



Terms of Reference

Hampshire Autism Voice (HAV) for the Hampshire Autism Partnership Board

Hampshire County Council (HCC) and partners established the Hampshire Autism Partnership Board (HAPB), in response to the Autism Act (November 2009), the National Autism Strategy (March 2010) and associated Statutory Guidance (2010 & 2015)¹.

Hampshire Autism Voice (HAV) is a group of Experts by Experience (autistic person² or family member/carer of an autistic person) established within the HAPB to ensure the full participation of autistic people, their families and carers.

Purpose of the Group

HAV has been developed to give a voice and active involvement to autistic people, their parents and carers within the HAPB and associated workstreams. Through co-production, HAV will actively participate in the planning, delivery and monitoring of services for children, young people and adults with autism living in Hampshire.

Objectives

- To help develop effective ways to consult with autistic people and their families/carers. The group is responsible for asking other autistic people and their families/carers for their views on topics so these can be raised by HAV members at relevant meetings.
- To provide a voice to ensure the HAPB autism strategy has the full involvement of autistic people and their families/carers.
- To assist with feedback from autistic service users, and their families/carers, on the quality of services received and gaps within Hampshire's services.
- To advise on joint protocols between and within agencies to improve care pathways.
- To provide a forum for autistic people and their families/carers to share information on key developments within services and disseminate information.
- To ensure HAV maintains a core group of people to attend and actively participate in the HAPB and its associated activities.
- To support the role of autistic people, parents and carers on the HAPB by providing briefing and debriefing on agenda items, etc.
- Participation, by way of co-production, with partner organisations according to accredited co-production guidelines, both nationally³ and locally⁴

¹ Statutory guidance for local authorities and NHS organisations to support implementation of the adult autism strategy <https://www.gov.uk/government/publications/adult-autism-strategy-statutory-guidance> March 2015

² HAV appreciate that person-first language and identify-first language are both used within the autistic community and by professionals. In the National Autism Strategy, identify-first is the preferred terminology, so this document uses the term 'autistic'. However, HAV recognise that individuals may prefer to identify with different terms.

³ Social Care Institute for Excellence (SCIE) <https://www.scie.org.uk/co-production>

⁴ Hampshire County Council (HCC) <https://www.hants.gov.uk/socialcareandhealth/adultsocialcare/coproduction>

Membership

The Group comprises representatives from:

- Autistic people who live in Hampshire
- Parents and carers supporting an autistic person resident in Hampshire

There will be a maximum of eight core members. Associate members and others may be invited to attend as appropriate to support the work of the group (for example, a regular associate member representing Hampshire Parent Carer Network or an occasional visit from an individual with specialist knowledge).

Membership of the core group and Terms of Reference will be reviewed at regular intervals.

HAV meeting arrangements

- The group will meet regularly between HAPB meetings (excluding August), one nominated member will act as chair.
- The co-ordination and servicing of the meetings will be the responsibility of HAV, supported by a part-time administrator (grant or independently funded) with some additional administrative assistance from HCC.
- An agenda and previous meeting notes will be circulated within the group prior to each meeting.

Other meeting arrangements

- HAV members attend HAPB meetings.
- One HAV member is appointed as Co-chair of HAPB.
- HAV members are represented on HAPB's Autism Steering Group.
- HAV members are also represented at meetings convened by HAPB or at the request of partner organisations.
- Core HAV members are eligible for 'expenses' and 'involvement allowances' as detailed in HCC's Adults' Health and Care Department Policy: *Resident Involvement Expenses and Allowances Policy*.

Accountability/Governance

Accountability will be to HAPB.

Terms of Reference Reviews:

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| Inaugural date | 28/07/2010 |
| Reviewed and updated | 20/02/2012 |
| Reviewed and updated | 03/04/2013 |
| Reviewed and updated | 07/05/2014 |
| Reviewed and updated | 08/02/2018 |
| Reviewed and updated | 07/10/2022 |