Chapter 8

Cycle parking

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8.1 Why cycle parking is important

8.1.1
Provision of cycle parking and its security are essential for supporting the development of cycling as a practical transport choice. A lack of appropriate cycle parking facilities is often cited as a barrier to cycling and bicycle ownership.

The number and the quality of cycle parking spaces available must not only keep pace with the growing use of bicycles in London, but also needs to allow for the substantial future growth set out in the Mayor’s Vision for Cycling.

8.1.2
Opportunities to provide more and better cycle parking should not have to come exclusively through programmes and projects aimed at promoting cycling. Various streetscape and highway improvements offer the possibility of raising the quality of cycle parking provision in the public realm.

8.1.3
Cycle parking also needs to be a key consideration for any new development that people are expected to travel to and from – just as journeys on foot, by public transport and by private car are planned for. Through the planning process, high quality cycle parking should be regarded as an integral part of a scheme, an essential part of the attraction of a development – never just an add-on to meet minimum policy requirements.

8.1.4
This chapter focuses primarily on the quality of cycle parking and the process for planning and implementing it. Key principles underpinning this guidance are that cycle parking should be:

**Fit-for-purpose** – meeting identified current and future demand, with an appropriate balance of short-stay and longer-stay provision.

**Well-located** – convenient, accessible and as close as possible to the destination.

**Secure, visible and well-overlooked** – stands that allow for secure locking in places that are well lit and with high levels of natural surveillance.

Cycle parking in Covent Garden
Policy context

8.1.5
Local authorities and developers are expected to make appropriate provision for cycle parking to support ambitious targets for cycling in the Mayor’s Transport Strategy (2010). In order to fulfil that role effectively, the quality of cycle parking will be as important as the quantity. A number of key issues around the quality of cycle parking were raised in the London Assembly report, Stand and Deliver: Cycle Parking in London (2009).

8.1.6
 TfL’s Cycle Security Plan (2010) aims to tackle the issue of cycle theft by improving the cycle parking environment. This includes actions to increase the number of fit-for-purpose cycle parking spaces and to provide advice on locating cycle parking. It also advocates more detailed design guidance on secure cycle parking.

8.1.7
“We will deliver 80,000 additional cycle parking spaces in residential locations, stations, workplaces and other trip destinations by 2016. We will put them where people most need them, above all in central London.” The Mayor’s Vision for Cycling, 2013, p24.

The Vision promises more cycle parking at central London termini and suburban stations, enabling better integration between transport modes and embedding types of travel behaviour that support trip chaining. The Vision also introduces the idea of cycle hubs and superhubs, which will provide extensive and secure parking and are located where cycle routes intersect. Hubs should incorporate cycle hire and other associated facilities such as cycle repair.

8.1.8
The London Plan requires better cycle parking through planning. In the Further Alterations to the London Plan (2014) new cycle parking standards are proposed for new or re-development in London by use class, including specific requirements for both long and short-stay parking. While these standards establish minima for cycle parking provision, clients, designers and planners should seek to identify and meet identified future demand, which will invariably lead to a higher level of provision than the minimum standards.
8.1.9

Long-stay cycle parking serving particular buildings or sites is primarily for residents or staff, and should be provided in secure, covered facilities with controlled, step-free access. Short-stay parking may be for visitors, customers or other short-stay needs and should be highly visible, accessible, convenient and as close to the main site or building entrance as possible. The guidance in this document should be used to inform the location, type and design of the parking agreed and delivered.

8.1.10

Assessment of cycle parking provision should take into account current demand and predicted trends for cycling across London. This should be allied with advice in this document on achieving the best quality of provision, in terms of location, design and type. This is important in order to:

- ensure that adequate facilities are available for those who already cycle
- reduce cycle theft through appropriate facilities to lock and store bikes
- encourage more people to choose cycling as a mode of transport
- reduce obstruction and other nuisance caused by ad-hoc ‘fly parking’
- relocate any under-used cycle parking
- help more children to cycle

8.1.11

In summary, the planning process should be used to help deliver better cycle parking for London through:

- applying London Plan and Local Plan policies and standards on cycle parking to new development
- ensuring that development and transport plans include proposals for addressing existing gaps in provision
- using planning obligations and conditions to help deliver additional high quality cycle parking facilities to meet those identified gaps
8.2 Procedures

8.2.1
Providing the right cycle parking for a place requires an understanding of the dynamics of current and likely future cycle use in an area, and ideally should be planned in an integrated way with cycle routes. Qualitative criteria are just as important as the quantity of cycle parking provided. The section below on design principles for cycle parking sets out key requirements.

