



Sheffield & Rotherham **Clean Air Zone :** **information leaflet**

Financial Support Measures to assist with upgrading your existing non-compliant vehicle

Funding has been secured from Government to help businesses and residents of Sheffield and Rotherham to replace or adapt a non-compliant vehicle with a lower emissions alternative.



January
2023



Who can apply?

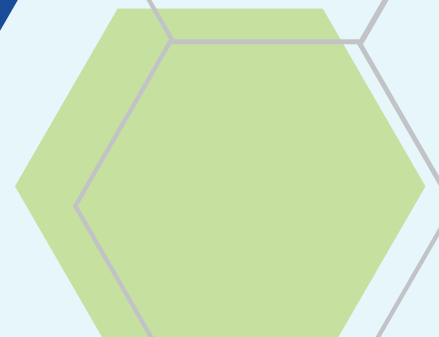
Businesses, self-employed individuals, sole traders, limited companies, registered charities, and residents based in Sheffield and Rotherham are eligible to apply if they regularly travel into the Sheffield Clean Air Zone.

Eligibility for the scheme

You must

1. Own a non-compliant vehicle
2. Have a valid MOT for the vehicle
3. Have a UK bank account
4. Be a business registered in Sheffield or Rotherham OR
5. Be a resident in Sheffield & Rotherham
6. Have entered the Clean Air Zone twice a week each week for the last 12 months
7. For taxis only - hold a current valid taxi vehicle license with Sheffield or Rotherham Council for at least 12 months from the point you apply for funding

Owners of a non-compliant taxi that has a current valid taxi license (for at least 12 months) with Sheffield or Rotherham Council but DO NOT live in Sheffield or Rotherham might be eligible for a grant and should contact cleanair@sheffield.gov.uk to request an application.



Vehicles

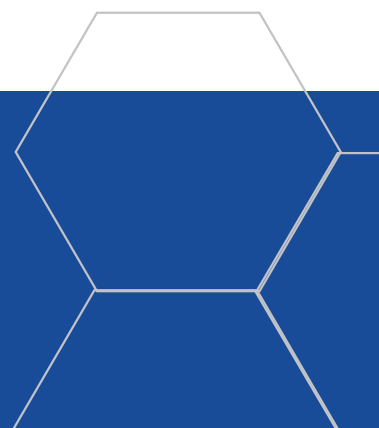
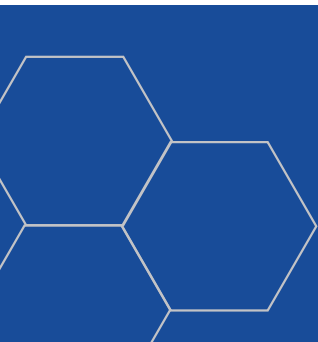
Financial Support is available for the following vehicle types:

1. Camper Van
2. Coach
3. Heavy Goods Vehicle (which must be registered at a depot within 5km of the CAZ boundary)
4. Minibus
5. Motorhome
6. Taxi - Hackney
7. Taxi - Private Hire Vehicle
8. Van or Light Goods Vehicle

Your non-compliant vehicle must:

- Have been owned by the applicant for a period of 12 months at the point of application and owned by the applicant before 12th December 2022
- Be road worthy and have a valid MOT certificate
- Be upgraded on a like for like basis (i.e. N1 classification of LGV must be replaced with N1 classification)
- The upgraded vehicle, or retrofitted vehicle, must meet the minimum standard required for the clean air zone and not be charged to enter the zone
- Have Valid Vehicle Operator License (HGVs only)
- Have a valid taxi vehicle license with Sheffield or Rotherham Council for 12 months from the point of application (Taxis only)

Please note there are a limited number of exemptions available for specialist vehicles. Please visit www.sheffield.gov.uk/cleanair for more information.



What could you get?

The Council has been awarded a set budget to deliver the financial support measures against each vehicle type. Applications will be assessed on a first come first served basis.

Please note that an individual vehicle can only be allocated any of the grant interventions once during the duration of the clean air programme, regardless of a change in ownership of that vehicle.

Financial Support to upgrade your vehicle with a grant or interest subsidised loan:

The maximum value of financial support available for each vehicle type can be found here:

www.sheffield.gov.uk/cleanair

Financial support will be paid in the form of a grant, an interest subsidised loan or a mix of the two.

Shire Leasing and AngloScottish Asset Finance have been appointed to provide the financial support and will contact each applicant once initial eligibility has been assessed and approved.

