Bicycle Parking Monitoring Pilot – Summary Report

WestTrans 2016

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Contents

Terminology

Development:	The entire development site
Cycle Parking Location:	A specific cycle parking location within a development
Elements:	There are six elements needed to create an appropriate cycle parking space. Location, access, stand, spacing, security and maintenance.

Bicycle Parking Monitoring Report

Report on the inspection of 71 West London developments with a cycle parking requirement in accordance with the London Plan and the quality of cycle parking available at each site. Sites were judged against the West London Cycle Parking Standards. On the whole, nearly all sites failed. Many did not provide any cycle parking at all. This report assumes the reader has knowledge of the London Cycle Design Standards or the West London Cycle Parking Guidance.

Headlines

- **No cycle parking at all at 12 out of 71 developments**
- **No cycle parking provision at 72 out of 164 cycle parking locations***
- **All long term cycle parking failed to meet the West London Cycle Parking Guidance**
- **Only 1 location met the guidance standards for short term parking**
- **40 out of 71 developments provided less cycle parking spaces than required**
- **Stand and aisle spacing guidance was the most common infringement**
- **Nearly all locations fail to accommodate special cycles**

* Some developments have more than one cycle parking location; it's easier to assess individual locations rather than whole developments.

Priority Actions

1. Adopt cycle parking standards and communicate to developers

2. Implement site inspections for all new developments

3. Revisit developments to make improvements

Context

To increase active travel options for everyone living and working in West London, barriers to bicycle ownership and storage must be dismantled. To enable people to choose cycling as a preferred mode of transport, they must first own a bicycle, so it is essential that cycles can be stored conveniently and securely. In most cases, this is only possible if developers ensure adequate facilities are installed correctly and in line with best practice guidance.

Initial evidence from site visits carried out by the WestTrans Travel Plan Monitoring Officer suggested that many sites were providing the right number of cycle parking spaces but under conditions that make them inaccessible, unsafe, or in undesirable locations. Should these spaces be counted as fulfilling planning conditions if they cannot or will not be used?

Cycle parking is not currently inspected to ensure it is fit for purpose

There is little resource available within local authorities to monitor, inspect and report on completed developments, especially with specialist knowledge of cycle infrastructure. Therefore we suspect many developments complete with substandard facilities. While Building Control Officers inspect aspects covered by building regulations, cycle parking is outside their scope and often one of the last tasks for completion. This would require an extra visit from Building Control Officers.
We targeted 71 sites from our Travel Plan Monitoring Database, which lists over 400 sites with a travel plan requirement, as these sites were expected to be large enough to have a planning requirement for the provision of cycle parking spaces.

WestTrans currently monitor in excess of 400 sites across West London, offering advice, guidance and monitoring services for the implementation and monitoring of development control travel plans. Following the outcome of this pilot, any prompting for action or improvements to current infrastructure, assuming the need to improve, can be included as travel plan measures to meet modal shift targets.

Aim

The aim of this project is to understand how many sites provide adequate cycle parking

The aim of this project is to understand how many sites have provided adequate cycle parking in accordance to their planning consents and in line with current cycle parking guidance.

Of those sites that fail, the causes of the failure will be identified and lastly, to explore the relationship between cycle parking and cycling as a modal share. Additionally, in cases of poor provision, to gauge the appetite of the developer or occupier to make improvements.

Where sites have excellent cycle parking provision, permission will be sought to use them as examples of best practice. The results from this trial and the methodology could be used to build a business case for extending the project to other boroughs.

Methodology

1. Development research

WestTrans randomly selected 71 sites from a range of land uses (see Table 1.) from its Travel Plan database, all with a planning requirement to provide cycle parking spaces, for site inspections.

Prior to inspections, the following information was collected:

- Planning detail, S106 or Condition wording
- Development contact details
- Site description and size
- Land use
- Cycle parking quantity required
- Site plans showing cycle parking locations
- Travel plan details

2. Site Contact

Sites were contacted by letter (appendix A) informing them of their planned inspection period and offering them the opportunity to schedule an appointment instead of receiving an unscheduled visit.

