



Suspending Santander Cycle Hire Docking Stations

A Guidance Document for Statutory Undertakers

July 2021

MAYOR OF LONDON



TRANSPORT
FOR LONDON
EVERY JOURNEY MATTERS

About Transport for London (TfL)

Part of the Greater London Authority family, we are the integrated transport authority responsible for delivering the Mayor's aims for transport.

The Mayor's Transport Strategy sets a target for 80 per cent of all journeys to be made on foot, by cycle or using public transport by 2041. To make this a reality, we prioritise health and the quality of people's experience in everything we do.

We manage the city's red route strategic roads and, through collaboration with the London boroughs, can help shape the character of all London's streets. These are the places where Londoners travel, work, shop and socialise. Making them places for people to walk, cycle and spend time will reduce car dependency and improve air quality.

Santander Cycle Hire

Santander Cycles or Cycle Hire is London's self-service, bike-sharing scheme for short journeys. You can take a cycle, ride it where you like, then return it to any docking station.

It is available 24 hours a day, every single day of the year. There are over 11,000 bikes at over 780 docking stations.

Cycling is increasing in popularity and Santander Cycles is a convenient and cost-effective alternative to owning your own bike. With over 100,000 members and over 90 million journeys made in the last ten years, more Londoners are taking to two wheels than ever before.

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1. Purpose

Work promoters may on occasion need to undertake works within the area of where a cycle hire docking station is positioned. In these circumstances the cycle hire docking station may need to be suspended or temporarily removed and then reinstated to facilitate these works.

This document provides guidance to work promoters on how to arrange a suspension of use for a docking station or have it temporarily removed while works are undertaken.

2. Background

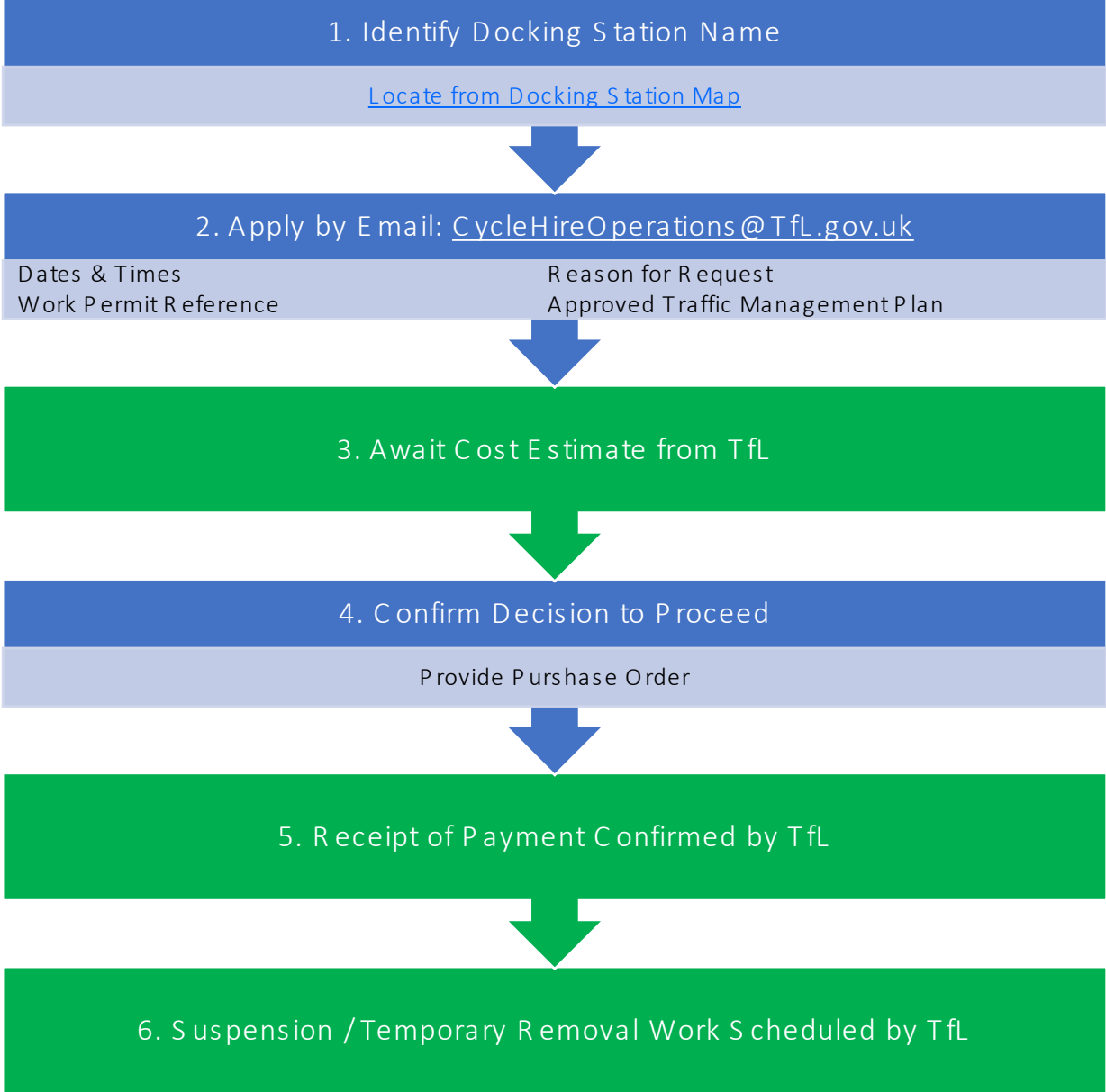
TfL introduced cycle hire to Londoners on 30 July 2010 with 350 docking stations across eight London boroughs. As of May 2021, these numbers have more than doubled: Londoners now have access to more than 780 docking stations and more than 11,000 bikes.

