

# Phase 5 Low carbon Skills Fund (LCSF)



# Welcome

The Salix Finance team on the webinar today:

- **Gbenga Adenaike** – Programme Coordinator
- **Robert Throssell** – Programme Coordinator
- **Rachael Holliday** – Client Support Officer
- **Samuel Docherty** - Client Support Officer
- **Christopher Masters** – Programme Manager
- **Sebastian Lunt/Becca Weight/Christian Smaditch** – Energy and Carbon Programme Manager
- **Jamie Kelleway/William Hinds** – The Department for Energy Security and Net Zero



# Agenda

- Introduction to Salix
- Purpose of Low Carbon Skills Fund
- Eligibility & who can apply
- Scheme criteria
- What's new
- Activities
- Application process
- Assessment process
- Timeline



# Introduction to Salix and Phase 5 Low Carbon Skills Fund



| [salixfinance.co.uk](https://salixfinance.co.uk)



# About Salix



Supporting **energy efficiency and heat decarbonisation** in public sector buildings across the UK since 2004



Became a **non-departmental public body in 2020** – Funded by the Department for Energy Security and Net Zero



Delivering the **Public Sector Decarbonisation Scheme (PSDS)** and **Low Carbon Skills Fund (LCSF)** on behalf of the Department, as well as ongoing bespoke funding schemes for the Scottish and Welsh Governments



In January 2023 Salix became delivery agent for delivering wave 2 of the **Social Housing Decarbonisation Fund** and the **Home Upgrade Grant schemes**.



# Purpose of Phase 5 LCSF



**Grants** to develop **heat decarbonisation plans** to prepare for procurement and delivery of heat decarbonisation and energy efficiency works



The Department for Energy Security and Net Zero (DESNZ) has made available up to **£16 million** of funding for Phase 5 LCSF



The focus remains on providing funding for projects that develops **plans** for the **decarbonisation** of **heat**, helping organisations effectively prepare for future capital works.

# Eligible bodies for Phase 5 LCSF

## Eligible

- Central government departments and their arm's length bodies
- Emergency services
- Institutions of further and higher education
- Local authorities
- Schools within the state education system, including maintained schools, academies, multi-academy trusts and free schools
- Nursery schools maintained by a local authority
- NHS trusts and foundation trusts

## Not eligible

- Private sector organisations
- Public corporations
- Registered charities
- GPs (except if managed by NHS trust)
- Social housing
- Council flats

# Scheme criteria



Funding for activities required to produce heat decarbonisation plans (HDPs)



Applicants must either own the buildings or occupy them under a long-term lease



HDP(s) must be delivered in public sector building(s) with a fossil fuel heating system in place and take a whole building approach to decarbonisation



Applications for feasibility and design stages are only eligible for buildings serviced by at least one end-of-life heating system



