



Officer Decision Report

Author/Lead Officer of Report:
Bernd Hoermann, Senior Transport Officer

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Report to: William Stewart: Director of Investment, Climate Change and Planning

Date of Decision: 9th June 2023

Subject: Capital Grant Offer Acceptance for On-Street Residential Chargepoint Scheme (ORCS) by the Office for Zero Emission Vehicles (OZEV)

Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given?	2120			
Has appropriate consultation taken place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
A summary climate assessment was conducted for the “Electric Vehicle Public Charging Infrastructure and Short-Term Action Plan” which includes an action to bid for the On-Street Residential Chargepoint Scheme (ORCS). A full CIA will be conducted as part of the approvals for the implementation stage of the scheme.				
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

Purpose of Report:

The purpose of this report is to seek approval to become accountable body and enter into a funding agreement for grant funding of up to £84,230 from the Office for Zero Emission Vehicles (OZEV) through the On-Street Residential Chargepoint Scheme (ORCS).

The grant funding is for the purpose of installing on-street chargepoints, in areas lacking off-street parking opportunities, for local residents wishing to charge their plug-in electric vehicles.

Recommendations:

It is recommended that the Director of Investment, Climate Change and Planning approves:

- a. The Council becoming accountable body and accepting up to £84,230 of grant funding as set out within this report; and
- b. the Council entering into a grant funding agreement with the Office for Zero Emission Vehicles (OZEV).

Background Papers:

Sheffield's Electric Vehicle Public Charging Infrastructure Update and Short-Term Action Plan, Transport, Regeneration and Climate Committee, 21st September 2022:

[Sheffield City Council - Agenda for Transport, Regeneration and Climate Policy Committee on Wednesday 21 September 2022, 2.00 pm](#)

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Alex Hill
		Legal: Gemma Day
		Equalities & Consultation: Ed Sexton
		Climate: Jessica Rick
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	SLB member who approved submission:	<i>Kate Martin Executive Director - City Futures</i>
3	Relevant Policy Committee	Transport, Regeneration and Climate (TRC) Committee
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the SLB member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: Bernd Hoermann	Job Title: Senior Transport Officer
	Date: 9 th June 2023	

1. PROPOSAL

- 1.1 Electric vehicles (EVs) are most conveniently and economically charged at home, but off-street parking, and therefore the possibility of a home chargepoint, is not available to everyone. To improve local charging infrastructure, the Office for Zero Emission Vehicles (OZEV) created the On-street Residential Chargepoint Scheme (ORCS).
- 1.2 The scheme gives the Council access to grant funding that can be used to part-fund the procurement and installation of on-street (or in local authority-owned car parks) EV chargepoint infrastructure for residential needs.
- 1.3 The ORCS grant offers to part-fund up to a maximum of 60% of capital costs relating to the procurement and installation of residential EV chargepoint infrastructure.
- 1.4 The total project cost is £140,379. The total OZEV funds (60%) being requested is £84,227 for 11 (double-headed) charge points units.
- 1.5 The remaining 40% of match funding, as well as project fees, and any associated capital costs which cannot be covered by the arrangement above, will be covered by accessing a part of the £200K allocation from the 23/24 Local and Neighbourhood Transport Programme (LaNTP) for 'EV charging match-funding'.
- 1.6 The ORCS grant also offers the opportunity of testing the processes involved in rolling out on-street chargepoints. The ORCS grant funding process and the installation of on-street residential chargepoints also offers opportunities to learn about necessary steps and potential obstacles before committing to a larger scale rollout of chargepoint infrastructure.
- 1.7 Based on the OZEV application guidance, we have identified nine suitable locations in residential areas, and in different neighbourhoods of the city. These locations are either 'on-street' or in Council owned carparks.

Required OZEV criteria:

- Existing request for on-street chargepoints by local residents.
- Residential areas lacking 'off-street' parking - where residents are predominantly relying on 'on-street' parking.
- Areas where data modelling shows that EV charging demand is forecast to significantly increase in the coming years.
- Areas confirmed by the DNO (Northern PowerGrid) having sufficient grid capacity for adding/connecting EV chargepoints.

