

OTFORD PARISH COUNCIL

Clerk: Mrs S Palmer
The School House, 21, High Street, Otford, Sevenoaks, Kent TN14 5PG
Telephone/answerphone: 01959 524808 Fax: 01959 525298
Office hours 8.30 to 12.30 Monday to Friday
Email: clerk@otfordpc.co.uk

10 September 2018

Community Infrastructure Bids
Planning Policy
Sevenoaks District Council
Council Offices
Argyle Road
Sevenoaks
Kent TN13 1HG

Dear Sirs

Re: Bid for Funding

Please find attached a Bid for CIL Funding from the Otford Patient Participation Group. Otford Parish Council supports this application and is pleased to submit it to Sevenoaks District Council on their behalf.

Yours faithfully



Sharon Holt
Clerk to Otford Parish Council

Sevenoaks District Council

Community Infrastructure Levy Spending Board

Bid for Funding Pro-forma

Infrastructure Only

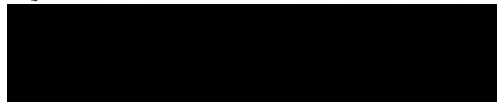

Scheme name:	Health POD for Otford Medical Practice
Description of Scheme:	The purchase of a health POD for Otford Medical Practice (AMP). The POD will allow patients to check their own blood pressure, weight, pulse etc, which is viewed by GPs and saves valuable face time
Is this scheme promoted by your organisation in partnership with another organisation (s)?	<p>Yes/No</p> <p>Who is involved in the Partnership. Organisation Name (s): Otford Patient Participation Group</p> <p>Responsible individuals (s): James Pragnell</p> <p>Signature (s) on behalf of other supporting organisations (s): N/A</p> <p>Please provide details of the Agreements you have in place with your partners. Including the % of money guaranteed for the scheme from each organisation. See Funding details on next pages.</p>
Is planning permission required for the scheme?	<p>Yes / No</p> <p>If yes, has it been applied for?</p> <p>If no - please explain why? Not required.</p>
Details of any other consent required (if appropriate (e.g. conservation, Listed Buildings, other Govt Bodies):	<p>Consent required: N/A</p> <p>Date applied for / granted:</p>

<u>Need for the Scheme</u>	
List of projects or development that result in the need for this scheme:	The Health POD is self-contained within OMP. It is needed to improve patient experience and save critical GP face time.
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):	There are no other projects associated with the scheme.

<u>Please provide an explanation of the 'public benefit' of the scheme proposed for residents in Sevenoaks District:</u>	
Economic	The Health POD allows patients to enter information about their lifestyle e.g. smoking, alcohol, exercise, diet, etc. This will encourage patients to improve their lifestyle for the economic benefit of themselves and the NHS.
Social	The Health POD will allow patients to visit the surgery at their convenience without needing at all times to make a GP appointment. The POD is compatible with multiple medical devices and automatically inputs the patient's data into their medical records, thereby saving valuable GP administration time.
Environmental	The Health POD has no impact on the natural environment. However, people are the control of the environment and it will be OMP's patients who will receive the main public benefit.

<p>Is the need for the scheme identified in any adopted strategy/plan? E.g. Neighbourhood Plan, Work programme of a Statutory Body, Infrastructure Plan (Reg 1,2,3 list). If so, which?</p>	<p>No.</p>
<p>Funding</p>	
<p>Total project cost:</p>	<p>£ 8,198 (estimated) plus minor building costs*</p>
<p>Funding required from CIL:</p>	<p>£ 2,500 * See Further Comments below.</p>
<p>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</p>	<p>1) £5,500 from Otford Patient Group, raised from individual donations, quiz nights, raffles etc</p> <p>2) £500 from Otford Parish Council</p> <p>3)</p> <p>4)</p> <p>5)</p>