Assessing demand for cycle parking

8.2.2
Cycle parking should be provided where there is evidence of demand and/or the potential to attract use. Consideration should be given to the probable need for cycle parking to serve a demand that is currently suppressed. For any strategy that aims to increase cycling substantially in an area, increase in demand for cycle parking over and above that suggested by analysis of trip generators should be planned for.

<table>
<thead>
<tr>
<th>The right amount of cycle parking for a site or area would be at a level that:</th>
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<tr>
<td>• meets existing baseline demand</td>
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<tr>
<td>• meets the potential demand generated by the existing and proposed land uses in the area</td>
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<td>• ensures there is allowance for spare capacity (ideally, at least 20 per cent)</td>
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8.2.3
All destinations should be served by cycle parking that can accommodate employees, customers, residents and visitors. Key destinations include:

- residential areas
- shopping centres and high streets
- workplaces
- services, e.g. hospitals, health centres, council buildings
- education establishments including schools, colleges and universities.
- community facilities and services e.g. libraries
- entertainment and leisure venues
- public transport interchanges and National Rail, Docklands Light Railway and London Underground and Overground stations
8.2.4
Methods of assessing potential demand include:

- surveys of existing patterns of cycle parking, taking into account formal and informal parking areas, existing cycle stands in public and private areas, and ‘fly parking’ to street furniture and guard railing
- undertaking surveys at different times of the day, week and year – cycle parking demand in winter tends to be approximately 60-80 per cent of the demand in summer, while identifying variations by time of day and day of week can reveal peaks and give indications of trip purpose
- making a broader assessment of where trip generators are, and where and when people are likely to – or could – travel there by bicycle. This includes identifying where and when new developments are proposed locally.
- trialling temporary stands

8.2.5
Provision of new or increased cycle parking should also be informed by consultation with cyclists, pedestrians, retailers and local residents, many of whom will be able to give a more rounded view about variation of cycle parking demand through the day, week and year. This should be proportionate to the level of investment and the likely impact on other users.

8.2.6
If the target London-wide mode share of around 5 per cent by 2026 is to be achieved, certain more accessible locations will need to deliver mode shares substantially higher than this. As TfL’s cycle census of April 2013 showed, many locations see a cycling mode share above 20 per cent during peak hours. (TfL, Central London Cycle Census: technical note, October 2013). Levels of cycling in central and many parts of inner London are likely to continue to see higher-than-average increases, with investment in better routes through the Mayor’s Vision for Cycling programme. Those significant changes need taking into account when estimates of future mode share are made.
8.2.7
For new development, applicants should consult the latest version of the London Plan to verify minimum requirements, and should check with the local planning authority, which may have its own minimum standards in its Local Plan. Developers and planners should seek greater provision than the minimum wherever possible, particularly in locations where trips by bicycle could grow substantially. The quantity and quality of cycle parking is likely to become an ever more important factor in attracting potential buyers, occupiers and customers.

8.2.8
The feasibility of providing cycle parking in a given location needs to be considered alongside assessing demand. Footway space and underground utilities or structures will determine whether locations are suitable. Clarity about these constraints is important before consulting on any options for new cycle parking.

8.2.9
A Traffic Regulation Order (TRO) is necessary for on-carriageway cycle parking, but not for off-carriageway (i.e. on the footway), although this may be an effective form of consultation in some sensitive areas. Obtaining a TRO involves several stages:

- consultation on initial layout / design: obtaining the view of local councillors, emergency services and other relevant institutions
- advertisement of the TRO, via public notices, for at least 21 days
- making the TRO
- implementing the TRO

8.2.10
Alternatively, a temporary TRO may be secured more quickly for a temporary use of part of the carriageway for cycle parking, for up to 18 months.

Fit-for-purpose cycle parking

8.2.11
In planning cycle parking, it is important to ensure that provision is appropriate for the purpose of the trip and the length of stay. Peaks and the spread of demand across the day need to be considered.

