AUTISM STRATEGY IMPLEMENTATION GROUP
Minutes of meeting held on Thursday, 26th November 2015
Room 17, Old Viewforth, Stirling

Agenda Item	Action
(1) Minutes of Previous Meeting	
The Minutes of the previous meeting held on Thursday, 22nd October were approved with the following addition: (1) Steering Group Members: add Educational Psychology representative to the list of stakeholders. KS from Children's Services was suggested.	
(2) Terms of Reference	
The Implementation Group approved the Terms of Reference document and were happy with the content and focus. There was a discussion about whom the Group would be reporting to in view of the disengagement of Clackmannanshire and Stirling Council Social Services and Education departments. In addition the Autism Strategy is connected to the Keys to Life outcomes as part of the HSCI plans. It was agreed to liaise with SS, Chief Officer, Health and Social Care Integration and LM, Programme Manager with regard to the HSCI Integrated Joint Board. Lorene informed the Group that there was no representative from Advocacy at the moment, but it was hoped that a representative from Forth Valley Advocacy would be able to join. Lorene asked for a representatives of the Transition group to be part of the steering group. Discussion arose on potential overlap with Education. It was agreed that Minutes from the Implementation Group Meetings would appear on the Autism Forth Valley website, but that individual names would be omitted and be replaced by the relevant agency name only.	Lorene to meet with Lorna McCurrach to progress overlap in Keys to Life activities.
(3) Covalent Performance Management Tool	
Copies of a draft Covalent report were circulated for comments on the format and discussion regarding how it would be utilised by the Group. The Implementation Group agreed that Covalent was the tool they wished to use to co-ordinate and update activity. They asked if the report could be restructured so that the Key Priorities were at the beginning, thus making it easier to review progress to date. It was also agreed that there would be a centralised point-of-contact for updating the report, and that all members of the Group would feed back (from the sub-groups) to that person, who would then update the report prior to meetings.	Covalent Report to be reformatted to include milestones on the front page. A co-ordinator to be nominated to receive feed-back and update the reports.
(4) Oliver Harding: Update Diagnosis and Assessment Pathways CAMHS	
Oliver began by informing the Group that there has been increased investment in CAMHS (circa 1 million) in staffing for the Forth Valley area and new developments are under way. This included a group set up to review assessment and intervention through a proposed new multidisciplinary Adults & Children Neurodevelopmental Service. This Service would cover disabilities	

such as ADHD, Foetal Alcohol Spectrum Disorder and Autism amongst others. It is planned that the Service would work with partners in the future, including GP's, with regard to assessment and referrals. There was also mention of a One Stop Shop for Forth Valley, to bring resources together as a possible way to deliver services.

Elaine asked about referral pathways: GP's mainly use CAMHS, whereas Education has a focus on GIRFEC. She also mentioned the Early Years Pathways Process with the Community Early Assessment Team (CEAT) and wondered if it might be possible for all stakeholders to be involved in the assessment/ team around the child (GP's and other professionals). Elaine asked if CEAT would be integrated in this multidisciplinary neurodevelopmental service or replaced all together by the new service.

Oliver responded that sometimes it's unhelpful to have too many people at a meeting with the individual, and that those attending should be there based on the identified needs/skills required. This may mean that more than one meeting should take place, particularly at different stages of intervention and identifying needs.

Oliver explained this is a plan that is being developed, it is not yet finalised.

Lorene raised concerns about the possibility that such group would avoid reaching a diagnosis which could affect the delivery of services and support for the individuals concerned.

Elaine confirmed that a child does not need to have a diagnosis to have a CSP, but it would be expected for a child to have a diagnosis to access to ASD specific education settings.

(5) Actions, Progress Made, Set Priorities, etc	
The Group reviewed the Covalent Report that was produced for the meeting. Discussion arose around the organisation of the report, with confusion relating to the fact that the 16 Key priorities are not clearly laid out in the Action plans.

It was agreed to produce another report showing Key Priorities broken down into objectives and to arrange a meeting to go over each of the actions, set priorities, assign the actions and decide of the timescale for completion. Lorene has now produced a new Excel document using this new organisation.

Oliver will update on the actions, timeline and assignments for Priorities 4, 5 and 6.
Lorene to update on the Safe Place scheme and App action. | Action Plan to be redesigned under Key Priorities.

