### Autism Way Forward

**Notes of the meeting held on Wednesday 10 June 2015**

##### Shaw Room, Civic Centre

10.00am to 12.00pm

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| 1 | **Welcome and Apologies**  Colin Elliott, Assistant Director for Adult Services, welcomed everyone to the meeting and noted apologies received.  People in attendance;  Colin Elliott  Maria Barber  Debbie Burton  Hayley Broxup  Gareth Welford  John King  Janet Wray  Michelle Hope  Cllr Jenny Harrison  Adrian Murray  Shirley Murray  Kathy Williams |
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| 2 | **Minutes and Matters Arising – Meeting held on the 10 June 2015**  Minutes were read and agreed.  It would be useful to produce an Easy Read version of the Terms of Reference. Gordon Collins – who provides support for the Learning Disability Partnership Board, has done an Easy Read version of the TORs.  **Action: Michelle Hope to ask Gordon Collins to produce an Easy Read version of the AWF terms of reference** |
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| 3 | **Capital Grant**  The group discussed possible uses of the Capital Grant.  It was clarified that the terms of the grant meant that the monies could only be spent on ‘capital’ funding. This means that monies can only be spent on physical items, as a one-off spend – like on a specific piece of equipment, refurbishment or physical asset, which supports the improvement of the lives of people with autism in Oldham. Examples include sensory equipment, communication aids, and improvements to buildings.  The group discussed a capital grant proposal form – to be used by groups wishing to apply for funding.  The group were happy with the capital grant proposal form, and made a number of suggestions for developing it, and for taking the grant proposals forward. These were;   * Selection criteria – need to develop some selection criteria to make sure the proposals are assessed fairly. * Selection process – it was agreed that a small group of AWF members would get together to assess the proposals once they have been submitted, in advance of the September AWF meeting. * It was agreed that grants would be awarded at the September AWF meeting. * Advertising the grant – it was agreed that the grant should be advertised through Voluntary Action Oldham – to ensure it gets out to as many community groups in Oldham as possible. * Need to make it clear in the proposal form that the proposals should improve access or quality of life for people with autism – how does the proposal help to improve outcomes for people with autism in Oldham? * It was agreed that the groups who are awarded the grant need to report back on how they are meeting the objectives set out in the proposal form.   **Action: Michelle Hope to bring back a revised version of the grant proposal form to the next meeting, including the amendments and feedback discussed above.** |
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| 4 | **Statutory Guidance for Local Authorities and NHS Organisations**  The group discussed the detail of the statutory guidance recently issued for Local Authorities and the NHS. The group discussed how they might like to keep a check on progress towards meeting the specifics of the guidance.  It was agreed that this should be developed as part of the strategy, and regular progress updates against the guidance be provided at this meeting in the future.  **Action: Gary Flanagan and Michelle Hope to make sure the details of the statutory guidance are included in the Autism Strategy.**  **Action: Plan a progress update on the Statutory Guidance at a future meeting.**  **Action: Michelle Hope to circulate the link to the guidance and the Easy Read version to the AWF group.**  It was mentioned that the Physio Team were not prepared enough to support people with Autism.  **Action: Janet Wray will pick the issue of the Physio team up with Shirley outside of the meeting**  The group discussed the LANC diagnostic service. It was noted that some GPs still are not aware of the service.  **Action: Dr Jeffery and Gary Flanagan will invite representatives from the LANC to attend the next meeting to provide an overview of the service.**  **Action: Dr Jeffery and Gary Flanagan will re-issue guidance on the LANC and the referral process to GPs, to ensure they are all aware of the service.** |
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| 5 | **Autism Way Forward Membership and Meeting Review**  The group discussed proposals for meeting dates and theme group meeting dates.  The group suggested changing some of the dates presented. It was noted that it would be better for the theme group meetings be held on the same day of the week.  It was noted that a SENCO from a main stream school would be useful to attend this meeting; and someone from the Autism School / New Bridge School.  **Action: Maria Barber to establish who might be best placed to fulfil these roles.**  It was noted that we needed more children’s representatives at this meeting.  **Action: Colin Elliott to speak with Ed Francis and Gill Hoar to establish who the best representatives within Children’s services would be.**  **Action: All the group to discuss who might be best placed to attend theme groups / this meeting and provide information to Michelle Hope**  **Action: Michelle Hope to update the theme group lists / dates as per the discussion, and arrange for some admin support to re-book the meeting dates.** |
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| 6 | **Any other business**  It was noted that MIND provides training for transitions / Asperger’s and that this should be factored into the training strategy. |
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| 7 | **Next Meeting**  Wednesday 16 September 2015  10am-12pm  Shaw Room, Civic Centre, West Street, Oldham, OL1 1NP |