

# Expression of Interest for Tool Providers for Local Authority Driven Smart Local Energy System (SLES) Toolkit

Procurement Event Reference ESC20160

18<sup>th</sup> September 2020





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## 1. Introduction

The Energy Systems Catapult's Energy Revolution Integration Service (ERIS) is looking for information from potential tool providers for consideration for inclusion in their Local Authority driven Smart Local Energy Systems Toolkit.

ERIS seeks to support the Prospering for the Energy Revolution (PFER) service in achieving its goals. One way in which it will do this is to engage with suitably qualified industry sector participants to help define, develop and provide a consolidated set of resources (SLES Toolkit) for assisting Local Authorities and their partners to implement SLES innovations across the UK in their drive towards the Green Recovery. The PFER programme includes a programme of SLES projects (26) which are at different stages of development and have received funding; more details can be found at: <https://www.youtube.com/watch?v=VKml8L-Z1ys>

The SLES Toolkit is a curated set of resources that Local Authority users can access quickly, easily, and reliably that will support them in overcoming barriers to taking a SLES forward across its full lifecycle. These resources could include practical tools, models, templates, methodologies, expertise, amongst other capabilities.

ERIS will utilise a transparent and structured processes to develop the toolkit and tool inclusion and will actively promote the adoption and collaboration across this important sector by ensuring it is driven by user requirements. The aspiration is that the Toolkit will have a national impact by providing practical, real-world support to Local Authorities and their partners.

The development of the SLES Toolkit and its requirements is at an early stage. ERIS is therefore looking for potential tool providers to help build it and fill the gap that is believed to exist for this type of support for Local Authorities and their partners in designing, planning, funding, implementing and operating their SLES' projects.

## 2. Invitation to Express Interest

### 2.1. Overview and Notices

This document defines the scope of the EOI, states the requirements to be addressed, describes the required form of Response and states the conditions to be met by any Candidate submitting interest. It also briefly describes the process that will be used in the evaluation and selection of suitable solutions.

A Candidate failing to comply with any of the EOI requirements or conditions specified in this document may be disqualified from the process.

Neither this EOI nor any associated documentation constitutes an offer by ESC to enter a contract and ESC may withdraw from the EOI process at any stage without prior consultation.

ESC shall not be liable for any costs incurred, or work is done, by any Candidate preparing a Response to this EOI or in anticipation of being awarded a contract concerning any Response to this EOI.

### 2.2. Structure of the EOI

The EOI is comprised of several key requirements areas covering:

- Introduction and Context for the Project
- Submission Details and Timeline
- Next steps

### 3. Submission Requirements

#### 3.1. Receipt and Intention to Respond

The Candidate shall notify ESC of its intention to respond (or otherwise) and provide the name, address, telephone and email address of the lead person to whom all communication concerning the EOI is to be addressed.

#### 3.2. Submission of Interest

ALL communication should be submitted to:

[Procurement@es.catapult.org.uk](mailto:Procurement@es.catapult.org.uk)

Information received by any other method and or delivered after the receipt deadline will not be considered.

#### 3.3. Questions and Clarifications

All and any questions and clarifications relating to this EOI including questions on the EOI content should be submitted to:

[Procurement@es.catapult.org.uk](mailto:Procurement@es.catapult.org.uk)

Answers will be provided in writing. Questions and answers will be provided to all Candidates unless you deem the question commercially sensitive; any commercially sensitive answers will not be shared with the other bidders; the Candidate submitting the question will not be identified.

#### 3.4. Form of Response

Before completing your response ensure you have read and understood the EOI Scope of this event.

- You must respond as described below - no other format will be accepted.
- Do not attach any other documents to your responses unless specifically requested.
- Please submit this document in either Word or PDF format.

Responses to this EOI shall be;

- submitted to the mail box provided above clearly identifying in the subject line the EOI reference
- no more than 3000 words and
- in English.

The Response shall document the Candidates offer in its entirety and be constructed to align with structure and headings of the EOI including all of the requirements sections within EOI.

Where a specific requirement cannot be fully met, or the Candidate proposes to deviate from the requirement, the Candidate must identify this in their Response.

