

Autism Partnership Board

AGENDA

Date: Wednesday 15 October 2014

Time: 10.00 am

Venue: Mezzanine Room 2, County Hall, Aylesbury

No	Item	Time	Page
1	Environment Check	10.00	
2	Confirmation of Co-Chair		
3	Apologies for Absence / Changes in Membership		
4	Minutes and Matters Arising To confirm the minutes of the meeting held on 13 August 2014.		5 - 20
5	Special Educational Needs and Disabilities (SEND) Reforms Overview and update Gill Shurrock, Head of SEN	10.15	21 - 26

6	Children and Young People Autism Working Group Update on membership, Lead/Chair and governance between SEND Board and Autism Board. Sue Butt, Operations Manager, Commissioning Gill Shurrock, Head of SEN	10.45	
11.15 - BREAK			
7	Preparation for Transitions/ SUCO Update from Amy Moore, Joint Commissioner, Transitions	11.30	
8	SUCO Update from Debi Game, SUCO	11.45	
9	Health Update on the diagnostics pathway, focus on CAHMS and the Resource joint post. Sue Butt, Operations Manager, Commissioning	11.50	
10	Next Steps / Key Actions Zita Calkin, Lead Commissioning Manager	12.00	
11	The Care Act Zita Calkin, Lead Commissioning Manager	12.15	27 - 32
12	Overview of the Training Plan Update from Paulette Hunn	12.35	
13	Any Other Business	12.45	

14	Date of the Next Meeting The next meeting of the Board will take place on Wednesday 3 December 2014, 10am, Mezzanine 1, County Hall, Aylesbury. <i>Proposed meeting dates for 2015</i> 11 Feb 2 Sept 15 Apr 14 Oct 24 June 9 Dec		
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If you would like to attend a meeting, but need extra help to do so, for example because of a disability, please contact us as early as possible, so that we can try to put the right support in place.

For further information please contact: Sharon Griffin on 01296

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Fax No 01296 382421, email: sgriffin@buckscc.gov.uk

Members

Zita Calkin, Joint Commissioning Manager

Susan Code, Parent Carer

Coral Collisson, Aylesbury Vale National Autistic Society

Debi Game, Bucks Service User and Carer Organisation (SUCO)

Sam Girling, Connexions Bucks

Robin Greenfield

Olga Hamer, FACT Bucks

Paul Isaacs

Ian King, The National Autism Society (Aylesbury Vale)

Richard Maguire

Kathy Nawaz, Carer

Andrew Robertson, Oxford Health

Clare Samways, Greater Resources for Aspergers Supporting

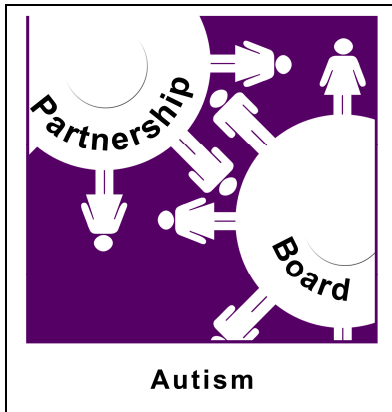
Parent & Siblings (GRASP)

Ena Smale, FACT / parent

Polly Wilkinson, Connexions Bucks

Shoshana Willets, Greater Resources for Aspergers Supporting

Parents and Siblings (GRASP)



Autism Partnership Board

Minutes

Wednesday 13 August 2014

Members in attendance:	
Melissa Bloomfield	Oxford Health
Zita Calkin	Joint Commissioning Manager
Debi Game	Bucks Service User and Carer Organisation (SUCO)
Robin Greenfield	
Polly Wilkinson	Connexions Bucks
Others in attendance:	
Sharon Griffin	
Amy Moore	Joint Commissioner - Transitions
Ann Whiteley	Carers Bucks



