

**Troon and Villages Locality Planning Group  
Action Note of Meeting: 18<sup>th</sup> January 2016**

**Present:** Frances Carson (chairperson), Fiona Smith, Richard McMinn, Vera Kidd, Trish McMinn, Liz Ferries, Anne Cameron, Linda Matheson, Mary Kerr, Helen Jamieson, Maureen Murray, Peter Convery, Nan McFarlane, Myra Robertson

**In attendance:** Valerie Stewart, Katrina MacFarlane, Seonaid Lewis

**Apologies:** Philip Bailey

| Agenda Item  | Discussion  | Action |
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| <p>Welcome</p> <p>Notes of previous meeting</p> <p>Matters arising</p> | <p>Frances Carson opened the meeting and welcomed Valerie Stewart and Katrina McFarlane.</p> <p>Agreed as accurate</p> <p>No matters arising</p>  |        |
| <p>Community Planning Partnership - Open Evening Feedback</p>          | <p>Valerie Stewart attended the meeting to provide feedback from the recent Open Evening that was held in Troon, to engage with the community on shaping the new Local Development Plans. Nan, Anne, Frances and Seonaid, attended the open evening.</p> <p>Valerie provided an overview of the information gathered via the Place Standard Tool at the event.</p> <ul style="list-style-type: none"> <li>• Sense of identity and belonging scored highly and people feel very safe within their community</li> <li>• Public transport, parking and streets &amp; spaces scored lower</li> </ul> <p>Valerie circulated copies of the Place Standard Tool for Group Members to complete or share if they wished, once completed they can be returned to Seonaid.</p> <p><b>Questions</b></p> <p>Nan felt that the results were surprising - could be misleading and not representative enough.</p> |        |

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|  | <p>Valerie responded that is why there is a need to circulate the Place Standard Tool more widely and encouraged group members to complete one and share with wider groups.</p> <p>Questions were raised around low attendance, timing and publicity of the Open Evening.</p> <p>Valerie highlighted that it is hard to pick the best time - very difficult to suit everyone and perhaps there is a need to start engaging and collecting information online and through social media.</p> <p>What will be done with the findings?</p> <p>The information will be collated and used to feed into local place plans.</p> <p>Valerie provided brief overview of high level improvement plan -</p> <ul style="list-style-type: none"> <li>• Income deprived</li> <li>• Child poverty</li> <li>• Mental wellbeing</li> <li>• Emergency hospital admissions</li> <li>• Obese children</li> </ul> <p>General discussion took place –</p> <ul style="list-style-type: none"> <li>• Old supermarket site - lease holders have put in very good lighting but there is only one pavement</li> <li>• one way traffic system has been discussed for many years, as has parking</li> <li>• Not enough play parks/play spaces - space in Muirhead across from activity centre – could build social housing and skate park?</li> </ul> <p>Valerie - these are the sort of ideas we're looking for - communities know best about their own areas. Locality priorities were also voted on at the Event - Valerie will pass the results of this on to Seonaid.</p> <p>Valerie updated the group that there would be no Community Partnership forum formed - this would instead be carried out through the Chairs meeting.</p> | <p>Seonaid - Follow up</p> |
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| <p>Scottish Health Council</p> | <p>Katrina MacFarlane introduced her role and provided an overview of the Scottish Health Council. Katrina is keen to form a relationship with the group and will continue to link in through Seonaid, Chairs meeting and Strategic Planning Advisory Group.</p> <p>The Scottish Health Council has several core functions:</p> <ul style="list-style-type: none"> <li>• Community Engagement and Improvement Support - providing proactive and tailored support for NHS Boards</li> <li>• Participation Review - reviewing and evaluating NHS Boards' approaches to involvement through the Participation Standard</li> <li>• Service Change - supporting NHS Boards to meet the requirement to involve people when planning or changing local services</li> <li>• Participation Network - a centre for the exchange of knowledge, support, development and ideas.</li> </ul> <p><b>'Our Voice'</b> working together to improve health and social care - Based on a vision where people who use health and care services, carers and the public, will be enabled to engage purposefully with health and social care providers to continuously improve and transform services.</p> <p>At National level this encompasses the forming of network groups - looking at common themes - which can then be addressed at leadership level.</p> <p>Evolving structure - next stage is looking at representation across Health and Social Care Partnerships</p> <p><a href="http://www.scottishhealthcouncil.org/home.aspx">http://www.scottishhealthcouncil.org/home.aspx</a></p> <p>General discussion took place, key points included –</p> <ul style="list-style-type: none"> <li>• Involving and informing patients on the Participation Standards – available in a range of formats on a range of sites</li> </ul> <p>Peter asked how many languages is it available in? Katrina asked Peter to contact her and she would get this information to him.</p> |  |
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|   | <ul style="list-style-type: none"> <li>• Nan highlighted that she feels communication is a big issue, particularly within mental health services and questioned the current appointments system - lengthy discussion took place on this -</li> <li>• Missed appointments are a real concern.</li> <li>• Self referral is under review - this could suit patients better as they can choose their own appointment times.</li> <li>• There are different services within mental health - with differing systems and procedures - need to be mindful of this and not assume they're all the same when raising concerns or sharing views.</li> <li>• Helping people to take responsibility for themselves</li> <li>• Hospital Patient Council and mental health reference group</li> <li>• Text reminder service.</li> <li>• Carers can opt in on behalf of patients – but patient still needs to be motivated to attend the appointment.</li> </ul> <p>Katrina encouraged those with any concerns or viewpoints to convey these through 'Patient Opinion'.</p> <p><a href="https://www.patientopinion.org.uk/info/patient-opinion-scotland">https://www.patientopinion.org.uk/info/patient-opinion-scotland</a></p> <p>It was highlighted that if using Patient Opinion be very specific, so it can be followed up appropriately.</p> |  |
| <p>Updates<br/>Social Isolation sub group</p> | <p>Fiona provided an update on behalf of the sub group.</p> <p>Action planning for Muirhead and Barassie activity is underway - Draft questionnaire has been produced and Liz /Seonaid will amend this, following tonight's earlier sub group meeting. Once finalised it will be shared with wider group for comment. The questionnaire will be circulated via hard copy, social media, online survey monkey, local groups and Sheltered housing complexes.</p> <p>Agreed to pilot the questionnaire first to test out, this will be done via Sheltered Housing and District Nurses - also looking for volunteers to pilot this. Mary offered to test out at Sun Court with residents and their families. The Draft Action Plan has still to be finalised and will be shared once completed.</p>   |  |

