Discussion document
Terms of Reference
The Southend-on-Sea Autism Partnership Board (APB)

What is the Autism Partnership?

In 2010 when “Fulfilling and Rewarding Lives” was published the Government asked Local Councils and Health Trusts to look at the building blocks for creating better services and support for adults with autism.


Following this Southend-on-Sea Borough Council established its Autism partnership which has established its priorities for 2017/18.

The aim is for the Autism Partnership to work on these priorities and review progress over the next two years

What are the key priorities for the partnership?

The key objectives for the Autism Partnership are reflected in appendix1. The priorities it will focus on to carry out these objectives are:

- Pathway to diagnosis and beyond
- Training
- Employment
- Housing & Accommodation

Each of these priorities reflects at least one of the “Think Autism” Strategy

Who can be a member of the Autism Partnership Board?

The Autism Partnership Board

Comprises of:

- Representatives of the ASC Group
- A Representative of Carers
- A Representatives of Providers
- A Representatives of local health bodies
o A Representatives of Police and Fire Service
o A Commissioner from Southend-on-Sea Borough Council and Southend CCG
o A Commissioner Mental Health and Learning Disability
o A representative of Children and Young People’s Services
o A representative from Education
o A representative from Housing
o A representative from Workforce Commissioning Team
o A representative from employment
o A representative from each of the four Action Groups
o A Southend-on-Sea Borough Councillor

Other members may be co-opted as needed.

The Board is Chaired by Jacqui Lansley Director of Strategy, Commissioning & Procurement Southend Borough Council & Southend CCG

**The Autism Task Groups**

There are four Task groups:

<table>
<thead>
<tr>
<th>Task Group</th>
<th>Leader(s)</th>
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</thead>
<tbody>
<tr>
<td>Pathway to diagnosis and beyond</td>
<td>Leanne Crab/Suzanna Edey</td>
</tr>
<tr>
<td>Housing &amp; Accommodation</td>
<td>Cllr Meg Davidson/ Andrew Fiske</td>
</tr>
<tr>
<td>Employment</td>
<td>Michelle Matthew</td>
</tr>
<tr>
<td>Training</td>
<td>Andrea Walter/ Tina Axup/ Judith Mummery/ Julie Thompson/ Colin Newton</td>
</tr>
</tbody>
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Membership to the task groups is open to anyone who has an interest in these areas and would like to get involved and contribute. The role of the action groups is to develop and oversee the implementation of actions specifically related to the task.

**The role of the Autism Partnership Board**

- The APB will seek to improve the lives of people with Autism Spectrum Conditions (ASC). ASC includes Autism and Aspergers
- It will seek improvements in all services including public, voluntary and private sectors. It will look at issues in relation to ‘I’ Statements in Think Autism. These are given in the Annex.
- The APB will cover all ages so is not restricted to the scope of ‘Think Autism’ which starts at the transitions, when children and young people
become adults

- To oversee the development and co-ordinate the implementation of Southend-on-Sea Autism Strategy and Action Plan
- To support and enable the voices of people with autism, ensuring that they influence and shape the key priorities of the Autism Partnership Board
- To oversee and review the work of the borough which reflects the “Think Autism Strategy” and other key guidance and policy at national and local level (including New Deal)
- To connect and align the work of the Autism Partnership Board with other strategic partnerships, including the Learning Disability Partnership Board
- To gain knowledge about and linking in to other existing groups that are not autism specific, but which have a responsibility to look at issues which would have an impact on the lives with an ASC e.g. housing, transition, leisure etc. Group members will promote the needs of people with an ASC and ensure that Autism and Aspergers is kept on the agenda of other groups
- To reach agreement on key priorities to take forward and ensure that strategies, frameworks and action plans are delivered
- To act as a catalyst for shaping new ways of working and thinking; to value the contributions that people with autism and carers make to the life of the Southend-on-Sea borough.
- To map local needs, resources and identify gaps to inform the JSNA and commissioning of future services
- To champion and promote best practice locally by seeking to learn, develop and share best practices with other geographical areas, including neighbouring geographical areas and authorities. The Autism Partnership Board will work with other Autism Partnership Boards to achieve the objectives for people in Southend-on-Sea and the surrounding areas. It will also link to relevant regional networks.

