



Department for  
Business, Energy  
& Industrial Strategy

# Offshore Wind Manufacturing Investment Scheme

Major Portside Hubs  
Application Form

## About this competitive process

This is a competitive process to enable delivery of a single large coastal manufacturing site for the offshore wind industry, able to generate a manufacturing cluster where several large-scale producers can co-locate.

On 6<sup>th</sup> October 2020, the Prime Minister announced the government's decision to allocate £160m towards the development of the offshore wind supply chain the UK. This funding is being distributed via the Offshore Wind Manufacturing Investment Scheme (OWMIS).

This competition represents the first tranche of this funding, (referred to as the “award” throughout this document). This competition is for one single award only. Although the award amount is not fixed (and an award of a greater amount may be made), we expect that this award will be up to a sum of around £70m. If you consider that your project would require a greater award amount in order to proceed, please reflect this in your application.

Projects (referring to the proposed portside hub as described in applications received for this award) will be judged and compared on the value for money they offer in accordance with the process set out in this document and described at a high level in the paragraph below.

The competition will be run by the Department for Business, Energy and Industrial Strategy (BEIS). If applicants have any general questions about the application process or about filling in any part of the application documentation, please email queries to [OWMIS@beis.gov.uk](mailto:OWMIS@beis.gov.uk).

This Application Form 1 should be read alongside the Guidance and other documents made available for applicants. The Guidance sets out further details about this competition, how to make an application and how we will decide whether to make an award.

## Accompanying documentation

As well as completing this application, your application must be supported by the following information:

1. Application Form 2.
2. A Business Case or Business Plan.
3. CVs (up to two sides of A4 each) for key personnel critical to the delivery of the project
4. Key financial information.
5. Delivery plans for the construction phase of your project.
6. Procurement Strategy.
7. All planning and consent documentation required for the delivery of the site and project.
8. Project Risk Register.
9. Evidence of commercial agreement or commitment that you have received from future users of the site.
10. Confirmation of Application Form.
11. Any additional information which may be pertinent to your application.

More information on BEIS' expectations for each of the accompanying documents can be found in *Section 18. Accompanying Documentation* in the Guidance. The point in the assessment where each of these matters will be taken into account is set out below and in the Guidance.

## Important information regarding this process

- OWMIS and awards from it are discretionary. There is no automatic entitlement to an award of funding in any amount.
- Applicants must ensure that their application, organisation, and project all meet the minimum PASS/FAIL criteria explained in this document. Applications that do not meet these criteria will be rejected.
- The assessment process will be run:
  - fairly and
  - objectively as possible,in accordance with published documentation.
- Any award must comply with the subsidy control regime after the EU/UK transition period and any other relevant legal requirements – as such any letter in principle or grant funding will be conditional upon this requirement.
- Applications will be accepted from all parts of the UK. Applications will only be successful where the potential funding offers clear wider benefits to the UK economy, which will be assessed via the process set out in this document and the Guidance. The amount of grant requested must be the minimum necessary to enable the project to proceed and to deliver the best value for money for the UK taxpayer.
- Where an applicant is successful, we intend to issue a letter in principle, this will not (of itself) release funding or entitle the successful applicant to funding and any funding will remain subject to due diligence to BEIS' satisfaction and agreement to our proposed form of Grant Funding Agreement.
- The letter in principle is likely to include a condition requiring a successful port to secure a Memorandum of Understanding or other arrangement with at least one major tenant investor prior to final confirmation of a grant award.
- Tenants at successful ports will be free to seek support from any available forms of investment support. However applicants should note that BEIS provides no assurance or expectation that any further funding is available for tenants investing in port hubs.
- The proposed timetable for this process is set out in the Guidance. Applicants must be willing to dedicate sufficient resource to assist us in meeting this timetable. The letter in principle will set out the award figure and confirm the government's intent to support the project, subject to a number of conditions which will include further due diligence to verify evidence provided in your application and execution of a Grant Funding Agreement provided by us.
- We may choose to attach conditions to any Grant Funding Agreement (including imposing stages in respect of release of funds) and those conditions will depend on our view of the successful project. Until a Grant Funding Agreement is entered in to, we will not be responsible for nor will we make any commitment in respect of costs that applicants may incur.
- BEIS will not be responsible for any costs incurred in the preparation of any application, whether or not it is successful.

- BEIS reserves the right not to accept any application or make any grant and reserves the right to cancel the competition before it has completed or at any time before any Grant Funding Agreement is entered in to.
- BEIS reserves the right not to consider an application further if you refuse to disclose information requested.

