

**Everybody's Business: Derby City Council Autism Strategy Implementation Plan 2018-2020** **Appendix 1**  
**Action Plan 2020**  
**Lead Commissioner: Yvonne Short**

Objective	Link to Autism Strategy	Actions	Date	Resource Required	Lead
Ensure robust and effective training for all staff	<p>1) We will provide autism awareness training for all staff across all council divisions and encourage all managers to ensure their staff are supported to complete the course.</p> <p>2) We will provide access to role specific training for all our staff providing frontline services to increase understanding and skills to support people with autism in line with statutory guidance.</p> <p>5) We will ensure all of our universally accessed services are inclusive for people with autism ensuring reasonable adjustments are made</p>	<p>Develop 3 level training offer to include:</p> <ol style="list-style-type: none"> <li>1) General Awareness Training for all staff – to form part of mandatory training</li> <li>2) Training for Social Workers and Community Care Workers to support assessments</li> <li>3) Specialist Training for those staff working with customers with multiple disabilities or complex needs</li> </ol> <p>Additional training required for 'front door' staff to ensure that they are able to offer appropriate advice and information and are aware of local offer / where to signpost customers.</p>	By 31 March 2020	<p>Financial Resource re developing or procuring e-learning package</p> <p>Nominated Lead from Organisational Development</p> <p>Social Care Lead to ensure that training maps against competency requirements</p> <p>Lead for 'Front Door' to ensure training developed meets needs of staff</p> <p>Communications Team rep</p>	Lead Commissioner for Autism

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	11) We will ensure all of our social work teams receive the appropriate training to enable them to undertake effective Autism Act and Care Act assessments for people living with autism and their immediate support network.	As above – need to ensure that training for social work staff meets the requirements as per the Capabilities Statement for Social Work with Autistic Adults.			
Provision of information for staff, partners, carers and customers	3) We will develop information and support packs to raise awareness and understanding of autism and associated challenges and distribute these to the population that we serve and our partner organisations.  6) We will work with	On-going with Autism Partnership Board.  Information posted on Derby.gov.uk autism pages.  Adults: <a href="https://www.derby.gov.uk/health-and-social-care/your-life-your-choice/paying-for-your-own-care/autism/">https://www.derby.gov.uk/health-and-social-care/your-life-your-choice/paying-for-your-own-care/autism/</a>	By 31 <sup>st</sup> January 2020 and ongoing	Staff time to review information packs in line with new National Strategy and local developments	Lead Commissioner for Autism  Autism Partnership Board  Health Partners

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	<p>our voluntary sector, community and social enterprise partners to raise awareness of autism, provide information and support packs to increase skills and knowledge and encourage the development of autism friendly service support</p> <p>14) We will raise awareness of the impact of autism on everyday life and the increased risk of associated common physical mental health conditions</p>	<p>Children:  <a href="https://www.derby.gov.uk/education-and-learning/special-education-needs-disabilities/diagnosis/autism/">https://www.derby.gov.uk/education-and-learning/special-education-needs-disabilities/diagnosis/autism/</a></p> <p>Effective communication with staff, partners, providers, customers and their families.</p> <p>Ensure that information is kept up to date.</p> <p>Plan and deliver a series of Autism Awareness Events</p> <p>Events to include recent evidence on the impact of autism on everyday life and increased risk of physical and mental health conditions.</p> <p>Share information from the new National Autism Strategy (now anticipated early 2020) and how the Derby City Council Strategy addresses the elements identified within the National Strategy.</p>		<p>Website development capacity</p> <p>Communications Team</p> <p>Cost of room for events</p> <p>Expenses if required for contributors.</p>	

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		Communications to raise awareness that the Referral processes are on the on website			
Clarify the Offer and Referral Routes	15) We will share information across social care and universal access services regarding the referral process to receive an autism assessment so that people are supported to understand their options	<p>Information on website 'Front Door' staff confident around signposting and providing information.</p> <p>Clear communications relating to pathways and referral / assessment processes</p> <p>Training package for Front Door Team (as per training above)</p>	31 <sup>st</sup> January 2020	<p>Lead for development of 'Front Door'</p> <p>Autism Team representative</p> <p>Communications Team</p> <p>OD Team</p>	Lead Commissioner for Autism
	7) We will sign post people with autism (direct payments or self funding) to a self-management education programme to support people living with autism; and their immediate support	<p>Investigate capacity to commission a self-management education programme such as that commissioned by Derbyshire from Relate.</p> <p>Explore capacity to expand access to the Derbyshire programme</p>	31 <sup>st</sup> January 2020	Financial Resource to facilitate access to self-management programme.	Lead Commissioner for Autism

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	<p>network, to understand their condition better.</p> <p>16) As part of the 'preparing for adulthood' pathway we will consider the needs of young people with autism not previously known to the children's service (without an active SEND, GRIP or EHC) and ensure that easily accessible information is provided regarding prevention services and the formal and informal support they can receive</p>	<p>Establish an internal autism co-ordination board, with clear Terms of Reference and governance / accountability reporting lines</p>	<p>31<sup>st</sup> March 2020</p>	<p>Representation from range of services and partners.</p>	<p>Lead Commissioner for Autism</p>

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Autism Champions Network	4) We will seek to work closely across the Derby community to support and encourage the development of a Derby City Autism Champions network to enable knowledge sharing.	Create Derby City Autism Champions Network	30 <sup>th</sup> June 2020	Champions training costs Room hire Task and Finish Group: Lead Commissioner for Autism Representatives from social care, education, health Communications, Third sector organisations, business representatives	Lead Commissioner for Autism
Lead by example – demonstrate best practice in recruitment for neuro diverse employees	8) We will ensure our recruitment processes are autism friendly and ensure that reasonable adjustments are made.  9) We will provide support for our staff members living with autism to ensure their work environment is reasonably adjusted and provide support to managers and	Review existing recruitment processes  Create managers toolkit  Training for all staff (as per training programme identified above)	31 <sup>st</sup> March 2020  30 <sup>th</sup> June 2020	Task and Finish Group: HR recruitment team Equality Officer Expert by experience OD team representative Communications Team Lead Commissioner for Autism	Lead Commissioner for Autism

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	<p>immediate work colleagues to increase understanding of autism.</p> <p>10) We will work with corporate and community employment leads to support access to employment opportunities.</p>	<p>Identify range of employment opportunities. Clarify links with Connexions offer and local initiatives to create better employment opportunities including via apprenticeships.</p> <p>Consider an employment brokerage role</p>	30 <sup>th</sup> June 2020	<p>Task and Finish Group with representation from Education Children &amp; Young Peoples Services Preparing for Adulthood Team Connexions Local Business Partnerships Communications Team OD Team Admin support</p>	Lead Commissioner for Autism