

South Ayrshire Health & Social Care Partnership

Prestwick Locality Planning Group Action Note of Meeting: 23rd November 2015

Present: Laura Twadell, Margaret Milligan, Hugh Hunter, Billy Park, Rhonda Leith, Christine Tweed, Ann Shelton, Nora Solesbury, Eudora Tabor, Roddy Wright, Lesley Reid, Nicola Young, Liz Kelly, Eddie Goodwin, Margaret Toner, Rosemary Fotheringham, Joanna Mowbray, Julie Geates

In attendance: Phil White (Chair), Seonaid Lewis, Lyndsay Vallance

Apologies: Mary Ann Hamilton, Billy McLeod

Item	Discussion	Action
Smart Care/Living it Up Introduction	<p>Phil White opened the meeting and welcomed Lyndsay Vallance, who was in attendance to provide a brief introduction to SmartCare and Living it Up Website. (Phil let the Group know that both Lyndsay Vallance and Dr Billy Park needed to leave the meeting early, so would be on at the beginning).</p> <p>SmartCare is a new online service which aims to support people who are at risk of a fall or recovering from a fall. The service will also benefit people managing a long term health condition, who want to remain independent in their own home. It has been developed with local people and frontline practitioners and is available via 'Living it Up', the Scottish Government/NHS 24 backed health, care and wellbeing website for the over 50's - www.livingitup.org.uk.</p> <p>The site provides information on local activities and events, along with news, stories and videos, which aim to inspire and support people to lead active, independent lives in their communities. It also provides access to tools and digital technology to help with monitoring health and wellbeing.</p> <p>Lyndsay encouraged Group Members to register through the Living it Up website and provided registration information and leaflets.</p>	

<p>Member Overview</p> <p>Dr Billy Park - Station Road Medical Practice, Prestwick</p>	<p>Dr Park provided the Group with an overview of his role as a GP within Station Road Medical Practice. Billy typically works a 10.5 hour day, which includes:-</p> <ul style="list-style-type: none"> • Triaging patient phone calls • Patient appointments • House calls • Writing prescriptions • Reviewing patients medication • General administration <p>Billy highlighted that funding to Primary Care has been reduced but GP Practices are still expected to provide the same service with less resources.</p> <p>He also mentioned that staff feel undervalued at times - Receptionists can be treated badly by some patients.</p> <p>Billy highlighted a few initiatives/ideas he would like to see happen within the Practice:-</p> <ul style="list-style-type: none"> • Improved access for people with disabilities, e.g. automatic doors • Bicycle parking • Align GP Practices to specific Care homes (There are approximately 20 Nursing/Care Homes within Prestwick and Ayr and GP's currently link to them all). <p>Questions</p> <p>Are patients still missing appointments?</p> <ul style="list-style-type: none"> ○ Yes, Patients not turning up for appointments is an ongoing problem - with around 250 missed appointments every month. <p>Billy highlighted that his Practice, along with other local GP Practices, provide an additional service within North Ayr Health Centre. Nurse Practitioners also provide a Drop-in clinic for patients from various practices, not just Station Road Patients.</p> <p>Do you see technology changing practice?</p> <ul style="list-style-type: none"> • Yes, telephone services have increased and some local Practices provide electronic booking for appointments, prescriptions etc. It also provides the opportunity for more flexible working arrangements <p>General discussion also took place around screening and prevention.</p>	
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	<p>Member Overviews for future meetings:-</p> <ul style="list-style-type: none"> o Bill McLeod - Ayr Action for Mental Health o Toll Pharmacy 	
<p>Welcome</p> <p>Notes of Previous meeting</p> <p>Matters arising</p>	<p>Phil White extended a warm welcome to Rhonda Leith, Eddie Goodwin and Julie Geates, who were all attending for the first time.</p> <p>Action Notes from previous meeting were agreed as accurate.</p> <p>No matters arising</p>	
<p>Understanding our Locality - Group Discussion</p> <p>Locality launch Event Feedback and Profiling</p>	<p>The Group broke into smaller groups to discuss the profiling feedback from the previous meeting and the Locality Launch Event Feedback. (Locality Launch Events were held within each Locality back in Feb/March 2015. The information gathered at these events was collated and circulated. This information will help inform planning and priorities going forward).</p> <p><u>Key topics from Discussion Groups</u></p> <ul style="list-style-type: none"> • Communication and information sharing - focus on 'key connection points', e.g. Churches, Post Offices, Libraries and Bowling Clubs - meeting places • Pressure on GP's • Explore new ways to promote prevention and early intervention - reduce impact on services and budgets • Support for Carers • Lack of information on sensory impairment and disabilities • Highest rate of teenage pregnancies in South Ayrshire • Understanding the stories behind the stats • Young people's involvement • % of Diagnosed Dementia information - where? - older population • Combatting social isolation • Medication - easier access to medication and 'easy read' identifiable medications prescribed for older people • Pharmacies - Community Asset • Transient Communities • Need to focus on Neighbourhoods, not just on Locality as a whole • Make better use of what's already there 	<p>Seonaid - collate discussion feedback and circulate</p>

Questions arising from Discussion Groups

- How can we promote services better?
 - Promote the 'value' of services - improve access for most needy
- Where do people access information in Prestwick and surrounding neighbourhoods?
 - Target key 'connection points'
- How will this Locality Planning Group communicate with the IJB and the Strategic Planning Advisory Group -
 - How will our voices be listened to?
 - How is the decision making process going to work?
 - This Group has been formed to help shape services in our local area, how will this happen?
- Combatting social isolation - not just down to Service Providers -
 - How can Communities respond to this?
- East Ayrshire has Community Connectors - could we see similar roles within South Ayrshire?

