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|  | **Name:** | **Role:** |
| **Present:** | Claire Hill (Chair) | Planning and Commissioning Manager – LD and MH, OMBC |
|  | Councillor Harrison | Lead Member for Social Care and Safeguarding |
|  | Maria Barber | Advisory Teacher, ASD Coordinator |
|  | Debbie Burton | Educational Psychologist |
|  | Mari Saeki | GMAC Coordinator |
|  | Cathy Williams | Parent |
|  | Keith Jeffries | Clinical Lead for LD and MH (CCG) |
|  | Adrian Murray | Service User |
|  | David Lloyd | Team Manager, LD, Adult Social Care |
|  | John King | Clinical Team Manager, Pennine Care |
|  | Louise Herniman | Commissioning Project Manager CCG |
|  | Gareth Welford | Service User |
|  | Hayley Broxup | PA |
|  | Shirley Murray | Parent |
|  | Hazel Moss | Advisory Teacher, ASD Coordinator |
|  | Alison Riley (minutes) | Business Support |
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| **Apologies:** | Peter Tomlinson | Interim Head of Service – Workforce Redesign and Integration |
|  | Anne Wood | Adult and Children Training Sector Consultant |
|  | Debbie Gainsborough | Parent and representative of POINT |
|  | Emma Williams | Resource Manager, Oldham Care and Support |
|  | Angela Lees | LANC |
|  | Cllr G Alexander |  |
|  | Ed Francis | Head of Service, Children’s Integrated Commissioning |
|  | Matthew Prenton | Education and Early Years Contract and Commissioning Manager |
|  | Karen Shaw | Team Leader, Children With Disabilities Social Care |

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| 1 | **Welcome, Introductions And Apologies –** Claire Hill |
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| 2 | **Minutes from the last meeting and matters arising -**  Claire Hill |
|  | Page 1 – For information: Mark Warren is the Adult Social Care Chair for future meetings; he is also the Lead for the Greater Manchester Autism Consortium. |
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| 3 | **Autism Strategy Consultation Process –** Claire Hill |
|  | See handout.  There have been some changes to the timeline for the consultation due to the election.  Claire H has distributed a new time line. She is working with communications to develop the consultation, something online, with different ways of getting feedback.  The group discussed the consultation process and the following issues were raised:   * The proposed date for a Consultation Workshop is 29 June; this is yet to be confirmed. * A proposed consultation period for 4 weeks, prior to the school holidays * Suggestions about how to disseminate the information * The strategy is in three parts; questions on each section to form the basis for the workshop * Opportunities to download/print online forms for the survey * The Link Centre to facilitate for people * Link for everyone to send to interested parties * Interested parties to include school heads/SENCOs and pre-school establishments via Bridgewater Trust * OSCA / POINT – someone from the group to attend   The group decided that 2 hours was a long time for a workshop and a ‘drop in’ session was suggested; something where people could be helped to fill in the survey.  The group discussed the process for the strategy sign off and the group were asked to refer to the terms of reference for this group for a diagram of the approval pathway. The Consultation feedback will be presented to AWF at the next meeting, Wednesday 27 July 2016, and hopefully the strategy will be published by September /October 2016.  Cllr Harrison informed the group that there is a public council meeting on 19 September 2016 and if the strategy is discussed at that meeting it will then be in the public domain.  Claire asked for volunteers for the consultation event and asked interested people to speak to Claire H after the meeting; Louise H and Mari S volunteered.  The group had a discussion about how the event will look and the following suggestions were made:   * Visual presentations around the room to stimulate people’s views * Simple poweroint that could be shared * Sub group to meet to finalise arrangements |
|  | **ACTION:**   * **Confirm the time and venue for the workshop/drop in – 10.00am to 12.00pm, Link Centre? – Claire H** * **Make contact with Bridewater Trust and all pre-school added to the list – Claire H** * **Inform OSCA /POINT – Cathy W and Shirley M** * **Look at links for Pennine Care for consultation – John K** * **Contact Claire if you would like to volunteer for the event - All** * **Sub group to meet to finalise arrangements – Sub Group Members** |
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| 4 | **Autism Strategy Spot Light Session – Better Information and Awareness Action Plan –** Group members |
|  | Claire H displayed the action plan for the Better Information and Awareness sub group on the screen and the group talked through the points and group members gave updates. See handout.  The key priorities are:   * Develop training packages for frontline professionals * Oldham being recognised as an Autism Friendly Town * Increasing awareness and understanding of autism across all services and professionals, for both adult and children’s services and in wider support services * Developing better information, signposting, advice, advocacy and support for people with autism and their families and carers   The following suggestions were made during the discussion:   * When contacting people about the consultation, 3 questions about Autism Specific Training could be included * Asking what the gaps are for the training mapping exercise * The Autism Hub for schools already exists * The mapping could be picked up in the Consultation workshop/drop in * It is important to involve the elected members in training, because they are out in the community e.g. Dementia Friends * Adults with Autism and their families are paid to help to develop and deliver training in Trafford and Bolton * Include connections with the Voluntary sector, the Job Centre, the Police and Early Years * Linking to ‘Thumbs Up’ awards with Pennine Services * Develop a communication strategy for Autism Friendly Town including ‘Safe Places, a yearly Autism Awareness event, and an Autism Champion Scheme. * Signposting to webpages for information and advice, including the Local Offer and Open Objects * Information also available for people who don’t have access to the internet e.g. the Link Centre, CAHMS, Schools etc. * Keeping information updated   The group discussed the timeframes included on the action plan.  The next ‘Better Information and Awareness Group’ meeting is Wednesday 17 June 2016. |