3. On Site Assessment

Each site was assessed for both short and long term cycle parking, using the following elements from the West London Cycle Parking Guidance:

- Location
- Access
- Spacing
- Stand type
- Security
- Maintenance

Each inspection required the assessor to access and use the cycle parking facilities with their own bicycle. This ensured a realistic experience of some subjective elements such as access and security.

4. Analysis and Reporting

Many sites provided more than one cycle parking location. For ease of reporting, each cycle parking location was scored individually. The 71 sites assessed in this pilot provide 164 cycle parking locations. Unless stated otherwise, the data analysis is based upon these 164 individual parking locations. They are a mix of long and short term cycle parking locations.

Cycle parking either meets the guidance and passes or does not and fails. However, a number of locations were well used and only just failed to meet the guidance on the narrowest of margins.

For example: If cycle parking was located 10m further away than required but in the context of the development it was sensibly located, the location was labelled 'tolerable'. The same consideration could apply to any of the elements, see Table 3 for details.

Data on the number of cycle parking spaces was also recorded. Assessors counted any space that could be used, regardless of the guidance, and the number of spaces actually in use, i.e. with a cycle secured to a stand.

Results

Table 1. Number of development sites for each land use

Education	Health	Residential	Commercial	Office	Industrial	Cultural/ religious
6	1	17	9	13	14	11

Total 71 development sites

Table 2. Pass / Tolerable / Fail count for all cycle parking locations

	Pass	Tolerable	Fail	Total
Long term	0	3	71	74
Short term	1	9	80	90
Total	1	12	151	164

Only 1 cycle parking location out of 164 met all the requirements of each element and passed based on the strict interpretation of the guidance. For the 12 sites that were recorded as Tolerable, table 3 sets out a detailed breakdown.

No cycle parking at 72 locations

Out of the **151 failing locations**, 72 failed because they did not provide any cycle parking. Except for table 2, locations with no provision are not included in the following results and analysis.

Of the 12 sites that were recorded as tolerable, most were considered tolerable for more than one element of cycle parking, eg. Site E28 was considered as tolerable on spacing and maintenance. There was no difference between long and short term. Table 3 below gives a breakdown of the tolerable elements for the 12 sites.

Table 3. Tolerable elements of the 12 tolerable sites

Tolerable Element	No of Sites
Location	2
Access	2
Spacing	11
Stand Type	0
Security	5
Maintenance	3

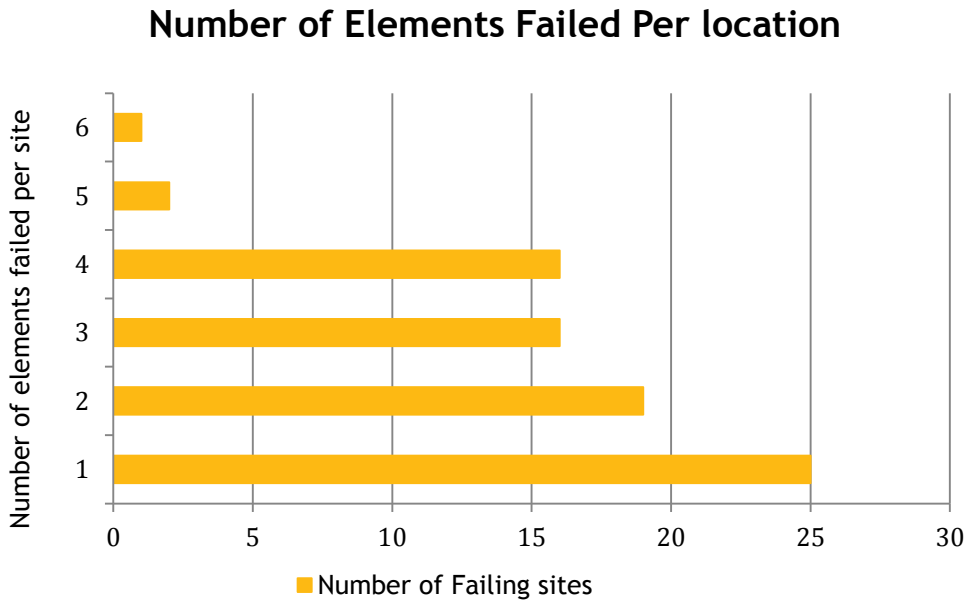


Figure 1. Number of elements failed per location

Excluding locations where cycle provision was not provided, most sites only failed because of one element and the most common element failed was spacing (figure 2.). This is because many cycle parking solutions are prefabricated multi-stand racks with centres set too narrow. Most manufacturers offer options on spacing, so spacing standards for these stands types can be met.