#### 3.5. Assumptions and Dependencies

All assumptions made in preparing the Response shall be listed with the assumption and the reasons for making it clearly stated. Any dependencies upon ESC, whether explicit, implicit, or implied shall be clearly stated.

Any assumptions or dependencies not specifically stated are the responsibility of the Candidate.

## 4. Scope of Work

The 2017 Industrial Strategy set out the UK Government's long-term plan to raise productivity and reduce inequities in regional economic performance. The Strategy highlighted investment priorities in upskilling the labour force, infrastructure, and strengthening the innovation system. The Strategy was framed by a series of 'Grand Challenges', expected to create significant disruption to the industrial landscape, requiring collaboration between business, academia, civil society, and government to ensure the UK makes the most of the opportunities created – including a global shift to 'clean growth' through low carbon technologies.

The Industrial Strategy Challenge Fund (ISCF) invests in areas where the UK is well-placed to meet these challenges through industrial innovation. The Prospering from the Energy Revolution (PFER) Challenge was launched in 2018 with the aim of developing and proving new ways of combining distributed energy technologies with novel market arrangements which can collectively deliver consumer-centric business models that are cleaner, scalable, investable, and resilient for the long term.

The PFER Challenge includes a programme of developing what is termed Smart Local Energy Systems (SLES) and a series of projects (26) at different stages of development have received funding; more details can be found at: <https://www.youtube.com/watch?v=VKml8L-Z1ys>

There is no widely accepted definition of SLES, but they can be described as energy systems that use digitalisation and other innovative techniques to make, move, store, trade, use and conserve energy intelligently at a local scale. They depend on innovative technology, value propositions, business models, market arrangements, systems integration, investment and policy and regulatory change. SLES deliver energy outcomes that are aligned with the specific needs and resources of individual localities, recognising their aspirations and applying their strengths to help create more prosperous and resilient communities.

The Energy Revolution Integration Service (ERIS) programme being undertaken by the Energy Systems Catapult (ESC) seeks to support PFER in achieving its goals. One way in which it will do this is to engage with suitably qualified industry sector participants to help define, develop and provide a consolidated set of resources (SLES Toolkit) for assisting Local Authorities and their partners to implement SLES.

### 4.1. SLES Toolkit for Local Authorities and Their Partners

The SLES Toolkit is a curated set of resources users can access quickly, easily, and reliably that will support Local Authorities and their partners in overcoming barriers to taking a SLES forward across its full lifecycle. These resources could include practical tools, models, templates, methodologies, expertise, amongst other capabilities.

The principles that guide current (but in development) thinking on the Toolkit offering include:

- Be a point of consolidation for expertise and resources that support realising SLES
- Build a community around the SLES opportunity
- Engage the SLES community to evolve the toolkit
- Create opportunity to engage and contribute
- Evolve the Toolkit, the tools and the offering in response to changing needs.

The principles that guide current thinking (but in development) on implementation and enhancement of the Toolkit include:

- Follow an iterative, agile and collaborative approach
- Use transparent and structured processes... for Toolkit development and tool inclusion
- Value and prioritise the contributions of parties across the sector
- Co-create tools with government, Local Authorities, businesses, regulators and other members of the community building on the evolving understanding of what is needed
- Create a sustainable business model that will endure beyond PFER.

The principles that guide current thinking (but in development) on use of the Toolkit include:

- Actively promote adoption and collaboration across the sector
- Respond to the diversity of Local Authorities and their partners
- Align with the reality of SLES delivery by offering flexibility in deployment and use
- Help drive SLES forward establishing good practice
- Capture and apply the learning gained from use

The aspiration is that the Toolkit will have a national impact by providing practical, real-world support to Local Authorities and their partners.

In building the Toolkit, ERIS will:

- **Be driven by** Local Authorities' requirements
- **Apply** efficient process(es) for using the tools and the Toolkit
- **Apply** efficient process(es) for third parties to contribute to the Toolkit.

