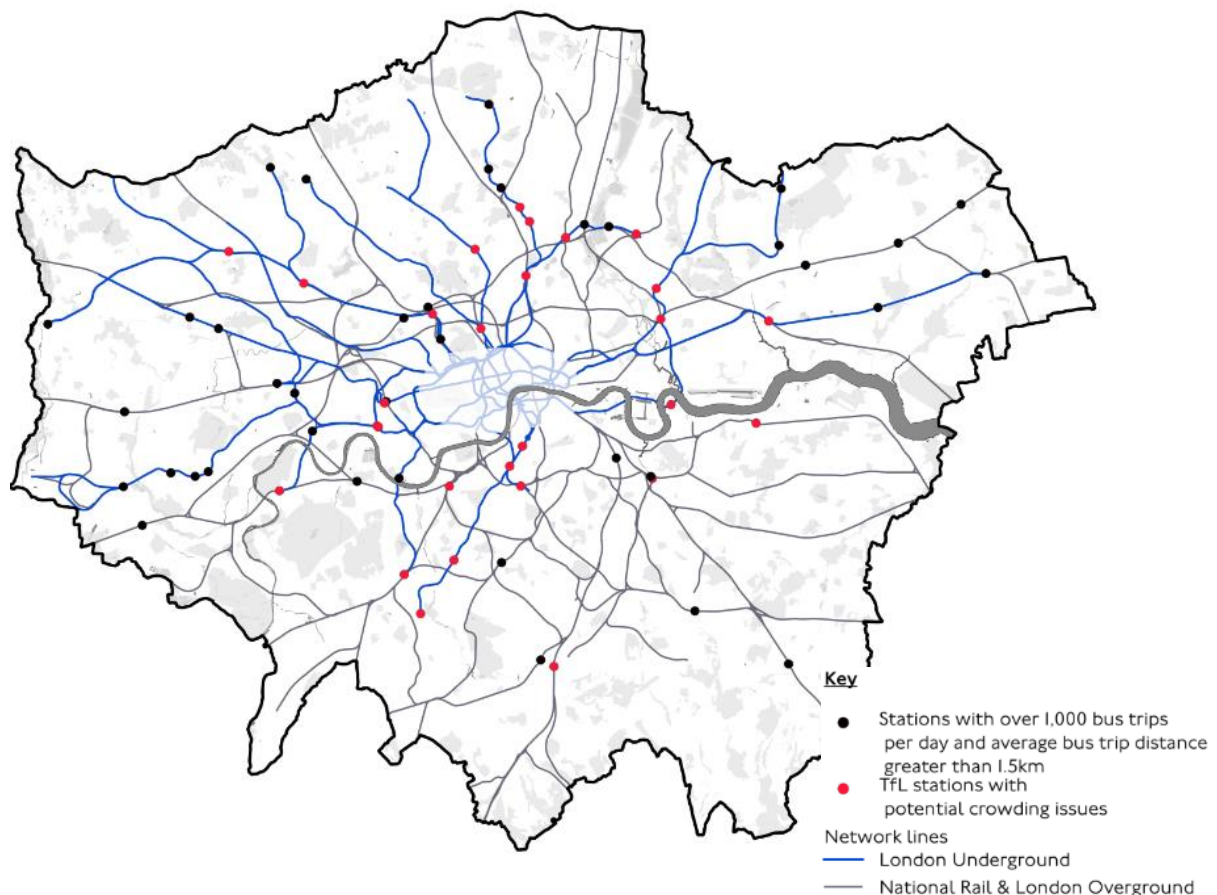
The demand for cycle parking is expected to be particularly strong along the existing Cycleway network and will likely increase along new, temporary cycle routes implemented by boroughs and TfL (i.e. Streetspace routes). When designing these temporary routes, consideration should be given to additional cycle parking at local destinations along the route (i.e. town centres, high streets, community destinations).

The Streetspace for London plan for cycle routes can be downloaded on the TfL Streetspace for London webpage: <https://tfl.gov.uk/travel-information/improvements-and-projects/streetspace-for-london>.

Demand for cycle parking at stations may also increase as passengers seek alternatives to buses to access their usual station. Where possible, passengers should be encouraged to walk to their station, especially in central and parts of inner London. However, when passengers need to travel greater distances to access the station, cycling may provide a viable alternative to bus travel.

Figure 17 highlights the stations outside fare zone 1 with a high level of bus access (i.e. over 1,000 daily passengers accessing the station by bus) and with an average bus stage trip distance greater than 1.5 kilometre (approximately 20 minutes walk). These stations may require additional cycle parking capacity if bus passengers take up cycling to access rail and Tube services. The stations highlighted in red are also likely to have an increased demand for cycle parking but have been identified as potentially facing crowding issues both inside and outside the station. At these locations, any new cycle parking should not obstruct pedestrian movement and queuing.

Figure 17 – Distribution of destinations of potentially cyclable trips usually made by public transport.



5. Funding

Guidance on access to funding for the implementation of Streetspace measures is included on the [Streetspace for London webpage](#). There is no ringfenced funding for cycle parking, however boroughs are encouraged to include proposals for low-cost cycle parking as part of wider Streetspace proposals. This could include additional provision for schools, however it is not possible for workplace cycling parking to be funded through this mechanism.