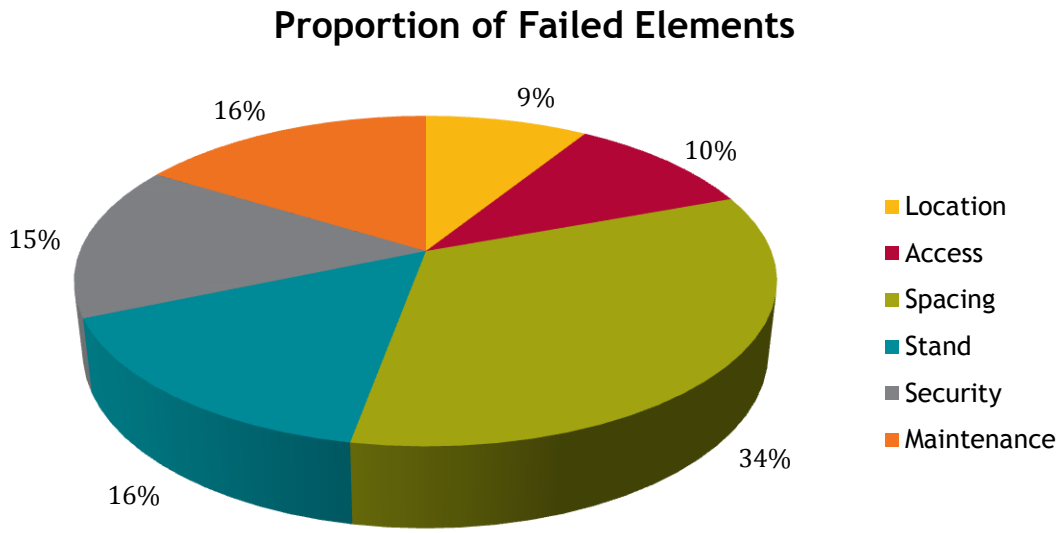


Figure 2. Proportion of elements failed excluding no parking provision

The above is a representation of the proportion of failed elements; the percentage of fails per element per cycle parking location is shown in table 4. Eg. 22 sites failed due to location issues.

Table 4. Percentage of locations failing by element.

Element	Percent of Fails
Location	22
Access	25
Spacing	81
Stand Type	38
Security	37
Maintenance	39

The total is more than 100% because many sites failed on more than one element of the cycle parking guidance. Eg. If all other elements had passed, location would have been the cause of 22% of failures.

Table 5. Number of cycle spaces in accordance to the London Plan

Insufficient	Correct	Exceeds	Unknown	Total
40	3	11	17	71

It was not possible to access every cycle parking location at each of the 71 development sites, so for 17 sites we are unable to state whether enough cycle parking spaces have been provided in accordance with planning conditions or obligations.

Table 6. Capacity Usage

Capacity Usage	Number of Cycle Parking Locations
Unused	36
Less than 50% capacity	41
Between 50% and 100% capacity	4
Exceeds Capacity	7
Total	88

Despite most sites failing, there were 88 locations providing cycle parking that we could measure in terms of quantity. Table 6 shows that **36 locations were completely unused**, with not a single cycle present, while just seven exceeded capacity, meaning there weren't enough spaces for the cycles that were there.

Special Cycles

Out of the 164 cycle parking locations, 130 were unable to store a special cycle such as a cargo bike or tricycle.

In nearly all long term cases, this can be attributed to poor access and then spacing and for short term, spacing and then access. It is our opinion that special cycles have not been considered at all for cycle parking.

Where special cycles can park securely, we feel this is by luck, not design.

Analysis

The following analysis focuses on those cycle parking locations that provided some form of cycle parking solution. It's not useful to include sites without cycle parking provision.