8.2.12
In workplaces, the demand for spaces will be at similar times during the working day. Spaces may be assumed to be used frequently with a low turnover in the number of people using a space in one day. In these instances the cycle parking will not
necessarily need to be as visible as parking in a shopping area would need to be, though a higher level of ‘access only’ security will be required.

8.2.13

In contrast, a Sheffield stand located in a busy shopping area is likely to offer a convenient facility, suitable for short stays, and should be located in a highly visible area with good natural surveillance. This parking is also likely to have a higher daily turnover of use.

8.2.14

A fit-for-purpose stand is also one that is appropriate for its context, and alternative types may be needed for sensitive areas. By using bespoke types, cycle parking can also serve a place-making function as part of an integrated approach to public realm improvement.

Well located cycle parking

8.2.15

Proximity to a destination influences a cyclist’s choice of where to park, so cycle parking should be convenient and well located. As a general rule, cycle parking should be provided:

- as close as possible to the final destination
- within 15m for short-stay parking serving a single destination
- within 25m for short-stay parking serving multiple sites
- within 50m for longer-stay parking
- in convenient locations for entrances to and exits from the destination
- where there is easy access – eg. through use of dropped kerbs, cycle routes and crossings
8.2.16
Where cycle parking is inside a building, it should be located so as to avoid the need to negotiate obstacles such as stairs, tight corners, multiple doors and narrow doorways. Lifts should be provided to any basement cycle parking and accessing the parking area should involve passing through no more than two sets of doors.

8.2.17
The strategy for signage and wayfinding in an area should ensure cycle parking is easy to find, and also help cyclists continue their journey from the parking area. TSRGD contains a standard sign, diagram 968, for this purpose. Wherever it is necessary, any such sign should be mounted so as to avoid creating additional sign clutter in the public realm.

Secure, well overlooked cycle parking

8.2.18
Wherever it is located, cycle parking must be secure, visible and well overlooked. Users need to feel both that their bicycle will be safe where it is parked, and that they will be safe accessing and using the parking. Cycle parking should be:

- sited in locations that are clearly visible and well overlooked with high levels of natural surveillance, and CCTV where necessary
- designed with consideration of sight lines into and out of the cycle storage area – this is particularly important when cycle cages, compounds or secure stores are provided
- adequately lit and overlooked, particularly at night time or where the parking is indoors/under cover

8.2.19
A wide range of cycle parking products is available, but the cycle parking design chosen, and the location of the cycle parking should as far as possible:

- allow the frame and both wheels of the bicycle to be secured
- provide support for any type of bicycle without damaging it
- ensure that, whether in use or not, the stand is not causing an obstruction or danger to pedestrian movements, or causing the user to be in danger or a danger to vehicles on the carriageway
8.2.20

In order to allow for securing the bicycle by the frame and both wheels, locking points should be approximately 600mm apart and 500mm above ground. The stand shape should provide locking within 100mm of these points to facilitate the use of two ‘D’ locks, i.e. range of 400-800mm in width and 400-600mm above ground. It should be noted that stands thicker than 75mm will stop the use of a ‘D’ lock.

8.2.21

Damaged or vandalised bicycles left in public often signal the insecurity of cycle parking and, in some areas, cycle parking facilities are unlawfully occupied by motorcycles and scooters, sending a similar negative message.
8.3 Types of cycle parking

8.3.1
The three design principles for cycle parking – fit-for-purpose, well located and secure – should apply to the choice of cycle stand. Response to context should be addressed through conforming to relevant street design guidance.

8.3.2
Space available is always likely to be a constraint, although the choice of cycle parking type should not be dictated by space alone. Indicatively, types such as the Sheffield stand offer around one space per 1.4 sq m (if implemented according to the guidance in section 8.4 below), meaning that 1,000 spaces requires 1,400 sq m. High density facilities, such as the two-tier stand, offer around one space per 0.7 sq m, or 1,000 spaces in 700 sq m.

Tubular stands

8.3.3
Sheffield stands are the most common type of tubular stand. They offer a simple, robust and cost effective cycle parking solution: two bikes can be parked on one stand and a range of locking positions are possible.