You can find out more about the finance products offered by our finance providers at their dedicated web pages using the following links.

Shire Leasing:

www.shireleasing.co.uk/customer-finance/clean-air-zone-financial-assistance/sheffield-caz-vehicle-finance

AngloScottish Asset Finance:

www.angloscottishfinance.co.uk/clean-air-zones/sheffield-clean-air-zone

Grants on this scheme cannot be applied retrospectively. If you are applying for a grant you should wait to hear from us before making any purchasing and sales decisions.

Financial Support to Retrofit to retrofit your vehicle (grant only)

The maximum amount of support available for each vehicle type can be found here:

www.sheffield.gov.uk/cleanair

Retrofit solutions must be certified Clean Vehicle Retrofit Accreditation Scheme (CVRAS) to be eligible for a grant. The Energy Saving Trust hold a CVRAS register where all accredited systems and suppliers are listed. More information can be found on here [Clean Vehicle Retrofit Accreditation Scheme - Energy Saving Trust](#)

After the application for a grant has been assessed and approved, the applicant should contact an accredited provider to discuss options and obtain a quote. Grants will be paid retrospectively once the CVRAS accreditation and evidence of the payment has been received.

Financial Support to de-license your Hackney carriage vehicle (grant only)

The grant available to de-license a non-compliant Hackney carriage is £4,000. After the application for a grant has been assessed and approved, de-licensing grants will be paid retrospectively, after the applicant has signed the grant offer letter and submitted the surrender of plate form and plate to Sheffield City Council Licensing Team.

When will the finance support be paid?

For vehicle upgrades - (grant or interest subsidised loan) if you are replacing your old vehicle with a new one, the finance provider will make payment directly to the seller of the new vehicle.

Please note that a series of checks will be undertaken on the seller (standard due diligence and Know Your Customer) before the finance provider can complete the deal.

For retrofit - the grant will be paid by the Council directly to the applicant via BACS transfer following the receipt of a signed grant offer letter and submission of the CVRAS certificate and evidence that the payment has been made to the supplier.

For de-licensing - the grant will be paid by the Council to the applicant via BACS transfer following the receipt of a signed grant offer letter and submission of agreed surrender evidence (detailed above).

Full terms and conditions of the grant will be provided in the grant offer letter.

The Application Process

- All applications should be submitted online.
- The application process is made up of two stages.

Stage 1 - Initial eligibility checks undertaken by the Council

- An online application will be assessed, and if accepted you will be required to provide the following documents:
 - o V5c for the non-compliant vehicle
 - o Proof of address (resident and all non-limited companies) e.g., utility bill, credit card statement, mortgage agreement
 - o Bank statement dated within the last 3 months
- Applications will not be considered complete until all evidence is received and approved
- Following submission of compliant evidence, the applicant will be contacted by a member of the team to discuss their application and funding requirement.

Stage 2 - Grant Award

- **Vehicle Upgrade**
 - o A Basic Eligibility letter sent to applicant advising of next steps.
 - o Applicant referred to finance provider to source suitable vehicle and finance package. This may include a credit check.
 - o Finance Agreement signed between applicant and provider
- **Retrofit**
 - o Basic Eligibility letter sent to applicant advising of next steps
 - o Applicant sources a supplier, obtains a quote, and places order
 - o Grant Offer Letter signed by applicant and SCC
 - o Retrofit completed, supplier paid by applicant, certificate received
 - o Evidence of payment and certificate sent to the Council
 - o Grant Paid
- **De-licensing**
 - o Grant Offer Letter & Surrender paperwork sent to applicant with instructions
 - o Applicant submits the surrender information to SCC Licensing Department
 - o Grant Offer Letter signed by applicant & SCC
 - o De-licensing evidence received and processed by SCC Licensing Team
 - o Grant Paid

