


**Prestwick and Villages Locality Planning Group  
Action Note of Meeting: Monday 24<sup>th</sup> July 2017**

**Present:** Margaret Milligan (chair), Willie Stewart, Eudora Tabor, Lesley Reid, Clare Graham, Nora Solesbury, Billy McLeod, Julie Twaddell, Ailsa Paterson, Hugh Hunter, Margaret Toner

**In attendance:** Lorraine Finlayson, Danielle Rae, Seonaid Lewis

**Apologies:** Helen Moonie, Ian Catteral, Janette Nixon, Christene Tweed, Anne Shelton, Liz Kelly, Rhonda Leith, Joanne Payne

Item	Discussion	Action
<p>Welcome</p> <p>Equalities Input - Lorraine Finlayson and Danielle Rae South Ayrshire Council</p>	<p>Margaret welcomed everyone to the meeting and introduced Lorraine Finlayson (Strategic Management Officer) and Danielle Rae (Policy and Performance Assistant).</p> <p><b>Equality and Diversity Presentation</b></p>  <p>Equality and Diversity Presentation.pptx</p> <p>The Presentation included:</p> <ul style="list-style-type: none"> <li>• <b>Equality</b> is about creating a fairer society where everyone can participate and has the opportunity to fulfil their potential.</li> <li>• <b>Diversity</b> is about recognising and valuing difference for the benefit of South Ayrshire communities, people who use our services and our staff.</li> <li>• <b>South Ayrshire's commitment</b></li> <li>• <b>9 Protected Characteristics</b></li> <li>• <b>Equality Champions</b></li> <li>• <b>Equality lead</b> for South Ayrshire Health and Social Care Partnership is Billy Fisher</li> <li>• <b>Leadership</b></li> </ul>	

- **Ayrshire Equality Partnership**
- **Engaging with communities**

Further information can be found at <https://www.south-ayrshire.gov.uk/equalities/>

or email [equalities@south-ayrshire.gov.uk](mailto:equalities@south-ayrshire.gov.uk)

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### **Discussion points**

Equality impact assessment process:

- Equality outcomes - published SAC's strategy in 2013 (10 year journey).
- Focused on communities and impacts on everything SAC does
- Partnership working
- Must be impact assessed before any policy is agreed

Q. This is the SAC landscape but how does this look across the Health and Social Care Partnership?

Lorraine - Over the last 18 months the H&SCP have been asked to devise Equalities process/strategy - unfortunately this has not been dovetailed into same timescales. Other Ayrshire Councils have a collaborative set of equality outcomes and then the different partnerships can progress this and feed in.

You can choose whether to use the NHS/SAC but the duty is to ensure that you carry out equality impact assessment - needs to be robust.

We work closely with Billy Fisher and link in through him.

Q. There are 17 equality champions - is there a published list of names and where they're working and how do they link to third sector?

	<p>Lorraine - Champions are nominated from within a service. They need to ensure that information gets out to employees and communities.</p> <p>Billy McLeod - I'm concerned that the third sector is not linked in - if we could work with local champions that would be better.</p> <p>Lorraine - this should be happening and if it's not we need to look at that.</p> <p>There is a list of community champions but it's only available on SAC internal intranet. Individuals would need to write to the mailbox.</p> <p>Q. But who would know to do that? E.g. It would be beneficial to know who the relevant champion would be if preparing a tender. How is this cascaded so that people know about it?</p> <p>Lorraine - there is specific Procurement guidance on this, up to date legislation and detailed guidance.</p> <p>Q. What are the equality issues in our locality that need to be tackled?</p> <p>Margaret commented that we have identified our locality priorities - we can ensure that equalities are considered within these</p> <p>Margaret thanked Lorraine and Danielle for their input.</p>	
<p>Notes of previous meeting</p> <p>Matters Arising</p>	<p>Margaret welcomed Julie back to the group.</p> <p>Hugh asked for his apologies to be added to the previous meeting action notes.</p> <p>Action notes agreed as accurate</p> <p>No matters arising</p>	<p>Seonaid - add Hugh's apologies</p>

<p>Election of Vice Chair and Strategic Planning Advisory Group rep</p>	<p>Willie Stewart volunteered to be Vice Chair and the group were delighted to elect Willie to the role.</p> <p>Julie Twaddell was elected as new SPAG</p>	<p>Seonaid will link in with Julie and arrange for Julie to be added to the SPAG distribution list</p>
<p>Group membership Roles and responsibilities</p>	<p>Margaret highlighted that at a previous meeting it was agreed that group members would provide information on why they joined the group and what they bring to the group. This would then be collated to form an updated membership list and provide an opportunity to re-visit representation and identify any gaps in membership. Margaret asked if any group members who were still to do this could please pass their information on to Seonaid.</p> <p>In relation to the function and purpose of the group Margaret mentioned a recent enquiry that had been raised within the Prestwick locality but had gone through several other routes before coming to our attention.</p> <p>The request was around a 'Men's Shed' initiative and had come from a local church.</p> <p>Margaret highlighted that this is the sort of initiative that could be of real interest to us and the local community and would have direct links to our locality priorities. With the range of people around the table, we would be able to support and progress this type of initiative.</p> <p>There was general agreement that this should have been directed to the locality group more quickly and highlighted that that we still have much to do in relation to communicating the function/purpose of locality planning, raising the group's profile and encouraging people to become involved and feed in.</p>	<p>Group - contact Seonaid with membership information</p> <p>Seonaid - contact church and update at next meeting</p>

	Communication and engaging more effectively across the locality will be discussed at a future meeting.	
South Ayrshire Connect - New Front Doors	<p>Seonaid provided an update on South Ayrshire Connect - Community Led Support (CLS), key points included:</p> <ul style="list-style-type: none"> <li>• CLS Steering Group and work plan</li> <li>• Training</li> <li>• Locality Planning Group involvement</li> <li>• Potential <i>New Front Door</i> venues <ul style="list-style-type: none"> <li>○ Biggart</li> <li>○ Pioneer Café Monkton</li> <li>○ Symington library</li> </ul> </li> </ul> <p>Further information and news can be found on the website</p> <p><a href="http://www.south-ayrshire.gov.uk/health-social-care-partnership/communityledsupport.aspx">http://www.south-ayrshire.gov.uk/health-social-care-partnership/communityledsupport.aspx</a></p>	
Locality Priorities	<p>Seonaid updated that the Health and Social Care Partnership's Strategic plan will soon be updated for 2018 - 2020. Locality Planning Groups will be required to submit information on their local priorities and associated activity.</p> <p>This will be discussed at next meeting</p>	Seonaid - add to next meeting agenda
AOCB	No other business	
Date and Time of next meeting	Monday 28 <sup>th</sup> August, 7pm, Biggart Hospital Boardroom	
Future meeting dates	Monday 25 <sup>th</sup> September Monday 23 <sup>rd</sup> October (TBC) Monday 27 <sup>th</sup> November	