8.3.4
It is recommended that the finish of stands on the highway should be either stainless steel or galvanised with a black nylon coating that is hard-wearing and does not scratch the bicycle’s paintwork. Stands located off-highway in compounds may be plain galvanised steel.
8.3.5
Visibility bands must be used on Sheffield stands to assist partially sighted street users to identify areas of cycle parking, and should be identifiable by using agreed contrasting colours. For example, a black visibility band should be used on a stand with a stainless steel finish. A tapping rail is usually required on cycle stands, or on the end unit when stands are grouped together, so that an empty stand can be identified by a pedestrian using a white cane.

8.3.6
An alternative to the Sheffield stand is the M-profile stand, which has been designed specifically to facilitate double locking.

8.3.7
Other tubular cycle parking designs are available on the market, and may be suitable in many locations. While it is important to take a flexible approach to the design of cycle parking stands, they should always fulfil the main function of allowing for two-point frame and wheel locking.
Two-tier stands

8.3.8

Two tier cycle racks are an innovative solution tackling the issues of space constraints and high demand for cycle parking. The racking system stores bicycles above each other, increasing the capacity of cycle parking sites. Racking systems are best provided in locations where instructions for use can be given to ensure that cyclists use the facilities safely.
8.3.9

A minimum aisle width of 2500mm beyond the lowered frame is required to allow bicycles to be turned and loaded. An overall aisle width of 3500mm should be provided in areas of two-way movements and racks on either side of aisles, though this may limit the density advantages of two tier stands. The minimum height requirement is 2600mm.

8.3.10

Careful consideration should be given to:

- the location of stands, minimising conflict with pedestrians using the surrounding area
- the level of natural surveillance surrounding the stands to ensure users feel confident to lock their bicycles using the stand
- the design of the chosen stand, to ensure bicycles can be locked by securing at least one wheel and the frame – it is possible to specify two-tier racks with an additional security bar, to enable both wheels and the frame to be secured

Cycle lockers

8.3.11

Cycle lockers can offer secure and dry parking, and other storage facilities for longer stays. However they require more management than other cycle parking solutions.

8.3.12

Consideration should be given to:

- the design of the locker, particularly any moving parts, which are particularly vulnerable to vandalism or leverage by thieves
- the space available and cycle parking demand – some cycle lockers have a large footprint
- whether the locker is suitable for all sizes of bicycle (a typical adult bicycle is approximately 1800mm long and 1200mm tall)
- the level of supervision of locker sites, ensuring they do not suffer from vandalism or misuse
- the location of lockers within a site, to ensure the facility is convenient and accessible
• the operation and management system of lockers when installed and sustainability of any system in the future, allowing access to anyone who wants to use it
• a management system, which may be provided by the supplier or planned separately
• liability for securing contents, which may need to be clearer than with open parking
• the ability to open and search lockers for security reasons

Secure shelters and compounds

8.3.13
Secure shelters, compounds and cages can be used in to provide additional security for longer stays. This can include public transport interchange points, workplaces or high density residential developments. Access can be enabled by a key or swipe card operated by a registered user. Some products, like the 'bike hangar' or Fietshangar are designed for use in the street environment, making more efficient use of space previously dedicated to car parking. They are particularly useful in areas of terraced housing where space for bicycle storage is often in short supply.

8.3.14
For any secure shelter or compound, careful consideration should be given to:

• administration of the access system and responsibility for keys/access cards, including a deposit system for cards and whether a charge is levied
• who is given access to the facility, to ensure spaces are available to registered users
• type of cycle parking racks, allowing bicycles to be secured within the compound
• personal security of those accessing the compound, including lighting, CCTV, visibility in the compound

Fietshangars in car parking spaces on residential streets in Lambeth (left) and Hackney (right)
Parking for larger bicycles

8.3.15
Tricycles, recumbent bicycles, cargo bicycles and disability bicycles have other specific cycle parking requirements. They are self-supporting when stationary, but still require a stand to which they can be locked. Sheffield stands allow for all known cycles to be secured, so these types of bicycles can be best accommodated by the use of end stands at a group of cycle stands.

Space at the end of a run of stands in Copenhagen

8.3.16
Larger lockers, bike hangars and secure cages may all be suitable for secure storage of larger types of bicycle but care needs to be taken to include sufficient space beyond the last stand, and to ensure that entrances are wide enough for all models of bicycle.

