



**Bristol Autism Forum**

**Minutes**

Meeting	Date	Time	Location
Autism Forum	6 <sup>th</sup> November 2018	12.45 arrive 13:00 – 15:00 meeting	City Hall First Floor 1P02 (breakout room 1P03)

Attendees:

Councillor. Mike Davies (MD) Chair

Dr Ian Ensum (IE) Bristol Autistic Support Service (BASS)

Dianna Elliot (DE) National Autistic Society

Helen Pitches (HP) Commissioning Manager Bristol City Council

Terry Dafter (TD) Service Director Adults Care and Support Bristol City Council

Paul Housden (PH) Adults Commissioning Team Bristol City Council

Jeff Green (JG) Social Worker Bristol City Council

Kathryn Mason (KM) Person with lived experience

Louise Kearney (LK) Social Worker

JA – Person with lived experience

JD – Person with lived experience

Jack Dyrhauge (JD) Next Steps Foundation

Julio Bullen (JB) Next Steps Foundation

Item	Time	Agenda Item
1	<b>13:00</b>	<p>Welcomes and introduction – how the meeting will work</p> <p>Introduction from Councillor Mike Davies – Mike asked all attendees to introduce themselves and opened the meeting – pointing out the use of laminated cards to help manage communication at the meeting.</p>
2	<b>13:10</b>	<p><b>BASS service user reference group - plans for future discussion</b></p> <p>Dr Ian Ensum (IE) began the session by providing valuable feedback from the BASS Service User Reference Group which works alongside the Steering</p>

Group.

They would like to increase their representation at this forum but for now have 3 points to feed back.

Firstly a reminder: There has been a National Strategy = Think Autism it provides statutory guidance and we should be following this and referencing it. The National strategy might need refreshing but we should use this until it is.

2<sup>nd</sup> point – What are you....what's the point of you? What is the point of the Forum? The group would like terms of reference for the group to be autism friendly and have a clear explanation of what this group does. Minutes - can they be simple, accurate and timely please.

Lastly – `where's the action plan with timescales, Who is the board? What's happening? What's the plan for 2019? Who is doing it? When can we see it? This is supposed to be our meeting, but we don't know what it is doing`.

The Forum asked IE how the group would like to get a reply to their questions.....the suggestion was that a small number of people form a task and finish group – to discuss and provide a reply. Terry Dafter (TD) asked if he could visit the service user group and address some of those issues. Ian Ensum agreed that this would be welcomed. TD to arrange. **ACTION: TD**

Task and finish group to include Ian Ensum, Terry Dafter, Louise Kearney, and Councillor Davies. **ACTION: IE/TD/LK/MD**

Conversation initiated by Kathryn Mason regarding young people not in employment, training or education. The group that are well catered for are those returning from specialist residential college, but many others do not move away from home. If we are to address this can we hold meetings in a more open place that appeals especially to young people. Terry Dafter offered to meet with the National Autistic Society rep to arrange this.

**ACTION: TD**

Diane – reminded people that older autistic people are often forgotten/don't get a service.

Can we please ensure that we meet more regularly and follow through with plans and actions.

All to consider : Ways to engage with younger autistic people - wider action specific to Autism but targeted at places where young people can often congregate. Specifically if we are looking to engage with young people with autism we need to target "friendly environments" that don't feel too stuffy, official or intimidating.

<p>3</p>	<p>13:20</p>	<p style="text-align: center;"><b>Employment services/opportunities – presentation</b></p> <p><b><u>Presentation from Next Steps Foundation</u></b></p> <p>Jack Dyrhaug (JD) and Julio Bullen (JB) from Next Steps Foundation gave a presentation explaining the work of their organisation and how it might support the aspirations of people with Autism looking to get into training, education and employment.</p> <p>Questions for JD – about costs – Jack advised that there would never be any costs to candidates for Referrals or Introductions.</p> <p>Helen (HP) mentioned Well Aware website that would help to ensure that their service was well promoted but overexposure might not be wise at the moment as they have limited capacity to accept new clients. JD expressed a desire to start slowly and make sure all their processes work well before expanding .</p> <p>Jeff Green (JG)– Asked a question about who uses the service – JD advised that there is a mixture of candidates. JD was honest in stating that they would initially prioritise accepting clients based on their chances of likely success of finding and keeping employment as they recognise that if someone gets a job and then loses it quickly then this can be a major setback for them.</p> <p>Louise – Asked if Next Steps would come and visit BCC social care practitioners when they are more established. JD said that they would be very happy to do that.</p> <p>Next Steps may be setting up their own working group to help advise their own direction of travel.</p> <p>For Information : Next Steps Website Address is  <a href="http://www.nextstepsfoundation.co.uk">http://www.nextstepsfoundation.co.uk</a></p> <p>JD’s presentation will be attached to the minutes for further information</p> <p><b>ACTION (HP): Invite JD to future Forum meetings when employment is on the agenda</b></p>
<p>4</p>	<p>13:40</p>	<p style="text-align: center;"><b>Social care – self review process</b></p> <p>Presentation from Jeff Green (JG) – Operational Social Worker – Learning Disability Team. Better Lives Programme</p> <p>Relating to the Social Care self-review. Jeff has devised a form for people who have been assessed by a social worker and are getting support to be able to decide for</p>

