

Autism Partnership Steering Group
22 May 2017 - 1.30-3.30 pm
The Circle, Rockingham Lane, Sheffield

Present	Phil Holmes (PH) – SCC Marjorie Fee (MF) – SCC Michelle Smith (MS) - South Yorkshire Housing Association (SYHA) Emma Shipley (ES) – SYHA Lindsay Scott (LS) – Community Learning Disability Team Sylvia Johnson (SJ) – SAS, Employment Group, SAPAG, ACCT Laura Walker (LW) - Autistic Adult Carolyn Bealby (CB) – Employment and Training groups, SAPAG Roger Guymer (RG) – SAS, Employment & Training Workgroups Graham Nield (GN) – SAS, Employment Group Jo Ball (JB) – Autism Social Worker Emily Morton (EM) – CEO Disability Sheffield Liz Friend (LF) – Sheffield Autistic Society Mary Fearon (MF) – Sheffield Health and Social Care Robert Carter (RC) – NHS Sheffield CCG Dr Jill Aylott (JA) (Part) – International Academy of Medical Leadership		
Apologies	Sue Kirkman (SK)		
Chair	PH	Minutes	Steve Morgan (SM) - SCC

Item 1	Welcome and apologies	Action
	<ul style="list-style-type: none"> • Introductions were made. • Housing Plan discussed. They have a sub group meeting this afternoon so could not attend. EM will contact Ann Ellis to let her know she no longer needs to attend, due to SYHA attending. • Some people were attending for first time and wanted some insight into what the group does - it was felt that they would get to learn more about the group as the meeting progressed. 	EM
Item 2	Actions and Matters Arising from previous minutes	
	<ul style="list-style-type: none"> • The last minutes were amended and had been recirculated. • RC confirmed he had sent the information on NHS England Funding. <p>Sheffield Parent Strategy Group</p> <ul style="list-style-type: none"> • The Forum expressed concern that this group may be duplicating the work they are doing. • PH is attending and can feed back. <p>Outstanding Actions</p> <ul style="list-style-type: none"> • SJ has not collated the information yet on self-employed autistic people. It was hoped that they can link with the employment work stream. <p>Sheffield Autism Strategy Group for school age children.</p> <ul style="list-style-type: none"> • We have a copy of their Terms of Reference. The meeting is chaired by Stuart Williams, Principal Educational Psychologist, and attendees are all Professionals. The group looks mainly at services throughout education for 0 – 25 age group, so does link with Adult Services. Marjorie Fee will pick up on any of Ed's outstanding actions. <p>Autism Partnership Survey Response and proposals</p> <ul style="list-style-type: none"> • The analysis report will be looked at today. <p>Autism Advisory Group</p> <ul style="list-style-type: none"> • This will be looked at today under item 4. 	<p>PH</p> <p>SJ</p> <p>MF</p>
Item 3	Autism Network Update	
	<ul style="list-style-type: none"> • SJ and LW have worked on reincarnating the Autism Network, originally established by Sheffield Hallam University, it was last active about two 	

	<p>years ago. The network had been facilitated by a worker paid for by the National Autistic Society. SJ and LW have contacted all the known organisations in Sheffield that have some involvement in Autism and are hoping to hold an event in July to bring them all together – the invite will also be extended to individuals.</p> <ul style="list-style-type: none"> • The Network will be separate to the Advisory Group. There will be no formal membership, and no meetings, but will be used to share information. It will also include Children’s organisations - it was felt the support received in schools is lost once the child leaves - and will link to Equality Networks to try and reach as many groups of people as possible. • If people want to get more involved they can be invited to attend the Partnership’s sub groups. • The Autism Partnership Steering Group agreed to support the network and asked what was needed. • SJ and LW would like access to the mailing list for the Autism Summit that occurred 2 years ago. MF will get from Ed. They would also like the mailing list for the survey, if there are no data protection issues. 	MF
Item 4	Progress in establishing the Partnership and next steps	
	<ul style="list-style-type: none"> • LW had looked at the survey responses and grouped them into categories. LW met with Ed and together, they wrote the summary report. • The survey highlighted key areas of work including: <ul style="list-style-type: none"> ○ Post diagnostic support - not just with medical issues but to help people as they come to terms with the diagnosis ○ Issue specific support ○ Development and integration of services – there is a need for Children’s and Adult Services to have more joined up working ○ Employment ○ Awareness Training ○ Education services ○ Accessibility to facilities and services – e.g. people having problems contacting Council services. They do not want to go through a list of options on a menu but want to be able to talk to someone who understands them • The responses revealed Autistic people want a voice about the services they receive, and do not want to be “drowned out” by Professionals. • RG noted the responses were predictably varied and many and thanked LW for trying to categorise and make sense of it all. • It was noted the surveys were sent out last December and people have not heard anything back yet. To avoid growing cynicism we need to get back to people and update them as to what has been done. <p>Draft Proposals for Sheffield APB “Next Steps” and TOR</p> <ul style="list-style-type: none"> • RG presented document. RG explained that the Autistic Summit occurred two years ago and this group began one year ago but nothing had been properly established. RG wanted the group to discuss, then formally adopt the document. • There were no concerns with the content of the proposed “Next Steps” and the group formally adopted the draft proposals – it was felt that a little further work was needed on the Terms Of Reference (TOR), including: <ul style="list-style-type: none"> ○ Referencing the Autism Act, Care Act and any other statutory guidance. ○ The reason for the meeting and what expected the outcomes are 	

