

Meeting Minutes

Present:

Andrea Glasspell – Assistant Director – Community Health and Wealth, Wigan Council (Chair)
Sarah Marshall – Assistant Director, Greater Manchester Integrated Care Organisation (Chair)
Mari Saeki – Greater Manchester Autism Consortium
Amanda Cheesman – Deputy Chief Nurse, WWL
Reg Dempster – GM Fire and Rescue Service
Alan Bailey-Banks – Wigan Wellbeing
Tracey Cunliffe – Senior Casework, MP Jo Platt Office
Stacey Forsyth-Duffy – More Than Words
Marie Baron – Service and Integration Manager NHS GM
Colin Harvey – Parent
Gillian Percy – Parent
Lauren Crews – Service Manager Housing, Wigan Council
Luisa Preston – Parent Carer Forum
Louise Hall – Consultant Clinical Psychologist, GMMH
Alison Badley – Clinical Team Manager, GMMH
Joe Wiswell - DWP
Louise Gettings – Designated Clinical Officer (DCO) for SEND – Wigan Locality - NHS GM
Adrian Shone – Autism Advocate
David Bradley – Probation Service
Deborah Shuttleworth-Pennington – Project Officer, Wigan Council

Apologies:

Phil Woods – Family Member & Chair
Kathryn Anthon – Service Manager, Personalisation, Wigan Council
Deborah Thomson - Engagement & Inclusion Lead, Wigan Council
Melanie Allen – SEND Service Manager, Wigan Council
Lindy Wardle – Service Manager, Provider Management & Market Development, Wigan Council
Mike Wharton – Assistant Director Adult Social Care Practice
Cllr Keith Cunliffe – Deputy Leader, Wigan Council. Portfolio Holder for Adult Social Care and Health
Emma Edwards – Public Health, Wigan Council
David Williams, Autism Advocate
Dan Driver – Service Lead Locality Teams, Wigan Council
Hannah Forbes – Leigh Community Trust

ITEM	LEAD
1. Welcome & Introductions: Welcome messages were received, introductions made, and apologies noted.	<i>Andrea Glaspell</i>
2. Matters arises and previous meeting minutes: - The board agreed the minutes were an accurate reflection of the previous meeting. - The action log will be reviewed at the next meeting.	<i>Andrea Glasspell</i>
3. Self Advocates Autism Engagement Group  1. Engagement Group Feedback - 19. - The board discussed the success of the Autism Engagement group, coffee morning and employment group, the benefit of these safe spaces and how this is a vital role as the first step to support. - The board agreed the work of the groups is important to tell us their experiences, if things have changed following their input and to hold the board to account for items raised. - Waiting well – GMMH confirmed that the updated webpages are currently with the IT team to be updated. This will include information around what to do while waiting, information about the drop in sessions and the purpose. Individuals on the waiting list have the opportunity to attend the engagement groups. - Over the last 18 months lots of work has been has gone into the diagnostic services to support people to wait well and support those following a diagnosis. - There could be an opportunity for Martine who attended this board to share her experience, to speak with the engagement group about her recent experience of diagnosis and post support to highlight how the service is currently working. Action: Louise Hall, identify if Martine or another peer would like to attend a future engagement group to share their recent experience. - Promotion of the engagement group, the coffee morning and the employment group would be good throughout GP surgeries, Hospitals, via Community Link Workers, Family Hubs and Communities team. Action: Deb SP to follow up with Deb T re promotion poster and share for distribution with partners and colleagues to display. Also inclusion of Local Offer site. - Autism Friends was discussed and how this can go further. WWL are interested in rolling this out as part of their staff training. At the next board an update around number of champions, number of sessions	<i>Deb SP / Wigan Parent Carer Forum</i>

	and a short overview of the session. Action: Deb T to provide information and provide overview of the session. Parent Carer Forum  2. Wigan Parent Carer Forum Update - • In relation to the ADHD medication matter, this has been highlighted as a risk at a senior level within the hospital trust. Action: Sarah agreed to raise this as a risk at the children's health transformation board. • The success of advising waiting times, and interim advice and information appear to be making a difference as people are more informed and can then seek guidance around what to do while waiting. • Action: Luisa - Parent Carer Forum to link in with Joe - DWP. • For the early years pathway there is an opportunity to share best practice and what is working well. Action: Louise Gettings, Marie Baron and Luisa Preston to continue this discussion. • Transport was discussed and the significant impact it can have when doesn't go to plan or when the right arrangements not in place; it was highlighted that this was also raised at the Learning Disability Partnership Board workshop last week and is a priority work stream, which has recently been established.	
4.	GMAC Update  3. GMAC Update - 19.03.25.pdf • Mari presented the attached slides and also updated around health passports and employment networks in GM. • Wigan was highlighted as a positive example of the purpose and work of the autism partnership board, implementing local, GM and national priorities, one of the best that she has seen across GM. • Thanks were noted to Mari for attending, and a welcome invite for future meetings.	<i>Mari Saeki</i>
5.	New Neurodevelopmental Model • This item was moved to the next meeting.	<i>Marie Baron</i>
6.	GM Fire and Rescue Service – joint working opportunities • Reg advised the board of the recent accidental fire tragedy in Wigan, the accidental cause and how there was some important learning.	<i>Reg Dempster</i>

	Reg wanted to seek advice of the board on a few points of action as some of the family members were neurodiverse. • The board discussed joint working opportunities including: ◦ Promotion of home fire safety assessments and information and advice from Greater Manchester Fire and Rescue Service (GMFRS), the home fire safety assessment will now include a question asking if anyone is neurodiverse in the household. Links to GP Practice Screens and Hospital Notice Boards would be useful to promote the service, this is available to every household in Greater Manchester. ◦ Prompt to test smoke alarms and practice evacuation routes with neurodiverse family members. ◦ Opportunity for any assessments carried out by partners to include the promotion of the home fire safety check and how to access. ◦ Inclusion of the link to GMFRS website on partner websites, including autism friendly Wigan pages. • The board discussed the opportunity for a social story for children who are neurodiverse so they know how to respond if the smoke alarm does alert them, including what to do and to practice evacuation. The possibility of linking in with schools to ask how they approach this for their own fire drills. • Due to the amount of people with a diagnosis and awaiting a diagnosis there was a feeling the service would be overwhelmed. It was confirmed GMFRS will not have a capacity issue. • Action: Reg to link in with Parent Carer Forum. Luisa Preston, Louise Getting and Reg Dempster to pick up joint working opportunities with Parent Carer Forum. • Lauren confirmed Wigan Homes continue to send over referrals for their tenants. A meeting is in place with Kathryn Perry - Assistant Director Housing Services and Reg to reconnect around joint working opportunities. • The importance of smoke alarms was discussed, one for each floor of a property. There is a free assessment online (https://www.manchesterfire.gov.uk/your-safety/hfsa/) that will allow you to arrange a home visit (if you meet the criteria, or offer advice if not). There is also an information video about the home fire safety assessment https://www.youtube.com/watch?v=T0-V6B2R0mY. • Training is also available to partners which can be arranged via Reg. Contact Details: Derek (Reg) Dempster - Prevention Manager (Bolton and Wigan Area) Greater Manchester Fire & Rescue Service 07734 275 762 - dempsterd@manchesterfire.gov.uk	
7.	Any Other Business • No items were raised for this item.	<i>All</i>

Date and time of next meeting

Date – Wednesday 21 May 2025 **Time** – 10am – 12:30pm

Venue – Training Room, Ashland House, Dobson Park Way, Ince, Wigan, WN2 2DX