8.3.17
Where there may be a particular demand for parking of non-standard bicycles, appropriate signage could be provided for ‘trailer/tricycle/disability cycles parking only’ at the end of bays. A kerb-free access from such spaces to the carriageway will be required, so a suitably positioned section of dropped kerb may need to be provided.
8.4 Cycle parking in the public realm

8.4.1
A good location for on street cycle parking is essential so that facilities will be well used and integrated with other street functions as appropriate.

Parking should be located in close proximity to user destinations and accessible to local services. Ideally, cycle parking should be no more than 15m from the destination, and provided in clusters of stands.

8.4.2
In public areas, careful consideration should be given to the layout and positioning of cycle stands, which should not:

- obstruct pedestrian desire lines and movement
- obstruct access and deliveries to shops and other premises
- prevent car doors from opening
- obstruct access to street utilities
- obstruct the view of drivers at junctions or near pedestrian crossings
- obstruct access or egress onto buses (where cycle stands are proposed in the vicinity of bus stops, consideration should be given to the amount of buses expected to use the stop)

Standard practice in layout of stands

8.4.3
On-street cycle parking should be highly visible, well-lit and clear of pedestrian and vehicle sight lines. Recommended practice for design of layouts is provided by TfL's Streetscape Guidance (2009), chapter 8 'Technical guidance: street furniture', and this must be followed on TLRN. Separate guidance on cycle parking may be provided by individual boroughs and will apply to borough roads. TfL’s recommendations are as follows:

- Sheffield-type cycle stands on the footway should be placed 600mm from and parallel to the kerb, not at the back of the footway.
- where footways have sufficient width, cycle stands should be set at either 45 or 90 degrees to the kerb – in this arrangement they occupy a smaller area of footway for a greater number of stands
- when cycle stands are grouped together, a minimum spacing of 1000mm should be provided between stands to allow access – 1200mm is preferred
the visual impact of cycle stands can be reduced if they are placed between other items of street furniture, especially tree planting within an organised street furniture zone
- the guidance also advises that de-mountable stands might be considered to aid maintenance at locations where cycles and stands are subject to vandalism

8.4.4
While the advice on layout given in TfL and borough represents is good practice, innovative approaches to overcoming space constraints are often required and should be considered on a case-by-case basis.

Parallel and echelon cycling parking stand layouts
Integration with streetscape design

8.4.5
Cycle parking should be considered as an integral part of streetscape design. Where an area has particular characteristics that are reinforced by street furniture, cycle parking should complement the approach adopted.

8.4.6
Cycle parking located poorly on narrow sections of footway not only creates hazards for pedestrians but also contributes to the cluttering of the street. In situations where footway space is limited, under-used areas of carriageway on the edges of squares as well as the conversion of car parking spaces may offer better opportunities for cycle parking.

Informal, moveable cycle parking can add to the qualities of an area, provide facilities while works are taking place and serve local businesses

On-street cycle parking in Hackney and Kensington & Chelsea

8.4.7
Informal tactile paving or the use of contrasting surfaces could be used to define areas of cycle parking and assist people, particularly visually impaired pedestrians, navigate away from potential conflicts. For example, a row of granite setts are
sometimes used around cycle parking stands grouped together on the footway.

Kensington High Street – stands on central median
Granite setts provide contrasting surface treatment for cycle parking areas

8.4.8

Stands in the middle of the carriageway on median strips or adjoining traffic light and pedestrian crossing facilities can work well as part of an overall streetscape design. Care should be taken when proposing this kind of solution. While centrally located stands have advantages in being able to serve destinations on both sides of a street, if traffic conditions make it difficult to cross or to leave or re-enter the carriageway from the cycle parking area, or the distance to destinations is too great, then they may not be well used and 'fly parking' will continue to take place.
8.5 Cycle parking to support different uses

8.5.1 Consideration needs to be given to the appropriate balance between long- and short-stay cycle parking. Long-stay is for residents, employees and others who may be leaving their bicycle over a night or more, and normally has limited, controlled access. Short-stay is for visitors, customers and other, more flexible uses, and tends to be in the public realm with open access.

8.5.2 Long-stay cycle parking is best located in a building, for example in a basement parking area. Where this is not possible, bespoke shelters and lockers are an option, but consideration needs to be given to planning requirements.