WITHDRAWN

## Disclosure of information

Reasons for decisions on applications will be recorded at all stages for good administration and to ensure that there is a clear audit trail for all decisions. Administrative records will be maintained for all applications irrespective of whether they are successful or not.

All information provided by applicants may be disclosed in accordance with BEIS's legal obligations (including under the Freedom of Information Act 2000 (FOIA), the Data Protection Act 2018 (DPA), General Data Protection Regulation (GDPR) and the Environmental Information Regulations 2004 (EIR) in the event that a request for information is received). More information on the FOIA and EIR (including information on exemptions) can be found at: <https://ico.org.uk/for-organisations/>

To help BEIS deal with information requests and without prejudice to the paragraph above, in the box below, please set out the reasons why you consider any specific information should not be disclosed, including (if possible) by reference to the specific exemption contained in the relevant legislation (for example, because disclosure of the information would prejudice your commercial interests under section 43 of the FOIA), explaining why this is the case.

Where appropriate, please also state whether you consider your reasons for non-disclosure only apply for a particular time period. If we receive an information request, we will consider your views as stated on the Application Form. However, BEIS will ultimately decide how to respond to an information request and whether any information should be withheld, subject to the Information Commissioner's Office decision in the event of the requestor appealing the decision.

The name of the recipient of any OWMIS funding and the amount of funding will be published at the time any letter in principle is agreed.

Please detail what specific information, if any, within this application should not be disclosed and the reasons why. Please include (if possible) reference to the specific exemption contained in the relevant legislation.

## Section A: Applicant & Project Information

No.	Question	Response
A1	Contact name	
A2	Contact Email	
A3	Contact Phone	
A4	Company Name	
A5	UK Company Address	
A6	Company Post Code	
A7	UK Company Registration Number	
A8	Website	
A10	Name of ultimate parent company	
A11	Registered address of parent company including country of incorporation	
A12	Is the ultimate parent able to sign a reasonable parent company guarantee (if required)?	
A13	If no, please explain below why not and what guarantee could be provided (300 characters maximum)	
A14	Director in charge of the project	
A15	Telephone number(s) of the Director	
A16	Email address of the Director	
A17	Name of Alternative Contact	
A18	Position in company	

A19	Telephone number(s) of the Alternative Contact	
A20	Email address of the Alternative Contact	
A23	Project Title	
A24	Full address, including postcode, of the site where all, or most of the activity associated with the project will take place	
A25	What is the current total number of jobs at this site (FTE)	
A26	Principal recipient of OWMIS funds (company name)	

## Section B: Applicant Legal Standing

### B1: Grounds for Mandatory Exclusion

These criteria are pass/fail requirements. We may exclude an applicant:

- If they fail to fully and accurately complete the questions in this section; or
- If they answer “Yes” to any of questions B1.1-B1.6 and B1.8 (whether in respect of the applicant or any other any other person who has powers of representation, decision or control in respect of the applicant), but in such instance we may decide (at our absolute discretion), having considered the supporting information provided, to allow the applicant to proceed further.

If there are grounds for mandatory exclusion, there is an opportunity for the applicant to explain the background and any measures they have taken to rectify the situation (“self-cleaning”). For clarity, applicants are entitled to submit evidence of their self-cleaning measures separately for BEIS to consider in relation to both mandatory and discretionary grounds for exclusion.

The detailed grounds for mandatory exclusion of an organisation are set out at this link, which should be referred to before completing these questions<sup>1</sup>:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/551130/List\\_of\\_Mandatory\\_and\\_Discretionary\\_Exclusions.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf)

No.	Question	Response
Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation have been convicted anywhere in the world of any of the offences within the summary below.		
B1.1	Participation in a criminal organisation	
B1.2	Corruption	
B1.3	Fraud	
B1.4	Terrorist offences or offences linked to terrorist activities	
B1.5	Money laundering or terrorist financing	

<sup>1</sup> We note that these are exclusion grounds for procurement as opposed to grant agreements. While this is not a procurement of a public contract we consider these criteria are of assistance.



B1.6	Child labour and other forms of trafficking in human beings	
B1.7	If you have answered Yes to any of the points above have measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant grounds for exclusion? If you answer Yes to this question, please provide supporting evidence of the measures taken by your organisation separately alongside your application.	
B1.8	Has it been established, for your organisation by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which the organisation is established (if outside the UK), that the organisation is in breach of obligations related to the payment of tax or social security contributions?	
B1.9	If you have answered Yes to question B1.8, please provide further details below. Please also confirm you have paid or have entered into a binding arrangement with a view to paying, the outstanding sum including where applicable any accrued interest and/or fines.	

