



## Pan Dorset ASC Partnership Board

### Minutes of the meeting held at Delphwood on 2 February 2015 February 2015

| <b>Present</b>     |                     |
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| <b>Name</b>        | <b>Organisation</b> |
| Paul St Quintin    | DCC                 |
| Elaine Hurlll      | BBC & Dorset CCG    |
| Rebecca Jones      | DHC                 |
| Karen Wilmshurst   | Autism Wessex       |
| Diane Waters       | DAAS                |
| Brian Cox          | DAAS                |
| Tazmin Beedell     | DAAS                |
| Sue Prescott       | DAAS                |
| Gill Thomas        | DWP Job Centre Plus |
| Allyson Evans      | DCC                 |
| Nigel Harris       | DAAS                |
| Janet Jones        | BBC                 |
| Jonathan O'Connell | BOP                 |
| Karen Sutton       | CAAS/DHUFT          |

| <b>Apologies</b>   | <b>Organisation</b> |
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| Kit Stone          | DHUFT               |
| Teresa Divall      | DCC                 |
| Sue West           | DCC                 |
| Maria Pruden-Medus | Ansbury             |

|           |  | <b>Action</b> |
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| <b>1.</b> | <p><b>Minutes of the last meeting</b></p> <p>The minutes of the meeting held on 8 September 2014 were approved as a correct record subject to the following changes:<br/>           Page 2 – Item (a): There is a half time social worker in Poole (not East Dorset). The evidence referred to is evidence that which DAAS has, not Sue Prescott; DAAS needs to supply any information available to Karen Sutton to feed into ongoing conversations with DCC about social work input. DAAS will share any available information.</p> | <b>BC/DW</b>  |

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| 2. | <p><b>Matters Arising</b></p> <p><b>a) Management arrangement for CAAS</b><br/>The new manager for CAAS from 02.03.15 is Kim Dix. Karen Sutton will give Allyson Kim Dix's email.</p> <p><b>b) ASC Chapter in JSNA</b><br/>Public Health does the JSNA on behalf of the partner authorities pan-Dorset. The JSNA for learning disability has just been completed so Jo will now be able to ask them to prepare a JSNA chapter around ASC. It is not a requirement to have a chapter on ASC but it is desirable.</p> <p><b>c) DAAS/CAAS confusion</b><br/>DAAS are getting calls from the CMHTs – CAAS have already presented to all the CMHTs about their work and referrals. Karen will speak with the integrated team manager for the CMHTs about the CAAS role.</p> <p><b>d) Getting a service</b><br/>People with ASC can find it hard to complain/take on a service. Autism Wessex can support people through the complaint process.</p> <p><b>e) Alert Card</b><br/>Card and leaflets have been produced. Police have asked training to be put back until April as other training has had to be done during January – March. There will be just the one card across all of pan-Dorset. New launch date is 08/04/15; first tranche of officers and Police equality leads will attend first training, which will be delivered by Autism Wessex and a police officer. Launch will be accompanied by a press release, with details of how to get a card. Elaine suggested staff from the Dorset Criminal Justice Liaison &amp; Diversion Service and Street Triage Service should also be given training. Stan Saddler at Dorset Healthcare heads both services. Elaine will give Karen W. Stan's email.</p> <p><b>f) Voluntary Database</b><br/>Registrations now at 52 people. A new report on it is on the Autism Wessex website. Hopefully more registrations will come out of the Alert Card launch. Taz said some people do not want to sign up in case it leads to some disadvantage/people using this disclosure against them.</p> <p><b>g) Plans to use the £18.5k under "Think Autism" (one grant for each local authority).</b><br/>This is capital money and a one off payment. It was linked to promoting "Autism-friendly Communities" (under "Think Autism"). All three authorities have chosen to try and set up an autism friendly environment in a public place. The proposals from Poole and Dorset have gone in; sign off from Bournemouth senior officers is still outstanding.<br/>In Poole the proposal meets with something parent carers are asking for in Rossmore Library and possibly a second place. Inclusion of sound reducing headphones would be useful; we will look at the possibility of providing these. We want to involve DAAS members in making sure the rooms are suitable. We need to move this forward as soon as possible. Allyson to email Brian about DAAS representation for the Dorset proposal.</p> <p><b>h) Progress on Sensory Integration Therapy Room:</b><br/>This is the project to use the £56.5k allocated at the end of</p> | <p>KS</p> <p>JO'C</p> <p>KS</p> <p>EH</p> <p>AE</p> |
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|    | <p>September from the competitive grant applications. The physio gym at Alderney Hospital (north of Poole) is going to be adapted. A four week programme is being started on 28 Feb to do the Adaptations, aim is to open it for use from 01.04.15. There is disabled access at this site. Other services (long term conditions) will continue to use the facility. The room will be available for sensory integration therapy work with people who have ASC across pan-Dorset; staff will have to book in to use it. There is scope to use it outside of standard 9-5 hours. Rebecca (or Kim) will keep the Board informed on progress.</p> <p><b>g) Information Card</b><br/>Elaine shared the proposed "Z card" layout for this. It is a "first draft" and there will be a chance to make changes. Elaine will send it to Di Waters to share with the small group who are working on this; they will feed back to Elaine by the end of February and a final version can then be produced. It will cost c. £195 for 1000 cards. These and the alert cards need to match up in terms of what info they contain.</p>                            | <p>RJ</p> <p>EH/DW</p>       |
| 3. | <p><b>Revised Implementation Plan</b><br/>The revised Plan has been completed and is on the website. Sue Prescott has a number of questions around this which she will send in. Jo requested clarity regarding Sue's role at the Board in respect to this request. Agreed that we will review the membership of the Board.</p> <p>Paul St Quintin will be leaving on 30/04/15; Harry Capron will be Head of Operational Services but it may not be Harry who comes to future meetings. Paul will follow up on who it will be.</p>   | <p>AE</p> <p>PStQ</p>        |
| 4. | <p><b>The 2013/14 ASC Self Assessment</b><br/>The blank return form and information on how to complete it this year is on the IHaI website. It has to be in by 9 March 2015. The Bournemouth (east) DAAS meeting that could look at this is on 17 February and the Dorset (west) one is on 24 February. Allyson will be attending the west meeting. The questions around data information are factual and we simply have to enter the numbers. The sections on how you are doing on other areas are more qualitative and we would want to have a DAAS view on this. Need to establish which questions we want to have DAAS input on but timescale is very tight. DAAS members need the relevant questions up front so they can give their views at the meeting. First step is to identify the questions: this needs to be done by the end of this week (6/2/15). A list of questions for DAAS input will be sent to Diane Waters and copied to Karen Wilmshurst. For Q54 you can talk about any initiative as long as you say which authorities are involved. Allyson to send the blank text version of the return round all Board members.</p> | <p>JO'C<br/>AE</p> <p>AE</p> |
| 5. | <p><b>Employment Update</b><br/>Work on this has slowed a bit in Poole and Bournemouth because of developments around the Local Authority Trading Company and the need to see if that will include employment support. Also the NHS is in the middle of a clinical services review, and this</p>  |                              |