8.5.3 Where cycle parking is located in a building, access needs to be considered carefully, including for those using non-standard bicycles and tricycles. Parking areas accessible only by stairs are not acceptable. Typically, lifts need to provided for basement cycle parking areas. They should have minimum dimensions of 1.2m width, 2.3m length and a door opening of 900mm in order to accommodate all types of cycle.

Public transport interchanges

8.5.4 The type and location of cycle parking at stations varies greatly across London. Space constraints at stations in central London are often addressed through use of freely available, high capacity stands, while outer London stations more often feature stands in covered, secure locations. Cycle hire also plays an increasingly important role in facilitating choice in access to and onward journeys from a transport interchange.

8.5.5 There is increasing evidence of the link between cycling and rail use, and increasing demand for cycle parking at stations in London. Generous cycle parking provision at stations, including secure, longer-stay parking, is essential to allow stations to act as hubs for interchange and to cope with the projected increase in numbers of cyclists resulting from investment in cycling infrastructure.
8.5.6

At larger stations, the projected demand for cycle parking is likely to be so high that it will be difficult to accommodate stands in the public realm or in existing buildings. In many cities in continental Europe, good quality cycle parking has been provided in bespoke new buildings, or in underground facilities.
8.5.7

A study of existing cycle parking at London railway stations by Mott MacDonald on behalf of TfL (Cycle Parking Standards at Rail Stations Report, 2010) found that demand either exceeded supply or cycle parking was close to capacity at central London termini, zone 1 and strategic interchanges. With the increase in cycling since this report was produced, pressures will have grown further.

8.5.8

Commercial relationships between train operating companies and third parties may complicate the installation of cycle parking facilities at some stations. In these instances local authorities should work in partnership with train operating companies to make the case for cycle parking. They should demonstrate what the future is likely to hold in terms of an increasing mode share for cycling and rising demand for cycle parking, which will in turn have a role to play in supporting the various transport-related and commercial activities of the interchange.

8.5.9

The right balance needs to be struck between serving the demand for cycle hire, short-term / freely available cycle parking and secure, long-stay facilities. Where secure facilities are provided, consideration needs to be given to how access will be operated and whether there will be a charge or deposit requirement. The parking stands within a secure facility need to be capable of allowing the frame and at least one wheel to be secured. Parking stands outside of secure areas need to allow for the frame and both wheels to be secured.

8.5.10

Basic principles for all types of cycle parking at stations and public transport interchanges are as follows:

- located within footprint of the station, with convenient access to all entrances and exits
- well managed and maintained
- overlooked, with high levels of natural surveillance and CCTV coverage
- not obstructing pedestrians
- clearly signed, and shown on station maps
- meeting security standards for National Rail (eg Transec compliant)
- included in travel information provided to passengers
8.5.11
Levels of staffing at railway stations vary across London. Open access Sheffield stands can be provided at staffed stations but more security is needed at unstaffed stations. Where it is not possible to accommodate demand by using lockers or a secure compound, measures such as CCTV might be employed to prevent vandalism occurring and to ensure users feel confident to use the facilities provided.

Cycle parking hubs

8.5.12
A cycle parking hub provides not only stands but also a range of other, related facilities. It should be able to offer both a high quantity and quality of cycle parking to meet existing and future demand and to promote modal integration, helping to open up possibilities for people with long commutes who may wish to cycle for part of their journey.

8.5.13
At a successful hub, a cluster of related businesses and facilities should be feasible: this could play an important role in making cycling even more attractive.

8.5.14
In addition to the issues for cycle parking at public transport interchanges listed above, further considerations for a cycle parking hub include:

- monitoring the level of demand for paid cycle parking as well as open access facilities
- appropriate tariff for the parking, to ensure the facility can attract users
- type of cycle parking used within the hub, to ensure it is securable and easy to use
- staffing levels required to maintain a security and good quality service
- design and location that will allow access at all the hours required by users
- collaboration with bicycle retailers and other partners to provide additional services – this could include bicycle sales, bicycle repair and information on cycling in the area
Housing

8.5.15
New residential developments should take every opportunity to overcome barriers to cycling for their prospective residents and for visitors. Good quality cycle parking is a selling-point. As a bare minimum, London Plan requirements must be met – preferably a level of cycle parking should be provided that meets projected future demand, plus 20 per cent. Planning obligations should be used not only to require enough cycle parking, but also to ensure that it is of high quality: well located, secure, visible, well overlooked and fit for purpose. Developers have much to gain from making cycling an integral part of their transport strategy should be encouraged to approach the issue positively.

