

Autism Resident Co-Chair Role Description

We are looking to appoint a Resident Co-Chair for the Autism Strategic Delivery Board (ASDB).

What is the Autism Strategic Delivery Board (ASDB)?

The Autism Delivery Board includes representatives from the Council, NHS and local community organisations. Its role is to:

- oversee the delivery of the Action Plan;
- ensure appropriate resident and stakeholder contribution across the delivery of the Action Plans;
- identify synergies between Action Plan and wider programmes across the Council, its partners and north east London footprint;
- identify and address obstacles, dependencies and risks to the delivery of the Action Plan;
- identify and incorporate further related areas of work into the Action Plan, as appropriate.

What is the Autism Resident Advisory Group (ARAG)?

The ARAG includes local Newham resident representatives; 18+ years old who have been diagnosed with autism or on a waiting list to be diagnosed. Its role is to:

- Share ideas and give views on the issues affecting autistic people
- Advise the Autism team and take part in shaping future actions
- Share information about services, activities and events
- Take part in consultation exercises
- Participate in the co-design of services and products
- Support the design and delivery of Autism Action Plan

As the ASDB Co-chair you will be expected to attend the ARAG to represent Autistic Resident views at the ASDB. Attendance at the ARAG will be in a voluntary capacity.

About the Newham Autism Strategy

The purpose of the all-age Newham Autism Action Plan is to deliver the six priority areas outlined in the National Autism Strategy in Newham:

1. improving understanding and acceptance of autism within society
2. improving autistic children and young people's access to education, and supporting positive transitions into adulthood
3. supporting more autistic people into employment
4. tackling health and care inequalities for autistic people
5. building the right support in the community and supporting people in inpatient care
6. improving support within the criminal and youth justice systems

As the ASDB Co-chair you will be helping to facilitate the discussion around delivery of the strategy.

Why become a Co-Chair?

As the resident Co-Chair you will have the opportunity to:

- Gain experiences and skills from chairing the Group;
- Shape and improve services for autistic residents and improve their health and wellbeing;
- Help make Newham a place where autistic residents are empowered and supported;

The Council will acknowledge and respect you in this role as an 'Expert by Experience'.

Who can be a co-chair?

To apply you must be:

- A Newham Resident, aged 18+ with an autism diagnosis; and
- A member of the ARAG; and
- Able to commit to the role for twelve months, must attend the ASDB meeting every three months (usually four meetings in 12 months);

You **do not** need any previous experience of chairing a group or any qualifications. We will support you in the role.

Note: the Co-Chair of the ARAG & ASDB cannot be the same person.

What will I have to do as Co-chair?

As Resident Co-chair, you will work with the Council Autism Lead and East London Foundation Trust (ELFT) Co-chair to plan and run the quarterly Autism Delivery Board for 12 months. After 12 months, a new resident co-chair will take over to give others the opportunity.

As Co-chair, you will:

- ensure the meetings cover the aspects of the Autism Action Plan that are most important to the Autism Strategic Delivery Board members. This will involve, at least, a one hour-long online meeting every three months;
- Attend the Autism Strategic Delivery Board meetings (online or in-person). There will be a minimum of four meetings a year;
- Read the documents for each Autism Strategic Delivery Board meeting before the meeting;
- Help lead discussions at the Autism Strategic Delivery Board meetings, making sure all members are heard, helping the group to make decisions and providing constructive challenge where necessary;
- Where necessary, attend other meetings to provide updates. You will receive extra payment for attending additional meetings, upon agreement with the Council Autism Lead;
- Communicate with a wide range of people including other residents and Council staff;
- Treat all members and colleagues with respect and dignity and work positively to make change.

What support will I get to help me in the role?

You the Council Autism Lead and the ELFT Co-chair will support each other in preparing for and chairing the Autism Strategic Delivery Board meetings by meeting in advance of the meeting.

Before your first Autism Strategic Delivery Board meeting, the Council's Autism Lead will meet with you to talk to you about the Autism Action Plan and answer your questions. We will also agree the meeting dates and times with you for the year at this first meeting.

Do I get paid?

Yes.

In line with the Council's Co-Production Reward and Recognition Policy, you will receive a payment of £13.15 an hour (London Living Wage) in exchange for your time. This will ordinarily be 6 hours per quarter to cover six hours of input as follows:

- 1 x hour to review ASDB papers and prepare for meetings.
- 3 x hours to attend the ASDB meeting itself including travel time.
- 1 x hour follow up / preparation time.
- 1 x meet with Autism Team for a minimum of one hour every three months

Where a resident may need longer to process information (due to English as a second language, a Learning Disability or a Learning Difficulty such as Dyslexia) – additional time will be considered.

You will be able to claim at the end of each quarter (four times a year).

How do I apply?

Please email us at Autism.Commissioning@newham.gov.uk telling us a little about yourself: your experiences and skills and what you could bring to the role. (maximum of 600 words). If you need help to do this, please email us and we will support you.

Deadline: Monday 30 September 2024

We look forward to hearing from you.

Applications will be shared with the ARAG and, if there are more than two applying for the same role, members will be asked to vote.