No	Item
1	Environment Check
2	<p>Apologies for Absence / Changes in Membership</p> <p>Apologies for absence were received from Coral Collisson, Ian King, Caroline Hart, Paulette Hunn, Kathy Nawaz, Clare Samways, Sally Slade, Ena Smale, Sam Girling and Olga Hamer.</p>
3	<p>Confirmation of Co-Chair</p> <p>Debi Game, explained that SUCO has agreed the procedure for electing Service User and Carer Co-Chairs for Buckinghamshire County Council Partnership Boards. The process is similar to the elections for school governors.</p> <p>The procedure has been agreed by all of the Partnership Boards and by the Executive Board.</p> <p>Each Partnership Board has the flexibility to determine what suits them best. The election process should be a simple and straightforward procedure which meets the needs of the Board. There also needs to be transparency, clarity and fairness.</p> <p>Zita Calkin explained that a member of the Board has volunteered for the position of Co-Chair.</p>

An email is to be sent to members of the Board asking for expressions of interest in becoming the Co-Chair to be submitted by 22 August 2014. Details of the role of the Co-Chair will be sent with the email.

Action: Zita Calkin

If there are a number of volunteers, they will be asked to submit a short personal statement (no more than 500 words) which will be circulated anonymously to other members of the Board. The expectation is for the Co-Chair to be in place by the October meeting.

A reminder is to be sent to Service Users and Carers about completing SUCO registration forms.

Action: Debi Game

4 Minutes and Matters Arising

The minutes of the meeting held on the 11 June 2014 were agreed as a correct record.

Matters Arising

Carers Bucks – supporting carers and young carers

Ann Whiteley referred to the update given at the last meeting by Phillipa Taylor about young carers and their siblings and the pressures they face. Raising awareness is a big challenge.

Carers Bucks offer one to one services. Each young carer is given an assessment to try to establish their needs as these are sometimes not evident at first. There is the tendency for young carers to feel safe when they attend a group with lots of other young carers in the same situation. Young carers feel they have to be strong for their parents and provide support for their siblings.

A lot of children do not want friends and schools to know that they are caring for a family member. We need to respect their wishes. A lot of time is spent working with young people to build up a relationship.

During the meeting concern was expressed about a gap around picking up issues of depression in relation to young carers and their siblings. Ann explained that Carers Bucks picks up quite a lot of this work.

Is the support at Carers Bucks given by a Young Carers Group or by professionals? Very little psychological support is provided by Carers Bucks as this is not our role. The individual would be referred to the appropriate service for support depending on their age i.e. Educational Psychology or CAMHS. Some young people do not want to be referred to professional services. There is also the issue of the young person fitting the criteria for the service and the need for there

to be a seamless transition from Carers Bucks to professional support. There is a waiting list for most referrals. Ideally the process would flow. The referral process can also be very off putting. Carers Bucks does have two Connexions workers.

Would it help if the services were combined? It would depend if it was appropriate to combine the specific services. Depending on the level of depression, it might not be appropriate to refer the young person to a psychologist. It might just be a case of needing support from a peer group.

GPs are able to make referrals to CAMHS which could be supported by MIND. It is about the commissioning process and who pays for what.

The provision of support and the referral process seems to be very hit and miss. There are barriers and complications for those who want to access professional support services. The route is also not clear. The issues and questions raised can be taken back to the Young Carer Managers for comments and feedback to the Board.

Action: Ann Whiteley

Is there the opportunity for the Autism Partnership Board to improve the process and how could this be done? An example is Carers Bucks has a bursary which can be used to

	<p>make a referral to the appropriate service for four sessions.</p> <p>The Adult Mental Health Team provided a pathway of access to services to the Mental Health Partnership Board. The team are to be contacted to see if there is a similar model available for young people. Details are to be circulated to Board members.</p> <p style="text-align: right;">Action: Debi Game</p>
<p>5</p>	<p>Diagnostic Pathway for Adults</p> <p>Zita Calkin explained that the Diagnostic Pathway for Adults document has been finalised. A presentation of the work completed so far will be made at the August meeting of the Clinical Commissioning Executive Group for sign off an agreement.</p> <p>There are 10 people on a waiting list for the pilot of the diagnostic pathway. The pack would sit on the system in a GP surgery. It gives simple questions to ask the person about their difficulties and directs them to where they are best suited for a diagnosis, intervention and support. Patients are then given an AQ-10 assessment which is a list of questions which are scored. If a referral is felt to be more appropriate, there is a flow chart of simple questions around learning difficulties and mental health issues. A referral can also be directed internally.</p>

One of the questions the individual is asked is why do they want a diagnosis. There is also the issue of the individual understanding the meaning of the diagnosis. There are a number of outcomes;

Outcome 1

Decision not to make a referral for diagnosis

Outcome 2

If the individual goes through the assessment process and the results are negative, the key needs of the individual would be identified and they would be directed to the appropriate service/support. Their GP would be advised of the action and recommendations to keep them in the loop.