Key Priority meeting scheduled for 10th December from 11.30am at Teith House, Stirling |
| (6) Autism Awareness Month / (7) Autism App / (8) Safe Place Scheme | |
| Lorene reminded the Group that Autism Awareness Month will take place in April 2016 and asked for thoughts on activities that could take place. She mentioned that launches of both the Autism App and the Safe Place Schemes would be in April, following the successful bid for funding, so we are looking for activities to enhance these events.

Elaine suggested a co-ordinated communication strategy to promote awareness throughout the month.

James thought that communicating progress made on the Strategy "One Year On" would be a great way to highlight achievements and progress. He also | Review NAS tool pack to see if this is something we would like to promote in schools.

http://www.autism.org.uk/teacherpack |

suggested having an event along the lines of the recent "Dementia Friendly Stirling" day would be a good way to bring people together.

Elaine thought that the Raploch Campus would be a good venue for this, as it has been used before and Castleview School was utilised as a crèche.

Lynn felt that there needed to be something that promotes greater awareness in a more mainstream setting – such as schools, perhaps by having a designated Autism Awareness Day. She mentioned that the National Autistic Society have a pack that can be used.

(9) Promotion & Communication	
The Group discussed future promotion and communication, especially around the following: Autism Forth Valley Website Autism Awareness Month Autism App Safe Place Scheme Vincent mentioned that Scottish Autism has a communications team and he is happy to discuss developing a Communication Strategy with them and report back to the next meeting in January.	Vincent to review potential communications strategy for forthcoming events.
(10) Printing the Autism Strategy	
The Group felt that spending a large sum of money to print a glossy version of the Autism Strategy wasn't what they wanted. The feeling was the people wouldn't want to read the full document. The Group preferred the option of a smaller flyer (with a large print run) that could be available in public buildings, such as libraries and GP's surgeries. This flyer could signpost people to the Autism Forth Valley website.	Lorene to investigate the option of creating a small flyer/summary of the Strategy.
(11) Keys to Life	
Lorene is meeting with LM, Programme Manager to discuss her involvement in this activity on 10th December.	
(12) One Stop Shop?	
Lorene informed the Group that the Scottish Government is not too keen to continue funding One Stop Shops and it is predicted that in the future, a few will be closing. This is partly why in Stirling and Clackmannanshire, we have opted for virtual One Stop Shop (Autism Forth valley website), allowing people to access resources online. Oliver mentioned that as part of HSCI Community Hubs will be created Forth Valley-wide in existing venues. There are likely to be drop-in sessions on specific days. This could be a potential resource for information dissemination. Vincent said that a Scottish Autism's drop-in centre in Dunfermline is likely to be closing too as there is no further funding for them, despite how valuable the resource has been. He mentioned that virtual information is the way forward, together with the Autism Support Helpline (telephone), which is very well used. Lorene asked Vincent if Scottish Autism catalogues the queries under headings, and whether we could find out what these are – thus providing an insight into the main types of help/advice.	Lorene and Vincent to discuss the possibility of cataloguing the queries received by the SA helpline. Lorene has contacted IRISS Institute for Research and Innovation in Social Services (Iriss), to explore possible

	ways to extend the asset mapping tool to other LAs.
Elaine suggested that perhaps other services could sign-post to the Scottish Autism Helpline, thus increasing traffic and helping to make the helpline sustainable. We would then only focus on the gaps such service might have- hence logging queries and outcomes. What is missing in terms of signposting? Sarah thought that by highlighting the support provided by the Helpline this might help to make it even more attractive for funders. East Dunbartonshire Council has created a Community Asset Map – which is a resource for services in the area. People can browse existing services and add new services to the site. http://www.eastdunassets.org.uk/	
(13) Any Other Business	
An app created by Carr Gomm – called Click Go – has been created to let people see who is going to be supporting them, when and for how long; allows people to track and manage their budget; and enables them to record progress towards achieving their personal outcomes. A link to their website is here: http://www.carrgomm.org/our-stories/digitalrevolution It was suggested that perhaps there would be some duplication in what the App would achieve and that SA was to endorse this App. Lorene responded that we were not thinking about one App only as way of but a portfolio of Apps, as there are many potential applications. What Click Go does is different to the Transition App created.	
Next meetings: **Strategy Implementation Steering Group** **10th December at 11.30am** **Room G49, Teith House, Stirling Council** ****Please note venue is Teith House** **13th January from 2.00-4.00pm** **Room 48, Old Viewforth, Stirling Council** ****Please note venue is Old Viewforth**	

Enclosed with the Minutes:

Excel Autism Strategy