8.5.16
Additional guidance on providing cycle storage in new residential development is given in the London Housing Supplementary Planning Guidance, adopted in November 2012. This states that:

‘Individual or communal cycle storage outside the home should be secure, sheltered and adequately lit, with convenient access to the street. Where cycle storage is provided within the home, it should be in addition to the minimum GIA [gross internal floor area] and minimum storage and circulation space requirements. Cycle storage identified in habitable rooms or on balconies will not be considered acceptable.’

8.5.17
Residents’ parking in new developments should be designed to be:

- secure, with access for residents only, and with stands/racks allowing both the frame and at least one wheel to be secured
- well located: close to the entrance of the property and avoiding obstacles such as stairs, multiple doors, narrow doorways and tight corners
- covered
- managed, in order for access to be administered and to provide ongoing maintenance

Where cycle parking is provided within buildings, guidance in section 8.2 above should be followed. This includes providing level access, avoiding multiple and narrow doorways.

8.5.18
Options for long-stay, secure facilities for residents may include cycle compounds, shared garages or other indoor facilities and cycle lockers. Requirements for visitors’ parking are different, but it also needs to be convenient and secure. Visitor cycle
parking is usually provided in the public realm, and must be convenient and visible, overlooked and close to the building entrance. It must be sufficient to meet visitor demand and stands/racks must allow for the frame and both wheels to be secured. Sheffield stands are usually fit for purpose for this use.

8.5.19
Retrofitting cycle parking into existing housing areas is more challenging than negotiating cycle parking in new developments. A lack of cycle parking in residential areas was identified by the London Assembly in its report Stand and deliver: cycle parking in London (2009) as a significant factor discouraging people from taking up cycling as a mode of transport.

8.5.20
Constraints on space and the security often lead to cycle parking being neglected. Residents have to resort to ‘fly parking’ bicycles or storing them within their homes, which can create security and safety hazards such as blocking sharing hallways and staircases.

8.5.21
Much depends on housing type and tenure. Space for cycle parking for privately owned housing usually needs to be found by individual owners within their properties, although possibilities exist for groups of neighbours or formal residents’ groups to negotiate collective solutions. Careful management of access to facilities such as these is needed, as well as a means for all those involved to contribute financially, as required.

8.5.22
The use of bike hangars on-street is a good example of how this can work in practice, and local authorities should endeavour to give support and advice to ideas such as these whenever possible, include help with TRO procedures as necessary.

8.5.23
One issue may be determining which households should be prioritised for access to secure bicycle storage, and it may take local authority leadership to determine this even if residents intend to manage the facility themselves. Criteria could include whether residents could use private outdoor or indoor space, whether they would have to negotiate stairs, how frequently they cycle and the number of cyclists in the household.
8.5.24

Housing estates may offer more opportunities for developing good quality, secure and well-used communal cycle parking. Under-used internal spaces, such as garages, bin stores and pram sheds, can make good cycle parking facilities with relatively simple adjustments. In other instances, lockers and cages may be more suitable. In these instances, cyclists typically prefer using facilities that provide access to a small number of users.

8.5.25

When promoting the retrofitting of cycle parking into estates, local authorities should also engage with other key stakeholders who may provide support or need ‘convincing’. This includes:

- registered social landlords / housing associations
- health and well-being boards, who may support cycle parking as a contribution to improving public health
- police, who have a duty to provide crime prevention advice to residents and boroughs
- local neighbourhood teams, responsible for management of streets, who role is also likely to include maintaining cycle parking facilities on estates
- residents’ associations, who may be able to apply for funding and gain local support for new facilities
- local cycling organisations

8.5.26

TfL is preparing Residential Cycle Parking Guidance, which focuses on retrofitting cycle parking in areas of existing housing.
Shops and places of work

8.5.27
Businesses operating from central London offices often struggle to provide enough secure cycle parking for staff and visitors. If more people are encouraged to cycle through investment provided by the Mayor’s Vision for Cycling programme, then this will place further pressure on employers to find ways of meeting demand. 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.

