

**Argyll and Bute**  
**Autism Strategy Group**  
**Monday 3<sup>rd</sup> October 2016**

Locations via VC: Lorn Room 2, A&B Hospital; Seminar Room, Campbeltown Hospital; Talisman Room, Helensburgh Integrated Care Centre; Room A01, Cowal Community Hospital; Seminar Room Oban Hospital; Meeting Room, Victoria Hospital, Rothesay.

**Present:** , Gordon Murray (GM) (Chair), Caroline Clark (CC), Alison Leask (AL), Annelise Dickie (ALD), Duncan MacGillivray (DMac), Brian Reid (BR), Lorna Stewart (LS), Robert MacFarlane (RMac)

**Apologies** Charlene Tait, Mike Hall, Julie Hempleman, John Dreghorn, Allen Stevenson, Anne Horn, Fiona McClean, Maureen Mackintosh, Kirsty Tucker, Roslyn Redpath, Jane Catlin.

<b>1</b>	<b>Welcome and Apologies</b> Participants were welcomed to the meeting and apologies noted as above. Lorna Stewart (Education Support Officer ASN (Seconded)) was welcomed as a new member of the Group.
<b>2</b>	<b>Minutes of Meeting of 22<sup>nd</sup> August 2016</b> The minutes were agreed as an accurate record.

**3****Matters Arising****Action points from meeting of 22<sup>nd</sup> August 2016:**

1. Carried forward.
2. Completed. FMcC will resend information that she has available on autism websites to GM as these might be appropriate for the website.
3. Carried forward.
4. Carried forward GM. It was agreed that the thematic analysis which GG was to produce is an important piece of work and steps need to be taken to see if this can be completed.
5. Completed. AL/MM to send the Mental Health Strategy Documents and links round the Group.
6. Carried forward
7. Carried forward.
8. Completed. GM received comments back Group members. Implementation Plan to be discussed further under agenda point 5
9. Carried Forward. FMcC had sent an update re joint projects and funding to the Group and had received a proposal, although this was too large an amount to qualify for the existing budget money. However FMcC had indicated that this is increasingly difficult to fit in with her Adult Autism diagnostic service duties and that there is increasing pressure on the service due to a lack of staffing. GM agreed to take over Joint Projects and funding to circulate to the Group the project proposals received in relation to Joint projects and funding.
10. GM, DMac have met and classroom assistant training project is progressing. LS indicated that she is taking over PDA training for classroom assistants and would welcome any input. DMac explained that he is hoping to encourage people to do the full PDA and LS suggested that she can come to the final training session to explain what is available. DMac and LS to liaise.
  - Completed. (AL attended event as KT was unable to be there)
  - Completed. AL to circulate link to ANS Autism and Employment event of 27<sup>th</sup> September.

**Other Matters Arising**

- DMac wished it to be minuted that there was a poor attendance at the meeting and this was not helpful in terms of making progress.
- GM understood DMac's concern but felt that there were legitimate reasons for non attendance and this was not indicative of a lack of commitment.

4.	<p><b>Staff Training</b></p> <ul style="list-style-type: none"> <li>• GM reported that information is still being gathered as part of the scoping exercise. GM had met with Autism Network Scotland and the event due to take place on 17<sup>th</sup> November 2016 (Capacity) has been cancelled. New dates will be circulated.</li> <li>• GM also trying to organise for Dr Janine Robertson, Chartered Consultant Clinical Psychologist and a specialist in the field of autism spectrum disorders from NHS Education for Scotland, to come to Argyll and Bute and give a session on the training framework and how this fits within Argyll and Bute. Date TBC.</li> <li>• GM will also go back to Heads of Service to try to get more responses to the training survey and this will hopefully be available for this event.</li> <li>• GM also to meet with CAT.</li> <li>• BR highlighted the issues of training for staff within the diagnostic teams and the issues within the Helensburgh team where only SLT can input into the assessments. There is an attempt to train up other staff with ADOS training and funding may be needed for this once it can be established that the trainer can be made available.</li> <li>• CC suggested that in house training would be cheaper and Ros Mccaughey has done this in the past. Also Helensburgh team is managing some assessments now but there is still a lack of staff and more training is required.</li> <li>• GM said that this needs to be addressed within the Implementation Plan and that there is pressure on diagnostic teams. Capacity is an issue in both the Adults and Children's services.</li> </ul>
5.	<p><b>Implementation Plan</b></p> <ul style="list-style-type: none"> <li>• GM explained that the Implementation Plan is nearly updated and Donald Macleod hopes to have it back to GM by 18<sup>th</sup> October 2016. As discussed previously GM will try to have the data from the launch event included in the plan.</li> <li>• When submitting her written feedback on the Implementation Plan to AS and GM, AL had suggested using a colour coding system to indicate different stages etc. For example what is the priority, what is easy to achieve.</li> <li>• DMac agreed that the Implementation Plan will be huge and it will need a clear timeline. Issues can be given a rank and status for ease of reference.</li> <li>• GM felt this was a good idea and will look into it.</li> <li>• DMac will give examples to GM when they meet up</li> </ul>
6.	<p><b>Transitions events</b></p> <ul style="list-style-type: none"> <li>• GM explained that as some people are unable to make the weekend event in October, ANS have said that parents can attend the practitioners' event. Although the event will take place in the school holidays ANS still want to go ahead with the event as transitions affects many people and is not just restricted to education.</li> <li>• GM had received feedback from Anne Paterson about the Autism Toolbox event and it was felt that this was very successful. More training for Education would be welcome.</li> </ul>
7	<p><b>Training event</b></p> <ul style="list-style-type: none"> <li>• This was covered earlier in the meeting under section about Dr Janine Robertson</li> </ul>
8	<p><b>Discussion with Autism Network Scotland around wider engagement in Argyll and Bute</b></p> <ul style="list-style-type: none"> <li>• GM and Allen Stevenson had met with Autism Network Scotland on 20<sup>th</sup> September 2016 to discuss working together in order to achieve wider engagement. There will be a further meeting in December</li> </ul>