Outcome 3

A post diagnostic meeting with individual is used to explain the outcome and ensure that contact is made with the Autism Development Worker (ADW). The ADW will ensure that individuals are provided with information and advice as well as signposted to support/network groups and social care if a community care assessment is necessary.

Oxford Health has allocated one day a week for psychology and psychiatry assessments.

During the update, the following questions were asked.

When will the diagnostic pathway be launched? GPs will receive information in September.

Could awareness of the pathway be increased by including details on the SUCO bulletin? This suggestion can be taken to the CCGs for discussion. Time needs to be given for the process to embed otherwise patients could turn up at their GP surgery and GPs might not be aware of the pathway. The delay in the launch of the service has been in order to ensure a robust screening/referral process; lessons have been learnt from the Oxford service.

Action: Zita Calkin

Is it the same process for the early diagnosis of autism in young children? Ideally there should be the same process for early diagnosis of autism in children. A number people in the 40's/50's age group have been missed in the process whilst they were at school as the interventions they received were for other things i.e. anger. Autism was missed. This piece of money is to pick up the backlog of those missed. Oxford Health has been given funding to provide the new service which will be for adults. Professor John Pimm will run the service from the Whiteleaf Centre, Aylesbury. It has been

	<p>agreed that if any 17 years olds have been referred this will be flagged up with the Commissioner.</p> <p>Would the Transitions team carry out a community assessment for those who are not previously known to services? Yes</p>
<p>6</p>	<p>Overview of the Training Plan</p> <p>This item was deferred to the October meeting.</p>
<p>7</p>	<p>Update from the Working Groups</p> <p>Zita Calkin reported that a very small number of responses have been received to the email asking for member involvement in the Working Groups.</p> <p>Mr Greenfield expressed an interest in becoming involved with the Training Working Group.</p> <p style="text-align: right;">Action: Zita Calkin/Paulette Hunn</p> <p><i>Autism Event</i></p> <p>Ann Whiteley explained that she has been working with Paulette and Susan on the arrangements and planning for the Autism Event ‘Inspire, Inform, Involve’ which is taking place on the 17 October at the Oculus, Aylesbury Vale District Council. Tricia Birchley, Cabinet Member for Health and Wellbeing and</p>

Cheryl Gillan, MP will be a speaking at the event. Representatives from Aylesbury College and Bucks New University will also be attending.

The expertise of Board members is required to help set up the event. In terms of speakers, do we want people with autism and carers or professional speakers? The understanding is this is a celebratory event which includes core speakers. As well as 'exciting' speakers, there needs to be market stalls to provide information and advice. There could also be a 'shout room' which has boards where people can put their needs and concerns.

What is the expected outcome of the conference? The event gives the opportunity to provide information about systems and support services for autism which are available in Bucks. The possibility of filmed interviews has also been discussed.

It would be good to have a catalogue of events in Bucks i.e. the Local Offer.

The following suggestions were made about the content of the event;

- Information about support available for individuals with autism going into Further Education or University.

- Market stalls from professional support services such as Relate which could offer bookable 5 minute slots for surgeries.
- Benefits are a big issue. Carers Bucks and the Job Centre Plus have benefits advisors to support the process.
- A representative from the Education Department to explain the new system to support children in schools (SEN team/officer)
- Training session on communication
- The Berkley Foundation to give an update on employment
- Housing
- Supporting Living
- Assessment and diagnosis
- Health and Social Care
- The Jigsaw Theatre (Art related activities)
- The Saturday Club
- The Key Club Bucks, Wycombe (Saturday workshops for 16-30 year olds who have been diagnosed with Asperger's syndrome or high functioning autism).
- The Transitions process
- Connexions – special needs employment consultant

Training by service users and carers

When the strategy was written, this was to draw a line under what had/had not happened before the use of the baseline.

