

Environment and Planning Committee

Meeting Date: 4th March 2026

Report Author: Andrew Briggs – Head of Ops

Subject: Chapel Street Parking Measures

1. Purpose of Report

To provide the Committee with an update following application to Life Cycle for Sheffield cycle stands and propose a solution to prevent unauthorised parking in front of the compound.

2. Background

Reminder that following the opening of the new supermarket at the former Co-Op building, there has been a noticeable increase in vehicle activity and parking demand in the surrounding area. This has resulted in vehicles parking within the boundary of the Chapel Street public conveniences site, including directly in front of the depot access gates.

This obstruction presents operational challenges, restricts access, and creates potential safety risks. Despite advisory signage and the placement of notices on vehicles, the issue persists.

3. Practicalities

Chapel Street is open in its layout, with a wide concrete hardstanding area directly adjacent to the building. The absence of defined physical boundaries allows vehicles to enter and park directly alongside the structure and in front of access gates.

Due to its proximity to the adjacent public car park and retail premises, the space is frequently perceived as informal parking. The open design provides no visual or physical indication that the area is restricted for operational use.

This unrestricted access affects the Council's ability to safely and reliably service the facility. Without intervention, it is likely that unauthorised parking will continue, particularly during periods of increased demand.

4. Current Situation

Officers have taken reasonable steps to manage the issue through advisory signage and direct notices placed on vehicles. However, these measures rely on voluntary compliance and have not prevented continued obstruction of the depot access area.

Vehicles continue to park immediately adjacent to the building and block access gates, preventing essential maintenance access and affecting operational efficiency.

5. Proposed Solution

A combined approach is proposed using externally funded cycle infrastructure and Council installed bollards to create clear physical boundaries and prevent unauthorised parking.

5.1 Installation of Sheffield Cycle Stands

Four Sheffield cycle stands have been secured through Life Cycle UK as part of their sustainable transport support programme. These stands will be supplied and installed at no cost to the Council.

The cycle stands will be installed on the existing concrete pad to the side of the building. Their installation will provide the following benefits:

- Establish a clear physical and visual boundary
- Prevent vehicle encroachment from the side of the site
- Support active travel and cycling infrastructure
- Improve overall site organisation

This represents a cost neutral improvement that contributes to both parking management and wider sustainability objectives.

<https://www.lifecycle.org.uk/>

5.2 Installation of Fixed Cast Iron Bollards (Council Funded)

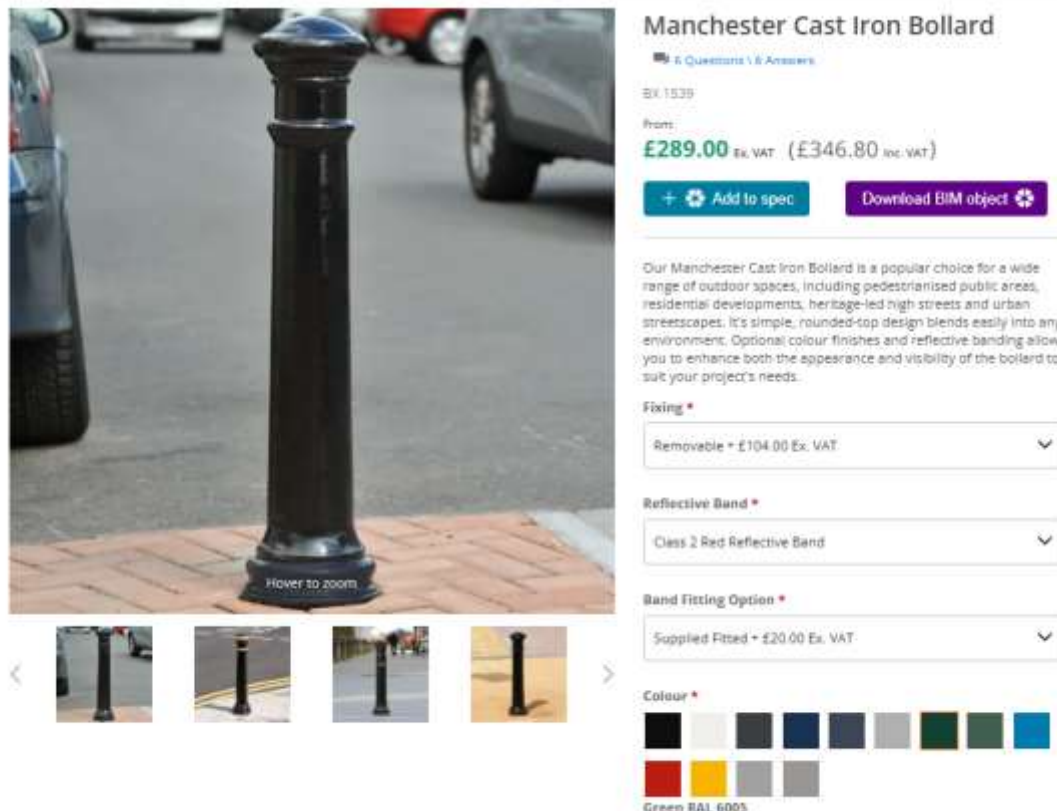
To address the continued obstruction of the rear depot access area, it is proposed that the Council purchase and install three fixed Manchester Cast Iron Bollards.

[Manchester Cast Iron Bollard | Street Furniture](#)

These bollards will be positioned along the rear access area to prevent vehicles from blocking the depot gates while maintaining pedestrian access and operational functionality.

The proposed bollards provide the following advantages:

- Permanent and robust deterrent to unauthorised parking
- Minimal maintenance requirements
- Sympathetic design appropriate to the surrounding streetscape.



6. Financial Implications

The Sheffield cycle stands will be provided and installed by Life Cycle UK at no cost to the Council.

The Council funded element relates to the purchase and installation of three cast iron bollards:

- Supply of bollards: approximately £289.00 per unit (£867.00)
- Delivery - £75.00
- Installation costs: approximately £80.00 per unit (£240.00)

Total estimated cost to Council: £1,182.00

This represents a proportionate and cost effective solution compared to alternative retractable bollard systems, which would require significantly higher installation and maintenance costs.

7. Benefits

The proposed measures will:

- Protect access to essential Council infrastructure
- Reduce disruption
- Improve safety for staff and contractors
- Provide a clear and permanent deterrent to unauthorised parking
- Support sustainable transport infrastructure through provision of cycle stands
- Improve overall site management and presentation

8. Risk Considerations

Failure to implement physical deterrents is likely to result in continued obstruction of the depot access, potentially affecting service delivery and increasing operational risk.

The proposed solution is low risk, uses proven infrastructure, and can be installed with minimal disruption.

9. Recommendation

That the Environment and Planning Committee:

1. **NOTE** the ongoing parking and access issues affecting the Chapel Street public conveniences site.
2. **NOTE** that four Sheffield cycle stands will be installed at the site through external funding at no cost to the Council.
3. **APPROVE** the allocation of £931.00 from **600/5705 Highways/Verges/Bollards** to fund the purchase and installation of up to 3 bollards.
4. Instruct officers to negotiate best rates for purchase and installation.