South West Region

South West House

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16th November 2021

Dear CCG Chief Finance Officer / CCG Primary Care Lead

**Commissioner Business As Usual (BAU) Capital - 2022/23 and 2023/24**

To facilitate the continued improvement of primary care, the Region is inviting expressions of interest for 2022/23 and 2023/24 Minor Improvement Grants, GPIT, Digital Technology and Equipping Capital.

We have been advised by the National Team, to start the budgeting process by using 80% of the 2021/22 allocation, with a further regional reduction for Learning Disabilities of £1.75m. Given this and the nature of these schemes, the approval process for 2022/23 and 2023/24 will be as follows:

Please include schemes approved in 2021-22 that have funding requests for 2022-23 and 2023-24. This is since PIDs completed in 2021-22 clearly stated that funding was available for 2021-22 only and the 2nd year spending needs re-confirming in this year’s approvals.

1. **Non-Minor Improvement Grants**
2. For proposals that are supported by the CCG, the CCG will need to enter each EOI in the CCG Excel file **Appendix 1**, in priority order on the tab labelled ‘EOI Summary’.
3. **Minor Improvement Grants**
4. For proposals that are supported by the CCG, and that fit the eligibility criteria\*, the CCG will need to enter each EOI in the CCG Excel file **Appendix 1**, in priority order on the tabs labelled ‘22-23 MIGs’, ‘23-24 MIGs’ and ‘Unfunded – MIGs’, and then complete the tab labelled ‘EOI Summary’ with a **single line** for all your Minor Improvement Grant EOIs for 22-23 and 23-24..

\* The NHS (General Medical Services) Premises Costs Directions 2013 permit Grant awards of up to 66% of the total value of the scheme; practices are expected to meet the remaining 34% of the costs. Practices must also be aware that if the improvement grant is approved, any increase in rent caused by this work can be subject to an abatement.

1. Please include in the Notes tab an outline of the process adopted to seek proposals from practices and the criteria adopted for considering priorities eg the CCG may consider the following factors:
   * Primary care commissioning strategies.
   * Strategic estates planning.
   * Affordability of any revenue consequences.
   * If the proposal is eligible for an improvement grant.

**C Timescales and Process**

1. The completed CCG excel file (**Appendix 1**) is to be uploaded to the mailbox [england.southwestcapital@nhs.net](mailto:england.southwestcapital@nhs.net) by **Friday 3rd December**.
2. All received forms will be re-assessed for initial approval by NHS England and Improvement and supported proposals will be notified to CCGs by **Friday 17th December.**
3. Supported schemes require a PID to support each application to be uploaded to the Regional capital SharePoint site by **Monday 31st January, 2022**.
4. The timescale of the regional assurance process will vary depending on factors such as size, scope, complexity and how well the scheme has been worked up, however, it is expected that all business cases are approved by the region by the **end of March 2022**.
5. Indicative allocations by CCG are attached at **Appendix 2**. The indicative allocations are also shown by STP/ICS and systems are encouraged to work together to best utilise the overall system BAU budget.

**Please note that works must not commence prior to formal written approval and signing of all appropriate documentation by the practice and NHS England and Improvement. Any works undertaken without this will forfeit any funding awarded. Once formal approval has been given, the scheme must be fully completed by 31 March 2023 to qualify for funding available in 2022/23**.

The table below sets out the key deadlines for this process:

|  |  |
| --- | --- |
| Task | Deadline |
| Practices to send EOIs to CCGs | Date to be decided by the CCG |
| CCGs to send CCG Excel File and accompanying EOIs to [england.southwestcapital@nhs.net](mailto:england.southwestcapital@nhs.net) | Friday 3rd December, 2021 |
| CCGs notified of EOIs supported by NHSE/I | Friday 17th December, 2021 |
| PIDs uploaded to SharePoint | Monday 31st January, 2022 |
| PID approval date by NHSE/I, subject to successful completion of business cases. | End of March, 2022 |
| Date expenditure to be incurred for 2022/23 schemes | 31 March 2023 |
| Date expenditure to be incurred for 2023/24 schemes | 31 March 2024 |

If you have any queries, please do not hesitate to contact – Susie Orchard (Strategic Finance & Capital Manager) or Estelle Nicholls (Deputy Head of Financial Strategy & Capital).

Yours sincerely



Lynne Blandford

Regional Head of Financial Strategy & Capital (South West)

CC

Kaye Bentley, Regional Director of Finance

Sharon Kingscott, Regional Director of Operational Finance

Estelle Nicholls, Regional Deputy Head of Financial Strategy & Capital

Heath Cormack, Regional Head of Digital

Anthony Hickson, Regional Director Delivery Estates

Ian Biggs, Regional Director of Primary Care and Public Health Commissioning

Enclosed

Appendix 1: CCG Excel File – Summary of PID types expenditure planned

Appendix 2: Indicative CCG allocations for 2022/23 and 2023/24

Presentation Slide Pack: SW CCG BAU Capital Planning 2022/23 & 2023/24