

# Westminster Climate Fund Guidance – Updated February 2026

## Contents

Introduction to Westminster Climate Fund .....	1
Essential information for all applicants: .....	2
City Decarbonisation .....	3
Community energy and retrofit .....	5
Clean Air .....	7
Greener Living.....	10
Feasibility .....	13
How to apply.....	14

## Introduction to Westminster Climate Fund

The Westminster Climate Fund is a competitive grant funding programme, utilising the S106 carbon offset payments, to support the decarbonisation of Westminster, and to further the council's fairer environment priorities. This fund has been designed to support implementation of the council's vision for Climate Action: To empower communities and businesses to build a sustainable and resilient environment that fosters a healthier and greener way of life.

To achieve these outcomes, the fund has four main categories of available grants:

- City Decarbonisation
- Community Energy and Retrofit
- Greener Living
- Feasibility

For the fund's second round (January 2026), an additional category has been added, utilising the council's schools clean air fund:

- Clean Air

These categories each have their specific eligibility and criteria, but all projects should aim to:

- Demonstrate additionality (i.e. show that the project would not proceed without this funding)
- Align to relevant Westminster City Council policies (E.G. [Fairer Westminster](#), [Air Quality Action Plan](#), Climate Action Plan and [Local Area energy plan](#)).
- Deliver wider social, economic or environmental co-benefits

The Westminster Climate Fund aims to open two funding rounds per fiscal year, starting in May 2025. Any changes to frequency or dates of funding rounds will be found on the Council's website. These rounds will typically last 6-8 weeks, and applicants will be able to access pre-application support. A decision process follows the closure of the funding round, and we aim to notify applicants of their outcome within 2 months of fund closing.

This guidance will outline the five categories of the fund, what type of projects we are looking for, who can apply and what the criteria is.

## Essential information for all applicants:

- Projects must take place in Westminster, and applicants based in Westminster will be prioritised.
- Projects must be delivered and grant-funding spent within 3 years.
- Projects which result in direct carbon savings or reduction of air pollution will be required to participate in post-project monitoring with the council.
- Applicants must be a registered organisation with a bank account (viewable on companies' house or charity commission) have been in operation for at least 3 years, with an exception possible for new and emerging community groups.
- Applicants must provide relevant due diligence documentation, including but not limited to Health and Safety policy, Safeguarding policy and a project risk assessment.
- Grants will be subject to subsidy control.
- The council has discretion to part fund applications due to the nature of these competitive funding rounds.
- Large capital projects and projects that involve a clean heating solution, applicants should book a pre-application meeting with the council through this [link](#).
- If your organisation has been the liable party (payee) in a S106 Carbon Offset Fund agreement, you cannot apply to the fund.

### The organisation eligibility for each of the four categories can be found below:

Type of organisation	City Decarbonisation	Community Energy and Retrofit	Clean Air	Greener Living	Feasibility
VCS organisations		X	X	X	X
Educational institutions		X	X	X	X
Public sector bodies	X	X	X*		X
Cultural organisations	X				X
Businesses	X				X

\*Public Sector Bodies do not include council departments for the clean air category.

Applicants can apply for more than one category which they are eligible for.

Further specific detail on eligibility may be found in the fund FAQs or can be discussed with the Environment Transformation Team at [climateemergency@westminster.gov.uk](mailto:climateemergency@westminster.gov.uk)

## City Decarbonisation

This category is targeted towards projects which decarbonise (reduce operational carbon emissions) an organisation's building or transport emissions towards the council's 2040 net zero target. Westminster City Council has a 2040 net zero target for the city, which has become a shared goal of over 100 organisations through the council's [sustainable city charter](#).

To support the city in planning the infrastructure required to reach the net zero target, the council commissioned a [Local Area Energy Plan](#), which provides a visual representation of the practical changes needed to reach net zero as a city. The plan provides a blueprint of the key measures required to decarbonise buildings in different areas of the city. For this funding category, the council would expect that measures are aligned to the Local Area Energy plan pathway.

### We are looking for:

- Projects that deliver measures leading to significant carbon reduction.
- Projects that support your organisation's carbon reduction and sustainability goals.
- Projects that deliver cost-effective carbon savings (assessed on the total capital cost of the bid against the expected lifetime carbon savings).
- Projects that have appropriate evidence to justify delivery, including feasibility results, project design and quotes.
- Projects that align to the council's Local Area Energy plan trajectory.

