MINUTES OF THE PRIMARY MEDICAL SERVICE COMMITTEE HELD ON TUESDAY, 8 SEPTEMBER 2015 IN THE MEETING ROOM, LESLIE MEDICAL PRACTICE, THE SURGERY, ANDERSON DRIVE, LESLIE

PRESENT:
Dr K Cheshire (KC) (chairperson) Dr S Mitchell (SM)
Dr L Fleming (LF) Mr J Paterson (JP)

In Attendance:
Dr F Elliot (FE) Miss JL Parkinson (JLP)
Miss D Watson

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(i) Locum fees – see agenda item 37/15iii
(ii) JLP advised that as Improvement Grant money was no longer ring fenced, this Committee could agree to increase the percentage of grant monies paid to practices depending on the position of the budget. The current rate of reimbursement is two thirds of the cost.
(iii) Approval letters had been issued to the following practices:
- Practice in West Division (amendment to Practice Boundary),
- Practice in East Division (temporary closure of branch surgery),
- Practice in East Division (reduction of branch surgery hours at branch surgery),
- Practice in East Division (amendment to Practice Boundary).

Letters regarding the outcome of their practice inspection had been sent to the following practices:
- Nethertown Surgery,
- New Park Surgery,
- Bellyeoman Surgery,
- Linburn Road Health Centre, and
- Tayview Medical Practice.

(iv) The date a premises was built has now been added to practice inspection reports.

35/15 GMS EXPENDITURE BUDGET

In the absence of a Finance representative, JLP advised the Committee that it was anticipated the GMS budget would breakeven for 2015/16.

JP felt it was essential for a representative from Finance to attend these meetings to explain the budget and answer any questions the Committee may have.

36/15 IMPROVEMENT GRANTS

The summary of improvement grants was noted. JLP agreed to follow up any provisional grant applications and provide an update to the next meeting, when it could be decided whether the reimbursement could be increased. Any increase in the reimbursement proportion would be applied to all 2015/16 applications.

37/15 PCO ADMINISTERED FUNDS

(i) JLP advised the Committee that the March meeting of the Primary Care Strategic Management Team had determined there was no funding available for a resource transfer of £47k.

(ii) It was agreed that in specific instances only a nurse could provide locum cover provided the practice GPs are confident the nurse can provide an adequate level of cover. Applications should be made on an individual basis.

(iii) FE advised she had taken a paper to the NHS Fife Board meeting which highlighted the pressures and recruitment difficulties currently being faced by Fife’s GMS practices and the risks associated with this. A further paper will be taken after there is more information available about the practice capacity issues and this will include the issue of locum fees and the availability of locums.
FE and the LMC will be jointly writing to the practices asking them to provide information such as the WTE of GPs (Partners, Salaried GPs, Retainers etc.) and the level of nursing staff sessions available. Practices will also be asked for any suggestions which would aid GPs and encourage more doctors to join Fife practices.

It was agreed that the paper summarising GP locum fees paid by other boards should be updated by JLP and the Finance representative.

JLP/FR

38/15 APPLICATION TO AMEND PRACTICE BOUNDARY – PRACTICE IN WEST DIVISION

This item had been e-mailed to members of the Committee in June and a provisional decision agreed. This was ratified by the Committee.

39/15 PRACTICE INSPECTIONS

The Committee considered the inspection reports for the following premises:

(i) Drs Mullan & Woolard, The Health Centre, Kennoway
(ii) Dr Brown & Partners, Bennochy Medical Practice, Kirkcaldy
(iii) Dr Ferguson & Partners, Nicol Street Surgery, Kirkcaldy
(iv) Dr Reglinski & Partners, Leslie Medical Practice, Leslie
(v) Dr Anderson & Partners, Markinch Medical Practice, Markinch

The Committee approved the above reports.

JLP

JLP advised that the GPs at a practice in the West Division were looking to expand or relocate.

FE informed the Committee Jim Rotheram, Acting Director of Estates, had asked Fife Council to allow for a Health Care Facility in planning the expansion near Randolph Estate, Kirkcaldy. Work is ongoing around identifying pressures on accommodation and, together with the development of a primary care strategy, this will inform a prioritisation for investment in development of premises.

40/15 ROUTINE REPORTING

Memorandum number PCD/PMSC/10/15 was enclosed for consideration. The Committee noted the content of the report.

41/15 ITEMS TO BE RAISED AT THE BOARD

GP Locum fees

FE

42/15 AOCB

The was no Any Other Competent Business
43/15 DATES OF MEETINGS IN 2016

The meeting dates for 2016 are:
8 March
14 June
13 September
13 December

The meetings will be held in the Meeting Room at Leslie Medical Practice at 2pm.

44/15 DATE OF NEXT MEETING

The next meeting will be held on Tuesday, 8 December 2015 in the Meeting Room, Leslie Medical Practice, The Surgery, Anderson Drive, Leslie at 2pm.