

# Minutes

## Minute of Adults with ASD Planning Group Held in ECS Meeting Room, Harbour Road, Inverness on Wednesday 26<sup>th</sup> April at 2pm

|                 |   |
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| <b>Chair:</b>   | Donellen MacKenzie, Project Manager, Learning Disability Services   |
| <b>Minute:</b>  | Martine Stewart, Senior Clerical Assistant  |
| <b>Present:</b> | Jonathan Gray, Nurse Consultant for Learning Disabilities, NHS Highland.<br>May Burr, Parent.<br>Marlyn Campbell, Co-ordinator, Integrated Children's Service.<br>Melissa Kay, North West Regional Officer, NAS.<br>Carolanne Mainland, Senior Autism Advisor.<br>Eunice Wilkie, Housing Policy Officer, Housing Service.<br>Janice Clark, Autism Outreach Education Service.<br>Marlene Munro, Parent.<br>Simon Webster, Autism Development Officer.<br>Alan Jones, Clinical Psychology, NHS Highland. |

| ITEM | DISCUSSION / DECISION   | ACTION |
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| 1.   | <b><u>Apologies</u></b><br>Dr Lehmann-Waldau, Dr Iain White.  |        |
| 2.   | <b><u>Minute of Previous meeting</u></b><br>There were no amendments to the minute.   |        |
| 3.   | <b><u>Matters Arising from Previous Meeting</u></b><br>None.  |        |
| 4.   | <b><u>Housing</u></b><br>Donellen introduced Eunice Wilkie, Housing Officer. Eunice talked the group through the summary of the questions from Simon, copies of which had been circulated.<br><br>Housing Service does not offer housing support with the exception of the service provided for Homeless or Sheltered Accommodation.<br><br>A copy of the housing support eligibility criteria had also been circulated. Eunice briefed the group on the contents of this document. With regard to supporting people funding, all funds are currently allocated and in future will continue through existing providers already funded. Eunice confirmed that in theory clients should be able to change their service provider but due to reduced finance, providers can not always take on more people. May highlighted that the Supporting People Eligibility Criteria did not cover social support. Donellen commented that previously the system was able to maximize individual activity and despite this being pulled back she was confident that a good quality of life is being provided, although this review was still ongoing and the full impact unknown. Eunice explained that with Direct Payments the payment is made directly to the client therefore providing some flexibility. |        |

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|                  | <p>Adults with Asperger/ASD who live with their families might not be classed as having a housing need, but if a crisis were to occur they could end up in care. Eunice advised that in this situation they should apply for housing as soon as possible and to ensure that they acquire the maximum points that they could have within the current framework.</p> <p>Simon will ask Dr MacKintosh for details of circumstances where applicants with a learning disability have completed the form incorrectly or only partially completed the form.</p> <p>Eunice informed that the local housing office would provide advice regarding points, it is important to ensure that applicants have all the points they are entitled to. Anyone who becomes homeless is given priority. Eunice clarified that in the case of a service and housing provider (e.g. Key Housing) the provider should be contacted and not the local housing office, in future the Common Housing Register would assist with this.</p> <p>A request can be made to Housing for a single named person to deal with an applicant, providing support throughout the process. But this may not be possible Highland-wide because of the difference in size of the areas and job descriptions can vary. Eunice will email a housing application to Simon for distribution to the group. This will confirm the wording regarding applicants requiring assistance to complete the form.</p>   | <p><b>EW</b></p>                   |
| <p><b>5.</b></p> | <p><b><u>Project Plan</u></b></p> <p>Simon updated the group on the project plan. A copy of the Outline Recommendations for Chief Officer Group - Community Care had been circulated. Simon asked that the group read this and feedback any comments.</p> <p>There had been a good response to the Audit of Service Providers. This had helped to inform the outline recommendations.</p> <p>Notes from Transitions meetings in the areas have been edited and sent out. Simon will categorise the points for other groups involved e.g. health.</p> <p>Donellen met with Marlyn re the transition protocol. There is a need to be more specific where responsibilities lie, a mandate is required and this will be presented to Senior Management. This prompted discussion regarding the breakdown of teams in the areas. In order to seek clarification and consistency the issue will be raised at Community Care Area Managers meeting, this will also help to prioritise training. The work of this group will help identify issues and where financial resources need to be directed.</p> <p>There was discussion around obtaining information from service users regarding transition. Janice suggested a mail drop to teachers and parents of children from 4<sup>th</sup> year upwards to obtain their views.</p> <p>Donellen raised discussion regarding NHS funding for new posts (e.g. speech and language therapists, O.T., Link Liaison Nurse). This money is tied initially to re-settlement and will not help people with Asperger/ASD who do not also have a learning disability. She wondered about the merits of writing a letter to</p> | <p><b>All</b></p> <p><b>SW</b></p> |

