

**Prestwick and Villages Locality Planning Group
Action Note of Meeting: Monday 26th February 2018**

Present: Margaret Milligan (Chair), Eudora Tabor, Willie Stewart, Liz Kelly, Ellen Mitchell
Nora Solesbury, Margaret Toner, Hugh Hunter, Julie Twaddell

In attendance: Seonaid Lewis

Apologies: Helen Moonie, Lesley Reid, Janette Nixon, Clare Graham

Item	Discussion	Action
Welcome	Margaret welcomed everyone to the meeting.	
Notes of previous meeting	Previous notes agreed as accurate	
Matters Arising	Margaret reminded the group that due to the public holiday it was agreed to bring forward May meeting date to the 21st May.	
March 18 Decision Day update	<p>Key points from discussion -</p> <p>29 groups will be participating and the voting paper will be split into smaller and larger bid amounts. It will be a marketplace format and votes will be counted on the Monday morning.</p> <p>Helpers on the day - Margaret Milligan, Margaret Toner, Willie, Eudora and Lesley.</p> <p>Margaret Toner commented on the high volume of voters at the last Troon and villages Decision Day in February, where over 600 people voted.</p> <p>General discussion followed around promotion and publicity. The poster has been shared and put up around the locality. It has also been shared via FB, electronically and on our website page.</p> <p>Participating groups have also been asked to encourage supporters along to vote.</p>	
Updates Strategic Planning Advisory Group (SPAG)	<p>Julie provided a brief update from the last Strategic Planning Advisory Group (SPAG) meeting, this included -</p> <ul style="list-style-type: none"> • Proposed new GP contract • Pharmacy First and Eyecare Ayrshire • New strategic plan for 2018 	Julie/Margaret to meet with Seonaid to discuss future SPAG reporting format

	<p>Seonaid let the group know that SPAG meeting minutes, agendas and presentations are available on the H&SCP website - https://www.south-ayrshire.gov.uk/health-social-care-partnership/strategic-planning/</p>	
<p>Prestwick Connect</p>	<p>Seonaid provided a brief update on Prestwick Connect, which is now operating via Prestwick Customer Services every Tuesday morning. This is currently predominantly a social work drop in but there will be scope to widen out to include other services and community groups once we open in the Biggart, which should hopefully be very soon.</p> <p>A flyer and poster will be produced to promote the launch of the 'Biggart front door'. The venue has been agreed and we are awaiting confirmation on room/day/time.</p>	<p>Seonaid - keep the group updated on developments</p>
<p>South Ayrshire Life</p>	<p>Seonaid took the opportunity to highlight South Ayrshire Life (SAL), which is provided by Voluntary Action South Ayrshire (VASA). Some group members were unaware of it and many had not used it. Seonaid provided a brief demonstration of the website, which provides a range of information on local activities, community groups, services and events. There is also a SAL shop in new Market Street in Ayr and a free phone line. The shop provides a daily drop-in calendar of information sessions, signposting and events. http://southayrshirelife.org/</p> <p>General discussion took place, key points -</p> <ul style="list-style-type: none"> • Great resource and lots of information but also gaps too - we can help spread the word • Data gathering - there is a template but a group member highlighted that the template is asking for a lot of specific information and for some community groups this could be off putting. • Difficult to keep updated • Include within locality action plan <p>Eudora highlighted the formation of a new South Ayrshire Access Panel. VASA held a meeting on the 22nd January, which Eudora and Seonaid attended. Access Panels are usually volunteer led and have an interest in looking after the rights of people with disabilities - whether visible or non-visible.</p>	<p>Seonaid - circulate the data gathering form and website link</p> <p>Seonaid - share further information once available</p>