### Measures we will fund:

Measures to be funded must be capital works which provide carbon savings; any measure which leads to a cost-effective carbon saving will be considered. Based on the council's previous findings through the fund, and on the Local Area Energy Plan, the following measures are allowed:

#### Heat Decarbonisation\* solutions including

- Heat pumps
- Works to support connection to heat networks

- Pipework insulation

#### Fabric Efficiency retrofit works including

- Window Glazing
- Wall Insulation
- Roof Insulation
- Draught Proofing

#### Clean Energy Technology including

- Solar PV
- Low Carbon Lighting
- Building management systems

*\*For heating solutions it is important that applicants engage with the council pre-application to ensure applicants are supported with any possible considerations for heat network planning. See our FAQ document for further information. Contact [climateemergency@westminster.gov.uk](mailto:climateemergency@westminster.gov.uk) for support.*

#### **Recommendations for Small and Micro businesses**

Through findings of the council's former energy efficiency grants scheme for SME's, the following measures were found to provide significant energy (carbon) and cost savings to businesses:

- Pipework insulation
- Draught proofing

#### **Who can apply:**

- Businesses
- Public Sector Organisations including council departments
- Cultural organisations

#### **Category guidelines:**

- To maximise the impact of the fund, this category has rules on match funding requirements (see table 1). Match funding refers to the % of the project value which will be funded.
- For the winter round, applicants should note that the council does not expect to fund more than £500k per application
- Organisational staff costs are not allowed in this category, it must be 100% capital project costs.
- There is an expectation that applicants to this category are a signatory to the council's Sustainable City Charter, or willing to sign up through the application process (see table 1)
- The council will be using the following definition for Small and Micro enterprises: Business with fewer than 50 employees and an annual turnover of no more than £10.2 Million turnover.

**Table 1: Match funding and Sustainable City Charter eligibility**

Organisation type	Match Funding requirement	Sustainable City Charter status
<b>Business (Over Small and Micro size)</b>	50% match requirement	Must already be a signatory to apply (as of the funding round launch date)
<b>Small and Micro business</b>	10% match requirement	Expected to sign up to the charter through the funding process (after award).
<b>Cultural organisations</b>	10% match requirement, with greater levels of match funding encouraged.	Expected to sign up to the charter through the funding process (after award).
<b>Public Sector organisation</b>	Not required	Considered on a case by case basis

### Criteria

Applications in this category will be assessed through equally weighted scoring of:

- Impact (Total carbon reduction)
- Carbon Cost Effectiveness (total cost of project divided by carbon savings per tonne)
- Deliverability (Evidence that the project is viable)
- Project additionality (that the project would not proceed without this funding)
- Project Co-Benefits (See FAQs for details).

## Community energy and retrofit

This category has been designed to primarily support Voluntary and Community Sector (VCS) groups and organisations in ensuring financial sustainability during the energy transition, and to encourage, where possible, a shift to a local energy system through community ownership and local energy independence.

This category will support VCS and community organisations in funding projects which improve the resilience of your organisation through reducing energy bills. This fund will directly support those organisations to carry out works that will reduce energy costs.

This category will also support the initiation of community energy schemes in Westminster, the council recognises community energy as a way for local communities to benefit collectively from the outcomes of energy projects, through encouraging community ownership, collective action and co-design.

### We are looking for:

- Projects that deliver one or more of the following objectives:

- Carbon reduction
- Clean energy generation (E.G. Solar PV).
- Improved energy efficiency (cost reduction)
- Projects that deliver cost-effective carbon savings or cost-effective clean energy generation
- Projects that support your organisation's resilience and financial sustainability
- Projects that have local support
- Projects that encourage community ownership of solutions
- Projects that have appropriate evidence to justify delivery, for example; feasibility results, project design and quotes.

### **Measures we will fund:**

In this category, the measures eligible for funding can be split up into Capital and Core (revenue) cost measures:

- Capital measures: Expenses incurred to create, acquire, improve, or upgrade physical assets that will provide benefit over a long period
- Core project measures: expenses required to run and deliver your project, and its activities.

These measures are broken down below: Capital measures to reduce carbon and increase clean energy including:

- Heat Decarbonisation works including heat pumps and connection to heat networks.
- Solar PV installation
- EV Chargers
- Energy Efficiency works (e.g. window Glazing, Insulation, Draught Proofing)

*\*For heating solutions it is important that applicants engage with the council pre-application to ensure applicants are supported with any possible considerations for heat network planning. See our FAQ document for further information. Contact [climateemergency@westminster.gov.uk](mailto:climateemergency@westminster.gov.uk) for support.*

Core project measures which comprise or complement your project including:

- Staff costs
- Project activity costs: Including costs for technical support, feasibility, or innovative measures (e.g. energy flexibility services).
- Behaviour change activities including but not limited to training, events, education programmes, fundraising activities.