TfL install cycle hire docking stations under the powers contained in the Road Traffic Regulation Act 1984, but before installation can take place planning permission is required from the local planning authority. Docking stations generally come in the form of three typical layouts: linear, double rowed, and angled. Similarly, the foundations for docking stations are also ordinarily in three varieties normal, inset or surface mounted. Further details of these characteristics are provided in [appendix a](#).

Since the introduction of cycle hire, any subsequent suspension or temporary removal of a docking station is organised by TfL with the applicant required to pay a charge to TfL to reflect TfL's administrative costs in processing and managing the request. The charge includes the cost of paying a contracted third party supplier to undertake the work.

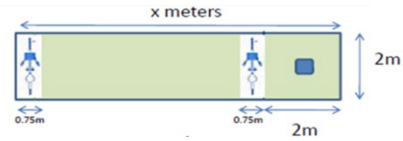
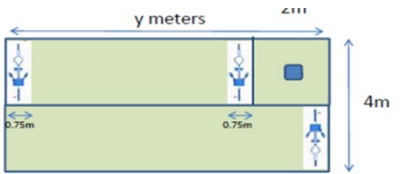
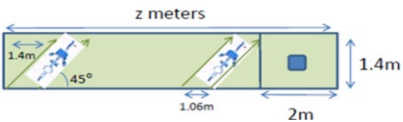
3. Requesting a Docking Station Suspension

The process for requesting for a docking station to be suspended or temporarily removed and reinstated is as follows:



Appendix A – Typical Docking Station Arrangements

1. Docking Station Layouts:

Layout Name	Layout	Docking point formula
Linear docking station		$DPS = (\text{length } (x) - 2.0\text{m}) / 0.75\text{m}$
Double Row		$DPS = ((\text{Length } (y) - 2.0\text{m}) + (\text{Length } (y))) / 0.75\text{m}$
Angled		$DPS = ((\text{Length } (z) - 2.0\text{m}) - 1.4\text{m}) / 1.06\text{m}$

2. Foundation Categories:

Standard – one foundation per docking point set into a concrete base

This is TfL's preferred method of reinstatement as it is adaptable, enabling docking stations to be constructed on slopes or in a curved arrangement. In addition, reinstatement around the docking points can aesthetically match existing, surrounding material.



Inset – steel plate set into a concrete base e.g. shallower dig required.

Inset foundations can be used in circumstances where there are shallow utilities running underneath the docking station footprint.



Surface Mounted – no excavation required

Surface mounted foundations are used when there is significantly limited depth. However, the surface must be completely level and straight.



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