	<p>(we don't want to just be another "talking shop") and how we want to achieve them. We can look at the issues raised in the survey and maybe set up sub-groups to look at specific issues.</p> <ul style="list-style-type: none"> ○ A structure – define what want to do, then cost it out to see if there are any budgetary needs. <ul style="list-style-type: none"> ● It was felt the CCG and LA had a responsibility to lead this process but there were concerns this may then get bogged down in "red tape". PH felt the group should develop its own TOR. <p>Proposals following survey</p> <ul style="list-style-type: none"> ● We need to respond to people who completed the survey. Look at the quick wins. ● SJ and LW discussed setting up the Advisory Group for autistic people and feed any issues raised into this group. EM agreed to meet to discuss what help they may need to facilitate it – advice on room-booking, note-taking, chairing etc. ● PH attends the Children's Forum so immediate links can be made between Adults and Children's. ● Accessibility of services – need a one stop shop. Look at what changes can be made to make it easier for a person with autism to come to Howden House. It was suggested we could "process map" a person, following each step as they tried to access services. We could then see where improvements could be made, or find examples of good practice. Perhaps work with a couple of volunteers at either end of the spectrum to get a broader view. ● RG offered to put information on the website. ● Most Services in SCC will shortly move into Localities. Managers and staff will need to be trained to be better equipped to help a person with autism. There are currently only two dedicated Autism workers. When the work moves to Localities a person will be able to access services and information without having to wait for a specialist. ● It was felt Autistic people still face a lot of issues not raised in the Survey as individuals, and groups of people, did not want to complete it. How can we get access to these groups and support them to have their say? <p>The Autism Partnership Steering Group</p> <ul style="list-style-type: none"> ● RG asked for clarification on this meeting following EM no longer being able to facilitate. ● PH had sent an email explaining that Simon Richards' team would now be providing the admin for the meeting, with PH still chairing. ● The Local Authority has limited resources, though, so will not be able to provide minute takers etc. for sub groups. ● Members can contact MF to request agenda items etc. ● EM confirmed that rooms had been booked to the end of the year. <p>Actions</p> <ul style="list-style-type: none"> ● MF/SJ and LW will work on a draft letter to all survey participants outlining: <ul style="list-style-type: none"> ○ What was raised in the survey ○ What is already being done ○ What we plan to do ○ How to contact us ● To access other groups we could arrange for the letter to be in different formats and languages. JA said she currently works with ethnic groups in the community. ● Agenda an item to look at how to reach groups that are under- 	<p>ALL</p> <p>EM/SJ/ LW</p> <p>RG</p> <p>MF/SJ/ LW</p> <p>MF</p>
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Item 5	Housing for Autistic Adults - update	
	<ul style="list-style-type: none"> MS and ES attended on behalf of South Yorkshire Housing Association (SYHA). Neither had been aware of this group until they were contacted. The group explained that housing was a major issue for people with autism. MS discussed the two projects she manages: <ul style="list-style-type: none"> SAANS – LD provider enquiries team. <ul style="list-style-type: none"> An applicant has to have a social worker who completes a referral form. The team then matches the referral to any of the bed spaces or properties that are available. The team does not provide any support to people but can help them with their personal budget to buy in any support they may need. Clusters Service <ul style="list-style-type: none"> SYHA manages 27 contained flats across Sheffield. Tenants have a housing worker who provides 4 hrs support/month to help with financial management such as rent. Someone can self-refer. MS was asked how people who get diagnosed in later life, or who do not have any LD/MH issues, are helped. MS meets with SCC LD team on a monthly basis. As well as the two projects above, SYHA will work with someone to see how their property can be adapted to their needs. SYHA would not fund this but can help them to apply for a grant. SYHA will look at expanding their criteria, so it does not always say people with LD or MH, to stop people from “slipping through the net”. It was noted that a lot of services require a person to have a social worker but not everyone diagnosed with autism has one. This makes it more difficult for someone to access services. It also means there is a longer waiting list. It was also commented that changes within provider services have left some people no longer fitting their criteria. MS said, in special cases such as the threat of being made homeless or for medical reasons people can be given priority housing. PH will talk to Suzanne Allen (Head of Citywide Neighbourhood Services) and look at how much of the Referral and Transforming Care processes and pathways are autism-friendly. 	PH
Item 6	Integrated Commissioning Plan update & Transforming Care Agenda	
	<ul style="list-style-type: none"> Deferred to next meeting. 	
Item 7	Any other business	
	<p>Blue Badge</p> <ul style="list-style-type: none"> LW and Val attended meeting last year. Next meeting was due to take place after mid-May but they have not heard anything. <p>Bus Pass Renewal</p> <ul style="list-style-type: none"> There are clear guidelines now, but it was noted the system is non user friendly. People have had difficulty uploading the evidence it asks for. <p>Forward Agenda</p> <p>24 July 2017</p> <ul style="list-style-type: none"> Housing to be added to next agenda <p>25 September 2017</p> <ul style="list-style-type: none"> Update on Integrated Commissioning Plan Update on Localities (SCC) 	MF MF MF
Next Meeting	Monday 24 July, 13:30 – 15:30 at The Circle	