Measures not cited here will be considered on a case-by-case basis. A suggested resource for advice on how to reduce energy in your building is the centre of sustainable energy's [guide to energy efficiency improvements for community buildings.](#)

### **Who can apply:**

- Voluntary and Community Sector (VCS) Organisations (registered charity, CIC, CIO, Company Limited by Guarantee, Community Benefit Societies, Charitable Trust, Community Council)
- Educational institutions
- Public sector bodies

## Category guidelines

- For the winter round, applicants should note that the council does not expect to fund more than £500k per application
- Organisational staff costs should not exceed 30% of the project's value, except in exceptional circumstances
- Organisational staff costs should only be included where essential to the delivery of the project
- All staff costs must be budgeted at the London Living Wage or above (currently £14.80 /hour).
- There will be no change to funding amount agreed. Contingency costs are allowed but limited to 10%.

## We want to work with organisations

- Whose work aligns with our Fairer Westminster goals
- Are willing to sign their building up as a Cool Space, as part of the council's [Cool Spaces](#) initiative
- Who have a track record of working with Westminster communities
- Ideally (but not exclusively) who work with Global Majority (BAME communities) and other marginalised groups such as (but not limited to) those with disabilities, and that are also led by them.

## Criteria

WCC officers will assess applications in this category through equally weighted scoring of:

- Climate Impact: Annual Carbon Reduction and/or Annual Energy Generation
- Value for money (Carbon and Energy cost effectiveness)
- Organisational impact (Cost savings, resilience)
- Project Evidence/Deliverability
- Project Co-Benefits

# Clean Air

This category seeks to build on the success of the Council's [Schools' Clean Air Fund](#), whilst broadening the audience and impact of the funding. This category has been designed to support local projects that address air pollution and are delivered by Schools, Voluntary and Community Sector (VCS) groups or public sector healthcare providers. Projects should address removal of- or reduced exposure to- air pollutants.

In Westminster, 7.8% of premature deaths are thought to be associated with long-term exposure to air pollution. The Council's [Air Quality Action Plan](#) published in June 2025 makes a commitment to ensure Westminster is a place where everyone can breathe clean air and sets the ambition to meet the WHO guidelines for air quality by 2040. We are keen to support our community partners, education and healthcare providers in collectively tackling this issue. This funding category will support the delivery of actions at a local level.

## We are looking for:

- Projects that deliver air quality improvement
- Projects that reduce exposure to poor air quality

- Projects that raise local awareness and/or behaviour change related to air quality, particularly those benefitting vulnerable community groups/residents
- Projects that have local support
- Projects that have appropriate evidence to justify delivery, for example, feasibility results, project design and quotes.
- Projects which actively monitor impact, including through use of air quality monitoring

### Tiers of project

This category is aiming to support projects which can have a real impact on air quality in communities, and in settings which involve vulnerable people. To achieve this, we are allowing applications to one of two tiers (A and B), to ensure that a variety of project types are supported, and partnership working is encouraged.

Tier A is focused on supporting organisations address an air quality issue at their site, or local area. Whereas tier B will support larger (neighbourhood) scale, partnership and strategic projects.

Tier explanation in below table. In question 10 of your application please indicate which tier you are applying for.

Tier	Funding amounts	Applicant profile	Type of project
Tier A	Up to £50,000	Single Organisation	Capital measures which impact air quality (see examples below)
Tier B	£50,000- £150,000	Partnership application	Strategic, or neighbourhood scale interventions (see examples below)

Please discuss your partnership arrangements for Tier B projects with us before applying, please contact [airquality@westminster.gov.uk](mailto:airquality@westminster.gov.uk)

### Example projects

Tier A:

- Electric or induction hobs and compatible cook wear, in cases where current source is gas or oil.
- Upgrading extraction systems where demonstrable emission reduction.
- Cycle/scooter/pram sheds to encourage active travel
- Standalone energy-efficient air purifiers, filters and dehumidifiers where all other measures to abate damp and mould have been exhausted
- Outdoor air monitors (and software license) which are compatible with the City Council [air quality data platform](#)
- Window upgrades where there are clear indoor ventilation benefits (trickle vents etc.)
- Mechanical Extract Ventilation (MEV) and Mechanical Ventilation with Heat Recovery (MVHR) systems.

- Green Infrastructure that follows [GLA guidance](#) for AQ.