<p><b>9.</b></p>	<p><b>AOB</b></p> <ol style="list-style-type: none"> <li>1. AL had circulated a potential funding project prior to the meeting. This was a series of advice leaflets originally produced for NHS Lothian. These could be modified and developed to suit Argyll and Bute with the aim of improving the knowledge and understanding of autism spectrum disorders of practitioners across a range of disciplines in the authority. <ul style="list-style-type: none"> <li>• Group agreed that this should be taken forward as a project to be funded out of the remaining budget.</li> <li>• Costing would be for leaflet printing and distribution costs for sending to GPs, schools etc.</li> <li>• GM is happy for this to be taken forward.</li> <li>• Example leaflets require modifying with correct contact details and some changes in terminology. AL agreed to collaborate with Fiona McClean, Caroline Clark and Roslyn Redpath to complete this piece of work.</li> <li>• A final draft will be circulated to the Group once completed and before distribution.</li> </ul> </li>   <li>2. AL has received a request from Charlene Tait (CAT) re the Scottish Autism online resource for professionals. More local involvement from professionals is required. The lack of input is holding the project back and therefore contact names from Health, SW and Education are required of people that could input into the project <ul style="list-style-type: none"> <li>• ALD Suggested that LD could have a table top discussion about how the service deals with an adult with LD and Autism. ALD will contact CAT with this information</li> <li>• CC to find information from Children’s diagnostic teams.</li> <li>• DMac suggested that he could input through his social enterprise – AL will speak to CAT about this.</li> <li>• BR said he would provide input from Children and Families.</li> </ul> </li>   <li>3. AL asked about the possibility of sending blind copy emails to the larger circulation lists for data protection. This was agreed.</li> </ol>
<p><b>10.</b></p>	<p><b>Date and time of next meeting:</b>  Monday 14<sup>th</sup> November 2016, 1pm. Locations via VC: Lorn Room 2, A&amp;B Hospital; Seminar Room, Campbeltown Hospital; Talisman Room, Helensburgh Integrated Care Centre; Room A01, Cowal Community Hospital.</p>

## Action Points

1. Carried forward. JD to discuss with Mike Hall resources on NHS Learning Network for GPs.
2. Carried Forward. LS to take this Action point on as GG no longer member of Group. To set up a direct-contact circulation list for education.
3. Carried forward. GM to speak to Gerry Geoghegan to ask if he has time to complete the thematic analysis of responses from the Launch Event. If not, other resources to be used to complete this.
4. Carried Forward. Meeting to be set up with CAT separate to the Strategy Group in order to clarify matters re the Get Set training resource. GM, DMac, FMcC and AL agreed to also be part of this group.
5. Carried Forward. RR to liaise with AL in order to look at issues concerning Education in the Implementation Plan.
6. GM to take over work on Joint projects and funding.
7. LS and DMac to liaise on PDA training for classroom assistants involved in the 'Inspired by Autism' training project
8. DMac to give examples of different structures for the Implementation plan to GM
9. Re the information/ advice leaflets as discussed under AOB:
  - AL to take forward the development of the leaflets
  - AL to collaborate with Fiona McClean , Caroline Clark and Roslyn Redpath to modify/ develop the information leaflets for use in Argyll and Bute.
10. In response to CAT's request for further input into the professional resource discussed in AOB:
  - ALD will contact CAT with information re adults with LD and Autism and liaise with CAT
  - CC to get information from Children's diagnostic teams and pass on to CAT.
  - BR to provide input from Children and families.