

**Working Group 2 Meeting Minutes**  
19th May 2016  
Number 6 One Stop Shop, Edinburgh

**APPROVED**

**Members present:** James Fletcher, ARC Scotland (CHAIR); Ian Hood, Learning Disability Alliance Scotland; Arlene Johnstone, Social Work Scotland/NHS Highland; Lynsey Stewart, Autism Network Scotland; John Dalziel, Skills Development Scotland; Zoe Robertson, Perth and Kinross Council; Kirsten Hogg, Camphill Scotland; Annette Pyle, Scottish Government Care, Support and Rights; Scott Richardson-Read, ARC Scotland.

**Apologies:** Anna Cooper, National Autistic Society; Lynsay Haglington, East Dunbartonshire Council/Social Work; Laura Dykes, Parent; Jane Hook, Parent; Nicola Thomson, Scottish Government Care, Support and Rights.

**Minutes by:** Alistair Gilmour, Autism Network Scotland

**Addition to Agenda: Investigation into the Death of Ms MN.**

Recommendation 11 of the Report into the death of Ms MN, states that,

*The Autism Governance Group should review the issues raised by this case and consider the implications for the implementation of the current autism strategy, particularly what more can be done to ensure staff in mental health and learning disability services are trained to meet the needs of autistic spectrum disorders who use their services.*

At the request of the Governance Group, each of the Working Groups have been asked to consider this recommendation ahead of further discussion at the meeting of the Governance Group on June 21<sup>st</sup>.

The group discussed the report and the above recommendation and agreed that Working Group 2 would focus its collective attention on the aspects of the case which relate to the experience of transitions of Miss MN.

SRR suggested that the *Digging Deeper* report responds to a number of the issues raised in this case.

**ACTION POINT** – LS and SRR to use the *Digging Deeper* report, *Principles of Good Transition*, and *Outcomes Framework* to form the basis of a response to be disseminated for the contributions of all Working Group members.

**ACTION POINT** – AG to coordinate communication between Working Groups on which aspects of the Ms MN case they will focus on. Working Group 2's contributions to be shared across the Working Groups in due course.

- I. **Previous minutes and action points** - previous minutes were approved.

**Review of action items**

- **ACTION POINT** - NT is to discuss the use of individuals' personal Health Information System (HIS) data with her policy colleagues at the Scottish Government and feedback to the next group meeting.

AP and JF are to meet Angela Henderson of the Scottish Learning Disability Observatory on 3<sup>rd</sup> June to discuss access to relevant data relating to autism and transitions. AP is keen to ensure that links with the Observatory's current work in mental health can be established in order to access data on autism in their findings.

**ACTION POINT** - JF to feedback to the group on the meeting with the Observatory at the next meeting.

- **ACTION POINT** – JB to present an overview paper of the SEAMIS information management project and offer a demonstration of the system at the next Working Group 2 meeting in May.

Shelved in JB's absence.

**ACTION POINT** – AG to contact JB to request the overview paper for circulation amongst the group, if available.

- **ACTION POINT** – IH to email NT details of the Bus Users Organisation.

IH offered an update on his meeting with the Bus Users Organisation. In a thorough discussion, IH ascertained that the organisation conduct 'mystery shopper'-style spot check inspections of bus services. The results of these inspections are fed back to Joan Aitken, Traffic Commissioner for Scotland, who has the authority to remove licenses for buses if it continually breaches regulations.

Your Bus Matters is a series of events that take place on local libraries and shopping centres where individuals can attend and speak to representatives of local councils and transport companies. The Traffic Commissioner has been invited to an upcoming Your Bus Matters event in Kilmarnock to discuss autism-related issues in bus transport. Inclusion Scotland is also due to make a series of recommendations to the Mobility & Access Committee Scotland.

JF and LS recently met with Jean MacLellan and Donald MacLeod, the National Autism Co-ordination Project, which included discussion of a potential piece of research bringing together current public transport initiatives, legislation and policies across Scotland. SRR reports that Napier University in Edinburgh has conducted similar research and AP that the Scottish Government has previously also worked in this area.

**ACTION POINT** – IH to write a brief report on his meeting with the Bus Users Organisation including links to relevant online information.

**ACTION POINT** – LS to share IH's report with the One Stop Shops and also signpost toward in upcoming Autism & Transitions training events. AG to also signpost the same report through ANS communications streams.