Meetings of the Autism Partnership Board

- The Board will meet four times a year at dates and times to be agreed by the Chair and the Board
- All meetings will be Chaired by the Director of Strategy, Commissioning & Procurement
- Minutes of the meeting will be drawn up and circulated to all members and will be presented for approval at the next meeting.
- Members of the Board who declare an interest shall not take part in or influence any decisions relating to that interest.
- Voting: All questions will be put to a vote at any meeting and shall be decided by a simple majority vote. The Chair will have a casting vote if votes are tied.
- The APB will report to the Health and Wellbeing Board on an annual basis. It will report on its progress in relation to the objectives of the APB as they develop.
- Members of the APB can also be on the Health and Wellbeing Board. Members can be a part of both the APB and Learning Disability Partnership Board when they have an Autism Spectrum Condition that overlaps with Learning Disabilities.
- The APB will not duplicate the work of other boards but recognises that there might be overlaps. For instance, the Learning Disability Partnership Board and also boards relating to services for children and their parent may develop approaches that meet the needs of people with Autism.

Minutes and associated papers will be published on the SBC website, and available to members of the public. Guests to the board should be asked whether their full name or initials should be used in this documentation. This is to allow individuals with an ASC to contribute to meetings who may not wish to reveal their diagnosis publically.

### Expectations of members of the Board and working groups

Members will:

- Do their best to attend all Board and Working Group meetings. Where absence is unavoidable they may send a substitute, who they will brief before the meeting
- Feedback to their organisation or group
- Undertake any actions for which they have agreed to take responsibility
- Promote an inclusive culture which recognises the importance of the voice of people with autism and the diversity of the Bradford district
- Consider what is best for promoting the quality of life of people with Autism in Southend-on-Sea along with the interests of their organisation
- Contribute their experience and expertise to the Partnership’s discussions in order to achieve good, workable solutions that are likely to receive widespread support
- Respect confidentiality of information
- Declare any potential conflicts of interest
Annex

The things that people with Autism say that they want:

1. I want to be accepted as who I am within my local community. I want people and organisations in my community to have opportunities to raise their awareness and acceptance of autism.

2. I want my views and aspirations to be taken into account when decisions are made in my local area. I want to know whether my local area is doing as well as others.

3. I want to know how to connect with other people. I want to be able to find local autism peer groups, family groups and low level support.

4. I want the everyday services that I come into contact with to know how to make reasonable adjustments to include me and accept me as I am. I want the staff who work in them to be aware and accepting of autism.

5. I want to be safe in my community and free from the risk of discrimination, hate crime and abuse.

6. I want to be seen as me and for my gender and sexual orientation and race to be taken into account.
7. I want a timely diagnosis from a trained professional. I want relevant information and support throughout the diagnostic process.

8. I want autism to be included in local strategic needs assessments so that person centred local health, care and support services, based on good information about local needs, is available for people with autism.

9. I want staff in health and social care services to understand that I have autism and how this affects me.

10. I want to know that my family can get help and support when they need it.

11. I want services and commissioners to understand how my autism affects me differently through my life. I want to be supported through big life changes such as transition from school, getting older or when a person close to me dies.

12. I want people to recognise my autism and adapt the support they give me if I have additional needs such as a mental health problem, a learning disability or if I sometimes communicate through behaviours which others may find challenging.

13. If I break the law, I want the criminal justice system to think about autism and to know how to work well with other services.

14. I want the same opportunities as everyone else to enhance my skills, to be empowered by services and to be as independent as possible.

15. I want support to get a job and support from my employer to help me keep it.