## B2: Grounds for Discretionary Exclusion

These criteria are pass/fail requirements. We may exclude an applicant:

- Where they fail to fully and accurately complete the questions above; or
- Where they answer “Yes” to any of questions B2.1-B2.6 (whether in respect of itself or any other any other person who has powers of representation, decision or control in respect of the applicant), but in such instance we may decide (at our absolute discretion), having considered the supporting information provided, to allow the applicant to proceed further.

If there are grounds for exclusion, there is an opportunity for the applicant to explain the background and any measures it has taken to rectify the situation (“self-cleaning”). For clarity, applicants are entitled to submit evidence of their self-cleaning measures separately for BEIS to consider in relation to both mandatory and discretionary grounds for exclusion. The detailed grounds for discretionary exclusion of an organisation are set out at this link, which should be referred to before completing these questions<sup>2</sup>:

<sup>2</sup> We note that these are exclusion grounds for procurement as opposed to grant agreements. While this is not a procurement of a public contract we consider these criteria are of assistance.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/551130/List\\_of\\_Mandatory\\_and\\_Discretionary\\_Exclusions.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf)

No.	Question	Response
Please indicate if, within the past three years, anywhere in the world any of the following situations have applied to you, your organisation or any other person who has powers of representation, decision, or control in the organisation.		
B2.1	Breach of environmental obligations	
B2.2	Breach of social obligations	
B2.3	Breach of labour law obligations	
B2.4	Bankrupt or is the subject of insolvency or winding-up proceedings, where the organisation's assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State	
B2.5	Entered into agreements with other organisations aimed at distorting competition	
B2.6	Aware of any conflict of interest (whether perceived or actual)	
B2.7	If you have answered Yes to any of the above, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant grounds for exclusion.	

## Section C: Essential Project Criteria

The purpose of this award is to enable delivery of a single large coastal manufacturing site for the offshore wind industry, able to generate manufacturing clusters where several large-scale producers can co-locate.

Such a site must fulfil certain basic criteria in order to be considered. Furthermore, it is essential that the proposed project is financially viable and deliverable within the required timeframe.

The project criteria below are the basic attributes which we believe a large coastal manufacturing hub must possess. Beyond this, applicants are afforded flexibility in how best to meet the scheme's overall objectives.

If your site or project does not meet all seven of the below criteria you will not be considered eligible for the award and your application will not be considered further for this award. The assessment panel will make a judgement on whether your site meets these criteria on the basis of the information you provide in Section D and the accompanying documentation.

Please confirm your project meets the following criteria:

No.	Essential Project Criteria	Response
C1.	The proposed site must be coastal	
C2.	The site must comprise a minimum of 200ha of available land with unfettered access to the planned quay to support the manufacture, storage and assembly of offshore wind turbines and components.	
C3	The planned quay must have a minimum length of 300m and be able to simultaneously accommodate at least two installation vessels with a draft of 10 meters or more at any stage of the tide.	
C4	The project must have a realistic chance of commencing manufacturing activities by the end of 2023	
C5	The applicant must demonstrate (by way of written evidence) ongoing positive investment interest from offshore wind manufacturers <sup>3</sup> who wish to locate manufacturing facilities at the site.	
C6	The project must be financially viable (with the help of the award) <sup>4</sup>	

<sup>3</sup> 'Offshore Wind Manufacturers' as defined in guidance

<sup>4</sup> Financial viability tests are outlined in section 6 of the guidance documentation

C7	The funding requested as part of your application in respect of your project must be additional (this means that government assistance must be required for project to go ahead)	
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WITHDRAWN

## Section D: Assessment Criteria

### D1: Strategic

<b>The responses to this D1 will be read alongside all of your application (including the Business Case or Business Plan). Please bear this in mind when making your response.</b>
D1.1: Provide a brief overview as to the main business activities of your organisation and those of its parent company (if applicable). Briefly explain why your particular project has been chosen by your organisation and how it aligns coherently and consistently with your corporate strategy. (500 words max)
D1.2 Please explain how your project, when completed, will contribute to the industry target of 60% UK content by 2030 which is set out in the <a href="#">Offshore Wind Sector Deal</a> . <i>NB: This is not a requirement to show how your site will use local suppliers in construction/delivery. We are looking for evidence of how your project will, once operational, raise the level of domestic content in UK offshore wind projects as a whole through winning and delivering on offshore wind construction contracts. (1000 words max)</i>
D1.3 Please explain how your project will increase the capability and resilience of the UK offshore wind supply chain. (1000 words max)
D1.4 Will your project result in export opportunities for the UK offshore wind sector? Please explain and provide figures where appropriate. (1000 words max)

