

## Troon and Villages Locality Planning Group Action Note of Meeting: 20<sup>th</sup> March 2019

**Present:** Richard McMinn (Chair), Maureen Murray, Anne Cameron, Bob Pollock, Carol Pritchard, Vera Kidd, Pamela Dowson, Trish McMinn,

**In Attendance:** Seonaid Lewis

**Apologies:** Frank Hughes, Laura Thompson, Philip Saxton, Peter Convery, Frances Carson, Linda West

Agenda Item	Discussion	Actions
Welcome	Richard welcomed everyone to the meeting	
Previous action notes Matters arising	<p>Seonaid updated that Fiona Smith will be returning to the group, following her secondment. This means we will be saying goodbye to Laura Thompson - Laura has passed on her thanks and best wishes to the group.</p> <p>‘Troon Together’ Charrette - Seonaid updated that a steering group has been established and Consultants will be appointed very soon. Richard will represent the Locality Group on the steering group.</p> <p>Underweight action plan - Maureen let the group know that a stakeholder event is being planned.</p> <p>Previous action notes agreed as accurate.</p>	<p>Richard/Seonaid - keep group updated</p> <p>Maureen - send out notes collated from previous discussion and keep group updated on stakeholder event</p>
Updates	<p><b>Strategic Planning Advisory Group (SPAG)</b> - Maureen updated that the SPAG meeting will take place on 27<sup>th</sup> March. Seonaid provided group members with a copy of the Troon &amp; Villages Locality Group update that has been submitted.</p> <p><b>Chairs meeting</b> - Richard fed back key points from meeting: (see attached notes)</p> <ul style="list-style-type: none"> <li>Each locality Group provided an update on progress/activity</li> </ul>	<p> Troon &amp; Villages SPAG update - March</p> <p> LPG Chairs Meeting Notes March 2019.pd</p>

	<p>Budget situation:</p> <ul style="list-style-type: none"> <li>• Challenging situation for the Health &amp; Social Care Partnership both in terms of the existing financial year and the projected deficit for next financial year</li> <li>• It is likely that the LPG admin budget may be lowered</li> <li>• There was also uncertainty re Small Grants budget</li> </ul> <p>No decisions have been taken as yet.</p>	<p>Richard/Seonaid - keep group updated on any decisions</p>
<p>Locality Priorities</p> <ul style="list-style-type: none"> <li>○ Primary Care Event</li> </ul>	<p>Maureen updated on progress:</p> <p>Contacted all local GP Practices - so far have only heard back from Portland Surgery. A meeting was arranged with Maria Bartley, Practice Manager at Portland Surgery - Maureen, Anne and Seonaid attended. The meeting went well but also highlighted the breadth of engagement required. Group discussion followed (See attached notes).</p> <p><b>Key Actions</b></p> <p>It was agreed that a robust communications strategy was needed</p> <ul style="list-style-type: none"> <li>○ it would be useful to produce a 'script' for engagement</li> <li>○ Utilise current publications, e.g. Know who to turn to (see attached) and localise for Troon and Villages</li> </ul> <p>Phil White will be attending the April meeting to provide an input on Primary Care Reform.</p> <p><b>Useful links</b></p> <p>NHS Inform - <a href="https://www.nhsinform.scot/">https://www.nhsinform.scot/</a></p> <p>Caring for Ayrshire - <a href="https://www.nhsaaa.net/caring-for-ayrshire">https://www.nhsaaa.net/caring-for-ayrshire</a></p> <p>We'll keep you right - <a href="https://www.nhsinform.scot/campaigns/well-keep-you-right">https://www.nhsinform.scot/campaigns/well-keep-you-right</a></p> <p>In view of the importance of this event and engagement with services/public it was agreed that the remaining balance of £374 from ICF funding would be allocated to help support the Primary Care Engagement event and associated activity.</p>	<p>Maureen - work on outline plan/script - take to heads of services</p> <p>Maureen/Sub Group - work on outline plan/script - community perspective</p> <p>Maureen/Seonaid - Arrange Sub Group meeting</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;">         Primary Care Event notes.pdf     </div> <div style="text-align: center;">         When you're ill know who to turn to.pdf     </div> </div> <div style="display: flex; justify-content: space-around; align-items: flex-start; margin-top: 10px;"> <div style="text-align: center;">         MIS17-173-GD Know your out of hours ser     </div> <div style="text-align: center;">         we'll keep you right.pdf     </div> </div> <p>Seonaid - check this with Phil White and if authorised make arrangements - identify Sponsor Organisation to hold funding</p>

Social Isolation & Loneliness	This will be carried forward to April meeting	Seonaid - April agenda
Decision Day - Conversation cafe and evaluation feedback	<p>Seonaid circulated the information collated from the Conversation Cafe (attached). The group read through the information and general discussion took place. Seonaid will collate the evaluation forms and provide further information at April meeting. This will be used to help inform planning for Primary Care Event.</p> <p>It was agreed to utilise PB links and project evaluations more effectively moving forward. Further discussion required.</p>	 <p>Troon conversation cafe collated informat</p> <p>Seonaid - provide evaluation examples and outline plan</p>
New meeting format Priorities Working groups	<p>Following the recent agreement on new meeting format the group discussed an outline plan, including working groups and local priorities. <b>Key Points from discussion:</b></p> <ul style="list-style-type: none"> <li>○ Meeting format - every second month with monthly sub group/smaller meetings as required - this will enable more time for planning/activity/actions</li> <li>○ Try this for 6 months or so</li> <li>○ Asset based approach</li> <li>○ Neighbourhood engagement</li> </ul> <p>On reflection the Primary Care Engagement event is a much greater undertaking than first thought and in view of this it was agreed to concentrate sub group activity on this - then look at work streams and additional sub group activity beyond that.</p> <p>Vera highlighted the recent partnership activity between sheltered housing and South Ayrshire Council employability and skills team - providing young people the opportunity to promote their skills, e.g. craft, hospitality within sheltered housing complexes - provide work experience and entrepreneurial skills.</p> <p>Bob mentioned recent discussion at Marr Parent Council meeting around sourcing work experience opportunities, e.g. nail bar and Barista and suggested that Sheltered Housing may be able to tap in to this.</p>	<p>Bob/Vera - action and feedback</p>

	<p>It was agreed that this might be a useful aspect for the Primary Care Event - asset based stall at the event - ask folk what their skills are and what they would like to do and link in to like-minded people/groups/activities... (this was also highlighted through PB event feedback).</p> <p>In terms of local priorities it was agreed to agenda some time to consider and discuss 'triggers' e.g. partner going into care or bereavement.</p>	<p>Sub Group to include in event planning - further discussion required</p> <p>Seonaid - keep on agenda</p>
AOCB	No other business.	
Date and Time of next meeting	Richard thanked everyone one for attending. Date of next meeting is Wednesday 17 <sup>th</sup> April, 6.30pm Troon Council Chambers.	
Future meeting dates	Wednesday 19 <sup>th</sup> June, Wednesday 21 <sup>st</sup> August, Wednesday 16 <sup>th</sup> October	