Phil White informed to Group that South Ayrshire will have 3.5 new Community Link Practitioner posts. These posts will support people to live well through strengthening connections between community resources and primary care. They will be linked to GP Practices within each Locality and provide a specialist service to patients, which will include supporting access for patients to community-based services and activities that will support them to live well. These posts are initially for 2 years and recruiting will begin very soon.

<p>Standing Orders and Terms of Reference</p>	<p>Election of Chair, Vice Chair and SPAG Rep:-</p> <p>Phil White intimated that the group should think about deciding on a process for the election of the above roles. General discussion took place but no suggestions were put forward at this time.</p> <p>The group felt more time was needed to get to know each other better and understand how the Group will function. It was agreed that the appointment of these roles will be deferred beyond the next couple of meetings but will still be discussed at the next meeting.</p> <p>Margaret Milligan let the Group know that she currently attends the Strategic Planning Advisory Group and would be happy to act as an 'interim' SPAG Rep for the group in the meantime.</p>	<p>Carry forward to next meeting</p> <p>Seonaid - confirm future dates of SPAG and IJB meetings and circulate to Group</p> <p>Margaret Milligan will act as 'interim' SPAG Rep - Margaret/Seonaid - liaise on this and feedback to Group as appropriate.</p>
<p>Small Grants Fund</p>	<p>The Locality Planning Group has the responsibility to administer a Small Grant Fund totalling £5000. (There is also an opportunity to distribute some of this money through a Participatory Budgeting process).</p> <p>General discussion took place - questions included</p> <ol style="list-style-type: none"> 1. Will it be linked to groups or individuals and who is accountable? 2. Improving access - will that be included? 3. Potential conflict between existing funds and groups. 4. Criteria - what can be funded and who is eligible? <ul style="list-style-type: none"> o Equipment o Volunteer Training o Billy's bike rack o Street Pastors - e.g. funding for uniforms? o Support local communication o Intergenerational initiatives 5. Should it just be available to community groups and do they need to be constituted? 6. What will happen to the money if we don't spend it? <p>Purpose</p> <ul style="list-style-type: none"> • Benefit Local Community • Adults and Older People • Health and wellbeing focus • Contribute to National Health Outcomes and Integrated Care Fund principles • Sustain local capacity 	

	<p>Criteria</p> <ul style="list-style-type: none"> • Groups can apply for small grants up to £500 • Evidence of Impact and outcomes • Simple process - quick turnaround • Innovative • Hard to reach groups • Benefit to local people <p>Phil White suggested that it would be useful to form a Small Grants Sub Group and asked for volunteers to work with Seonaid on this –</p> <p>Liz Kelly, Nicola Young, Joanna Mowbray and Laura Twaddell agreed to be part of this Sub Group</p> <p>The Group agreed to set a provisional timetable for the Prestwick Locality Planning Group Small Grants Fund:-</p> <p>Nov - Completion of Forms and Guidance by end of November and circulate round Group.</p> <p>Jan - Submissions - mid to late January. Sub Group meets to look at applications.</p> <p>Feb - Early February - Locality Planning Group to endorse applications.</p> <p>Feb/March - Grants released</p>	<p>Seonaid - arrange meeting for Small Grants sub group</p> <p>Seonaid - circulate Small Grant Application and guidance once draft is completed</p>
<p>Prestwick Charrette Update</p>	<p>The proposed 'Prestwick Charrette' has been given the go ahead and will take place Feb/March time next year - still awaiting the outcome on funding from the Scottish Government. There is a clear focus on health and wellbeing within the proposal and the group will be kept updated on all progress.</p>	<p>Seonaid - add to Agenda for next meeting</p>
<p>Future meetings</p>	<p>The Group agreed to set monthly dates up to June 2016 and decided on the following:-</p> <p>Monday 1st February 7pm</p> <p>Monday 7th March 7pm</p> <p>Monday 25th April 7pm</p> <p>May - No meeting 7pm</p> <p>Monday 13th June 7pm</p>	

	<p>Discussion took place on venues and the possibility of rotating to include neighbourhoods. Suggested venues were Prestwick Community Centre, 65 Club, Hansel and the Pioneer Café. It was agreed that the next meeting would take place in the Biggart Boardroom.</p>	<p>Seonaid to look at potential venues for further discussion at next meeting</p>
AOCB	<p>Phil/Roddy updated the group on 'The Charter for Involvement', written by the National Involvement Network (NIN). The Charter is a series of 12 new statements that show how people who use support services want to be involved:</p> <ul style="list-style-type: none"> • in the services they get • in the organisations that provide their services, and • in the wider community <p>The Charter is unique in Scotland, as it has been written and developed by people who use services for service providers to make involvement better for everyone. Further information on the Charter can be found at http://arcuk.org.uk/scotland/charter-for-involvement/</p> <p>Phil White suggested that The Charter could prove very useful as a Guide for the Group going forward. It was agreed that this should be added to next meeting's agenda for further discussion.</p> <p>Liz Kelly raised the topic of Locality Planning Group related 'expenses'. Liz highlighted that there are group members who attend the Meetings within a professional/work related capacity however there are other group members who attend in their own time and by their own means. Are there expenses available to those Group Members to assist with travel expenses and any related costs?</p> <p>Phil White agreed that this was a valid point to raise and that there is now an Expenses Policy available through the Integration Joint Board.</p>	<p>Seonaid - liaise with Roddy/Phil on this for next meeting - add to Agenda</p> <p>Seonaid to circulate Expense Policy - discuss further at next meeting</p>
Date and time of next meeting	Monday 1 st February, 7pm, Biggart Boardroom	