- **ACTION POINT** – LS is to write a brief summary for the Working Group on the content and aims of the Autism Supplement to PoGT for the Group’s next meeting.

See appendix for draft summary of the Autism Supplement.

LS circulated draft plan and was agreed by the group. See agenda point **V.** for more details.

- **ACTION POINT** – NT to provide the Group with a list of the funded projects and to investigate whether any of the projects are looking at peer support.

In NT’s absence, AP informs the Group that the list of funded projects is as yet unpublished. The report on the first round of funded projects is due to be published in July, demonstrating the wide range of activities and innovations that have been funded.

**ACTION POINT** – SRR to circulate ‘heat map’ of Scottish transitions organisations.

- **ACTION POINT** – NT to invite a representative from GIRFEC to attend the next Group meeting to feedback about their work. This invitation is to be to the next meeting initially with potential for a permanent membership going forward.

Ronnie Hill of GIRFEC has been invited to a future meeting of the Working Group.

- **ACTION POINT** – Nicola to share copies of the Strategy Outcomes Framework 2015-17 document.

The Strategy Outcomes Framework can be [found here](#).

**ACTION POINT** – LS to begin review of Work Plan to ensure that its terminology is in alignment with the Strategy Outcomes Document, for future review with JF.

## II. **Links with Lead Officers**

The National Autism Co-ordination Project indicated to JF at their meeting in March that they were open to circulating the updated Work Plan with the Lead Officers.

**ACTION POINT** – JF to write a cover letter to accompany the updated Work Plan.

**ACTION POINT** – AG to brand the Work Plan as an outward facing document and circulate to the list of Lead Officers with links to other useful documents. The Work Plan and accompanying cover letter is also to form the primary story in the June edition of the Strategy Newsletter.

**ACTION POINT** – LS to confirm date for the next Lead Officers’ Event in June.

## III. **SEAMIS Information Management System**

Discussion shelved in JB’s absence.

#### **IV. Skills Development Scotland and Fair Work Directorate**

Skills Development Scotland is working very closely with the Scottish Government to improve access to modern apprenticeships for disabled people. 'Disabled people' is a catch-all term and the data being raised will pose questions as to how these apprenticeships are serving people with different types of disability. Employers are being persuaded by the excellent case for hiring people with a disability.

SDS is working with 40 schools to improve transitions both into school and throughout pupils' high school experience, with a view to extending the program to all schools in future.

SDS is also working with local authorities to be able to account for the whereabouts of every young person transitioning through education and into work or training. Schools feed information on pupils into the SEAMIS system, which in turn feeds into the SDS database. It is hoped that young people with an autism diagnosis will be better supported by the system as if they leave education measures will be in place to reintegrate them. Upcoming participation measures will in future include input from colleges and universities, as well as the Department of Work and Pensions' Jobcentres, enabling the tracking of 16 to 19-year-olds' progress and, it is hoped, ensuring that transitions into education and work can be completed successfully. SDS will be aware if people with a diagnosis are being supported by the system and local autism services will be able to access some of the data held within.

The Group questioned whether 'named-person' legislation ending at 18 years-old would lead to people leaving the system before the age of 19; it also asks how quickly people leaving education would be identified by the system as having done so.

The participation rate for the pilot project of SEAMIS will be published in August.

The Group was pleased to hear about an Edinburgh school currently piloting work experience for disabled schoolchildren. Foundation apprenticeships also offer children of all abilities a route to taking up a modern apprenticeship at a later stage.

Values Into Action Scotland (VIAS) are working to improve opportunities for young people with autism to acquire a young apprenticeship, including offering interview training to prospective candidates. They hope to create more mainstream employment opportunities for people on the spectrum / with disabilities.

It has been proposed that Working Group 2 link with Autism Network Scotland's Autism & Employment Network, with a member of the Group attending the next meeting of the Network to ascertain pertinent measures that could feed into the group's Work Plan.

**ACTION POINT** – AG to find out dates of next meetings of the Autism & Employment Network.

#### **V. Principles of Good Transitions – Autism Supplement**

LS reports that the Autism & Transitions: Understanding Your Role training sessions are going very well and are planned to continue around Scotland until December. The full day for practitioners on autism transitions highlights useful tools and offers a mixture of practical and strategic information. The 3-hour sessions for parents offer clarifications of

their rights and practical strategies on navigating transitions. The events also offer an opportunity to share the group's Work Plan with delegates.