- 1.8 Table 1: Proposed locations to be delivered under ORCS:

Site No.	Street Name	Postcode	Car Park / On-street	No. of double-headed charge-points (7kW)	No. of Bays / Sockets
1	Hope St., Stocksbridge	S36 1GY	Car Park	2	4
2	Stainton Rd., Greystones	S11 7AB	On-street	1	2
3	Slate St., Lowfield / Heeley	S2 3GT	On-street	1	2
4	Freedom Rd., Walkley	S6 2XE	Car Park	1	2
5	Upwood Rd., Hillsborough	S6 4FT	On-street	1	2
6	Bishopsholme Rd., Fir Vale	S5 7DF	On-street	1	2
7	Flodden St., Crookes	S10 1HA	On-street	1	2
8	Station Road, Darnall	S9 4JU	Car Park	2	4
9	Balmoral Road, Woodhouse	S13 1QG	On-street	1	2
Total				11	22

1.9 The Transport, Regeneration and Climate (TRC) Committee report, approved on 21st September 2022, on “Electric Vehicle Public Charging Infrastructure Update and Short-Term Action Plan” set out a number of proposed actions, including that the Council would:

- Bid for On Street Residential Chargepoint Scheme funding in 22/23 to test a limited number of residential charging solutions subject to approval of appropriate match funding and delivery model as necessary.

1.10 The delegated authority to submit funding bids to government for ORCS rests with the relevant Executive Director, in consultation with the Chief Finance Officer.

1.11 All spend and any commissioning relating to this grant and the match funding provided by the Council for this project will be sent for approval via the capital approvals process.

2. HOW DOES THIS DECISION CONTRIBUTE?

2.1 The Council has declared a climate emergency which necessitates a move away from the use of traditional fossil fuels to cleaner technologies such as electric. The Council is working towards Sheffield becoming a zero-carbon city by the end of the next decade.

2.2 This decision supports the strategic priority of the developing Corporate Plan of Clean Economic Growth. Delivering on the key issue of the Climate Emergency and supporting the Clean Air Zone. The 10 Point Plan for Climate Action includes that we will work to ensure we have the planning and infrastructure we need for the future, including investing in our transport infrastructure.

2.3 The Sheffield City Region Transport Strategy 2018-2040 (the statutory Local Transport Plan for South Yorkshire) recognises the need to

increase EV charging points in the region in order to encourage large scale uptake of electric vehicles. The Council's Transport Strategy (March 2019) also sets out the need to plan for charging infrastructure at home, at key destinations and at work so we are ready for a clean future.

- 2.4 The government has committed to ending the sale of new petrol and diesel cars and vans by 2030. Roll out of public electric vehicle charging infrastructure will help facilitate this switch to Ultra Low Emission / electric vehicles, supporting the economy (businesses and visitors) as well as a more inclusive transition for those that do not have access to off street parking.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 Public engagement on the Council's Net Zero Carbon work to date has been positive with a clear recognition of the role that transport, and electric vehicles, play in reducing carbon emissions. The need to formulate a strategy to help map out how the Council proceeds has been raised at a number of workshops and also through direct communication with residents, businesses and Elected Members. These discussions indicate a need to progress this work.
- 3.2 In addition, increasing the number of public charging points for electric cars was a popular 'other' suggestion during the consultation carried out in relation to the Clean Air Zone, where in addition to the high cost of electric vehicles, the lack of electric vehicle charging points was highlighted as a key barrier to investing in cleaner vehicles.
- 3.3 The Centre for Behavioural Science and Applied Psychology, Sheffield Hallam University also carried out a piece work¹ for Sheffield Council in 2021 examining Barriers and Facilitators to Electric Car Purchase and Confidence in Charging Capabilities in Sheffield and Rotherham. Amongst other outcomes this found:
- Of the 39.8% of respondents willing to walk to a charging point (65.4% had access to a driveway or off-street parking), 27.4% would walk 5 minutes or less (this fell to 13.1% for 10 minutes or less)
 - 42.7% disagreed or strongly disagreed that there were enough charging points in the city (45.8% didn't know)
- 3.4 Local Area Committee Chairs and Transport, Regeneration and Climate Committee leads were consulted prior to this bid being submitted in March 2023. No amendments were requested.