|  | **ACTION:**   * **Feed back to the sub groups the information about what is needed for the mapping exercise - All** * **Pick up the mapping in the planning sub group for the Consultation Event – Group Members** * **Pick up the discussion about paying people with Autism to develop/deliver training in the sub group – Group Members** * **Apologies for the next meeting from Hazel Moss, Maria Barber and Mari Saeki – Claire Hill** |
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| 5 | **Break** |
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| 6 | **Autism Capital Grant Update –** Claire Hill |
|  | The organisations who have been awarded a grant have completed and returned their grant agreements and should now receive their money. The group asked for the organisations to be invited to an AWF main Group meeting to feedback about how they have/will use the money. Cllr Harrison said it would be nice to hear from a group who received more money than they asked for as this is very unusual. |
|  | **ACTION:**   * **Arrange for the grant recipients to attend the AWF Main Group meetings – Claire H** |
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| 7 | **Transition Update –** Peter Tomlin |
|  | Peter has sent apologies because he is attending the Health and Wellbeing Conference. The group agreed to defer this item to the next meeting. |
|  | **ACTION:**   * **Add as an item for the agenda for the next meeting – Claire H** |
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| 8 | **Learning Disability Awareness Week –** John King |
|  | The LD Awareness Week, led Nationally by MENCP, will be taking place w/b 20 June 2016. This year’s theme is ‘Friendship and Relationships’. The itinerary has not yet been finalised but will include:  Monday – Link Centre – pop up cafe  Tuesday or Thursday – Gallery Oldham – sessions on mindfulness – tbc  Wednesday – Mencap’s new premises – tbc  If anyone is interested in helping out, please speak to John King. A planning meeting will be held the week before if people would like to be involved.  The group discussed advertising the event through social media, Mari said that NAS has a Twitter account and if she knows when information is going out she will arrange for NAS to retweet it. The suggestion was made for the event to have a pennine care/council #tag to advertise the events of the week. |
|  | **ACTION:**   * **Share the schedule when it is confirmed – John King** * **Let Mari S know when the information is going out about the event – John King** * **Set up an #tag account for the event – John King** * **Feedback to the next AWF meeting** |
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| 9 | **Any other Business –** All |
|  | Greater Manchester Consortium  The Greater Manchester Consortium provided funding for NAS. Mark Warren is the Chair/Lead for the group.  The Service Spec is being written and Claire Hill is involved in the process. The spec is expected to be completed by the end of June 2016 and will be available for comment.  Prior to the agreement of the service spec an interim work plan is being used which includes:   * workshops and training * the ‘Transforming Care’ agenda including prevention work and training for families and individuals – people from Calderstones. Mark Warren is the lead for this work. * Early Intervention * Confirm and Challenge Groups   Hosted by the NW Training and Development Team.  If anyone is interested in being involved please contact Mari Saeki.  Maria Barber gave some information about the Greater Manchester Transition Sub Group. They are looking at developing a booklet for young people for the transition process based on the ‘Growing up in Salford’ project which includes information around employment and housing. It is proposed to have a one day workshop around the process followed by a consultation. The materials would be for schools, youth groups etc around life skills for people in colleges or doing degrees etc. The suggested name is ‘Growing up in Oldham’.  Questions asked were:   * Who does the work with local businesses? * Age 23/24 what happens next?   The work is linked to the strategy and the challenge to get local businesses involved. ‘Get Oldham Working’ are holding an employer session and conferences focussed on Learning Disabilities.  CAMHS  Following consultation with young people CAMHS has changed its name to ‘Healthy Young Minds’, all future literature will say ‘Healthy Young Minds’ formerly CAMHS.  The training for parents of children and young people with ASD will be managed by POINT in the future. They may run a market place event in future as the ASD workshops do not always meet the needs of the families. The work is commissioned by the CCG and money has been given to POINT to develop this.  Maria B asked if this included the admin work for the ASD workshops which has been done so far on a good will basis.  Chantal said the work will be parent led so she will update the group next time.  New Members  Cathy Williams informed the group that Debbie Gainsborough has spoken at a POINT workshop in April 2016 about the AWF groups, the information was well received and half a dozen parents expressed an interest in attending the AWF sub groups following the consultation in June 2016.  Forward Plan for the next meeting  Claire Hill gave an overview of the proposed items for the next AWF Main Group meeting:   * Dignosis and Post Diagnosis sub group to present to the group * Capital Grant * Open Objects Presentation – this will no longer be Hayley Ashall * Greater Manchester LD Fastrack update – Mark Warren * Transition update – Peter Tomlin * SAF – Mari Saeki * LD Awareness week feedback – John King |
|  | **ACTION:**   * **Send details to Chantal Basson about the GM Transition sub group – Claire**   **H**   * **Update on the move of ASD Parent Training – Chantal B** |
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| 10 | **Next Meeting**  Wednesday 27 July 2016,  10.00am to 12.00pm,  Crompton Suite.  The date on the agenda for the next meeting was incorrect. Wednesday 13 July 2016 was originally an AWF Main Group meeting but the meeting was moved to Wednesday 27 July 2106 when the new meeting schedule was created. |
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