Training needs to be structured in a tiered programme. Existing training programmes are being looked at to identify any gaps and shape a robust programme going forward.

Work has taken place with Southern Health and Bucks Care on a draft work plan. The plan will be looked at to see how it can cover adults and children and how it can be included in training for all staff across Health and Social Care.

The National Strategy talks about having a general awareness and core understanding of autism. There is the issue of encouraging GPs to have a core understanding of autism. Where appropriate, specialist training should be accessed.

The aim is for the training pack to be available for Local Authority and NHS staff as well as for organisations such as Carers Bucks. Discussions have also taken place with BCC transport departments.

Alert Cards

A large variety of alert cards are available. As there is no funding to provide a 'Bucks' card, the suggestion was made of looking at ways to promote the use of existing alert cards.

Details of the 'best' three existing alert cards are to be displayed on a stall at the Autism event.

Action: Zita Calkin/Ann Whiteley

E-Learning

Lisa and Richard have met to discuss the existing E-learning module.

Skills for Care is an on-line resource for Social Care use. This is a generic module which can be streamlined to contain relevant information and be more interactive.

8 Innovation Fund

Zita Calkin explained that the original figure of £4.5m of revenue and capital funding from the Department of Health to improve autism services and increase awareness has been reduced to £1.2m. £1m is for innovative projects and £200,000 is for national coordination of an awareness and champions network.

The Department is inviting proposals for innovations projects in the following four areas:

- Advice and information
- Gaining and growing skills for independence
- Early intervention and crisis prevention
- Employment, particularly involving the use of

apprenticeships

The deadline for submission of applications is 26 August 2014.

The suggestion was made of speaking to Adam Willison, Assistive Technology Joint Commissioner as there could be the opportunity to tie in with two current projects. The first project is taking place in conjunction with Transitions to look at the use of a smartphone to help with travel, training cooking and task scheduling to possibly access employment. The second project is around access to hospitals and GP surgeries.

Action: Zita Calkin

9 Any Other Business

Autism Meetings

The possibility of combining the meetings of the Autism Partnership Board and Autism Project Board was discussed at the June meeting.

It was agreed that the meetings would be combined on a trial basis. The trial arrangement will start at the next meeting of the Autism Partnership Board on the 15 October 2014.

The October meeting will focus on the changes to education in the Children and Families Act 2014 and the impact on those

	<p>with autism.</p> <p style="text-align: center;">Action: C&YP commissioners & Education</p> <p>An overview of the SEN Code of Practice and the Care Bill will also be given.</p> <p style="text-align: right;">Action: Amy Moore</p>
<p>10</p>	<p>Date of Next Meeting</p> <p>The next meeting of the Board will take place on Wednesday 15 October 2014, 10am, Mezzanine 2, County Hall, Aylesbury.</p> <p><i>Future meeting dates for 2014;</i></p> <p>3 December (Mezz 1)</p> <p><i>Proposed meeting dates for 2015;</i></p> <p>11 Feb 2 Sept 15 Apr 15 Oct 24 June 9 Dec</p> <p>The meetings will be in Mezzanine 1, County Hall and will start at 10am.</p>

Chairman

EHC Plan Implementation update report

Progress since last SEND Board

Processes/Documentation

- The EHC Needs Assessment process is now in place. It is the result of refining processes trialled on several pilot cases.
- Work will be continuing on Person-Centred Reviews, using some pilot cases over the autumn term.
- The timetable for converting Statements into EHC Plans by April 2018 has been published following consultation with FACT.
- All standard letters for the EHC Needs Assessment process, Annual Review responses etc have been redrafted, with some input from Parent Partnership and FACT. These now include the new requirements in respect of mediation/tribunal appeals.
- A process to support transition to post-16 (FE) placements, where LDAs are no longer issued, has been developed and will be operational as and when required. These will be fully supported by colleagues from Connexions.
- Decision-making processes are being adapted to ensure that additional work for LA & BLT colleagues is kept to a minimum and also so that decisions are made in as short time as possible in order to provide essential support for vulnerable/needy children/young people.
- Process for requesting/providing health advice for young people aged 18 - 25 agreed.