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|                                    | <p>Jan Baird to express concern. Discussion followed regarding ASD being viewed as separate from Learning Disability and the need to promote awareness of ASD. It was agreed that Donellen would draft a letter indicating that the additional funds for strengthening of the community health infrastructure are most welcome, however also highlighting the remaining gap re provision for people with ASD. She will pass this draft letter to Alan Jones and Jonathan Gray for comment.</p> <p>Simon and Andrew had a meeting with Mental Health Officers. Simon will meet with a group of Psychiatrists in June.</p> <p>Members of the Social Work Community Care Team will attend the talk by Ros Blackburn.</p> <p>Melissa will try to establish if a website for a support group could be made safe and secure. Melissa suggested that an electronic notice board site rather than a chat room may be more appropriate. Simon said that HIAS may possibly extend an invitation to parents of adults with ASD and that he had offered his support for this. Kathleen Murray from the Carers Connect Project (telephone support group) will give a presentation to HIAS in June; they may possibly consider a pilot. This prompted discussion about people with ASD attending HIAS. Donellen said that people with ASD might not always be comfortable within a meeting setting. The idea of a café for people with ASD was also discussed. Marlene stressed that it is important that contact is not just with others with ASD.</p> <p>With regard to the external evaluation, Simon informed the group that the National Centre for Autism Studies was revising their original bid.</p> | <p><b>DM</b></p> <p><b>MK</b></p>                   |
| <p><b>6.</b></p> <p><b>6.1</b></p> | <p><b><u>Outline Recommendations</u></b></p> <p><b><u>Revised Outline Recommendations</u></b></p> <p>Simon circulated Appendices that related to the outline recommendations. There is a need to identify the full costs of out-of-area placements i.e. to show total funding involved. This information and the outline recommendations will be incorporated within the high needs report. Simon asked the group to look at the report and appendices and to feedback any comments to him. Donellen stated that “in principle” agreement is required to develop services at a local level. This would need to be identified as a priority area for development following which detailed planning would be required. She stressed that there are various stages to go through, including committee approval, and described the process involved.</p> <p>Simon briefed the group on the contents of the appendices. He will circulate the appendices to those who could not attend the meeting and ask for comments. Any questions/comments should be given to Donellen over the next 3 weeks as he will be on annual leave.</p> <p>There was discussion regarding training needs identified by the Audit of Services and the issue of staff commitment to training which can be affected by work priorities. Simon will confirm how many questionnaires were sent out and the number of responses received.</p>  | <p><b>All</b></p> <p><b>SW</b></p> <p><b>SW</b></p> |

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| 6.2  | <p>The group acknowledged the huge piece of work that Simon had undertaken and gave positive feedback regarding the clear information he had provided.</p> <p><b><u>NHS Boundary Changes</u></b><br/> This was noted. The group agreed to stay with the current focus on developments in Highland and not to include Argyll and Bute CHP at this stage. Donellen will feed this decision back to LOG.</p>   | <b>DM</b>                         |
| 7.<br><br>7.1<br><br>7.2                       | <p><b><u>Service User Involvement</u></b></p> <p><b><u>Distribution of Minutes</u></b><br/> Simon and Donellen will consider the issue of confidentiality regarding the minutes of the group being circulated to interested parties. There was discussion regarding how this may be done.</p> <p><b><u>Ideas for service user representation</u></b><br/> There was discussion regarding the setting up of a meeting group which would include the co-ordination of email correspondence. This group could nominate one person to attend the AWAPG meetings. Simon agreed to follow up this idea.</p>   | <b>DM/SW</b><br><br><br><b>SW</b> |
| 8.<br><br>8.1                                  | <p><b><u>Suicide Risk in People with Asperger Syndrome</u></b></p> <p><b><u>Training Intervention &amp; Staff Cover</u></b><br/> The Highland Choose Life Plan is applicable to adults with ASD. The group discussed possible trainers for this and also funding for staff cover. Simon informed the group of computer based cognitive therapy that could be used for intervention. This service is free but not user-friendly; Simon said he would find out more information and feedback.</p>   | <b>SW</b>                         |
| 9.<br><br>9.1<br><br>9.2<br><br>9.3<br><br>9.4 | <p><b><u>AOCB</u></b></p> <p><b><u>Adults in Crisis</u></b><br/> Carolanne and her colleague in the SSA both leave their mobile phones on at weekends. Carolanne spoke about the impact this has.</p> <p><b><u>Transition</u></b><br/> Melissa spoke about how the NAS are looking at transition from the last year of school to employment/further education. There was discussion regarding this being a Highland-wide opportunity and the agencies who would need to be involved e.g. Shirlie Project, Careers Service. Discussion also focused on the new transitions co-ordinator working alongside the agencies to ensure no duplication.</p> <p><b><u>Social Groups</u></b><br/> Melissa informed the group that interviews are to be held for volunteers, training will then follow. She will keep the group posted regarding further developments.</p> <p><b><u>Ros Blackburn</u></b><br/> Simon stated that the flyer advertising the talks by Ros Blackburn on the 29th and 30th May had been well circulated with the aim to get an equal mix of parents and professionals.</p> | <b>MK</b>                         |

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| 9.5  | <p><b><u>ASD Directory</u></b><br/> Simon has a few copies of the NHS Directory of individuals and teams undertaking assessment and diagnosis of autism spectrum disorder in Scotland. If anyone would want a copy or knows of anyone who would want one, please contact Simon. This applies to NHS staff only.</p> | <b><i>NHS Staff</i></b> |
| 9.6  | <p><b><u>Service Evaluation Guide</u></b><br/> Alan asked for this to be circulated for comment. Martine will scan this document and circulate to the group.</p>  | <b><i>MS</i></b>        |
| 10.  | <p><b><u>Date, Time and Venue of Future Meetings</u></b><br/> 20<sup>th</sup> June 2006, 2-4pm, Committee Room 1, Highland Council Headquarters.</p>  |                         |