

SEVENOAKS DISTRICT COUNCIL: COMMUNITY INFRASTRUCTURE LEVY (CIL) SPENDING BOARD

BID FOR FUNDING PRO-FORMA (INFRASTRUCTURE ONLY)

Scheme name:	Kemsing Surgery Extension
---------------------	----------------------------------

Description of Scheme:	First floor extension of the Kemsing branch of the Otford Medical Practice
-------------------------------	---

1 Is this scheme promoted by your organisation in partnership with another organisation(s)?	Yes	(please delete as appropriate)
	Organisation Name(s):	NHS West Kent CCG
	Responsible individual(s):	Allison Burchell
	Signature(s) on behalf of other supporting organisations(s):	
	Please provide details of the Agreements you have in place with your partners. Including the % of money guaranteed for the scheme from each organisation.	No agreements regarding capital funding. The CCG holds the budget for re-imburement of rent; any additional space will increase the re-imburement. This is considered through standard CCG processes.

2 Is planning permission required for the scheme?	Yes	(please delete as appropriate)
	If yes, has it been applied for?	Yes
	If no, please explain why?	
If planning permission has been granted – please provide details and a reference number.		
	18/03389/FUL dated 27/12/2018	

Details of any other consent required (if appropriate (e.g. conservation, Listed Buildings, other Government bodies):	Consent required	Planning permission requires an archaeologist to oversee excavation of foundation trenches
	Date applied for / granted	TBA

Need for the Scheme

3	List of projects or development that result in the need for this scheme:	The CCG has reviewed the Sevenoaks District Council Local Plan in order to provide an assessment of housing growth and the practice boundaries that this falls within. The analysis shows that within the Otford Medical Practice boundary there will be an estimated 1220 new houses; this takes into account existing permissions and allocations in the local plan. The proposed developments at Halsted (c 832) fall within the boundary of the Otford Medical Practice.
---	--	---

4	How is the scheme related to these developments (additional information, such as usage forecasts and existing and alternative capacity assessments, can be attached as an appendix):	Planned housing developments will mean an increase in population which in turn requires further general medical professional capacity to meet this need. These medical professionals will need premises out of which to operate and the current building is too small to facilitate this anticipated demand. The CCG estimates that the demand over the period resulting from the developments in the area will result in c2900 new patient registrations. To put this into perspective this would be an increase, based on the patient list today, of 27%. Providing the extension will allow the facilitation of medical services to the local population, allowing for the population to continue to see a local GP and maximise medical coverage at a local level.
---	--	--

Please provide an explanation of the 'public benefit' of the scheme proposed for residents in Sevenoaks District:

5	Economic	Maintaining GP services locally provides an economic benefit as it enhances the local economy, fosters community spirit and maintains the attractiveness of the village and surrounding area to current and new residents.
6	Social	The medical practice currently provides vital services supporting patients of all ages in the community. Augmenting this can only improve social cohesion in the village and surrounding area and maintain community ethos and spirit.
7	Environmental	Providing local services reduces the need to drive in private motor vehicles elsewhere for these services. Kemsing is a rural village and the building to be extended is within walking or cycling distance of most of the populace. Alternative services could only be reached by car.
8	Is the need for the scheme identified in any adopted strategy/plan? E.g. Neighbourhood Plan, Work programme of a Statutory Body, Infrastructure Plan. If so, which?	The CCG GP Estates Strategy recognises the growth in the northern area of Sevenoaks and details the expansion of the branch surgery as a response to this growth. This has also been discussed with SDC as part of the Infrastructure Delivery Plan.
9	How does the scheme identify with the Council's Infrastructure Delivery Plan (IDP) and its priorities?	Yes, included in IDP.

Funding

10	Total Project Cost	£173,706, (inc VAT)	
11	Funding required from CIL: Please identify other funding sources for this project, what contribution they are making and why these can not be used to fund the scheme in its entirety. Please provide the status of each source of funding for example whether it has been formally agreed, whether it has already been paid, whether it has been agreed in principle, if you are waiting for a decision in regard to the funding, or whether you are investigating the source of funding etc.	£114,646 (inc VAT) 1) GP Partners - £59,060 (inc VAT) 2) 3) 4) 5)	Planning permission for this total scheme has been granted although delivery of the scheme will take place in 2 phases. The first phase will create 2 additional clinical rooms and the second phase will create a further 3 clinical rooms, patient's toilets and extended waiting area. A new patient touchscreen and Jayex display screen/patient call screen will also be installed. The first phase is being part funded by the partners at the practice and a capital contribution from the NHS England Minor Improvement Grant Scheme (successful bid). The partners will also part fund the second phase and are seeking a capital contribution towards this. The above total project costs are estimated (an estimated budget has been provided for the building works) and a full tender would be undertaken once funding secured.
12	Is this bid for staged payments? Will staged payments be accepted? Please provide details of anticipated funding requirements and timetable	Yes Yes To be agreed – from Autumn 2020	(please delete as appropriate) (please delete as appropriate)
13	Has a bid(s) for CIL funding been made to relevant town and parish councils?	Bid made (please delete as appropriate):	No

	Details of bid	
	Decision made (please delete as appropriate):	
	Details of decision:	

14	Would the scheme be fully funded if the CIL contribution is agreed?	Yes	(please delete as appropriate)
-----------	---	------------	--------------------------------

15	Has this scheme already benefited from CIL funding through the CIL Spending Board?	No	(please delete as appropriate)
		If Yes; Please provide further justification as to why further CIL funding is required for this project.	