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| Troon and Villages Decision Day          | <p>Seonaid provided an update on behalf of the sub group, key points -</p> <ul style="list-style-type: none"> <li>• Closing date for applications - Monday 13<sup>th</sup> Feb<br/>Screening of applications - 14<sup>th</sup> Feb</li> <li>• Groups can bid for up to £1,000 - bids of up to £3,000 may be considered for larger projects that benefit the wider community (The Royal and Ancient Golf Club (R&amp;A) - legacy)</li> <li>• Publicised through Going Out, Troon Times and Ayrshire Post - thanks to Anne Cameron for arranging this. Some Posters have already been displayed across the locality and group members were encouraged to take some with them after the meeting has also been shared on Facebook and coverage has been good</li> <li>• The electronic voting system has been purchased and will be used for the event - training will be provided and a trial run will be arranged prior to the Decision Day</li> <li>• R&amp;A will be attending on the day and may bring the Claret Jug along</li> <li>• Big Lottery will be attending on the day and will provide an information stall</li> <li>• South Ayrshire Council have appointed a new external funding officer, Andy Lee. Andy will be arranging funding workshops around the PB Events</li> </ul> <p>Group members volunteered their support to help on the day; a list of volunteers and tasks will be circulated over the coming weeks.</p> |  |
| Strategic Planning Advisory Group (SPAG) | Following Nan McFarlane stepping down as SPAG representative at the last meeting, Linda Matheson has expressed an interest in taking on this role. Linda is unable to attend meetings on certain days of the week, so this will be dependent on confirming dates for this year's meetings.   | Seonaid - confirm SPAG meeting dates for the coming year |
| Chairs Meeting                           | Seonaid provided a brief update from the last Chairs meeting -   |  |

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|                               | <p><b>Mental Health Services Public Reference Group</b></p> <p>Geoff Coleman, Public Support Manager Mental Health Services (North Ayrshire Health and Social Care Partnership) attended the Chairs meeting to provide information on the Mental Health Services Public Reference Group. The Reference Group has a pan-Ayrshire remit and gives a voice to people from all parts of Ayrshire and Arran. Geoff encouraged people to find out more and perhaps consider being part of the group. Seonaid circulated Information handout.</p> <p>Visit the website: <a href="http://www.nhsaaa.net">http://www.nhsaaa.net</a> or contact Geoff Coleman: <a href="mailto:Geoff.Coleman@aapct.scot.nhs.uk">Geoff.Coleman@aapct.scot.nhs.uk</a><br/>Tel: 01294 317 816</p> <p><b>Locality Planning Networking Event</b></p> <p>One of the SPAG representatives suggested that it might be a good idea to hold a networking event to bring all Locality Planning Group Members together. Group Members agreed that this would be a good idea. Seonaid will keep the group updated on this.</p> <p><b>Community Led Support</b></p> <p>Seonaid circulated the January Newsletter and provided a brief update - general discussion took place. Carry forward to future agenda.</p> |  |
| AOCB                          | <p>Seonaid let the group know that the Locality Planning Annual Report was almost finished and encouraged group members to share any feedback that they would like included. Seonaid will keep group updated on when the report would be available.</p> <p>Mary Kerr highlighted that Sun Court residents had been attending the Prestwick Community Cinema (in partnership with Dementia Friendly Prestwick) and were really enjoying it. Seonaid will feed this back via the Dementia Friendly Prestwick steering group.</p>  |  |
| Date and Time of next meeting | <p>The next meeting will take place on Wednesday 15th February, 6.30pm Troon Council Chambers, Municipal Buildings, Troon.</p> <p><b>Future meeting dates -</b><br/>15<sup>th</sup> March, 19<sup>th</sup> April, 17<sup>th</sup> May, 21<sup>st</sup> June</p>   |  |