Tier B:

- Streets projects (Schools, healthy, green streets): combination of traffic reduction, effective green infrastructure, passive cooling measures and community engagement.
- Community kitchen project: combination of electrification of kitchen (transition from oil/gas), and awareness raising on emissions.
- Green corridors and spaces – promotion of active travel/play with effective green infrastructure, AQ monitoring,

**Measures we will fund:**

Core project measures which comprise or complement your project including:

- Capital costs
- Non-capital costs if essential for the delivery of the project (e.g. Staff costs, engagement materials, licensees)
- Behaviour change activities as part of your project including but not limited to training, events, education programmes.

**Measures we will not fund under the Clean Air Category (please see other categories):**

- Gas boiler replacement
- EV chargers
- LEDs
- Air Handling Unit upgrades

**Who can apply:**

- Voluntary and Community Sector (VCS) Organisations
- Educational institutions
- Public sector healthcare providers

**Category guidelines**

- Please include a monitoring plan in your application, which clearly states how you will measure outcomes and impact.
- Staff costs should only be included where essential to the delivery of the project, and clearly stated and justified within the application,
- All staff costs must be budgeted at the London Living Wage or above (currently £14.8/hour).
- There will be no change to funding amount agreed.
- Contingency costs are allowed but limited to 10%.

**Criteria**

WCC officers will assess applications in this category through equally weighted scoring of:

- Outcomes and Impact
- Demonstratable local need
- Evidence of delivery
- Co-Benefits

- Monitoring Plan

## Greener Living

This category has been designed to support small scale community projects (up to £20,000) which can encourage the environmentally positive actions and behaviours across our communities to meet our environmental and climate challenges.

The Greener Living approach was co-created with community leaders to empower individual and collective action which benefits both people and planet. Funding should not be a barrier to local environmental action, and this category has been designed to empower community leadership.

Together with community leaders, we developed five themes of everyday environmental action that integrate sustainability and behaviour change into daily life.

See table below for themes and behaviours.

Theme	Focus	Key behaviours we want to encourage
<b>Where we live</b>	Energy efficiency, indoor air quality, preparedness for extreme weather events	Use energy efficiently at home
		Reduce heat loss and improve comfort
		Improve ventilation and indoor air quality
		Prepare homes for extreme weather
		Take part in or support peer to peer energy support or community-led energy initiatives
<b>How we move</b>	Walking, wheeling, cycling and public transport	Walk, wheel or cycle for short trips
		Use public or community transport
		Keep up regular active travel habits
		Reduce unnecessary deliveries and car journeys
		Take part in community travel or micro-logistics schemes
<b>What we buy, use and dispose of</b>	Thoughtful consumption, reuse, repair and responsible recycling	Reduce unnecessary consumption and single use items
		Repair, share or reuse items instead of replacing them
		Recycle correctly in line with Westminster's guidance
		Take part in sharing or borrowing schemes
		Reduced packaging and choose lower-waste items
<b>What we eat</b>	Local, seasonal and sustainable food choices and habits	Reduce household food waste
		Plan meals and shop more efficiently
		Choose seasonal, local or plant-based foods

		Use leftovers and store food properly
		Recycle unavoidable food waste
		Make lower-impact food choices that reduce emissions and water use
<b>How we protect nature</b>	Protecting and enhancing nature, environmental stewardship and access to nature	Spend more time in green or blue spaces
		Grow plants at home or in community gardens
		Support local biodiversity (e.g. pollinator plants)
		Reduce litter and pollution in shared spaces
		Take part in community nature or citizen science activities

**We are looking for:**

- Applications for any of the Greener Living themes are eligible. However, we are particularly interested in funding applications aligning with the following priority themes: Where we live, How we move, and What we eat.
- Projects that demonstrate clear pathways to sustained behaviour change
- Projects that meaningfully engage and benefit communities who are disproportionately impacted by environmental change such as Global Majority communities, young people and residents living in fuel poverty.
- Organisations which are willing to demonstrate a commitment to working as part of a broader network of environmental leaders in Westminster.

**Measures we will fund**

- Capital and non-capital costs essential for the delivery of the project (e.g venue hire, materials, equipment, facilitator fees)
- Staff costs should only be included where essential to the delivery of the project
- We particularly encourage approaches that build long term community networks, shared practices or collective habits rather than one off activities.