		<p>themselves if the support is working for them</p> <p>Julio Bullen (JB) gave feedback that the form has very open ended questions which may not suit people with autism as it may lead to confusion</p> <p>JD has offered use of some of his contacts in online communities to trial the form.</p> <p>Kathryn Mason asked a question about the format of the form and whether it was in compliance with National Institute of Clinical Excellence (NICE) Guidance with regard to accessibility of information.</p> <p>Jeff's presentation will be forwarded to group so it can be further discussed.</p> <p>Jeff asked that people take the form away and review it when they have more time and provide some feedback when they have time.</p> <p>Contact email for Jeff is <a href="mailto:Jeff.Green@bristol.gov.uk">Jeff.Green@bristol.gov.uk</a></p> <p>Jeff thanked all for their valuable feedback and promised that it would help shape the future design of the paperwork.</p> <p>One final observation from the group was that it can be difficult to find things on BCC website, so can there be clear directions on how to find this form.</p> <p><b>ACTION: The review form to be sent out with the minutes for people to respond directly to JG if they wish.</b></p>
5	14:00	<p><b>Public Health Autism Self- Assessment – review and input to submission</b></p> <p><b><u>Helen Pitches – Self-Assessment Questionnaire</u></b></p> <p>Helen Pitches (HP) Explained what the Self-Assessment Questionnaire is and why it is done.</p> <p>Explained the process of follow up and the ability to view progress and compare against other areas. Questions are sent out to stakeholders and their responses collated by Bristol City Council.</p> <p>This is an opportunity to “sense check” the form with the forums attendees.</p> <p>One of the initial questions highlighted the fact that there was no specific designated Strategic Joint Commissioner for Autism in the Local Authority/Clinical Commissioning Group.</p> <p>Question from JD (SU). Who is responsible for appointing a strategic joint commissioner?</p> <p>HP and TD advised that no one is responsible for appointing one as it is not a specific requirement but that BCC will be looking at who in the Local Authority might be best to have this as a part of their work. Things have changed in the CCG now - they do not just cover Bristol they are becoming a Cross Authority organisation – Bristol, North Somerset and South</p>

Gloucestershire.

One of the questions also highlighted the fact that we have to mark ourselves down because of the lack of attendance at the Forum from certain organisations. As a result we have had to mark this section “Amber”

IE said that amber would be kind and it should be “red”. CCG are aware that should be engaging with the Forum. By marking it Red it might help to highlight to them the importance of attending.

Kathryn mentioned good practice in other areas that maybe we can use to inform us and thereby learn as a result of combining CCG’s from three authorities.

The group went through the questions in the self- assessment that have a red/amber/green rating to consider if they are the correct rating in light of any evidence that is available or views of the Forum.

Q31. Re : Utilising and engaging autistic people and their families and carers in the planning process.

Amber is ok at this time but want it to be absolutely green by next time.

Q32. Adjustments to Council services to improve access and support for autistic people.

Whilst there is a clear council policy covering reasonable adjustments it cannot be scored as amber if there is no specific mention of Autism (HP to check)

Should be rated as “RED”

Q33. Question about access to care, GP services, mental health and acute services.

JD - unhappy about making decisions without any evidence – we should have better information, and not just be assuming things are in place. His observation was supported and the group agreed that it was a very valid point.

IE also pointed out that it can be very difficult to get hold of GP’s to give information to them about autism.

34. Reasonable adjustments promoted to enable autistic people to access health, social care information, support and advice...

Kathryn – mentioned example of literature adapted for autistic people...suggested use of directory of resources.

		<p>35. Reasonable adjustments promoted to enable access for autistic people to public services, including colleges, universities, libraries and public transport.</p> <p>Lack of evidence of any improvements suggests should be a red rating.</p> <p>104. Private sector initiatives – today’s guests could be counted as evidence of private sector organisations becoming more involved.</p> <p>The rest of the form was comprised of figures provided by stakeholders who were taken from local databases and generally considered to be as accurate as we could expect or sections where responses had not yet been received.</p> <p>The assessment for needs to be submitted by 10<sup>th</sup> December.</p> <p><b>ACTION: HP will send out the self- assessment by last week in November for any further feedback.</b></p>
6	14:50	<p style="text-align: center;"><b>Minutes from the last meeting/matters arising</b></p> <p>Minutes from last meeting....sent out... no comments raised</p>
7	14.55	<p style="text-align: center;"><b>Any other business</b></p> <p>Bristol City Council website – HP had met with SD to look at the autism page on the Council website and suggested some layout changes to make it clearer for autistic people to find information. HP has raised it with the website team and is asking them if they can make the changes.</p> <p>HP will set up next meeting for January 2019 and dates for the whole of 2019.</p>