

AUTISM STRATEGY IMPLEMENTATION GROUP
Minutes of meeting held on Wednesday, 13th January 2016
Teith House, Stirling Council

Agenda Item	Action
Welcome	
<p>LA, Autism Development Officer, Stirling Council welcomed everyone to the meeting. LA informed the group that the Autism Strategy has been shortlisted for a COSLA Excellence Award (Details Attached).</p> <p>It was agreed that the Strategy Implementation Group would focus on the following immediate projects (next 6 months), whilst also maintaining an overview of longer-term goals of the Strategy (Summary Attached):</p> <p>(1) Autism Service Directory (2) Autism Forth Valley Website (3) Information & Awareness (9) Transition/Autism App (16) Safe Place Scheme/Inclusion</p>	
(1) Autism Service Directory	
<p>(1.2) Directory currently has about 160 different entries. These need to be checked for formatting consistency and accuracy. This work will begin on 20th January with the support of an Autism Volunteer from Stirling University. Deadline for completion is 10th Feb 16.</p>	<p>Action: send a copy of the database to Vincent to review.</p>
(2) Autism Forth Valley Website	
<p>(2.2) Social Networking. Lynne confirmed that she has widely circulated the information about the FV Autism Website via Facebook and encouraged other parents/cares to post. There was a query about the settings on the FV Autism Facebook page – LA to ensure that posting is available to all.</p> <p>(2.3) External Links to Autism FV Website. Lorene will follow-up on this action.</p> <p>(2.4) Link with Falkirk. Oliver confirmed that HSCI for Forth Valley will include the Autism Strategy in its current format. However, additional representatives from Clackmannanshire Council will be invited to attend following the separation of Stirling & Clackmannanshire Shared Social Services.</p> <p>(2.5) Pathways to diagnosis. Oliver informed the group that he recently attended the Neurodevelopmental Service meeting. He mentioned that the diagnosis pathways are unclear at the moment and will take around 6 months+ to be completed.</p> <p>(7.1) Website Information (Diagnosis). Lorene recently met with colleagues in Edinburgh who were discussing a Post-Diagnosis Toolkit for parents following a diagnosis. She suggested there was potential to create this for FV, and have it</p>	<p>Action: LA to check settings for the FV Autism Facebook page to ensure accessibility.</p> <p>Action: LA to co-ordinate</p> <p>Action: LA to acquire a copy of the previous</p>

<p>available on the website. Elaine thought that a previous version, now out of print, had been created by the Educational Psychology Department.</p>	<p>toolkit and check the content.</p>
<p>(3) Information & Awareness – Autism Awareness Month</p>	
<p><u>Marketing & Communications:</u> Lorene confirmed that she has recruited a new volunteer to help with Marketing & Communications: LA, and VK will work on a communications and promotional strategy around Autism Awareness Month alongside the Communications Teams in Stirling and Clackmannanshire Councils.</p> <p><u>Autism Awareness Month Event</u> The Steering Group agreed that the main event to celebrate Autism Awareness Month would take place on Saturday, 23rd April 2016 – the first Saturday following the Easter school holidays. It was agreed that three venues would be approached to see if they could accommodate the event:</p> <ul style="list-style-type: none"> • New Struan School, Alloa • MacRobert Arts Centre, Stirling • Castlevie School, Raploch Community Campus. <p>It was suggested that the format could take the form of a “Family Fun Day” so that everyone could participate fully. This would involve activities for parents/carers and children/young people – together and separately. Suggested topics to include were:</p> <ul style="list-style-type: none"> • Autism Strategy – progress to date • Presentation of the Autism Website • A demonstration of the Autism App • A “Market Place” opportunity for sources of information and support <p>A discussion was held regarding the cost of a creche and the type of support that would be required. Elaine mentioned that she had used a crèche for a previous event. Lorene asked if it would be possible to receive a copy of this, which would help with the overall costing of this event.</p> <p><u>Autism Awareness Month Event – Promotion:</u> It was agreed to circulate information about the event as widely as possible via the following networks:</p> <p>Primary & Secondary Schools e-mail system Colleges and Further Education establishments Third Sector organisations Employability contacts The local business community</p> <p><u>Promotion at GIRFECC Event – January 2016</u> EM informed the Group that she is attending a GIRFEC event at the end of January and would like to promote any Autism Awareness Month activities at the event, as there was cross-over between attendees. Elaine suggested a simple leaflet or Save the Date flyer.</p>	<p>Action: LA, VK to agree Marketing Strategy.</p> <p>Action: LA to check availability of venues for the proposed date.</p> <p>Action: EM to send LA a copy of her event budget.</p> <p>Action: LA to provide text for promotional activity via e-mail networks.</p> <p>Action: LA to draft up Save the Date/Promotional flyer for GIRFECC event.</p>