¹ Jordan, Millings, & Arden (2021) **Examining Barriers and Facilitators to Electric Car Purchase and Confidence in Charging Capabilities in Sheffield and Rotherham**. Report for Sheffield City Council by the Centre for Behavioural Science and Applied Psychology, Sheffield Hallam University

- 3.5 Consultation will be undertaken as part of scheme implementation, including specific requirements, which will be set out as part of the capital approvals process which will follow this report.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality Implications

- 4.1.1 Bidding for On Street Residential Chargepoint Scheme (ORCS) funding to test a limited number of residential charging solutions was agreed to be consistent with the Council's current policy position and short-term actions within the Transport Regeneration and Climate Committee report *Electric Vehicle Public Charging Infrastructure Update and Short-Term Action Plan* that was approved in September 2022.

- 4.1.2 EIA 2120 brings together equality analyses covering individual projects and proposals, which to date covers:

1. Electric Vehicle (EV) charging points investment and locations
2. Sourcing of providers and pricing tariff considerations
3. Acceptance and use of funding grants (including bidding for the On-Street Residential Chargepoint Scheme (ORCS)).

- 4.1.3 The EIA includes specific consideration of the expansion and locations of public charging sites. It is noted that, although as outlined in 1.7 above, there are necessary conditions required for finding appropriate public charging sites to test their potential, the locations identified and referred to above are in wards covering geographic, demographic and socio-economic diversity.

- 4.1.4 The EIA will continue to be reviewed and updated to reflect the development and implementation of the scheme.

4.2 Financial and Commercial Implications

- 4.2.1 Office for Zero Emission Vehicles– Onstreet Residential Chargepoint (ORCS) Grant (the "Grant") (£84,230)

Key features of the Grant Offer Letter (the "Grant Agreement") and terms and conditions are summarised as follows. The Project Manager will need to read, understand, and comply with all of the grant terms and conditions and the Code of Conduct for Grant Recipients and develop an exit strategy to ensure that there are no ongoing unfunded costs when the Grant ends.

- 4.2.2 Financial Terms and Conditions

- Capital grant of £84,230 paid to Sheffield City Council (“SCC”) from the Office for Zero Emissions Vehicles (the “Funder”)
- The Grant will be treated as Conditional and will be subject to clawback if the Grant terms and conditions are not complied with (see details). Any Grant repayment can be adjusted for depreciation.
- **SCC must fund the remaining costs of the Project, those costs being £56,150.**
- Grant must be accepted by 17th June 2023
- Grant Commencement Date: 7th June 2023
- Grant End Date: 31st March 2024
- Payment is made on the following terms:

Date	Amount (£)	Explanation
Between the Grant Commencement Date and the Grant End Date, to be paid ten (10) days after acceptance of SCC grant claim	£63,172.50	75% of the total Grant
After the Grant End Date	£21,057.50	25% of the total Grant

- The average installation expenditure levied for each chargepoint installed during the Project cannot exceed £13,000 per chargepoint in aggregate.
- The maximum amount of Project expenditure that can be allocated to any single chargepoint cannot exceed 60% of the total Grant (circa £50,538).
- Funding must be spent in the relevant financial year and cannot be carried forward. The Funder may require SCC to return any unspent funding at the end of each financial year.
- SCC is to comply with the following requirements specified in the Grant Agreement:
 - the accounting audit, monitoring and reporting requirements (see details);
 - the documentation, records and evidentiary requirements (see details);
 - the knowledge sharing, data sharing, data protection, information and publicity requirements (see details); and
 - the detailed performance management and key performance indicator requirements (see details).