## D2: Economic

**The responses to D2 will be read alongside all of your application (including the Business Case or Business Plan and Application Form 2). Please bear this in mind when making your response.**

D2.1 Please provide a high level summary of why your project provides value for public money (taking in to account all public money likely to be used on the project) – the response may include direct and indirect employment forecasts, upskilling of employees and wider benefits. (1000 words max)

D2.2 Please provide details on the counterfactual you used for your estimates in response to question D2.1 above and Application Form 2. The default counterfactual is the status quo, i.e. that your port is not developed and no investment in manufacturing facilities is undertaken. If you used the default counterfactual, please provide robust evidence for its applicability.

If you used an alternative counterfactual (e.g. a smaller investment without government support), please use the space below to describe this counterfactual and explain how it differs from the default counterfactual. Please provide robust evidence for its applicability. (1000 words max)

## D3: Commercial

**The responses to D3 will be read alongside all of your application (including the Business Case or Business Plan, key financial information and evidence of commercial agreement or commitment that you have received from future users of the site). Please bear this in mind when making your response.**

D3.1 Please provide an overview of the intended commercial operating model for your project. This should include information relating to leasing arrangements and charging regimes with an explanation as to how these charges have been established and any benchmarking activity. (1000 words max)

<p>D3.2 Set out how you intend to use OWMIS funding and explain how this will ensure risk allocation is sufficiently balanced with risks appropriately allocated to those best placed to manage them.</p> <p>We will expect responses to show how use of OWMIS funding would be aligned to project milestones, providing adequate incentivisation to meet delivery timelines, unless there are clear reasons for needing to diverge from this. Applicants will need to provide significant justification for any disproportionate front end payments.</p> <p>The final Grant Funding Agreement may release funding in stages aligned to milestones and with relevant conditions precedent before funding is to be released. This will be set out as a Schedule to the Grant Funding Agreement and may differ from the schedule proposed by the applicant in their application. (1000 words max)</p>
<p>D3.3 Please provide details relating to the level of agreement or commitment that you have received from offshore wind manufacturers and the current arrangements you have in place with them for further engagement. This will support the requested accompanying documentation 9. <i>Evidence of commercial agreement or commitment that you have received from future users of the site.</i> (1000 words max)</p>
<p>D3.4 Please provide further details in relation to the size of the investment these offshore wind manufacturers intend to make and their proposed activities on the site. This will support the requested accompanying documentation 9. <i>Evidence of commercial agreement or commitment that you have received from future users of the site.</i> (1000 words max)</p>
<p>D3.5 What impact will there be to the project if you are unable to secure agreements with offshore wind manufacturers or areas of the site remain vacant? What contingency plans are in place for such an eventuality? What is the minimum level of occupancy required for the project to be commercially viable? (1000 words max)</p>

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## D4: Financial

<p><b>The responses to D4 will be read alongside all of your application (including the Business Case or Business Plan, key financial information and Application Form 2). Please bear this in mind when making your response.</b></p>	
D4.1(a) Amount of OWMIS funding applied for (£).	
D4.1(b) Total projected investment cost required for the project (£).	
<p>D4.2 Briefly explain why the amount at D4.1(a) is the minimum amount necessary to deliver the project (500 words max)</p>	
<p>D4.3 Please explain why you require OWMIS funding and, in the absence of this funding, what would happen to the project as proposed? Your response should outline but not be limited to your consideration of other potential funding routes, impact on cost of capital and financing structure and impact on the delivery timeline for the project. This should reference the accompanying documentation provided to support 4. <i>Key financial information</i>. (1000 words max).</p>	
<p>D4.4 Comment briefly on all other sources of funding that you will obtain for the project and their current status, setting out the extent to which these are confirmed, whether they are dependent on OWMIS support and how they will be used. (500 words max).</p>	



D4.5 Please list any other potential routes of funding you have explored during the development of your project, and briefly explain why they were not viable. (500 words max)
D4.6 Please provide details of any other previous public sector support promised or received for the project in the last three years regardless of where this came from (250 words max).