<p>Suggestions for the content of the flyer were:</p> <ul style="list-style-type: none"> • Details about the event in April • Autism Website information • General contact information • The Autism Strategy, and where to find it • Autism App 	
(4) Transition / Autism App	
<p>The Steering Group agreed that the Forth Valley Autism logo should be used as the Autism App branding image, as it was considered creative and unique. The App name will be marketed as specific to Autism, and the naming competition will still take place.</p> <p>It was agreed that any future non-Autism uses for the App (e.g. Dementia) would be marketed/branded according to the prospective end-user.</p> <p>Lorene to send a link for the Autism App to Oliver, and to check with the new Marketing Volunteer on her thoughts.</p>	<p>Action: LA to send link to OH. LA to show App to Marketing Volunteer.</p>
(5) Inclusion / Safe Place Scheme	
<p>Lorene updated the Steering Group with information about her meeting with LM, a further meeting has been scheduled for 4th February.</p> <p>It was agreed that a larger groups should be created made up of Service Users and Community Groups to progress the Sage Place Scheme. The blueprint for the project already exists in Perth, which will make things easier in Stirling.</p> <p>Elaine confirmed that she has contacts that would be useful for this group and agree to pass them on to Lorene.</p>	<p>Action: LR to book larger meeting room and extend time of meeting on 4th Feb.</p> <p>Action: EM to provide key contacts to LA.</p>
(6) Monitoring Employability & Employment	
<p>Forth Valley College</p> <p>EM and SW are not co-ordinating a group to look at provision at Perth College. Elaine has asked relevant individuals to look at provision for ASN pupils at several further education providers, including Perth College. This is under the banner of 'transitions'.</p> <p>Employment</p> <p>There was a suggestion to add some case studies on employment to the Autism Forth Valley website.</p> <p>Lesley-Anne confirmed that PLUS has recently received funding for an Employability project and the monitoring is in place for this.</p> <p>Sarah mentioned that a document was created some time ago which showed visual pathways. This had been passed to St Modan's High School for comment from their ASD unit. This could be adapted for other.</p>	<p>Action: ongoing</p> <p>Action: Employment Case Studies to be added to Autism Website.</p> <p>Action: SW to circulate a copy of the visual pathways sheet and follow-up on feedback.</p>

<p>Elaine mentioned a brochure for New Struan, previously given to individuals post-diagnosis, although this would not be appropriate for use in this context, it was felt that it would be useful to have up to date post-diagnosis leaflet/information for carers. Elaine agreed to work with the EP and Outreach Team to research and create a new post-diagnosis signposting leaflet for carers.</p>	<p>Action: EP and Outreach Staff to produce sign-posting leaflet.</p>
<p>(7) APIN Tools / Monitoring</p>	
<p>The Steering Group agreed to start using the APPI templates and populate them with the actions identified from the Autism Key Priority List. The following have been identified as the key priorities for the next 6 months:</p> <ul style="list-style-type: none"> • Autism Awareness Month 2016 • Autism Forth Valley Website • Autism App / Transition • Communications & Promotion • Safe Place Scheme • Support Families & Carers • Supporting Employability <p>Lorene reminded the Steering Group that the Key Priority Projects are a team effort and encouraged everyone to work with their contacts and colleagues to share the workload and ensure communication with the wider Autism Forth Valley community.</p> <p>Lorene updated the Steering Group with the news that she is going to meet with a student from Oxford University to discuss monitoring, and will update at the next meeting.</p>	<p>Action: APPI templates to be populated with actions for next 6 months.</p>
<p>(8) Safe Place Scheme – Video/Film Quotes</p>	
<p>Lorene asked the Steering Group whether she should get three quotes for a film about the Safe Place Scheme. This was agreed.</p>	
<p>Next meeting:</p> <p style="text-align: center;">Strategy Implementation Steering Group 18th February at 2pm Teith House (Room G-49) Stirling Council</p>	

Enclosed with the Minutes:

1. COSLA Excellence Award Information.
2. Autism Strategy Key Priorities – 6 Months