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|  | **Name:** | **Role:** |
| **Present:** | Peter Tomlinson (Chair) | Interim Head of Service – Workforce Redesign, Learning Disabilities and Safeguarding |
|  | Claire Hill | Planning and Commissioning Manager – LD and MH, OMBC |
|  | Anne Wood | Adult and Children Training Sector Consultant |
|  | Maria Barber | Advisory Teacher, ASD Coordinator |
|  | Debbie Burton | Educational Psychologist |
|  | Mari Saeki | GMAC Coordinator |
|  | Cathy Williams | Parent |
|  | Debbie Gainsborough | Parent and representative of POINT |
|  | Adrian Murray | Service User |
|  | David Lloyd | Team Manager, LD, Adult Social Care |
|  | Sally Twist | Clinical Psychologist, Pennine Care |
|  | Emma Williams | Resource Manager, Oldham Care and Support |
|  | Angela Barnes | Carers Strategy Officer |
|  | John King | Clinical Team Manager, Pennine Care |
|  | Helen Savage |  |
|  | Louise Herniman | Commissioning Project Manager CCG |
|  | Alison Riley (minutes) | Business Support |
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| **Apologies:** | Councillor Harrison | Lead Member for Social Care and Safeguarding |
|  | Keith Jeffries | Clinical Lead for LD and MH (CCG) |
|  | Debbie Hall |  |
|  | Kathryn Lyons | Business Support |
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| 1 | **Welcome, introductions and apologies –** Peter Tomlin |
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| 2 | **Minutes from the last meeting and matters arising -**  Peter Tomlin |
|  | Peter asked the group for any comments/changes on the minutes of the last meeting. The following were commented on:   * Page numbers for future minutes * The date is incorrect; it needs to be changed to 2 December 2015   Peter proposed that the action points and matter arising would be picked up in the agenda items. He also proposed that items 7 and 8 be moved between items 3 and 4 on the agenda because they inform the strategy, making the agenda a natural flow. |
|  | **ACTION:**   * **Alison R to make the suggested changes to the minutes** |
| 3 | **Capital Grant –** Claire Hill |
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|  | Claire informed the group that the information for the Capital Grant has been sent out, it included the time frames and the closing date is 10 February 2016.  She proposed that a moderation panel be set up before the next AWF meeting, and should include a small group of people from this meeting, who will review the expressions of interest for the Capital Grant and make recommendations to AWF for funding. The suggested meeting date is week beginning 22 February 2016.  Applicants for the Capital Grant cannot be members of the panel. Claire asked for volunteers; Adrian M, Louise H, Mari S gave their names and Pennine Care advised that they will also be part of this with a name to be provided following the meeting.  The plan, following moderation is to bring the recommendations for who to fund to the next AWF main meeting in March 2016; the AWF group to approve the applications; distribute the money and then the recipients report to AWF on the expenditure.  Peter T reinforced that the funding is a one off amount and if the money is not spent it will have gone. |
|  | **ACTION:**   * **Claire H to contact the volunteers for their availability** * **The moderation group to meet w/c 22 February 2016** * **Recommendations for funding to be presented to the AWF meeting in March** |
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| 4 | **Think Autism and Adult Autism Strategy Guides –** Mari Saeki |
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|  | Peter T asked AWF to think of how the guides might help Oldham to formulate our strategy.  Mari S gave an overview of the Think Autism progress report.  There are 15 headings tested in the Self-Assessment Framework (SAF), the last SAF was carried out in December 2014 and there may be another one in the next few months. Claire H has already circulated a copy of the document by email.  The report covers the headings Training; Transition; Diagnosis; Joined up working and Planning. |
|  | Training  The group discussed the training strategy and commented that it is a gap which is being worked on, that needs to be specifically targeted at Social Workers and people doing assessments. A specific training strategy and ongoing rolling programmes need to be addressed. It was stated that the guidance puts the onus on the Local Authority (LA) taking the lead and asking what organisations are doing.  Some of the issues discussed were:   * What modelling reasonable adjustments look like for autistic people * Most effective training is by service users * Targets should be linked to safeguarding * New duties; will make progress if all working together   Sally T stated that something needs to happen to raise awareness for the need of training.  Mari S replied that people only fulfil what needs to happen when CQC or OFSTED are asking questions about autism.  The following issues were discussed:   * Agenda for training for social workers * What the training is to look like * ‘Skills for Care’ produce guides which are quite good and will provide funding around training * Free e-learning with ‘Autism Connect’ Birmingham has several free units * Safeguarding, adults and children, want to look at autism   CF Act/Care Act/Autism Strategy – how do they interact?  Transitions  Mari told the group what the guidance says about Partnership Boards needing to link with SEND Boards. Information and advice should all be autism friendly and autism needs to be in the Joint Strategic Needs. Mari asked if it included data around children. Claire said that it is on the schedule and there is a recognition that autism needs to stand alone. Autism along with mental health is on the Public Health Work Programme.  Peter pointed out that the JSA had a local flavor; e.g. people with autism in Saddleworth etc.  Diagnosis  Mari gave an overview of the guidance around diagnosis and raised the following issues:   * Post diagnosis group – what does it need to be like? * Access to clinical psychology – reasonably adjusted * SALT and OT reasonably adjusted for autism/LD   Transforming Care  Mari stated that the AWF group need to have a voice in this – post Winterbourne.  