Training/Information/Communication

- SEN workshops/presentations were repeated on 4 separate occasions from end of June through July, approx. another 200 people attended, primarily school staff but also Early Years settings and some health professionals.
- 5 SENCO Liaison Group sessions were held to follow on from the conference workshops/presentations and more than 200 school staff attended these in July. They were presented by the SEN Team and Educational Psychology Service.
- 5 Information sessions were arranged for parents during July in schools across the county. They will include presentations on the Local Offer and EHC Plans - co-delivered by LA Officers and FACT. Approx 250 parents/carers attended.

- Overview of SEND Reforms was provided at a conference for TAs.
- More information on the reforms is now available via the VLE (Virtual Learning Environment) as audio/visual presentations.
- Information leaflets to be sent to parents/carers/young people in respect of the EHC Needs Assessment and Annual Reviews have been drafted and are at various stages of consultation with FACT and CCG.
- SEN Team, Connexions, Commissioners have attended in-house training sessions to ensure all are aware of the new processes.
- Gill Shurrock and Julie Standing have had several meetings with CCG and other health colleagues to plan joined-up processes.

Progress next period

- Training/information sharing session to be held with a range of education, health and care professionals in respect of formulating and supporting “outcomes”.
- Pilot project for converting NCY 6 statements to EHC Plans will be underway.
- New decision-making processes to be implemented.
- Plans for training for post-16 colleagues to be in place.

Issues

- Lack of guidance and progress by Pathfinders in respect of Personal Budgets is impacting on development of documentation and administrative processes.
- Defining outcomes for EHC Plans is causing a range of professionals and school staff some concern.
- Cost of training for education settings is prohibitive.

Local Offer update report

Progress since the last SEND Board

Participation Task & Finish group

Achievements:

- Participation sessions delivered at the following; 3 schools (3 sessions at each school), Talkback [19-25yr olds] 6 sessions.
- Report collated all recommendations from participation sessions and consultations undertaken individually or in school councils. Feedback to every person about projects to take forward as a direct result of their involvement
- Confirmed projects to take forward to be confirmed

Information Task & Finish group

Achievements:

- Local offer now live on the BFIS website www.bucksfamilyinfo.org/localoffer
- 203 providers now provided Local offer information and continue to increase.
- Content pages developed covering Education, Health & Social Care, Preparing for Adulthood, Short Breaks, Childcare and Additional Support.
- Further pages being developed covering mediation, eligibility and National provision

Local offer project group

Achievements:

- Pinpoint Database to be promoted more fully to support Local offer work
- Soft launch underway with articles, social media updates and communication through partnership networks
- Planning for full launch (early 2015) to commence
- BFIS team not yet received an increase in SEND enquiries but too early to monitor

Progress next period

- Remain web development work to be completed (search functionality improvements)
- User testing for Local offer to be undertaken
- Recommendations from Participation session to be project planned
- Model of co-production for Young people to be developed
- Further accessibility training and audio/website user guides to be produced

Issues

- Website work timelines to complete work

Personal Budgets update report

Progress since Last Board:

- Personal Budget Policy in draft
- Guidance for schools and professionals in draft
- Parental leaflet in draft
- Session delivered by S.Paylor to SEN Team and Business Support on Personal Budgets
- Social Care session with representative from In Control

Progress in next period:

- Monitor uptake / interest of Personal Budgets
- Finalise Policy, parent leaflet, guidance for schools
- Training for Head teachers and Senior leaders to be delivered 1st October by S.Paylor
- Explore linking Education Direct Payment requests with SC system

Issues:

- Delays in the DfE releasing information – toolkit for implementation is incomplete

- Lack of evidence from pathfinders on real working examples of PBs
- Code of Practice still leaves many unanswered questions such as clarity around Home Education