## D5: Technical

<b>The responses to D5 will be read alongside all of your application (including your submitted CVs, Delivery Plan for the construction phase of your project, Procurement Strategy, the planning and consent documentation required for the delivery of the project and the Project Risk Register). Please bear this in mind when making your response.</b>
D5.1 Briefly describe what the project involves, setting out key dates and milestones. (1000 words max)
D5.2 Please outline the main work packages of the project and their current status, indicating the lead partner assigned to each package, the total cost of each package and the status of contracts for each package. (1000 words max)
D5.3 How will you manage the project effectively? (1000 words max) Please ensure you: <ul style="list-style-type: none"><li>• describe your approach to project management, identifying any major tools and mechanisms that will be used to ensure a successful project outcome. Highlight your approach to managing the most innovative aspects of the project</li><li>• outline the governance structure and management reporting lines</li></ul>

- provide an overview of your project plan in sufficient detail to identify any links or dependencies between work packages or milestones.
- outline what measures you have taken to ensure quality control measures are in place and external assurance has been undertaken on your plans to provide sufficient certainty regarding the project and limit the risk of optimism bias.

This should support information provided in the following accompanying documentation:

- *CVs for key personnel,*
- *Planning and consent documentation required for the delivery of the site and project*
- *Project Risk Register*

D5.4 Please outline the experience and capability within the project team for delivering a large infrastructure project, with specific reference to port infrastructure where applicable. This should support information provided in accompanying document *CVs for Key Personnel*. (1000 words max)

D5.5 Please summarise the key risks to the project. Responses should make particular reference to pre and post mitigation analysis and what plans have been put in place to ensure the project meets the required delivery schedule. This should be a high level summary of key risks outlined in the *Project Risk Register* requested in the accompanying documentation (500 words max).

D5.6 Please provide an overview of the current status of planning and permissions for the project, highlighting any current issues or outstanding approvals and include an overview of how you intend to resolve or progress these. This should be a high-level summary of key information outlined in the following accompanying documentation:

- *All planning and consent documentation required for the delivery of the site and project*
- *Project Risk Register.*

(1000 words max)

D5.7 Does the project involve a land or property acquisition? If yes, who owns the land and/or property and what are the freeholds and leaseholds relating to it? Please include any costs associated with land ownership arrangements and the length of current contracts.  
(1000 words max)

## D6: Social & Environmental

**The responses to this D1 will be read alongside all of your application (including the Business Case or Business Plan). Please bear this in mind when making your response.**

D6.1 Please explain how your project will contribute towards the UK reaching Net Zero Emissions by 2050. This could include the impact of your project's contribution both in the near term and the longer term to the offshore wind industry (and wider maritime sector if appropriate) as well as how your operating model will contribute to the wider decarbonisation agenda. (1000 words max)

D6.2 Please explain the steps you will take to maximise the expected social impacts of this project, including benefits to the economy in the local region and upskilling opportunities to the local workforce, as well as any other social impacts – such as improvements to public spaces or social cohesion. Please note, information on wider benefits has to be provided in Application form 2 and will also be considered in D2 Economic (1000 words max)

D6.3 Please provide information on how you have assessed the environmental sustainability impacts of your project (those associated with the construction and/or operation of the site and project) and the outcome of that assessment. You should also demonstrate how you will prevent or at least mitigate any negative environmental impacts you have identified. (1000 words max)

D6.4 Please explain your consideration of the potential impacts - positive or negative – of your project on those of a particular subcategory within any of the following protected characteristics:

- age;
- disability;
- gender reassignment;
- marriage and civil partnership;
- pregnancy and maternity;
- race;
- religion or belief;
- sex; and
- sexual orientation.

If you have identified any impacts, please explain what they are and what you plan to do to mitigate any negative impacts (1000 words max):

D6.5 Please explain how your company's equality, diversity and inclusion policy will be reflected in practice within this project. (500 words max)

## Accompanying Documentation Checklist

The below is a checklist for reference purposes only. Please ensure all documents are included with your application.

- 1 Application Form 2
- 2 A Business Case or Business Plan
- 3 CVs (up to two sides of A4 each) for key personnel critical to the delivery of the project
- 4 Key financial information
- 5 Delivery plans for the construction phase of your project
- 6 Procurement Strategy
- 7 All planning and consent documentation required for the delivery of the site and project
- 8 Project Risk Register
- 9 Evidence of commercial agreement or commitment that you have received from future users of the site
- 10 Confirmation of Application Form
- 11 Any additional information which may be pertinent to your application



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WITHDRAWN