Land Use

There were no significant differences on the causes of failures when land uses were compared. However, there are patterns in access, location and stand type for some land uses. Eg. Many residential sites locate the cycle parking in basement car parks and most short stay cycle parking uses Sheffield stands. These patterns are not reflected in the failed elements for each parking location.

Location

In most cases, cycle parking was well located for both long and short term; however, there are a number of points to note from the research:

1. Some sites failed because the short term cycle parking could not be seen from the entrance despite being within the required 15m of the entrance.

2. Some sites failed because, despite the entrance to the cycle parking area being within an acceptable distance, the stands were set out so that they increased in distance from the building. In these cases, only the first few stands would be used while cycles were seen secured to railings and other street furniture located closer to the building entrance.

3. When cycle parking is located with car parking, especially basement car parks, it often exacerbates issues associated with security and the feeling of being vulnerable in terms of both cycling safety (when actually riding the bike in the car park) and personal safety (fear of attack). In these cases, proximity to the building entrance and lighting become key issues.

4. All long term cycle parking should be covered, offering protection from the weather. Within the West London Cycle Parking Guidance weather protection falls under location. Most long term cycle parking was well covered but not all.

Access

Access failures were mainly down to door widths less than 1.2 metres, in many cases less than 1 metre. Heavy doors, consecutive doors, steps, small lifts and steep ramps also contributed to access failures.

It may be preferable to use sliding doors or automated doors for cycle parking access to remove the requirement to hold open heavy self-closing doors (often fire doors) which require some effort, balance, strength and the ability to reach over the cycle with one arm.

Short term parking did not suffer as much, and in the majority of cases, access was not an issue. This is because most short term parking is outside the building and therefore unhindered by narrow doors, steps and ramps.

Spacing

Assuming all other cycle parking elements were satisfactory, 81% of sites would have failed on spacing. Many sites used prefabricated racks of either ramped or Sheffield stand design as shown in figure 3. None of the ramps conformed to the guidance for stand spacing; many were as close as 300mm stand centres (The distance between the centre of two stands or spaces). Guidance recommends 1 metre for Sheffield and 500mm for ramped stands.

The layout of cycle parking locations often caused the sites to fail on spacing. Racks and stands were placed too close together or too close to walls, reducing the aisle widths.

Our inspectors reported that Sheffield stands at 900mm centres were just as easy to use as stands with bigger spacing, so long as the aisle width or access to the space was appropriately set out. Less than 900mm could become an issue, especially if panniers or other accessories are fitted to the bicycle.

Figure 3.

Stand Type

Figure 4.

Over a third of cycle parking locations failed on their choice of stand. Many sites used prefabricated racks with 300mm spacing as shown in figure 3 or installed individual Sheffield stands as close as 450mm centres.

Our inspectors, who tested each site with their own cycles, found that the ramped stands (figure 3) are too difficult to use unless the cyclist has good upper body strength or the bicycle is extremely light. When this type of rack was provided, the inspectors often counted bicycles secured to the sides of them as shown in figure 4.

Wheel racks and wall hangers were frequently encountered, the latter in smaller rooms. We assume this was to increase the capacity.

Cycle stands that don't require lifting the cycle were preferred by both inspectors so long as the spacing was adequate.

Security

Many sites did not offer secure areas for long term parking, that is, there was no extra protection given to bicycle security than that shared by the car users. Stands were located in the car park or where any site user could access. Evidence of bike theft within a closed basement parking area illustrated the need for a cycle-specific cage or room. In addition, cheap stands (inferior material construction) had been cut instead of the chain securing the cycle, figure 5.

Short term cycle parking sometimes failed on security grounds because it was located away from natural surveillance, tucked around corners and was considered hidden.

Where secure cages, sheds or rooms were provided, it was not unusual to see the locks or doors broken either deliberately or through wear and tear. While these are security issues, they were recorded as maintenance failures.

Figure 5.

Security issues are strongly related to location issues, especially for natural surveillance and personal safety fears. Cycle parking should not be in the corners of basement car parks or hidden from plain sight around the rear or sides of a building. This may be satisfactory for car users but cyclists cannot lock themselves in their bicycles like drivers can lock the door of their cars if they feel vulnerable.

