



Your partner for
a low carbon future

Phase 4 Public Sector Low Carbon Skills Fund – Preparing for the LCSF Application

April 2023



Department for
Energy Security
& Net Zero



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Welcome - Introductions

- Laura Couldrey – Senior Programme Manager
- Chris Masters – Programme Manager
- Archie Balkwill – Programme Coordinator
- Samuel Docherty – Client Support Officer
- Farhana Hussain – Senior Energy and Carbon Analyst
- William Hinds – Head of Public Sector Decarbonisation Strategy (DESNZ)



Phase 4 Public Sector Low Carbon Skills Fund: An outline

- Introduction
- Purpose
- Eligibility & who can apply
- Scheme criteria & assessment
- Timeframes
- Supplementary Information Document (SID)
- Conditions
- Further information



Introduction

- Salix is a non-departmental public body of the Department for Energy Security and Net Zero (DESNZ) and its delivery partner for Phase 4 Public Sector Low Carbon Skills Fund (LCSF).
- DESNZ have confirmed that **£17,000,000** worth of grant funding will be provided for Phase 4 LCSF.
- This follows the success of Phase 3 LCSF that completed in March 2023 where £14,500,000 was awarded to 149 Public Sector Bodies.
- For Phase 4 LCSF, there are three funding options:
 1. Heat Decarbonisation Plans
 2. Standalone designs
 3. Both

Purpose of the LCSF

The LCSF will fund the production of a heat decarbonisation plan (HDP) and/or standalone detailed design works which will need to be submitted by 28 March 2024.

A HDP describes the current state of an organisation's energy use and its plans for decarbonising its building estate. The option for detailed designs will prepare organisations to begin capital works.

This will ensure that all bodies in the public sector, regardless of size and expertise, will know how to decarbonise, to enable them to operationalise their ambitious net-zero targets.

What is new?

The changing of timelines to align with the PSDS timelines

The addition of standalone detailed designs

Introduction of grant value caps

Eligibility: Who can apply?

The organisations eligible to apply are the same as for PSDS. These include:

- Central government departments and their arm's length bodies.
- Emergency services
- Institutions of further and higher education
- Local authorities
- Maintained schools within the state education system, including academies, Multi-Academy Trusts and free schools
- Nursery schools maintained by a local authority
- NHS Trusts and Foundation Trusts
- Schools funded by charities, private schools, private colleges and private universities are **not eligible** to apply.
- Scottish and Welsh public sector bodies are also **not currently eligible** to apply to LCSF.
- A private sector organisation cannot apply on behalf of an eligible public sector organisation.

Scheme Criteria and Assessment

- During assessment, information from the Application Portal will be used to decide the outcome considering eligibility, cost and deliverability.
- Applications are to be assessed by Salix in the order in which they are received.
- Applicants are encouraged to make a single application that contains all relevant requests - This will enable the quick assessment of the application.
- During the process, if there are any questions or further information required, then the Applicant will be contacted.
- The Grant is only available for projects that meet the 'additionality' criteria.
- HDPs and/or standalone designs must be undertaken on public sector buildings that have a fossil fuel heating system currently in place and the plan should take a whole building approach to heat decarbonisation
- Eligible bodies must either own the building the funding is being used for or have a long-term lease arrangement where the tenancy agreement places the responsibility for operation and maintenance of the building services on the eligible body.
- There is no flexibility to agree funding beyond 28 March 2024.

How to apply

1. The Supplementary Information Document (SID), application questions and FAQs were made available on 28 March 2023. The Application Portal opens on Wednesday 26 April 2023.

2. Applications must be completed and submitted by the eligible body. Consultants can support the preparation of the application, but cannot submit the completed form.

3. The application must be authorised by the Authorising Official, who must have the delegated authority to sign-off the application value.

4. Incomplete applications will be unsuccessful, and will not pass quality checks. So, make sure to answer all questions fully and provide the correct authorisation.

5. The assessment of applications begins when the funding value + 20% has been achieved.

Timeframes

Phase 4 Low Carbon Skills Fund announced	Tuesday 28 March
Application Portal opens for all applicants	Wednesday 26 April, 2pm
Grants awarded	May and June 2023
Heat decarbonisation plans and/or standalone detailed designs to be submitted	Thursday 28 March 2024

The Application Portal will close when the scheme becomes oversubscribed with fully completed, good quality applications.



Supplementary Information Document (SID)



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Supplementary Building Information Tool (SBIT)

Phase 4 Public Sector Low Carbon Skills Fund - Supplementary Building Information Tool (SBIT)

Please use the table below to provide building details for all measures included within this application.

Green Columns are mandatory at the point of application
 Blue columns are optional at the point of application, except where bids are received for over £100,000. For bids over £100,000, this information is to enable proportionality of assessment.

Information is required for all buildings which will be covered by the project.

*An asterisk denotes fields that are mandatory for all applicants at the time of application, additional information may be required during the assessment process or upon award of funding. Specific Building Use will be mandatory if you enter Other in the Building Type dropdown. School / Academy URN is mandatory if the building is owned by a School or Academy.