4.2.3 General Terms and Conditions

- SCC must only use the Grant for the Project and associated eligible expenditure, as specified in the Grant Agreement. Eligible expenditure includes:
 - chargepoint purchase including associated installation, electrical, civil engineering, labour and hardware costs; and
 - parking bay capital costs.
- Chargepoints installed by the Project must:
 - be installed on SCC owned land;
 - have written local highways support;
 - are added to the National Chargepoint Registry within two weeks of the chargepoint being available for use;
 - where they are publicly accessible, have ad hoc access;
 - have written evidence of land-owner maintenance support; and
 - be maintained by SCC for at least seven years after their installation.
- SCC must claim the Grant and supply appropriate evidence of eligibility of expenditure to the Funder and to the Energy Saving Trust.
- Grant claims require s.151 or delegate sign off.
- SCC must not use the Grant for a range of purposes (see details).
- SCC must provide Funder with detailed Project specification in the Funder's appropriate specification form.
- Project scope can only change with Funder's prior approval.
- SCC is not permitted to create a financial charge over assets improved by the Grant.
- Retention Period: 6 years from the Grant End Date

4.2.4 Commercial Implications

All public sector procurement is governed by and must be compliant with the Grant Agreement and UK National Law. In addition, all procurement in SCC must comply with its own Procurement Policy, and internal regulations known as 'Contracts Standing Orders' (CSOs).

CSO requirements will apply in full to the procurement of services, goods or works utilising grants. All grant monies must be treated in the same way as any other Council monies and any requirement to purchase / acquire services, goods or works must go via a competitive process, comply with the Local Government Transparency Code 2015. The Portfolio / Service Grant Manager will need to contact the Commercial Services Team for detailed guidance on adherence to these rules when spending the Grant.

4.3 Legal Implications

- 4.3.1 The Council has a general power under Section 1 of the Localism Act 2011 to do anything that an individual may generally do, provided it is not prohibited by other legislation and the power is exercised in accordance with the limitations specified in the Act. This enables the Council to become accountable body and accept the funding of up to £84,230 from the Office for Zero Emission Vehicles.
- 4.3.2 The Transport Act 2000 places a duty on local authorities to develop and implement policies which will promote and encourage safe, integrated, efficient and economic transport that meets the needs of persons living, working, visiting or travelling through their area. This grant will support the Council in helping to prepare for, and support the transition towards zero-emission vehicles and provide access to chargepoints to residents who may otherwise not have convenient access, therefore supporting the Council in fulfilling that duty.
- 4.3.3 This project will also support the Council in implementing the Transport Strategy and the Local Transport Plan for South Yorkshire.
- 4.3.4 The Council have committed to reducing the levels of air pollution in the city, and ensuring that the levels are below the legal limits detailed in the Air Quality Standards Regulations 2010. By increasing the number of chargepoints available to residents of the city, will support the Council in reducing the levels of air pollution to comply with the regulations.
- 4.3.5 The Council must ensure that all publicly accessible chargepoints installed allow access in accordance with Alternative Fuels Infrastructure Regulations 2017.
- 4.3.6 The grant is to be used to fund up to a maximum of 60% of the projects capital costs and may only be used for eligible expenditure, examples of which are the purchase cost of a chargepoint and the labour costs of the installation.
- 4.3.7 There are also requirements for where the chargepoints are able to be installed.
- 4.3.8 The grant can be reduced, suspended, or withheld or can be required to be repaid, in full or in part, in specific circumstances.
- 4.3.9 If a decision is made to become accountable body for the funding, then the grant agreement will be entered into with the funder.
- 4.3.10 The Council must comply with all applicable legislation and regulations including but not limited to UK GDPR, the Data Protection Act 2018, Equality Act 2010 and the Subsidy Control Act 2022.