Maintenance

Where cycle parking was located in areas shared by more than one management company or occupying business, it was impossible to know who was responsible for maintenance. This was more common on industrial estates and commercial sites and was visible by the neglected condition of the cycle parking.

Neglected cycle parking was also recorded in residential sites. Where concierge services operated, the cycle parking was better maintained - either because sites with concierge services offer a higher quality product that includes the cycle parking or because it's easy for residents to alert and remind the managing company of any issues.

Long or Short Term?

Some sites are required to provide both long and short term spaces but on many occasions only one location is provided which raises the question, is it short or long term parking? If such a location fulfils the requirements for long term cycle parking, it's recorded as such (even if only tolerable), otherwise it's considered short term and the site is considered not to have provided a long term solution. There are some grey areas here when it could fulfil both requirements but this is rare, the first case study below is an example.

Case Studies

The following case studies serve to highlight some of the issues encountered by the inspectors. Each site has been anonymised but additional details are available upon request.

Industrial Unit H13

This unit is located within a west London industrial estate which is gated and guarded. The cycle parking does not meet the specific requirements for long term parking for security reasons (no secure area) but the site operates within a secure estate with excellent CCTV. Stand spacing was 50mm less than recommended, however, because all other elements were excellent, the location was recorded as tolerable.

Figure 6.

Table 7. Undistrial Unit H13

Element	Short & Long Term Location
Location	Pass
Access	Pass
Spacing	Tolerable
Stand	Pass
Security	Pass
Maintenance	Tolerable

This development provided a total of 46 cycle parking spaces of which 14 were occupied.

If a visitor can pass through the security gates then they can access the cycle parking, so this location is both long and short term parking, assuming we accept the shortfallings for the security element of long term parking requirements.

Large Residential Development H23

Almost all residential developments had long term parking on site, however, most of it seemed to have been designed after the development was completed because the layout felt squashed, or small numbers of stands were placed in areas that couldn't be used for car parking. Indeed, most of them were located directly in the car park, among the car parking spaces, which made the inspector feel nervous and unsafe – fear of attack.

Table 8. Large Residential Development H23

Element	Long Term Location
Location	Pass
Access	Pass
Spacing	Fail
Stand	Pass
Security	Fail
Maintenance	Fail

500 spaces provided, 97 in use.

Figure 7.

H23 is a very large development (471 units and a hotel) with a double-storey parking area combining both car and cycle parking – this type of development requires a large number of cycle parking spaces. Although access, stands, spacing and the cycle parking location would meet the standards, the location of the stands among parked cars did not give a feeling of security. Additionally, the car park looked neglected in terms of maintenance, as did the cycle parking. Bikes were often dusty – to the point that some cyclists covered their bikes with motorbike covers. Furthermore, considering the high number of spaces that had to be provided, the developer did not take into account the distance of each stand from the entrance and set out the cycle parking at increasing distances from the entrance. The result is that some stands were over 100 meters away, which caused the nearest stands to be overused (more cycles using a single stand than should), while those further away were not used at all. This example stresses the importance of planning cycle parking in large developments in separate storage clusters and not in the main car park as it presents a number of issues on maintenance, security and location.

The importance of planning cycle parking beforehand can also be seen as having consequences on the stands and the spacing used. Long term cycle parking storage areas for big residential developments were often too small for their purpose, which led developers to choose inappropriate types of stands and made correct spacing impossible.

Residential Tower E22

This residential development comprises 131 residential units. The cycle parking is located in the underground car park, in a separate room. The size of the room is such that it was impossible to fit in enough Sheffield stands to fulfil the quantity requirement. The stands in the storage area are ramped stands (semi-vertical rail rack) at 300mm centres, with

Figure 8.

aisle widths of 1.50m. This type of stand, although useful to accommodate a large number of parking spaces in a limited area, is very difficult to use and requires a lot of strength. Depending on the bike owned, it may be impossible to park it on this type of rack. Furthermore the inappropriate spacing makes it very difficult to manoeuvre a bicycle and can discourage residents from parking their bike. Some of the bikes in the storage area were therefore not locked up properly on the stands but just attached to the bottom of the rack's frame. This example shows the importance of designing storage areas large enough to accommodate a sufficient number of cycle parking spaces of appropriate standard. Despite the poor choice of stand, difficult access and tight spacing**, 37 of the 76 spaces were used.** This may probably be close to the **effective capacity**, with tight spacing making it difficult to use more than half the alleged capacity!