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|    | <p>influences the time officers have available to work on other projects/priorities. The Better Together project is also affecting how things will be taken forward.</p> <p>Our preferred model throughout is placing people into employment and supporting them to get a job, to get trained on the job and to retain that job; the vision is to keep that model.</p> <p>Taz said it is really important for staff at Job Centres to have training in ASC. In order to make some direct impact maybe some local targeted input to ESA teams would help (they usually meet on Mondays). Gill Thomas could help with setting this up. JSA advisers rarely meet together for a full meeting. Maybe this would be linked to the launch of the "Z" card and promoting that to Job Centre staff. CAAS and Autism Wessex can help with training material. Gill Thomas will try and find the best JC Plus contacts for Poole and West Dorset and send details to Elaine.</p>  | GT               |
| 6. | <p><b>Housing</b></p> <p>There is a very basic draft housing questionnaire. Allyson to circulate current version for comments; responses to be with her by 14/2/15. She will be meeting with Karen W to discuss putting the questions on the Autism Wessex website when the survey is active; paper copies for replies will also be made available.</p>  | AE<br>All to do  |
| 7. | <p><b>Pan Dorset ASC Strategy</b></p> <p>Three options on how to handle renewing the Strategy were identified: We could:</p> <ul style="list-style-type: none"> <li>(i) look at current strategy and extend its end date to get more work done on its Implementation Plan</li> <li>(ii) do as (i) but adding any new material from the latest ("Think Autism") guidelines</li> <li>(iii) do a total rewrite of the strategy</li> </ul> <p>If we do (i) we need to set a point at which we will do a review/rewrite of the full strategy. It will take a while to see how the new arrangements under the Clinical Service Review and the introduction of the LATC are working out as these will affect the plans within the strategy.</p> <p>It was suggested that we refresh the strategy with reference to "Think Autism"- (ii) above - then work with that version until December 2017. We have to think about how we could take this work forward. The next Board meeting is on 1<sup>st</sup> June and a plan will be brought to that meeting.</p> | PStQ/EH/<br>JO'C |
| 8. | <p><b>AOB</b></p> <ul style="list-style-type: none"> <li>a) Dorset Police<br/>Teri Roberts will be coming to the June meeting to do a main item on the Police/CJS/ASC.</li> <li>b) Brian Cox thanked Paul St Quintin for his work on the ASC Board and his support of DAAS in the west. Jo O'Connell (current chair) also thanked Paul for his contribution to the Board, especially as chair.</li> </ul>  | AE               |
| 9. | <p><b>Chairing Arrangements</b></p> <p>Agreed that Jo O'Connell will remain as chair for June and October.</p>   |                  |

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| <b>10.</b> | <b>Future Dates</b><br>The main meetings of the Board for the rest of 2015 will be on:<br>Monday 1 June and Monday 5 October (both at Delphwood at 2pm).<br>There will be a lead officer meeting on Monday 7 December at 2pm –<br>venue for this meeting to be confirmed. | <b>All to note</b><br><br><b>AE</b> |
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