Table 2: Greener Living example projects

This table provides example projects in priority themes. We particularly welcome projects that enable residents to take action together – supporting peer to peer learning, neighbourhood wide behaviour change and community-led environmental initiative’s

Theme	Example types of projects
<b>Where we live/work</b>	<ul style="list-style-type: none"> <li>• Community wide energy support programmes</li> <li>• Peer to peer energy support</li> <li>• Permanent warm/cool spaces with community led management</li> <li>• Community Energy capacity building</li> </ul>

<b>How we move</b>	<ul style="list-style-type: none"> <li>• Community Micro-Logistics for deliveries by e-cargo bike</li> <li>• Inclusive cycling training programmes</li> <li>• Cycle repair and loan schemes</li> <li>• Long term active travel clubs, cycling groups/walking buses</li> </ul>
<b>What we eat</b>	<ul style="list-style-type: none"> <li>• Community food growing with sustained involvement</li> <li>• Food waste reduction projects (e.g. regular surplus distribution)</li> <li>• Community kitchens supporting ongoing sustainable cooking and eating habits</li> <li>• Programme which support culturally relevant low carbon diets</li> </ul>
<b>Across All</b>	<ul style="list-style-type: none"> <li>• Environment Hubs delivering ongoing programmes</li> <li>• Long term skills training programmes</li> <li>• Community challenges</li> <li>• Resident led decision making forums</li> </ul>

### Who can apply

- Voluntary and Community Sector (VCS) Organisations (registered charity, CIC, CIO, Company Limited by Guarantee, Community Benefit Societies, Charitable Trust, Community Council)
- Educational institutions
- Constituted community groups (including neighbourhood forums)

### Category guidelines

- The maximum value of application accepted for this category is £20,000, there is no minimum value.
- All staff costs must be budgeted at the London Living Wage or above (currently £13.15/hour).
- There will be no change to funding amount agreed. Contingency costs are allowed but limited to 10%.

### We want to work with organisations

- Whose work aligns with our Fairer Westminster goals
- Have a business continuity/organisational resilience plan for extreme weather and associated risks (e.g. loss of premises, power outage, limiting services due to extreme weather etc).
- Who have a track record of working with Westminster communities
- Ideally (but not exclusively) who work with Global Majority (BAME communities) and other marginalised groups such as (but not limited to) those with disabilities, and that are also led by them.
- 

### Criteria

WCC officers will assess applications in this category through equally weighted scoring of:

- Expected Impact against Greener Living Themes

- Demonstrable local need and support
- Viability and value for money
- Potential to support long-term behaviour change
- Impact on local communities

## Feasibility

This category is designed to support organisations in developing projects, which may be suitable for the City Decarbonisation and Community Energy and retrofit categories, that require feasibility studies. In light of the fact that this fund is seeking to support complex projects which require data analysis, technical design, and potentially planning permission, this category can support organisations in taking the first steps in their project development.

### We are looking for:

- Applications which demonstrate the organisation's need for technical support on this project
- Applications from organisations with otherwise limited resource to carry out feasibility studies.
- Feasibility studies for projects which will lead to demonstrable significant carbon reduction or energy generation
- A clear plan for funding and carrying out the project post Feasibility study

### Types of feasibility:

This category will fund varying type of feasibility activity including but not limited to:

- Techno-economic feasibility study
- RIBA stage design support
- Detailed project development
- Building energy audit (with recommendations)

### Who can apply:

- Businesses
- Business Improvement districts
- Public Sector organisations including Council Departments
- VCS Organisations
- Educational institutions

### Category guidelines:

- This category is capped at £50,000. In exceptional circumstances, higher funding requests may be considered for multi-site or strategic feasibility studies, including heat-network or area-based studies, where a clear case for value for money and future implementation potential is demonstrated.
- Simple single-site feasibility studies are generally expected to cost up to £20,000. Applicants should keep this in mind upon applying.
- The council reserves the right to part-fund awards where appropriate
- Applications seeking match funding for feasibility studies are encouraged, particularly for larger or strategic studies.

- All buildings or sites included within the feasibility study must be located within the City of Westminster.

**Criteria:**

WCC officers will assess applications in this category through equally weighted scoring of:

- Expected impact of project
- Technical need
- Additionality
- Value for money and proportionality
- Implementation potential

## How to apply

Applications should be made through our online application portal: <https://submit.link/45t>

This portal will lead you to an online application form. Please follow the following steps:

1. Access the portal through the above link or through the fund's webpage on the council website or link above
2. Create an account on the platform, please ensure **you provide the correct email address** as this is how we will contact you regarding your application.
3. Once you have created an account, select the Westminster Climate Fund and click 'start' to begin your application
4. Fill out the application form, ensuring you answer all the required questions. Please note that **you can save your application and come back to it.**
5. Once you have answered all the questions, sign the declaration and submit your application.
6. You will receive an email confirming receipt of your application.

If you have accessibility needs which make submitting an online application challenging, please contact [climateemergency@westminster.gov.uk](mailto:climateemergency@westminster.gov.uk) and we will provide an offline application form for the funding category you are applying for.