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City of Westminster

Save on Energy Bills with an

ENERGY EFFICIENCY GRANT

Funding is available for Westminster's small and medium businesses, social enterprises and commercial landlords to make quick, energy saving changes and retrofits through our new Energy Efficiency Grant. As part of our work to deliver net-zero carbon emissions in Westminster by 2040 we are supporting local businesses and organisations to cut emissions and save money on energy bills.

What's on offer?

- 1. Get your free Energy Savings Plan** – Receive a free 'Energy Savings Plan: Carbon and Energy Assessment' from Mabbett, normally worth £1000. This plan will give your business tailored recommendations to reduce your energy use and carbon emissions.
- 2. Apply for the Energy Efficiency Grant** – Use the recommendations from your 'Energy Savings Plan' to get a contribution up to £10,000 (£20,000 for some social enterprise/charities) to make energy saving upgrades and retrofits.
- 3. Save money on your bills** – When the work is done your business will use less energy, meaning lower bills and lower carbon emissions. Businesses with 10 or fewer staff will also be invited to join the the Westminster Sustainable City Charter.

Who can apply?

The Energy Savings Plan and Energy Efficiency Grant are available to all small and medium businesses and organisations, across all sectors, that meet the following criteria:

Have fewer than 250 employees

Have a total balance sheet of less than £18m, and turn over less than £36m

Have a physical trading address in Westminster

Is not undertaking in difficulty

Has not received over £315 million in other subsidies in the last two fiscal years

OPEN UNTIL
**MARCH
2025**

The grant is also open to landlords looking to improve the energy efficiency of their commercial tenancies. It is not open to residential premises. If you are unsure if your business or premises meets the criteria, feel free to email the project officer

✉ greenecomony@westminster.gov.uk

Scan me



Apply now!

www.westminster.gov.uk/business-energy-saving

✉ greenecomony@westminster.gov.uk

1. Getting Your Energy Saving Plan

Your free, personalised 'Energy Savings Plan: Carbon and Energy Assessment' will be delivered by an independent energy expert from Mabbett. The expert will visit your premises and work with you to understand your business needs. If you already have a different carbon and energy report, this may also be accepted.

The Energy Saving Plan will:

- Define your baseline energy use and carbon footprint.
- Provide recommendations for energy-saving works.
- Identify costs, energy savings and other benefits for each recommendation.
- Identify what improvements can be funded through the Energy Efficiency Grant.
- Agree next steps and implementation advice.

The Energy Savings Plan is yours to use as you like. You do not have to follow its recommendations or apply for the grant if you decide not to. You can also use this plan as an assessment for any other energy use and carbon emissions reporting your business may require.

We encourage businesses and organisations, to have a free energy and carbon assessment now and apply for the grant whilst funds are available.

Steps



Apply for the Energy Savings Plan, or contact the Green Economy Business Engagement Officer (10 minutes) *



Provide Mabbett a meeting time for their expert to visit your premises and discuss your business needs



Receive your Energy Savings Plan



Optional: Discuss what recommendations will be best for the grant with the Project Officer

Westminster City's Green Economy Business Engagement Officer is available to help at any stage of the process, and can visit you to help with applications, or interpreting the report. If at any point you have questions feel free to reach out to our team at:

✉ [greeneconomy@westminster.gov.uk](mailto:greenecconomy@westminster.gov.uk)

2. Applying for the Energy Efficiency Grant

Once you have your Energy Savings Plan, our project officer will get in touch to help you apply for the Energy Efficiency Grant.

What does the Energy Efficiency Grant fund?

The grant is available to fund any change or retrofit to your property that will help improve energy efficiency, as long as it doesn't require planning permission. The specific changes or retrofits will be identified in your Energy Savings Plan. This could include:

- Insulation and draught proofing
- Electrification of commercial kitchens
- Air curtains
- LED lightbulbs and upgrades
- Hand dryer upgrades
- Other recommended items which are considered light-touch, carbon reduction retrofits which achieve suitable carbon savings for cost.

How much funding is available? The grant amounts available are:

Up to
£1,000

£1,001 to
£10,000

(with 20% match
funding required)

Up to
£20,000

for charities and social
enterprise which serve the
Westminster Community

If you have recommended works which cost more than the available amount, we will try to provide funding for a portion of the works and direct you to other funding solutions to cover the rest. The available funding is first come, first serve so we recommend getting started as soon as possible. **Note:** where applicable, you will need 2 years left on your rental agreement to be eligible for the grant.

Steps



Confirm that you have, or that you do not need, landlord permissions for the works and two years left on your tenancy.



If required, source a quote for purchase and/or installation of the works.



Submit an Energy Efficiency Grant Application. (10 minutes)

If approved by the grant panel:



Fill out the recipient survey and compliance checks



Receive your Energy Saving Grant agreement and the initial funding

3. Reducing Your Bills

Once your application has been accepted you will receive 30% of your grant upfront, and the remaining 70% once evidence is provided that the work has been completed.

Steps



Organise to have the works completed within six months of receiving the grant*

To finalise the programme and receive the remaining funding, send the following to the Green Economy officer at greenecology@westminster.gov.uk:

- Photographs of completed works
- Scans or photographs of all invoices

A visit from a council officer may be organised to confirm the works have been completed.

*If there are significant delays to the start of works these should be flagged to us at greenecology@westminster.gov.uk. If the works have not been done within nine months, we will require the grant to be returned.

**SUSTAINABLE
CITY
CHARTER**

Ten or fewer employees?

If you receive the grant, you will be invited to join the Westminster Sustainable City Charter without needing to complete the regular application form for the charter. Once you've joined your business can benefit from:



Exclusive networking and knowledge sharing events.



Toolkits, materials, research and insights to help inform your net zero journey.



10% discount on recycling services through Westminster City Council's Commercial Waste Service.



WESTMINSTER BUSINESSUNIT

There are many other business support schemes available to support local businesses.

The Westminster Business Unit is a single point contact for businesses seeking custom local and national support.

Contact the service:

✉ businessunit@westminster.gov.uk