#### 4.2. Scope of Services Required

Development of the SLES Toolkit and its requirements is at an early stage. ERIS is therefore looking for potential tool providers to help build it and fill the gap that is believed to exist for this type of support for Local Authorities and their partners in designing, planning, funding, implementing and operating their SLES' projects.

The SLES Toolkit has, at its core, a practical framework that applies systems approaches to help define, design and develop SLES. It does this by providing or identifying methods, tools and techniques that will be needed at particular points in the journey life cycle from concept to reality and that will be used by particular stakeholders in this journey, acknowledging that their roles will change as progress is made or as circumstances evolve and mature.

The framework will comprise several steps to support the Local Authority, that will include:

- Building the initial business case
- Addressing the need for funding and investment
- Developing the roadmap and timelines
- Horizon scanning to provide insight into relevant aspects of the landscape



- Enabling efficient and effective procurement
- Identifying and committing resources and supply chain
- Identifying data requirements
- Identifying and engaging with stakeholders.

The framework is open; that is, it allows tools and resources from several possible sources to be incorporated or sign-posted subject to good governance that is consistent and open.

The process for identifying, developing and integrating tools and resources is independent and transparent and is intended to provide the opportunity for a broad spectrum of parties to contribute their Relevant and Practical tools to the SLES Toolkit.

This Request for Information is seen as an important first step of active engagement with the sector to identify offerings that would add value to the Toolkit.

Respondents are invited to provide information describing the tools that they would like to offer. Tools can include models, data sets, processes, templates, guidance, standards, relevant reports, specialist capabilities, or other resources they believe would be of genuine value to Local Authorities and their partners in serving the framework described above.

It should be noted that the Toolkit will evolve over time in response to changing user requirements, innovation in the landscape and the experience gained from SLES implementations. Therefore, it is anticipated that the portfolio of tools will also change and evolve to suit.

It is therefore our intention at this stage to obtain information from the sector interest in providing relevant and practical tools to help Local Authorities on their SLES journey in the steps outlined above. Once we have received responses and assessed these against our developing understanding of the User Needs from UK Local Authorities we will begin to identify which tools may be helpful and useful. At this stage we will begin to identify potential tools and partners to be included in the toolkit framework.

For information, the toolkit BETA stage will complete at the end of Dec 2020 with an initial prototype release in March 2021.

#### 4.3. Commercial Considerations

The commercial model that underpins the Toolkit is also under development but will seek to be sufficiently flexible to address multiple different approaches, reflecting the anticipated variety of the tools to be included. It is recognised that there will need to be appropriate protection and management for both background and any arising Intellectual Property (IP) in a manner that recognises the rights of the property owner.

Respondents are invited to include information regarding the commercial options they would require or prefer for inclusion of their offering in the Toolkit.

#### 4.4. Timetable

This Request for Information is intended to inform the process of Toolkit development and deployment. It is expected that information obtained from respondents will be used to help identify an initial tool set based on user requirements, prioritisation of needs and maturity of available tools. It is anticipated that there will be a continuous process of evolution that will see new tools added, new developments undertaken to fill gaps and tool enhancements.

Respondents are asked to provide sufficient detail (max of 3000 words) to represent:

- The functionality/capability offered
- Its state of development/maturity
- Where it is currently used or project examples
- Thoughts or examples of scalability
- Skill level to use the tool
- Plans for further development
- Commercial considerations.

ERIS will review all responses and expects to progress to a further stage in which proposals will be requested against a specific set of functional and commercial requirements which will be developed in parallel to this work with the capture of the UK local authority user requirements.

The table below summarises the plan of key activities:

Item	Description	Target Date
SLES Toolkit EOI	The launch of this EOI to the sector	18 <sup>th</sup> Sept 2020
ERIS Webinar	Webinar to brief on the EOI	29th Oct 2020
Responses to the EOI submitted	Potential Tool providers to submit their response to the EOI	23rd NOV 2020
SLES Toolkit One to One Discussions	Workshop for responders selected (potential) providers	From Jan 2021
Request for Proposals / next stage	Request for proposals for specific tools	TBC

The EOI process is expected to be managed in an agile manner, with open and transparent dialogue between ERIS and the potential providers throughout the process.