<p>Locality Priorities and Action Plan</p>	<p>Margaret took the group through the locality priorities that have been submitted for the Strategic Plan.</p> <ol style="list-style-type: none"> 1. <i>Supporting the development of opportunities, services and activities to enable local people to be independent and well - particularly those experiencing dementia, social isolation, poor mental health and caring responsibilities</i> 2. <i>Support ongoing development of Biggart Hospital as a centre for health and wellbeing; supported by the community for the community.</i> 3. <i>Improve knowledge and understanding of the resources, services, assets and opportunities available in the local community</i> 4. <i>'Prestwick Connect' - Community Led Conversations</i> 5. <i>Supporting opportunities and resources for children, young people and families</i> <p>Margaret asked the group if they were happy to endorse these priorities. Other than a few tweaks re wording the group agreed the priorities.</p> <p>Margaret intimated that we would be developing an action plan and asked the group to consider and discuss how best to progress these priorities.</p> <p>Seonaid let the group know that the draft Strategic Plan would be taken to the next SPAG meeting on the 6th March and then to the Integration Joint Board, to be endorsed for consultation.</p> <p>General discussion followed, key points -</p> <ul style="list-style-type: none"> • What budget is available? What resources does our group have? Seonaid clarified that each Locality Planning Group has £1500 available for publicity, promotion, resources etc. We also have £5,000 from the Integrated Care Fund to support local initiatives and potentially £9,000 from South Ayrshire Council, although this has still to be confirmed. This has previously been administered through local Decision Days. • Liz commented that £14,000 would still pull people in and could be themed effectively round key priorities/issues - huge impact even with smaller amounts 	
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	<ul style="list-style-type: none"> • Julie commented that Boydfield Gardens would be a great spot for a notice board • Could South Ayrshire Council replace damaged or unusable notice boards? Seonaid highlighted that we have LPG notice boards in Prestwick and Symington libraries • Intergenerational opportunities - working with other community groups, e.g. Prestwick North Community Council and Dementia Friendly Prestwick • Create opportunities to engage with the local community - one or two group members going along to talk to community groups • Sharing information - Include LPG meetings and related events on South Ayrshire Life and promote the website when meeting with groups etc. <p>Key agreements from discussion –</p> <p>It was agreed that we would theme meetings around specific priorities and invite key stakeholders, community members and relevant staff to attend meetings; to help broaden knowledge and stimulate discussion/planning. This will hopefully enable us to agree and carry forward actions more effectively from meeting to meeting.</p> <p>It was agreed that we could potentially host a few ‘open LPG meetings’ throughout the year in specific neighbourhoods and invite previous Decision Day groups and key stakeholders connected to those neighbourhoods along - celebratory/networking evenings</p> <p>It was agreed that Margaret, Willie and Seonaid would produce a draft plan and bring back to the group for discussion.</p> <p>Awareness raising and engagement - It was agreed that it would be beneficial to produce a newsletter (end of March timescale).</p> <p>Dementia Friendly Julie updated that Dementia Friendly Prestwick is rolling out bespoke training, in partnership with Alzheimer Scotland.</p>	<p>Seonaid - include in action plan and provide further information for future meeting</p> <p>Seonaid - produce draft newsletter and circulate for comment and additions</p>
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	<p>It was agreed that it would be beneficial to arrange a training session for our next LPG meeting on the 26th March, if the trainer is available. We could invite people to attend from each neighbourhood. Julie will contact the trainer.</p> <ul style="list-style-type: none"> ○ Discussion ensued on extending dementia friendly related activity/training to all neighbourhoods within the locality. Julie highlighted that she would have to check the funding criteria relating to the Dementia Friendly Prestwick (DFP) training. ○ If the funding criteria does not enable training to be rolled out to neighbourhoods, it will be necessary to look at alternative options, (including premises audits) - discuss capacity with Alzheimer Scotland ○ Seonaid updated that an overarching Dementia Friendly steering group has formed. This group will help co-ordinate dementia friendly activity across South Ayrshire. If anyone is interested in joining in the group please let Seonaid know. <p>It was suggested that the next meeting could start at the earlier time of 6.30pm, to allow additional time for core meeting items, if needed.</p>	<p>Seonaid/Julie to liaise on this and confirm training</p> <p>Julie - put the question to the DFP steering group and feedback</p> <p>Seonaid - confirm time once training has been arranged</p>
AOCB	<p>Seonaid updated that new Locality Profiles are now available for each locality and asked the group if they would find it beneficial for the H&SCP Research Officer to come along to present the new profile. This was agreed.</p> <p>Hugh highlighted some good news! As the previous Chair of South Ayrshire Care and Repair Hugh reported that when the group folded there was a balance of £100,000 left in their account, this money will be transferred to South Ayrshire Council and ring fenced to provide disability aids and adaptations.</p>	<p>Seonaid - circulate Locality Profile and contact Kirstin Kerr to invite along to next meeting</p>
Date and Time of next meeting	Monday 26 th March, 7pm, Biggart Hospital Boardroom	
Future meeting dates	Monday 23 rd April, Monday 21 st May , Monday 25 th June	