# What's new

Randomised allocation

LCSF Application form

Updated eligible activities

Maximum one application per organisation

End of life heating system requirement

Tenancy arrangements



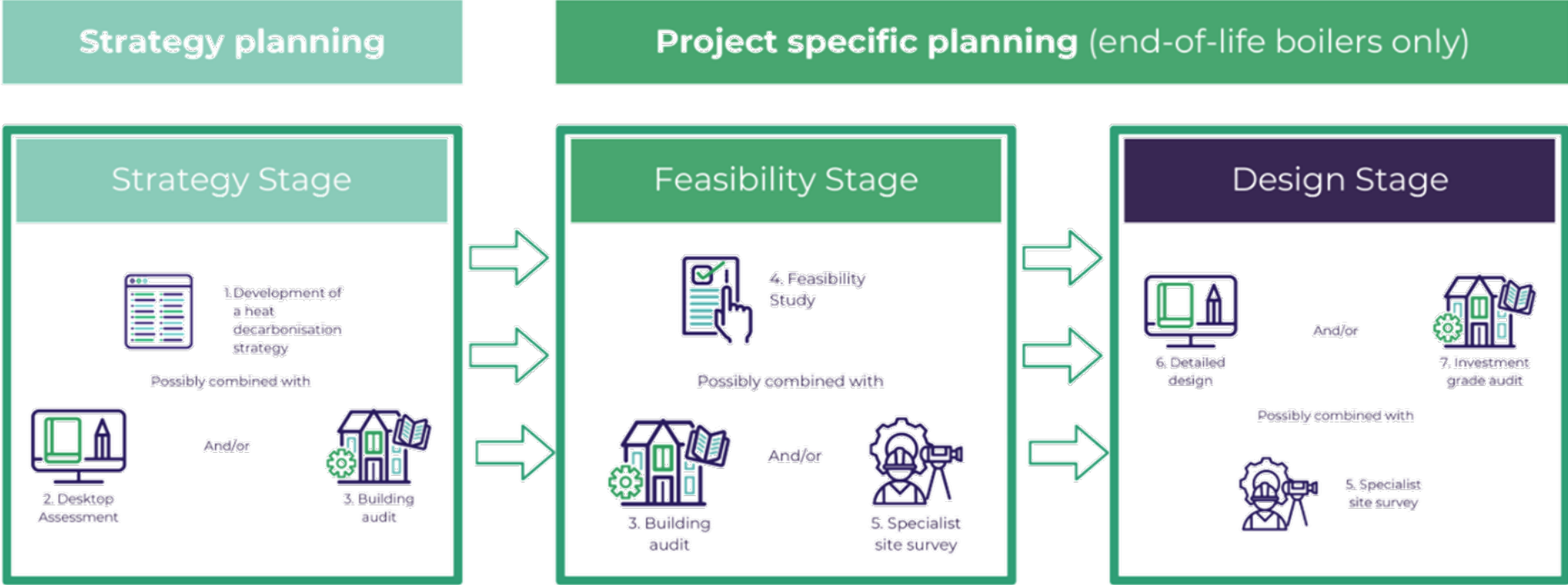
# Activities and stages



| [salixfinance.co.uk](https://salixfinance.co.uk)



# Activity stages



# Phase 5 Low Carbon Skills Fund activities

The scheme introduces activities as standalone options for funding :

1. Development of a heat decarbonisation strategy
  2. Desktop assessment
  3. Building audit
  4. Feasibility study
  5. Specialist site survey
  6. Detailed design
  7. Investment grade audits
- Buildings with heating systems of any age
- Serviced by at least one end-of-life heating system

# Phase 5 – Results/Outputs



Results of each project will **differ depending** on **activities** undertaken.



Salix will **monitor** and **assess** project **outputs** against the original application.



If projects are **not completed** to the required standard, **payment** will be **withheld**.



# Application process



| [salixfinance.co.uk](https://salixfinance.co.uk)



# Application process





# Project governance

## Authorising Official

- Must have the authority to approve and sign-off on official finance and legal documentation (e.g. Grant Offer Letter, payment requests).
- Sign off on the application grant value.

## Project lead (Main contact)

- Responsible for overseeing the project.
- Will be in regular contact with the Salix LCSF team.

**Depending on the structure of your organisation, these roles can be covered by the same person.**



# Application preparation process

Applicants must register on the Salix website for an account using your organisational email to access the application portal

The application form can be downloaded from our website and will need to be uploaded to the portal

If you are applying for Feasibility or Design stages only, you will be required to submit evidence of previously completed works

Guidance on how to complete the application form is provided on Tab 1 "Application guidance"

# LCSF Application form

---

The **Guidance tab** contains a step-by-step guide for completing the form

---

**All** fields must be completed to be considered a complete application. The buildings data tab has an asterisks on key fields but applicants can leave blank if its does not apply

---

Please open in the **desktop app**, **enable editing** and **automatically calculate formulas** in order for this tool to fully function

---

Written responses should be **unique** to your application

---

If using copy and paste function always paste '**as values**', and please use dropdown lists where applicable