A report is to be prepared at the conclusion of the training sessions which will be shared with the Working Group and more widely in due course.

A recent event at Strathclyde University as part of its Engage series of events brought together transitions staff from higher and further education, including transitions specialists from Glasgow Caledonian and Edinburgh's Napier Universities. The Group was encouraged to hear of the enthusiasm of the 80 attendees to work together to improve young people's experiences of transitions.

LS & SRR are running a workshop on transitions at the QAA conference on 9th June.

**ACTION POINT** – LS to present her draft of full autism supplement to the next meeting.

**ACTION POINT** – SRR to circulate reports from NHS Education Event on 6<sup>th</sup> May and the Scottish Transitions Forum Conference on 18<sup>th</sup> May.

**VI.** Links with new Innovation Fund projects

JF stressed the Working Group's interest in assisting in the communications surrounding the funded projects and the resultant workshops and events due to take place in localities around the country, in association with Inspiring Scotland.

Examples of good practice that can offer practical assistance to families should be highlighted at these events.

**VII.** Review of March 2016 Work plan and next steps

Covered in previous discussions.

**VIII.** AOB

**ACTION POINT** - SRR to contact health economist about speaking to next group meeting.

**IX.** Date and time of next meeting

The next meeting of the Working Group is scheduled for Wednesday 20th July, 11 am to 1 pm, at the University of Strathclyde, Glasgow.

### KEY MESSAGES

Work group 2 has met five times over the past year. A Work-plan has been agreed and is updated following each meeting.

[Click here to view the Working Group 2 Work Plan.](#)

We are working to achieve a clearer understanding of the numbers of young people who receive post school support and levels of unmet need. We have agreed the data we require and have met with the Scottish Government and Learning Disability Observatory to discuss this. A formal submission for data made and accepted.

We will be supporting and advising Autism Network Scotland to produce autism supplement to the 'Principles of Good Transitions 3.'

We will be producing a paper that reviews issues relating to transitions raised by MWC report into death of Miss MN. This will be circulated internally to group 2 members for their input in first instance.

### **ACTION ITEMS**

**ACTION POINT** – LS and SRR to use the *Digging Deeper* report, *Principles of Good Transition*, and *Outcomes Framework* to form the basis of a response to the Governance Group's request for feedback on Recommendation 11 of the report into the death of Ms. MN. This response to be disseminated for the contributions of all Working Group members.

**ACTION POINT** – AG to coordinate communication between Working Groups on which aspects of the Ms MN case they will focus on. Working Group 2's contributions to be shared across the Working Groups in due course.

**ACTION POINT** - JF to feedback to the group on his meeting with the Scottish Learning Disability Observatory at the next meeting.

**ACTION POINT** – AG to contact JB to request the overview paper on the SEAMIS information management system for circulation amongst the group, if available.

**ACTION POINT** – IH to write a brief report on his meeting with the Bus Users Organisation including links to relevant online information.

**ACTION POINT** – LS to share IH's report with the One Stop Shops and also signpost toward in upcoming Autism & Transitions training events. AG to also signpost the same report through ANS communications streams.

**ACTION POINT** – SRR to circulate 'heat map' of Scottish transitions organisations.

**ACTION POINT** – LS to begin review of Work Plan to ensure that its terminology is in alignment with the Strategy Outcomes Document, for future review with JF.

**ACTION POINT** – JF to write a cover letter to accompany the updated Work Plan.

**ACTION POINT** – AG to brand the Work Plan as an outward facing document and circulate to the list of Lead Officers with links to other useful documents. The Work Plan and accompanying cover letter is also to form the primary story in the June edition of the Strategy Newsletter.

**ACTION POINT** – LS to confirm date for the next Lead Officers' Event in June.

**ACTION POINT** – AG to find out dates of next meetings of the Autism & Employment Network.

**ACTION POINT** – LS to present her draft of full autism supplement to the next meeting.

**ACTION POINT** – SRR to circulate reports from NHS Education Event on 6<sup>th</sup> May and the Scottish Transitions Forum Conference on 18<sup>th</sup> May.

**ACTION POINT** - SRR to contact health economist about speaking to next group meeting.