

South Ayrshire Health & Social Care Partnership

Inaugural Troon Locality Planning Group

Action Note of Meeting: 23rd September 2015

Present: Frances Buckler, Denise Mellon, Anne Cameron, Maureen Murray, Greig Kirkpatrick, Fiona Smith, Trish McMinn, Jenni McKeand, Vera Kidd, Mari Hunter, Helen Jamieson, Betty Ullrich, George MacLachlan, Peter Convery, Mary Kerr, Lynn Anderson, Bill Gray, Gus Collins, Seonaid Lewis

Apologies: Councillor MacFarlane, Frances Carson, Anne Mackie, Liz Ferries

Item	Discussion	Action
Welcome and Introductions	<p>Time before meeting started allowed group members to introduce themselves and find out more about each other's roles, services, groups and activities.</p> <p>Ice Breaker –</p> <p>What are you bringing to the group?</p> <ul style="list-style-type: none"> • Knowledge of third sector • Local knowledge <ul style="list-style-type: none"> ◦ gaps/needs, e.g. Footcare in Dundonald • Signposting opportunities • Ideas and solutions • Connections • Understanding of the issues people face • Experience of small grants <p>What are your hopes?</p> <ul style="list-style-type: none"> • Wider focus on prevention • Ease access for older people • Opportunity to utilise local GP Surgery differently • Networking and information sharing • That this Group is not just another 'Talking Shop' 	
Setting the scene - Locality Planning presentation and discussion	<p>Presentation Overview</p> <ul style="list-style-type: none"> • Health & Social Care Integration • Community Planning & Community Empowerment • Locality Planning - The Journey So Far • Role of Locality Planning Groups and Networks • Partnership Strategic Plan & Strategic Planning Advisory Group • National Outcomes & Delivery Principles • Neighbourhood Planning • Locality Profiling Information • Launch Event feedback - basis for future meetings • Website and Facebook 	

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Setting the scene - Locality Planning discussion cont.	<p>Questions and comments</p> <ul style="list-style-type: none"> • Need to work together more effectively - e.g. Council departments don't talk to each other at present • Better communication between departments and services could improve waiting times, e.g. people waiting too long to have equipment fitted (stair lift) • Removal and recycling of aids and adaptations - is this an issue within the Troon Locality? • Health and Social Care Information Boards will be displayed in local Libraries <p>Who's missing round the table?</p> <ul style="list-style-type: none"> • Representative from Social Work 	<p>Continue to engage with potential Representatives - SL</p>
What we know - Presentation and discussion	<p>Presentation Overview</p> <ul style="list-style-type: none"> • Developing the Group • Different conversations... • Social media • Informal gatherings, social occasions and fun days - piggy backing on existing events and activities • Profiling information • Place Standard Tool • Key priorities - shared set of local priorities <p>Small Grants Fund £5000 per locality. Some of this funding could be allocated via Participatory Budgeting (overview provided) - swapping ideas and making connections.</p> <ul style="list-style-type: none"> • Match Funding opportunities • Project ideas <p>Questions and comments</p> <ul style="list-style-type: none"> • Improving communication is crucial - two way • Utilise local Pharmacy to signpost and gather information • Develop networks • Setting priorities - 1 or 2 simple things • Use Launch Event feedback as a starting point • Build a fuller picture - utilise the knowledge and experience we have round the table. Need to understand each other's roles. • Transport - high on the Agenda <ul style="list-style-type: none"> ○ Timings of buses to shorten journey time to hospital ○ Transport concerns for Loans and Dundonald 	

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<p>Questions and Comments cont.</p>	<ul style="list-style-type: none"> • Think about wider roles • Need for community perspectives • Culture change needed • Community/Asset Mapping is crucial - lots of assets, groups and activities but people don't know about them - VASA have a Community Connector in post who can support this • Profiling information required - need to understand birth rates, age bands etc. Once we have this information we can prioritise more effectively • Social isolation should be a key focus • Link in with Churches • Utilise existing publications e.g. Going Out and Tenants and Residents newsletters • Focus on direction - where we want to go but not necessarily labouring on the problems • Keep sight of the bigger picture • Need to differentiate between areas, issues and localities – wider partners and networks • No intention to duplicate - clear definition of role required • Local people delivering local services <p>Evolving Agenda - lots of work to get to this point. We need to learn as we move forward and to do this we need a broad range of people's views.</p>	<p>Provide mapping information - VASA</p> <p>Circulate updated profiling information prior to next meeting - SL</p>
<p>Going Forward - Future arrangements and remit</p>	<p>Overview provided of the model standing orders and Terms of Reference.</p> <p>General discussion took place around initial focus, governance and remit. It was suggested that the group take a closer look at the Terms of Reference and Standing Orders before the next meeting.</p> <p>A Chair, Vice Chair and Strategic Planning Advisory Group Representative will need to be appointed - could the group have a think about this before next meeting.</p>	<p>Review Terms of reference and Standing Orders before next meeting - Group</p>

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	<p>Future meetings - where, when and how frequently?</p> <ul style="list-style-type: none"> • It was agreed that evenings suited best for now • Need a bigger venue • Could rotate meeting venues <p>Need to decide how frequently the Group meets</p> <p>Suggested potential venues</p> <ul style="list-style-type: none"> • Sheltered Housing complexes • 101 medical Practice waiting room • Council Chambers (bit too formal) • Local Churches 	<p>Discuss further at next meeting - Group</p>
AOCB	<p>Included in the Welcome Packs is a Thoughts, Comments and Suggestions sheet. Group members were encouraged to fill this in if they had any suggestions or feedback they would like to share.</p> <p>Please complete and return Contact Information form .</p>	<p>Send out electronically prior to next meeting, along with Contact Information form - SL</p>
Next Meeting	<p>Wednesday 11th November at 6.45pm, venue TBC</p> <p>Next Agenda to include:-</p> <ul style="list-style-type: none"> • Asset Mapping – <ul style="list-style-type: none"> ○ Boots Pharmacy overview • Launch Event Feedback • Locality Profiling information • Transport • Remit, Constitution and election of office bearers <p>Key Focus for Future Agendas</p> <ul style="list-style-type: none"> • Mapping • Profiling • Transport • Communication • Social isolation 	