Table 9. Residential Tower E22

Element	Long Term Location
Location	Pass
Access	Fail
Spacing	Fail
Stand	Fail
Security	Pass
Maintenance	Pass

Residential Building E8

The last important issues noticed in long term parking spaces were related to security and maintenance. In large residential developments, the maintenance of common spaces is often complicated. As the cycle parking is used on a daily basis, it's inevitable that doors, lighting and stands will need repair. If there is no external contractor – or no one reporting the maintenance issues to the site manager, people will feel unsafe in the cycle parking areas; the 'broken window theory' perpetuates the feeling of abandonment leading to further deterioration. During visits, it was common to see CCTV signage without CCTV, stands that were cut in half or even dead bikes on stands. Unlike in a workplace, where people know the hierarchy and the manager of the site, on residential

Figure 9.

developments (when there is no concierge) the person responsible for managing the cycle parking is often unknown to the residents. This situation highlights the importance of communication with the residents on security and maintenance to avoid bike theft and the feeling of insecurity.

Residential Building E8 is a recent development where the cycle parking is located in a separate storage room close to the residents' entrance. However, the door does not lock and stands have been removed from the floor or are still awaiting installation. The location does not appear suitable to park bicycles as there's graffiti on the walls and dead bikes on the remaining stands. Residents do not use the parking area and bikes are parked on balconies or in the alley. It's unclear if the poor access (three sets of heavy doors) or lack of maintenance has caused this area to become abandoned but it's self-evident from the effort residents have made to store their cycles as safely as possible that many wish to cycle.

Table 10. Residential Building E8

Element	Long Term Location
Location	Pass
Access	Fail
Spacing	Fail
Stand	Pass
Security	Fail
Maintenance	Fail

12 spaces provided, 1 used (dead bike).

Sports Club E20

Figure 10.

Figure 11.

The pictures show that only half of the cycle parking provided is used (figure 11.) because the other half is too far from the building entrance, on a remote side not covered by CCTV and too close to a car wash. That leads visitors to choose the alternative of parking their bikes right next to the entrance on lampposts or

fences (figure 10.) while much of the cycle parking is still empty. This is a common issue, especially with short term parking

42 spaces provided, 10 used.

Table 11. Sports Club E20

Element	Short Term Location
Location	Fail
Access	Pass
Spacing	Tolerable
Stand	Fail
Security	Tolerable
Maintenance	Pass

Critique of Methodology

Elements

The use of the six 'elements' to assess the cycle parking was excellent, giving each inspection a thorough review of every aspect that influences cycle parking quality. We strongly recommend all future cycle parking assessments follow this approach.

Scheduling site visits

It would have been preferable to make precise appointments instead of giving sites a window during which inspections were made. As this was a trial project with time constraints, the inspectors managed well but if cycle parking inspection audits are to become best practice, scheduled appointments are recommended. Also our advice for further cycle parking location visits is to book appointments systematically with someone in charge of each site, if necessary contacting the person until an answer is given to make sure all cycle parking locations are accessible during the visit.

Relevance of cycle parking counts

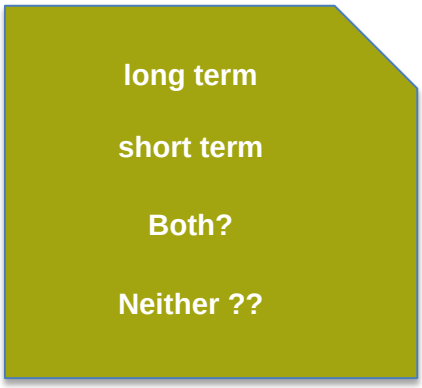
It is important to recall that the count of parking spaces used was not always representative of the amount of cyclists at each site, as it depends on the time and date the inspector was at the development site. Some use varies with the time of year (universities) or day (office buildings, churches).