Preparing For Adulthood/Transitions update report

Progress since the last Board

- Transitions service now has a Business Manager and 2 team members
- Potential supported living project is being looked at into which will promote independent living skills for those eligible for Adult Social Care
- Job Description for a Transitions Education lead has been developed
- Transitions training resources now ready to go onto websites

Progress in the next period

- Education worker is recruited
- Develop Transitions referral, assessment and planning processes so delays are reduced so that timescales are reached for EHC Plans
- Business case developed if needed for further supported living
- Scoping work to be undertaken regarding the need for advocacy services
- Awareness raising amongst adult teams about everyone has the right to request personal budgets even if they are not eligible

Communications Update Report

Progress since last board

- Third issue of Bucks SEND News distributed in July.
- SEND Reforms leaflet has been distributed to special schools, Children's Centres, libraries, SENCos and Sue Nicholls & Oakridge Centres. Copies also made available to contacts in Educational Psychology, Early Years and Family Information Service. Further copies given out at parent information sessions and in all relevant correspondence with parents/carers.
- BCC web pages– www.buckscc.gov.uk/SEND ongoing updates with latest news and information.
- Facebook page – www.facebook.com/BucksSENDReforms - continues to be regularly updated highlighting items of interest to parents/families and general audiences. Page 'likes' now over 179.
- Promotion of Local Offer go live – press release, home page banner, digi-screens, social media, Schools Bulletin.

Progress next period

- Next issue of Bucks SEND News to be published before end of September.
- Webpages to be updated and reformatted into a more user-friendly format with separate sections for Parents/Carers, Children and Young People, Education settings and Other Providers/Professionals
- Leaflet on Personal Budgets to be produced for parents/families
- Further articles to appear in MyBucks e-newsletter.
- Short article on Local Offer to go into Aylesbury Vale District Times.

Issues


- Are all stakeholders engaged? Have we conveyed messages out effectively to all those who are affected?
- Ongoing promotion of Local Offer and reforms – need to ensure all new families are aware.

Buckinghamshire County Council

The Care Act

The changes and who it affects


Adults & Family Wellbeing
Buckinghamshire County Council



Buckinghamshire County Council

The Care Act

- Stakeholders
- Key elements
- Timescales
- The wider context



Buckinghamshire County Council

Stakeholders – who will be affected?

- Adult social care service users
 - Those eligible for social care support
 - Self funders
 - People with lower level needs
- Carers
- Voluntary and community sector groups
- Partner agencies
- Providers

3

Buckinghamshire County Council

Key elements – by April 2015 (1)



- Comprehensive Information, Advice and Guidance service regardless of financial status
- Financial advice and advocacy
- Right to assessment for all adults, including carers
- New eligibility criteria nationwide
- Ability to transfer care plan across county boundaries

4

Buckinghamshire County Council

Key elements – by April 2015 (2)

- Legal framework for safeguarding
- Prevention services
- Offer of a universal Deferred payments scheme

5

Buckinghamshire County Council

Key elements – by April 2015 (3)

- Personal budgets for everyone
- Young people in transition
- New duties – care and support for prisoners

6

Buckinghamshire County Council

Key elements – by April 2016

- Cap on care fees - £72,000
 - Excluding 'hotel' costs, proposed @ £12,000 per annum
- Care Accounts to record progression to Cap
- Financial eligibility threshold changes
 - Between £14,250 to £23,250 today
 - Between £17,000 to £118,000 April 2016

7

Buckinghamshire County Council

Integrated services

- Better Care Fund
 - Improved working between health and social care
 - Joined up care and support to individuals
 - Pooling of financial resources – not new money but better working and financial agreement

8

Buckinghamshire County Council

Quality of Care

- New ratings system to be developed by the Care Quality Commission for health and social care services
- CQC and Monitor to have more powers to deal with failing NHS Trusts and 'financially risky' providers
- Local authorities will have the responsibility for failing social care providers.

9

Buckinghamshire County Council

Impact

- Buckinghamshire County Council



10

Buckinghamshire County Council

Further information

- BCC website will be kept up to date
www.buckscc.gov.uk
- Fact sheets from the government website
www.gov.uk/publications
- Nationwide public campaign begins November 2014