	6)
Is this bid for staged payments?	Yes /No
Will staged payments be accepted?	Yes/No stage payments could delay the purchase of the Health PAD. Details of anticipated funding requirements and timetable: The Health PAD is being upgraded and will be available for purchase before the year's end.
Has a bid(s) for CIL funding been made to relevant town and parish councils?	Bid made: <u>Yes</u> / No Details of bid: Bid of £500 to Offord Parish Council. Decision made: <u>Yes</u> / No Details of decision: The bid was accepted and a grant of £500 has been made.
Would the scheme be fully funded if the CIL contribution is agreed:	Yes / No
Has this scheme benefited from CIL funding previously:	Yes / No If Yes; Please provide further justification as to why further CIL funding is required for this project.
<u>Deliverability</u>	
Does your organisation have the legal right to carry out the proposed scheme?	Yes / No If not, you must attach documentation showing that the statutory provider of this service supports this scheme.
Anticipated start date for delivery of the scheme:	September - October 2018
Anticipated finish date for the delivery	September - October 2018

of the scheme:	
Anticipated date when CIL funding will need to be made available:	September to October 2018
Does land need to be purchased to facilitate the scheme:	Yes / No Details:
Please provide a consultation plan to let SDC know when they can expect progress reports on the project.	N/A
Please provide details of the management and timescales of the project.	N/A
Has consultation been carried out on the scheme or is any planned?	Carried out / Planned / No Consultation planned Details: (Note: Results can be attached separately if necessary.)
Is a relevant SDC ward member(s) supportive of the scheme?	Yes / No Signature of at least one SDC ward member:  Note - An e-mail from them to cil@sevenoaks.gov.uk would also be sufficient.
Is the relevant town/parish council supportive of the scheme?	Yes / No Signature of at town/parish council chairman, clerk or chief executive:  Note - An e-mail from them to cil@sevenoaks.gov.uk would also be sufficient.

Maintenance

Which organisation will be responsible for ongoing maintenance:

Oxford Medical Practice.

Are funding arrangements in place for maintenance:

Yes /

Details:

OMP will maintain the Health POD after the first year.

Any further comments:



We have received a quotation for the Health POD and a description of it from the supplier, Egton Medical Information Systems Ltd. Both are attached to this Form.

The quote is for £7,548.00, but as stated in the quote this sum is for indicative pricing only and could be subject to change on release of the product.

The quote also states that the annual support costs are still to be finalised. Unofficially, however, we believe that the costs will be in the order of £650.00 per year.

The quote includes bespoke cabling costs. However, the practice may need to carry out some minor building work in order to accommodate the Health POD.

The total cost of the Health POD will therefore be in the order of £7,548.00 plus say £650.00 for the first year's maintenance costs, which we want to fund on behalf of the practice, plus say £302.00 for minor building work.

This gives a total cost of £8,500.00, subject to change on release of the Health POD.

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

JAMES PRAGNELL

Position

Member responsible for procurement issues

Organisation

Oxford Patient Participation Group

Name, role and contact details of the person that will be attending SDC's CIL Spending Board to support this bid:



Stafford House, Unit 2 Leathley Road Industrial Estate, Leeds LS10 1BG
tel: 0845 124 5245 fax: 0845 124 5246 email: info@egton.net web: www.egton.net

Billing customer: Otford Medical Practice - 4728 Date: 26/07/2018 Requested By: Ken Cardinal
Billing address: Leonard Avenue Customer no: 4728 Delivery Customer: Otford Medical Practice - 4728
Otford
Sevenoaks Unique ID: G82125 Delivery Address: Leonard Avenue
England TN14 5RB United Kingdom Quote reference: 47082 26/07/2018
11:05
Created by: Thomas Jennings
Sales Contact: Matt Bradley

Our email: salesupport@egton.net

QUOTE

Description of Goods and Services

Item number	Description	Qty	Unit price	Amount
AAEHPOD	Arrivals Health Pod inc. Kiosk, Self Health Software Installation & Training Scales & Height BP Waiting Room Arm-in Optional Cabling 2nd Year Support	1.00	£5,640.00	£5,640.00
ACI07102013	Bespoke Cabling Costs 1 x Product Code: AAEHPOD - Health Pod. Note: Product includes Kiosk, Self-Health Software, Installation & Training, Scales & Height unit, BP Waiting Room Arm-In unit. Note: Quote pricing for indicative pricing only and could be subject to change on release of the product, annual support costs still to be finalised. 1 x Product Code: BESPOKE - Cabling. Note: Includes 4 hrs to build equipment and bolt 3 x units to the floor, 1 x Cat5e cable installed between network cabinet and Health POD, 3 Electrical sockets (1 Double & 1 Single)	1.00	£650.00	£650.00

VAT No. 927 1492 14
Terms: This quote is valid for 30 days.

Net amount	£6,290.00
VAT @ 20.00%	£1,258.00
Grand total	£7,548.00