

Troon and Villages Locality Planning Group Action Note of Meeting: 24th January 2018

Present: Richard McMinn (chairperson), Duncan Malcolm, Carol Pritchard, Anne Cameron, Helen Jamieson, Peter Convery, Trish McMinn, Vera Kidd, Frances Carson, Philip Saxton, Norah Williamson, Maureen Murray, Linda Matheson, Bob Pollock

In attendance: Seonaid Lewis, Faye Murfet

Apologies: Liz Ferries, Laura Thompson, Craig McKay

Agenda Item	Discussion	Action
Welcome	Richard welcomed everyone to the meeting and introduced Faye Murfet to the group.	
Alcohol and Drug Partnership (ADP) strategy - Faye Murfet ADP Coordinator	<p>Presentation Overview</p> <ul style="list-style-type: none"> • Background • Membership • Recovery Model • Achievements • Initial consultation activities • Emerging themes and priority areas <p>General discussion and questions, key points</p> <ul style="list-style-type: none"> • Draft strategy would be available for consultation around March/April - Faye offered to come back to the group once draft is available • Work with local prison • Peer support and buddying • Café Hope in Ayr <p>Q. The group asked Faye if there were statistics available for the Troon area - there is data available but Faye didn't have the information with her</p> <p>Q. Richard asked if there was currently any ADP presence within the Troon and villages area</p> <p>Faye responded that there wasn't at present but we would like to set up a peer support group in Troon. We have applied to the Feb Decision Day and hope to secure funding to set up a group. If successful we plan to set up a monthly group for people in early stages of recovery. A venue is still to be identified but would need to be somewhere central. Faye asked the group for venue ideas - Walker Hall and local churches were suggested.</p>	Seonaid - liaise with Faye to obtain statistical information

	<p>Faye mentioned that the ADP does have representation at most of the Locality Groups and she would try and identify a representative for the Troon group if possible. In the meantime Faye will continue to link in through Seonaid and has been added to the group distribution.</p> <p>Richard thanked Faye for her input and intimated that the group would be delighted if she was able to come back once the draft strategy was available.</p>	
Notes of previous meeting Matters arising	<p>Previous action notes agreed as accurate.</p> <p>All covered in agenda</p>	
Updates Strategic Planning Advisory Group	<p>Linda provided an update</p> <ul style="list-style-type: none"> • Proposed new GP Contract • Pharmacy First and Eyecare Ayrshire <p>More information is available on the H&SCP website</p>	
February Decision Day	<p>Key points from discussion</p> <p>43 applications have been received, so it will be necessary to shortlist - approximately 30 groups will be able to participate</p> <ul style="list-style-type: none"> • Volunteers to help on the day - Linda, Bob, Helen, Anne, Frances, Maureen and Duncan • Discussion took place on whether or not to offer unsuccessful groups a small monetary amount to go towards any costs incurred to attend the Decision Day. This was agreed. Lengthy discussion then took place on the amount to offer, with amounts of £30, £50 and £100 discussed. • Next PB steering group meeting takes place on the 29th January at 1.30pm 	<p>Seonaid - Arrange shortlisting meeting and circulate volunteer rota</p> <p>It was agreed that the PB steering group would make a final decision on this at their next meeting</p>

<p>Vice Chair role</p>	<p>Richard let the group know that Helen Jamieson has decided to step down as Vice Chair. Richard thanked Helen for all her work.</p> <p>Linda Matheson volunteered to take on the role and was appointed as the new Vice Chair.</p>	
<p>Locality priorities and action plan</p>	<p>It has been raised at previous Chairs meetings and locality planning review session that not all Locality Planning Groups (LPG's) have sufficient representation from Health and Social Care Partnership colleagues, other staff colleagues and health representatives, e.g. GP's and Pharmacist. It's important that the relevant people are linked in to LPG's. It also raises questions about roles and responsibilities. This will be discussed further and ideas generated.</p> <p>A suggestion was put forward that a way of ensuring appropriate representation may be to theme meetings and invite key/relevant people to attend. Our new outcome focussed locality action plan would support this. It was agreed that this would be a good idea.</p> <p>It was agreed that we will produce a newsletter to help convey the purpose of locality planning and raise the profile of the group.</p> <p>General discussion took place on format of meetings, membership and group member roles & responsibilities</p> <p>Key points from discussion</p> <p>Need to engage with and involve young people</p> <ul style="list-style-type: none"> ○ Examples, Marr College, Community Learning and Development, allotments at Fullarton woods and intergenerational opportunities <p>Roles and responsibilities - 2 way communication,</p> <ul style="list-style-type: none"> ○ Community reps - engage with their local community/neighbourhood - bring knowledge and information to the group - feed back to the community - follow through on ideas and actions ○ Health/social care colleagues - bring information and ideas to the group to support discussion - help generate ideas/suggestions - feed back to team/workforce - follow through on ideas and actions 	<p>Richard and Seonaid to meet to discuss a six month meeting plan</p> <p>Seonaid/Linda to draft newsletter</p>

	<p>More publicity required to raise the profile of the group/locality planning</p> <ul style="list-style-type: none"> ○ Utilise Going Out - regular column - 'day in the life of' or themed topics ○ Newsletter and more notice boards - change boards monthly after each meeting ○ Themed FB posts - increase engagement ○ Talk to community groups and meet with Services, e.g. Pharmacies, GP Practices ○ Host conversation cafes and marketplaces for local groups/services - link in with PB groups 	
AOCB	<p>Norah provided an update on the proposed new South Ayrshire Access Panel, which VASA have been leading on, in partnership with Disability Scotland. A public meeting was held earlier in the week and it is hoped that volunteers will come forward to join the new Panel. The Panel's remit goes much wider than disabilities and will encompass, for example, social inclusion, mental health, transport & access to services, stigmatisation and equalities.</p> <p>Strengthening Our Communities workshops will take place over the coming weeks, the Troon workshop takes place on Wednesday 28th February, 2.00 pm - 4.30 pm in Troon Walker Hall. The workshops provide free training for Community Groups, Community Councils and Voluntary Organisations and cover Community Consultation and Engagement, Funding and Committee and Board Skills.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Strengthening Our Communities flyer 20 </div> <div style="text-align: center;">  2018-Suicide-Prevention-Training-Calendar </div> </div> <p>Suicide Prevention training dates are now available</p> <p>Troon Connect - 'new front door' has now been established and launched in Troon. It is being run through Troon Customer Services and is available one morning per week for appointments and drop in's. At present, as it is operating through customer services, no other partners or groups are involved. It was suggested that the LPG could present some ideas on additional activity within Walker Hall to run alongside this. Further discussion required on this.</p>	<p>Further information will be circulated once available.</p> <p>Seonaid - circulate flyer and registration form</p> <p>Seonaid - circulate training calendar</p> <p>Seonaid - link in with Lisa McAlpine, Service Manager for Troon area and invite to attend future meeting</p>
Date and Time of next meeting	Wednesday 21 st February, 6.30pm.	