8.5.28
Similar issues apply to retailers. Staff should be offered good quality, long-stay cycle parking without having to use short-stay parking on-street.

8.5.29
According to TfL’s Travel in London survey 3 (2010), which included survey information from new users of Barclays Cycle Superhighways 3 and 7, a significant number of people who began cycling to work on the Superhighways cited improved cycle parking facilities at work as a contributory factor – 18 per cent for users of CS3.

8.5.30
Cycle parking at workplaces is often an outcome of development control obligations or Workplace Travel Plans that help promote sustainable transport for staff. Investment in workplace cycle parking helps promote a mode of transport that has health and productivity benefits as well as reducing the strain on the local transport infrastructure. TfL’s Workplace Cycle Parking Guide (2006) provides more information on initiatives such as these.

8.5.31
In order for secure cycle parking facilities to be well used, employers will need to engage with employees to identify the level of demand for cycle parking as well as employee’s needs and expectations.

8.5.32
Consideration should be given to storage within buildings, cycle compounds, storage in areas with controlled access and cycle lockers, in order to help serve the need for long-term cycle parking from staff. There may be opportunities within many buildings to convert part of under-used areas, such as basements and car parks, into cycle parking.
As is the case with new residential developments, these parking areas need to be fully accessible.

8.5.33
Well designed cycling parking for staff should be:

- secure, with access for staff only
- designed to allow the frame and at least one wheel to be secured
- covered
- accessed conveniently from outside and inside
- introduced with complementary facilities: showers, changing rooms, storage (lockers) and equipment for basic maintenance, such as pumps

8.5.34
Visitors also need to be catered for. Either their cycle parking needs could be accommodated within the staff cycle parking area, or they may need separate provision outside of the building. This must be convenient, close to the entrance, visible, overlooked and with frames that allow the frame and both wheels to be secured. Information about cycle parking facilities, as well as cycle routes to the building, should be included in correspondence with visitors.

8.5.35
Cycle parking serving individual shops or retail parks needs to be accessible, conveniently located for building entrances and well-overlooked and secure during all opening times. Particular attention needs to be paid to accommodating larger models, such as cargo bicycles, and to how cyclists access parking areas safely, particularly where they must do so through a car park.

Cycle parking serving a restaurant and studio spaces in Hacney Wick
Moveable cycle parking stand outside a shop in Copenhagen
8.5.36

In many cities with high levels of cycling, retailers often provide their own temporary cycle parking for customers during opening hours, moving the stands back inside overnight. This is based on understanding that convenient cycle parking is vital for their businesses.

Cycle parking at schools

8.5.37

Good quality cycle parking facilities at schools plays an important role in influencing the travel choices of young people. The right provision will depend on the age group of the children, and the range in sizes of bikes to be parked, as well as the cycle parking needs of staff.

8.5.38

Good quality cycle parking at schools should be:

- located within footprint of the facility
- easily accessible – clustered close to entrances/exits
- visible, open and overlooked – to serve staff, students and visitors
- covered

8.5.39

It is important that cycle parking is not located in areas where conflict is likely with motor vehicle access to and from car parks. Similarly, it should not be located near drop-off points.

8.5.40

Schools are generally fenced and gated, are open only during certain hours, are staffed and are on private land. It may therefore be that existing security in the school grounds is adequate and that a secured compound is not required. It may be advisable, however, to operate a system where staff lock and unlock facilities at the beginning and end of the school day so as to protect any bicycles left overnight.
Large, multi-access sites

8.5.41
Large multi-access sites such as hospitals, universities and colleges tend to have large numbers of people both working and visiting the sites. Cycle parking provision at such land uses are likely to cater for both long stay demand for staff and or students, but also for short to medium stays, given that they have a high daily turnover of students, staff and visitors.

8.5.42
Such sites often have a number of entrances and exits. Cycle parking therefore needs to be carefully planned in clusters, convenient for users, and located near to the entrances and exits that have higher levels of natural surveillance and footfall.

8.5.43
At sites where access may be permitted for 24 hours or beyond the normal working day, particular consideration is required of lighting and levels of surveillance after dark, and how safe the user feels accessing the parking.