Measuring subjectivity

The methodology used to assess these developments and cycle parking locations can be improved to make it even more accurate. The weakness of this methodology, which can also be seen as an asset, is its subjectivity. Ease of use and accessibility were assessed

through the inspectors' experience which led them to create an intermediate result - Tolerable. To be even more accurate, visits were completed with the inspectors' own bicycles. Whenever it was possible, they tried to park in the facilities provided, to give a better idea of other cyclists' experience.

Long or short term?



Result tables were organised for evaluation of both short term parking and long term parking. The reality was more complex; many sites only provided one cycle parking location, requiring judgement as to whether it fitted the short term criteria or to long term category. The site managers claimed that the cycle parking was aimed at accommodating parking for both visitors and staff but often it was too far from the entrance to accommodate visitors or not secure enough to be considered long term for staff or residents. Therefore, if visitors could not use a location, it ended up being considered poor long term parking and classified as a development with no short term parking.

Sites with more than one location

Several new developments are large and composed of many buildings but are developed under a single planning permission. Consequently the amount of cycle parking required in the planning condition or S106 is a figure for the whole development but on site, cycle parking can be spread out. Some developments visited had more than 20 different cycle parking locations, some of them failing the guidance and some passing. We think it's necessary to have an even more flexible assessment sheet to assess these large developments and to be more detailed in the planning permissions and obligations on the amount of cycle parking required per building and not only per development. Therefore, although subjective, this methodology allows flexibility and takes into account the wide variety of cycle parking locations which don't all require the same type and amount of cycle parking.

A large hospital is a good example to explore the limits and advantages of a flexible methodology. The hospital presented 7 different cycle parking locations within the development, a mix of long and short term, with varying results - but does the site pass or fail?

Inspection Sheet

The inspection sheet will be redesigned to account more accurately for each cycle parking location and include details on what's required to achieve a pass, information that will be crucial to the developer or site manager.

Scope Expansion

Five of the 71 developments were randomly selected for inspection of additional aspects of transport planning conditions such as electric charging infrastructure. This is always located very close to the building entrance, as disabled car parking is.

The additional time required to complete the desk based research on these sites was manageable. In most cases an additional 15 or 20 minutes was sufficient to reveal how many charging points were required or if a car club bay was one of the conditions. Once on site, the time required to inspect these items was minimal.

An interesting point to mention is that, for trading parks and estates especially, the planning documents allocated the charging points for the whole development but they have been installed in a particular building's parking space. For these parking spaces, there is a need for clear information regarding who can and cannot use them.

We would recommend that, if cycle parking inspections become best practice, they should also include all other transport requirements listed in planning conditions or legal obligations.

Recommendations

Communication

Improve communication with developers so they understand the importance of cycling.

This could be achieved through Transport for London (TfL), Urban Design London (UDL), London Cycling Campaign (LCC) and other bodies by changing the message to include cycle parking and not just cycle safety and awareness.

Advise all boroughs to adopt cycle parking guidance and include discussions on cycle parking in pre-application meetings so that good cycle parking is designed in from the outset.

If boroughs have a specific document to support cycle parking in planning policy, it will serve to increase the importance of cycle parking especially to developers. This will help convey the message to the relevant designers, hopefully resulting in better cycle parking facilities.

Explore options to inform cycle parking users of the applicable planning conditions so that they can voice concerns if they arise.

This may be as simple as ensuring notices are displayed in the cycle parking areas and within welcome packs or other Travel Plan measures. Contact details of site management could also be displayed in cycle parking locations to make reporting issues easier.

Education

Educate architects, developers and planners on the intricacies of cycle parking and the necessity of getting all six elements correct.

It is critical that those designing cycle parking understand that cycle parking is a mix of six elements and that getting just one element wrong can result in unused spaces. Disseminating this lesson should be a priority for everyone liaising with developers including TfL, boroughs, LCC and bodies such as Royal Town Planning Institute (RTPI).

Monitoring and Enforcement

Inspection of newly completed developments should be incorporated into the Travel Plan Monitoring Programme.

This will ensure developments are inspected at an early stage which will make it easier to rectify any problems before the developer leaves the site. It also allows inspectors to provide feedback on the cycle parking, thereby educating the developer and planners from the work they have completed.