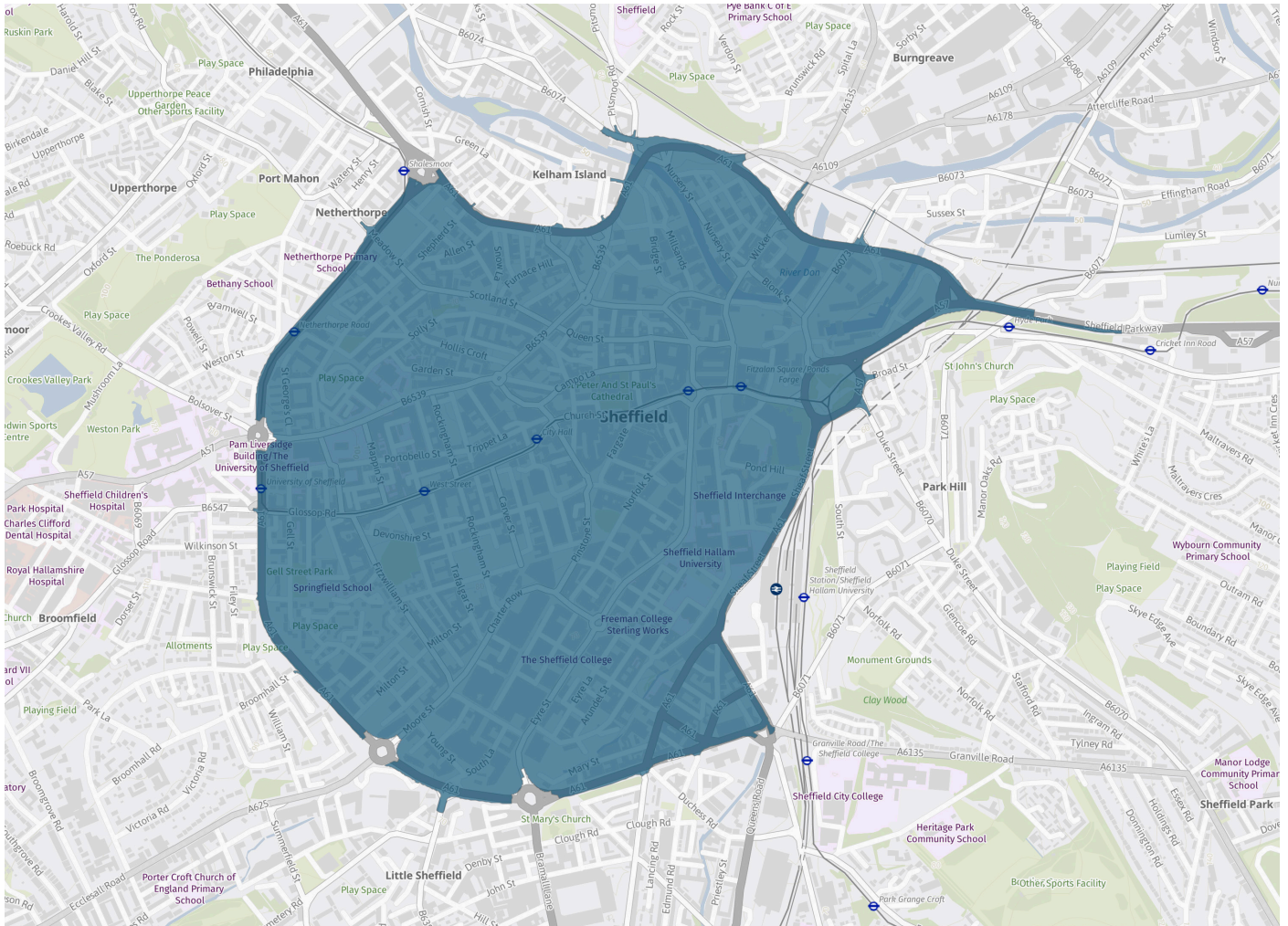
Temporary Exemptions

Where the applicant has received an Agreement in Principle letter, temporary exemptions will automatically apply to your non-compliant vehicle for a limited period.

1. Vehicle Search Exemption - applied once an agreement for financial support has been approved by the provider. This will be for a maximum of 3 months to allow the applicant and the provider to identify a suitable vehicle.
2. Delivery Exemption - applied following receipt of the order confirmation for a compliant replacement vehicle by the finance provider. This will be from the date of the order to the delivery date stated plus 2 weeks. This exemption can be extended subject to the Councils review to mitigate supply chain issues.

Where an applicant has passed the initial eligibility check but failed the credit check undertaken by the finance provider, a “Failed Credit Check” exemption will be granted for the existing non-compliant vehicle for a period of 6 months (for coaches this will extend to 12 months).

Where is the Clean Air Zone?



Why are we putting in a Clean Air Zone?

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We need to urgently bring our air quality within legal limits. Following two rounds of citywide consultation, the Sheffield CAZ will go live on 27 February 2023 and significantly contribute to cleaner air for us all to breathe as older, polluting vehicles are a major source of harmful air pollution. The Zone is part of a wider Clean Air Plan to bring improvements in air quality across Sheffield, Rotherham and the region.