Organization Name*	
Submission ID:	

Total Number of Buildings	0
Total Gross Internal Area (m²)	0.00

Do the number of rows entered match across mandatory columns?	Yes
Total Cost	£0.00

Site Name*	Building Name*	Building Type*	Specific Building Use*	Unique Property Reference Number (UPRN)*	School / Academy URN (if applicable)*	Postcode*	Gross Internal Area (m²)*	Site Life (years)*	Age of Building (Year built/finished)*	Condition of building*	Existing Heating System*	Existing Heating Fuel*	Age of Existing Heating System (years)*	Display Energy Certificate (DEC) Rating *



Phase 4 LCSF Project Breakdown

1. Project Cost Breakdown

If pre-tender please provide cost estimates, and final costs to be provided when available. Please only specify the total VAT if non-reclaimable in appropriate box.

1. Preparation of a strategic plan	<input type="text"/>	<input type="text"/>
2. Building Audit	<input type="text"/>	<input type="text"/>
3. Feasibility Study	<input type="text"/>	<input type="text"/>
4. Specialist technical site surveys	<input type="text"/>	<input type="text"/>
5. Detailed Design	<input type="text"/>	<input type="text"/>
6. Investment Grade Audit	<input type="text"/>	<input type="text"/>
7. Desktop Assessment	<input type="text"/>	<input type="text"/>
Can the organisation reclaim VAT?	<input type="text"/>	
VAT (£) <i>Only include here if non reclaimable</i>	<input type="text"/>	<input type="text"/>
Total Project Costs (£)	<input type="text" value="£0.00"/>	

2. Commentary on Project Costs

Have you estimated the costs for the project?

Please describe how the project costs for the project were deduced, including:

- Cost breakdown per activity detailed above - please include the specific works within each activity (Salix appreciates that costs may not be finalised at this stage).
- How the cost breakdown split has been estimated.
- How the approach taken is cost effective.
- Do costs reflect recent changes in demand and price inflations for similar works? Has contingency been built in to account for this?

3. Project Programme

Please input dates of key milestones in the table below.
Note that these milestones will be estimated and oversimplified.

Milestone	Completion Date	Days of contingency included in step
Project Approval		
Procurement Start Date		
Work Prior to Site Visit		
Work Undertaken on Site		
HDP Report Write-Up		
HDP Approval Date		
HDP Submitted to Salix		
Submission of Final Invoices		

Please provide commentary on the project delivery timescales

- Include commentary to demonstrate readiness to deliver project
- Comment also on what contingency is built into the programme

Phase 4 LCSF Risk Register

Project Risks and Mitigation

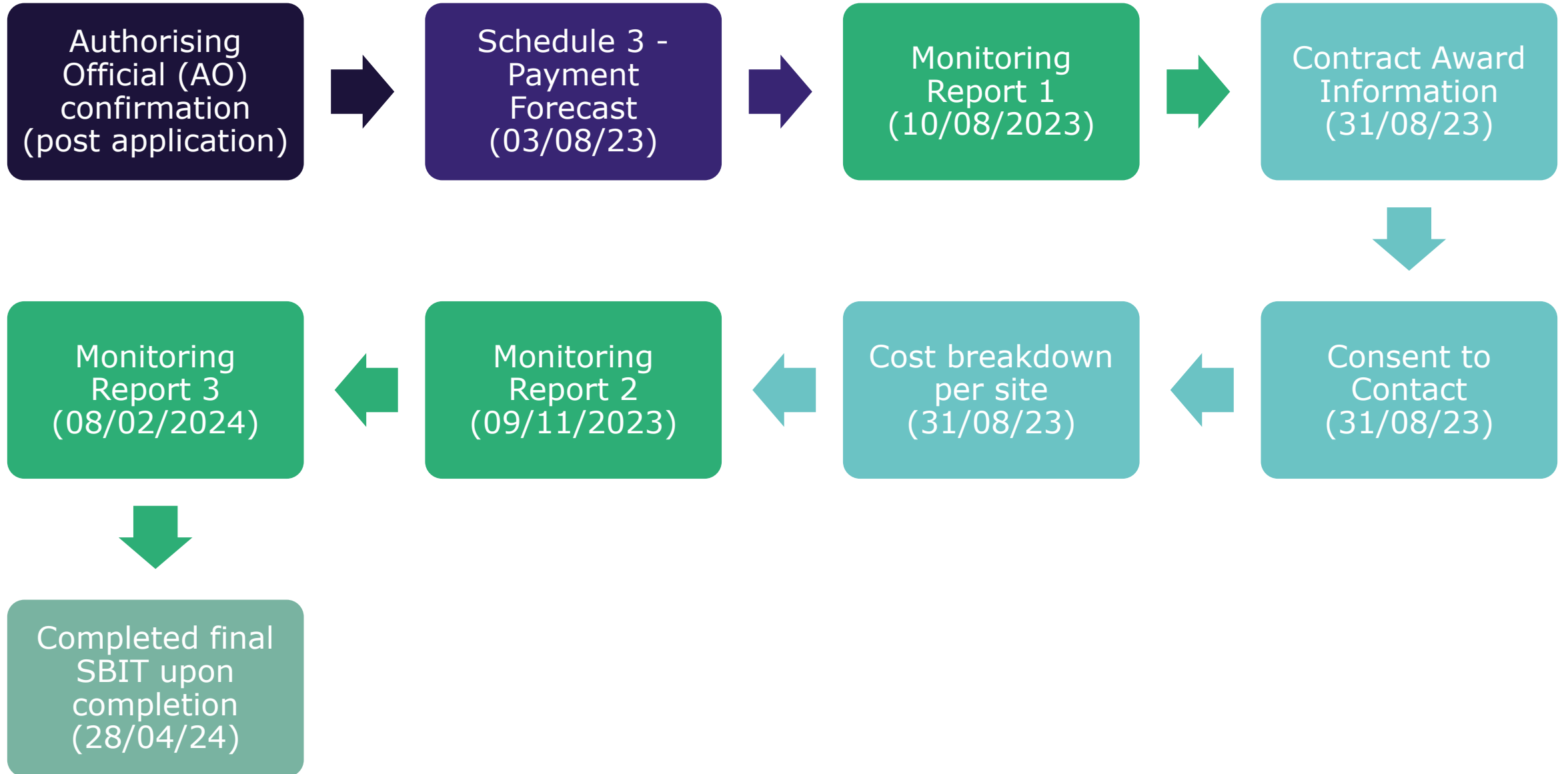
Please detail what you think the key risks or issues surrounding the deliverability of this bid.