The group discussed issues around:   * Closing residential beds and moving people into the community * The funding attached to the agenda * Autism specialist teams * Crisis beds * Family workshops – for early signs   Peter T mentioned the LD Fast Track and how Greater Manchester have £3million from the Government. He said that Local Authorities have to provide the lead for the LS Fast Track and the Oldham Lead is Mark Warren, Director, Adult Social Care. Oldham are keen to develop a local offer to help people back into the community.  Claire informed the group about professionals linked to working groups; Claire is linked to the Workforce and Development group and Gary Flanagan, CCG, is linked to Crisis Work.  Mari mentioned another workstream, the Confirm and Challenge group of self and family advocates who want to contribute to the discussions. They meet 4 times a year. If anyone is interested in this group please let Mari know.  Criminal Justice  Mari said that this is a huge challenge to get Autsim on the agenda. The Police have joined a pilot for Autism for GMP, linked to mental health and crisis work.  Mari gave the details of an event taking place on15 March 2016 which is aimed at the emergency services. She said if you know anyone e.g Fire’ EDT, who might be interested, please let her know and she will send out some information.  Claire said that the adult Autism Strategy guides link to the themed group. |
|  | **ACTION:**   * **Claire H and Peter T are attending the SEND Board’s next meeting to brief them on the Autism Strategy** * **Claire H and Peter T to look at extended meetings for workshops on different frameworks and links in order to consult on the strategy** * **Claire H to follow up on the JSA to include children in transitions** * **Claire H to add the Greater Manchester LD Fast Track as a standing item to the agenda for this meeting** * **Co-production – invite for volunteers for the Greater Manchester group** * **Look at training for Social Workers** * **Themed sub-groups to discuss the good practice guides and how they relate to the action plans for the strategy** |
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| 5 | **Results in the 2014 Autism Self-Assessment Exercise –** Claire Hill |
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|  | 2015 SAF for Autism  Claire showed the group about the ‘Autism Connect’ website, she has sent links to the web page. She told the group to go to the Local Area and you are able to review your own area. The website give a good overview, a good idea about what this year SAF will be looking at. She said that ‘Autism Connect’ gives the Local Authority an opportunity to react to the comments.  The group discussed the look and effectiveness of the website and how something similar could be used for the Autism Strategy. |
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| 3 | **Autism Strategy and Action Plans –** Claire Hill and Louise Herniman |
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|  | The group discussed the way forward for the Autism Strategy which included a commitment to make sure that we have strategy that makes a difference, by using action plans, themed groups and a set of agenda items that make sense.  Claire H said that the consultation process, the Autism Strategy and the themed groups are all linked together. With a Local Authority and CCG commitment, the themed groups to make sure it happens and the AWF main Group to hold the themed groups accountable.  Peter T stated that the process needed drive and pace and clear accountability between the themed groups and the AWF main group and proposed to form a clear direction at the next meeting in March 2016.  A discussion took place about the involvement of the service users and that was important to have their involvement early in the process. Also about involving minority families and different cultures involved and about how to invite them. Schools were suggested as a way of getting information to parents and Kingfisher School are known to be keen to undertake training with some ethnic groups.  Mari suggested a one page summary of ongoing work, stating we are looking for wider representation and asking people to get in touch if they are interested in being involved.  It was noted that some key players are not involved e.g. Mental Health, Healthy Minds, and that a higher level of involvement from Health is important as well as representatives from Housing and the Police etc. |
|  | **ACTION:**   * **Consultation plan, organisations and timeline for consultation to be presented for comment in the next meeting.** |
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| 4 | **Consultation Process –** Claire Hill and Louise Herniman |
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|  | Peter T proposed to start the consultation process at the end of March 2016 with a 45 day formal consultation ending mid May 2016. He further proposed that the AWF group sign off the strategy and then passing it to the Health and Wellbeing Board. |
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| 5 | **Break** |
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| 8 | **Meetings For 2016 And Forward Plan –** Peter Tomlin And Claire Hill |
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|  | It was agreed that future meetings would be bi-monthly rather than the current process of being once every 6 weeks. Moving to bi-monthly would mean that the sub groups that are focusing on the action plans for the strategy would be able to meet in the month in between, thus enabling actions to be fed back to AWF. Claire will look at the structure of the meetings and present them in the next AWF.  It was also agreed that the work programme, or forward plan for the AWF will be presented and discussed at every meeting. Each meeting will have a focus, looking at the themes of the strategy and incorporating agreeing the Work Programme at the beginning of the year, and submitting an annual report to the Health and Wellbeing Board (normally around April). |
|  | **ACTION:**   * **Terms of reference for AWF to be updated and signed off in the next meeting. Moving forward, the Terms of Reference will be reviewed once a year, the next review will take place in January 2017** * **AWF and Theme Group meeting plan to be presented to the next meeting** |
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| 9 | **Any other Business** |
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| 8 | **Next Meeting**  Wednesday 9 March 2016 from 10.00am to 12.00pm in the Crompton Suite. |
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