---



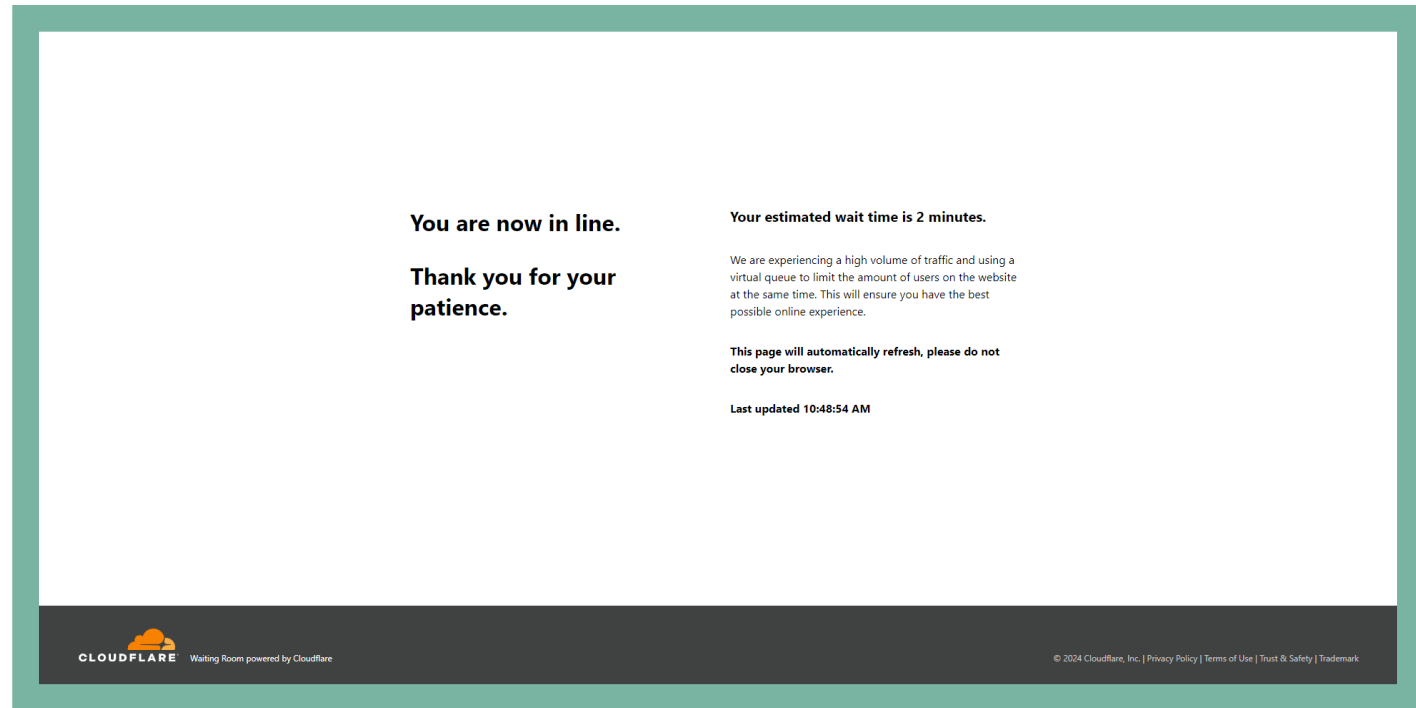
# Application submission process

The portal will be open from 17<sup>th</sup> April – 1<sup>st</sup> May

Queuing system (pictured right)

Make sure to use the time available to submit an application

If inactive on portal for 30 mins you will be removed



# Assessment process



| [salixfinance.co.uk](https://salixfinance.co.uk)



# Application assessment process

- AO will be emailed for confirmation of application details and counter fraud conditions. Required three working days after submission.
- The portal will close at 2pm on 1<sup>st</sup> May, at which point the LCSF delivery team will undertake initial quality checks.
- Then the application order will be randomised.
- Assessments are planned to conclude by the end of July.



# Assessment scoring criteria

## Scoring Criteria

### Question Scoring Criteria

Score	Description
0	Response is inadequate. The response fails to demonstrate an attempt to meet the requirements
1	Response is generally poor. The response addresses some elements of the requirements but contains insufficient/limited detail or explanation
2	Response is relevant and acceptable. The response addresses the requirements but lacks details or explanation
3	Response is relevant and good. The response is sufficiently detailed and addresses the requirements
4	Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and addresses the requirements in substantial detail

### Cost Assessment Scoring Criteria

Score	Description
0	The costs are unreasonable for the size and scope of the proposed project with no reasoning given
1	The costs are unreasonable for the size and scope of the proposed project. The response lacks detail or explanation
2	The costs are unreasonable for the size and scope of the proposed project but the response provides acceptable detail and explanation OR costs are reasonable for size and scope of the proposed project but insufficient reasoning has been given
3	The costs are reasonable for the size and scope of the proposed project. The response is sufficiently detailed with good explanation
4	The costs are reasonable for the size and scope of the proposed project. The response is comprehensive, sufficiently detailed with excellent explanation

### 3.3 Project Implementation

- Provide a reasonable plan to demonstrate how you propose to implement the findings from your project, and to what timescale. Specify here whether you intend to conduct more detailed studies such as detailed designs.
- For detailed design(s), provide the next steps on how you plan to operationalise your completed design(s) and begin capital works, such as by applying to the Public Sector Decarbonisation Scheme.

### 3.4 Project Governance

- Provide information on your project team, covering and setting clear responsibilities for the main contact and any project coordinators (e.g. for multiple schools). State who is responsible for procurement and finance, as well as how many people may be involved from consultants/contractors and what their responsibilities will be.
- Who is the individual that has authorisation to approve the submission of the project and what is their role? This is usually the person that has the authority to sign off on financial decisions within the organisation.
- Which governing body will approve the outcomes from the project, what role do they play in the organisation (who sits on the committee) and how regularly do they meet? Or, if an individual is approving, what is their role?

# Timeline

Application portal opens – **17<sup>th</sup> April 2024 at 2pm**

Application portal closes – **1<sup>st</sup> May 2024 at 2pm**

Initial quality assurance checks

Randomisation process

Assessment





# Guidance

Please make sure to read the guidance on the Salix webpage - [Phase 5 Low Carbon Skills Fund page](#)

Guidance material:

- [LCSF Guidance notes](#)
- [LCSF project timeline](#)
- [Heat Decarbonisation Project Development Guidance](#)
- [How to prepare a Heat Decarbonisation Plan](#)

Additional resources page can be found via this [link](#):

- [Energy Systems Catapult Public Sector Decarbonisation guidance](#)
- [Eligible technologies](#)
- This page also contains examples of previously completed HDPs and designs



# Thank you



| [salixfinance.co.uk](https://salixfinance.co.uk)