16	Has this scheme/land/building already benefited from funding from Sevenoaks District Council? Note- this can include grants, section 106s, a Community Fund etc.	No	(please delete as appropriate)
		If Yes; Please provide further details of amount and the project involved.	

Deliverability

17	Does your organisation have the legal right to carry out the proposed scheme?	Yes	(please delete as appropriate)
		If not, you must attach documentation showing that the statutory provider of this service supports this scheme.	

18	Anticipated start date for delivery of the scheme:	Autumn 2020
-----------	--	-------------

19	Anticipated finish date for the delivery of the scheme:	Spring 2021
20	Anticipated date when CIL funding will need to be made available:	Autumn 2020
21	Does land need to be purchased to facilitate the scheme?	<p>No (please delete as appropriate)</p> <p>Please provide details</p>
22	Please provide a consultation plan to let SDC know when they can expect progress reports on the project.	Once the funding has been secured a project plan will be produced; this will include progress reports to the CCG and SDC.
23	Please provide details of the management and timescales of the project.	The practice has engaged a project manager for the first phase of the extension; the same project manager will remain engaged for the second phase of works. Expected commencement of project, subject to funding, Autumn 2020.
24	Has consultation been carried out on the scheme or is any planned?	<p>Carried out (please delete as appropriate)</p> <p>Please provide details (Note: Results can be attached separately if necessary.)</p> <p>Local residents had an opportunity to comment as part of planning application and permission 18/03389/FUL</p> <p>In addition we provide updates to our Patient Participation Group; an extension to the existing premises does not require a formal consultation.</p>
25	Is a relevant SDC ward member(s) supportive of the scheme?	<p>Not discussed (please delete as appropriate)</p> <p>You may provide the signature of an SDC ward member or an email from them to cil@sevenoaks.gov.uk.</p>
26	Is the relevant town/parish council supportive of the	<p>Not discussed (please delete as appropriate)</p>

scheme?	Signature of a town/parish council chairman, clerk or chief executive (Note: An email from them to cl@sevenoaks.gov.uk would also be sufficient).	
---------	---	--

27 Do you have any other local support for the scheme? This can be in the form of businesses, community groups etc.	No Please provide details of local support. (Note: An email from a relevant party to cl@sevenoaks.gov.uk would also be sufficient).	(please delete as appropriate)
---	--	--------------------------------

Maintenance

28 Which organisation will be responsible for ongoing maintenance?	The Otford Medical practice.	
---	------------------------------	--

29 Are funding arrangements in place for maintenance?	Yes Please provide details	(please delete as appropriate) Funding for any ongoing maintenance will be provided year on year from the revenues of the practice.
--	--------------------------------------	--

30 Please provide any further comments here. This could include if there are any other infrastructure projects that are related to this bid or any that rely on this bid.	The CCG Estates Strategy takes an overarching assessment of the growth within the Sevenoaks area and in liaison with the practices has outlined the premises priorities required to respond to this growth. The proposed extension will provide resilience and sustainability for the Otford Medical Practice and alongside other general practice plans for the wider area.	
---	--	--

Declaration

I am authorised to submit this bid for funding on behalf of the organisation that I represent. At the time of writing, the information contained in this submission (including appendices) is correct and true to the best of my knowledge. If CIL funding is committed and circumstances change prior to the completion of the scheme, the organisation that I represent will notify Sevenoaks District Council. The Council will reserve the right to reconsider the allocation of funding. If CIL funding is committed to the above project then the organisation that I represent commits to providing Sevenoaks District Council with sufficient information to enable it to undertake its reporting requirements under the CIL Regulations 2010 (as amended), or any subsequent relevant regulations.

Signature:



Name: Dr Alastair Eakins

Position: Senior Partner, Otford Medical Practice

Signature:



Name: Alison Burchell

Position: Programme Director, Primary Care Strategic Planning, NHS West Kent CCG

Further information:

Name, role and contact details of the person that will be the contact for this bid:	Dr Alastair Eakins, Otford Medical Practice, Sevenoaks, TN14 5RB
Name, role and contact details of the person that will be attending SDC's CIL Spending Board to support this bid:	Dr Alastair Eakins, GP, Otford Medical Practice Alison Burchell, Programme Director- Primary Care Strategic Planning, West Kent CCG
Name, role and contact details of the person that will be the	NHS England and NHS Improvement – Michael Turner, Head of Finance

point of contact and responsible for the Legal Contract:	{michaelturner1@nhs.net}. Alison Burchell, NHS West Kent CCG will be the central point of contact for CCG & NHSE.
Name, role and contact details of the person that will be legally responsible for receiving the CIL fund*:	NHS England and NHS Improvement – Michael Turner, Head of Finance {michaelturner1@nhs.net}. Alison Burchell, NHS West Kent CCG will be the central point of contact for CCG & NHSE.
Full company/charity name:	
Registered No:	

Privacy Notice

The personal data which is collected within this form is reasonably necessary for its public task of processing your application for CIL grant funding. This includes considering whether to grant the application and to ensure the effective management of CIL grant funding if approved.

If your application is unsuccessful then personal information will be retained for a period of 10 years after the application is refused. The personal data shall then be deleted except for any information made public under the Council's other legal obligations (including the Access to Information provisions of the Local Government Act 1972 or the Freedom of Information Act). If your application is successful then your data will be retained for the duration of the project applied for and for the full period in which the contract under which the monies are transferred is enforceable. The personal information will then be deleted, except for any information made public under the Council's other legal obligations. Any information relating to this application which is deleted will be deleted in accordance with the Council's standard record retention practice.

Unless otherwise stated we will generally handle personal information in accordance with the Council's Privacy Policy, which can be found through our website at www.sevenoaks.gov.uk/privacy.