Monitoring should also include other transport conditions, as the time required to gather this information in negligible compared to the time taken to visit the site. Such holistic inspections should therefore be considered good value and recognised as best practice.

Enforcement action should be taken where sites provide poor facilities and refuse to effect improvements. While it's understood that enforcement teams are managing large workloads, it would, hopefully, only take a few instances for developers to learn that boroughs are serious about this issue.

Review of Current Cycle Parking Guidance

The West London Cycle Parking Guidance and the London Cycle Design Standards should be reviewed to incorporate lessons learned from this pilot.

For example, Some stand types that were previously considered acceptable should be reviewed or downgraded to 'to be avoided' following our experiences. The minimum centre spacing could be revised down to 900mm, given that that spacing did not deter anyone from using stands.

Summary

- In general, the standard of cycle parking provided across the subregion is poor and the number of spaces is well below that required with few exceptions. Many sites do not provide any cycle parking at all, despite planning conditions or legal obligations.

- Non-standard cycles are not considered in almost all developments.

- Cyclists must tolerate what provision there is if they wish to cycle or make alternative arrangements. There are few opportunities or avenues to seek recourse for poor provision in either quality or quantity.

- Boroughs should promote the importance of appropriate cycle parking to all and adopt specific cycle parking guidance as planning policy to send a clear message to developers.

- New developments should be inspected for cycle parking provision and for all other transport related conditions such as car club bays and electric charging points. Currently, new developments are not visited to ensure these conditions are met. WestTrans can alter its Travel Plan Monitoring Programme to accommodate this.

APPENDIX A - Example of evaluation sheet

Cycle Parking Inspection Sheet

Site adress: _____

_____

_____

Inspector: _____

Date: _____

Time : _____

PASS / FAIL

General comments :

		Location	Access	Spacing	Stand	Security	Maintenance
Long Stay criteria		< 50m closer than any non disabled car parking	Doors 1.2m wide Automatic doors Is it easy to access ?	1m between stands 60 cm between stand and wall 3m isle widths Alternative cycles ?	Does it support the cycle and offer security options ?	Lit Covered CCTV monitored Locked passive surveillance Do I feel safe ?	Contractor agreed, parking area clean and working. OR No maintenance needed
Short Stay criteria		As above but < 15m					
Meets the guidance	Long						
	Short						
Doesn't meet but acceptable in the context	Long						
	Short						
Fail	Long						
	Short						

	Long Stay	Short Stay
No of spaces provided		
No of spaces used		
No of spaces that can accommodate special bikes (cargo bike, tricycle, etc)		

Ealing Council

www.ealing.gov.uk

Name
Address

Ealing Council
Perceval House
14/16 Uxbridge Road
London W5 2HL
Tel: 07718 669322

Your ref: WestTrans Our ref: CPI1 Date: 13th June

Cycle Parking Monitoring – *Site name*

Dear XXXX,

The London Borough of Ealing is committed to improving transport access for everyone, as such, many new development buildings are required to include cycle parking spaces of a certain quality and quantity. The exact details of this requirement are included as either a planning condition or legal obligation.

To ensure the above named development has appropriate cycle parking provision, in accordance with the submitted planning application, one of our officers will complete a short on site audit of your cycle parking facilities. We trust you will permit them access and we apologise in advance for any inconvenience.

Please expect our Officer to visit your site between the 27th of June 2016 and the 29th of July 2016, site audits should take no more than 20 minutes. If this is impractical and you would prefer to arrange an appointment, please contact Mr B Walch on 07718 669 xxx or email westtrans@ealing.gov.uk.

The requirement to install cycle parking for the above named site is a planning requirement associated with the full planning permission granted by the London Borough of Ealing on 6/9/2011 under planning permission reference P2001/xxxxx

Your site audit will be completed by either *officer name* or *officer name*. If you have any questions, please contact us on 020 8825 *xxxx* or email westtrans@ealing.gov.uk.

Yours sincerely,

Manager name
Transport Planning Service

WestTrans
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4th Floor NE
14-16 Uxbridge Road
Ealing W5 2HL

westtrans@ealing.gov.uk

www.westtrans.org

Tweet us @WestTransTP