4.4 Climate Implications

4.4.1 The 10 Point Plan for Climate Action sets out that we will develop decarbonisation route-maps across 7 key areas. Public Electric Vehicles and Charging will be included within the Decarbonisation Route-map for “The Way We Travel” which is currently in development. The Pathway to Zero Carbon report (the ‘Arup report’) highlighted the need for catalysing charging infrastructure and solutions that remove significant barriers to the uptake of EVs, and as such progressing the development of public electric vehicle charging infrastructure will contribute towards our Net Zero ambition.

4.4.2 Bidding for On Street Residential Chargepoint Scheme (ORCS) funding to test a limited number of residential charging solutions was agreed to be consistent with the Council’s current policy position and short-term actions within the Transport Regeneration and Climate Committee report *Electric Vehicle Public Charging Infrastructure Update and Short-Term Action Plan* that was approved in September 2022.

4.4.3 A full Climate Impact Assessment will be undertaken as part of the approvals process for implementation; however, a summary assessment was undertaken as part of the previous report, and it will be important to consider the following:

- How the principles of sustainable design and construction can be incorporated into the procurement and installation of public electric vehicle chargepoints.
- That the provision of electric vehicle chargepoints, although a key part of the decarbonisation of transport, should not significantly negatively impact travel by active modes or demand reduction.
- If electricity generated via renewables can be provided.
- The roll out of electric vehicle charging points across Sheffield should contribute to the development of the green economy, including supporting green jobs and skills, and this should be considered as part of any procurement exercise.
- In addition to proposed engagement with disability interest groups we should consider how we will work with stakeholders to support the transition to electric vehicles.
- The roll out of public electric vehicle charging points will enable those without access to off street parking to transition to electric vehicles, contributing to a just and fair transition to a low carbon world.

4.4 Other Implications

4.4.1 There are no direct Human Resource implications for the Council. Implementation will require additional resource from various council departments, in particular Transport Planning, Capital Delivery Service and Parking Services. These additional requirements will be scoped as part of scheme implementation approval.

- 4.4.2 There are no direct Property related implications for the Council. All proposed sites fall on adopted highway or within Council owned car parks.
- 4.4.3 Key risks to the Council continue to relate to the affordability of the current schemes related to the volatility of the price of electricity and issues such as vandalism. A risk register will be developed as part of scheme implementation approval.
- 4.4.4 Air pollution contributes to 500 deaths a year in Sheffield, causing strokes, lung cancer and cardiovascular disease. The biggest cause of this pollution is transport, especially diesel vehicles. The Council has recently introduced a 'category C' Clean Air Zone, which a switch to electric vehicles would support.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 The Council considered the following alternative options:

Option 1 – Not accepting the funding offer from OZEV. This was discounted since bidding for On Street Residential Chargepoint Scheme (ORCS) funding, to test a limited number of residential charging solutions, was agreed to be consistent with the Council's current policy position and short-term actions within the Transport Regeneration and Climate Committee report Electric Vehicle Public Charging Infrastructure Update and Short-Term Action Plan, that was approved in September 2022.

Option 2 – Bid for a larger scheme and wait for the Government's rollout of the Low Emission Vehicle Infrastructure (LEVI) funding. This would have meant missing out on the opportunity of additional external capital funding grant. The ORCS grant also offers the opportunity of testing the processes involved in rolling out on-street chargepoints. Accepting the ORCS grant also offers the opportunities to learn about necessary steps, and potential obstacles, before committing to a larger scale rollout of chargepoint infrastructure.

6. REASONS FOR RECOMMENDATIONS

- 6.1 The option proposed offers the Council access to grant funding to part-fund capital costs relating to the procurement and installation of residential chargepoint infrastructure.
- 6.2 The proposed option offers the Council the opportunity of testing and learning about the processes involved in the installation of on-street residential chargepoints, the steps necessary and potential obstacles, before committing to a larger scale rollout of chargepoint infrastructure.

- 6.3 The option proposed supports the Council in delivering on the key issue of the Climate Emergency and supporting the Clean Air Zone, which necessitates a move away from the use of traditional fossil fuels to cleaner technologies, such as electric vehicles.