- In the description highlight whether this is a potential risk or issue.
- Include potential risks of internal resourcing for management of project within timescales.
- Please describe the mitigation measures in place to manage each issue.

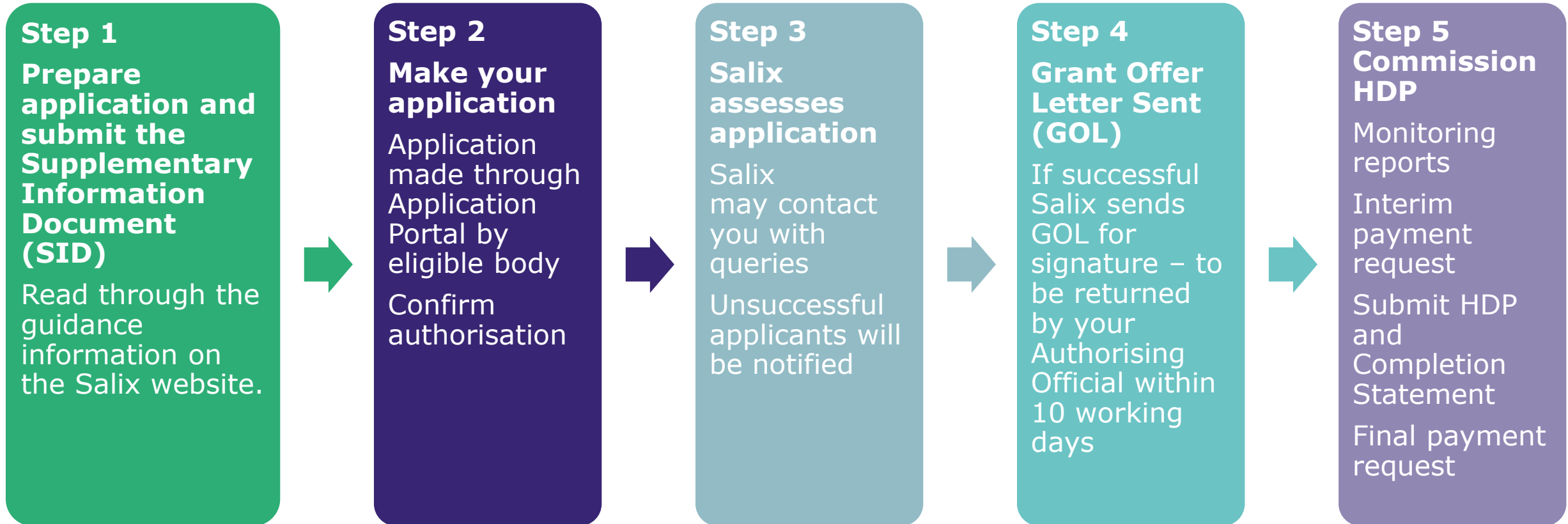
Description of Risk	Level of Risk	Type of Risk	How will the Risk be Managed and Mitigated?

Conditions and other requirements if you are awarded Phase 4 LCSF funding





The Process – Start to Finish



Full guidance notes to support you through the grant process can be found on our website.



Resources

- [Phase 4 LCSF Guidance Notes](#)
- [HDP Guidance](#)
- [Phase 4 LCSF application portal questions](#)
- [Supplementary Information Document](#)
- [Phase 4 LCSF FAQs](#)
- [RIBA Plan of Work](#)
- [Modern Energy Partnership Guidance](#)



Thank You!

The Phase 4 LCSF team can be contacted at
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A copy of this presentation will be available on our website



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