



Meeting Title: Cornwall Autism Partnership (CAP) Meeting
Date: January 17, 2017
Time: 10.00 - 12.30
Location: Trelawney Room, County Hall, Truro
Chaired by: Serena Collins, Commissioning Officer, Education Health & Social Care

PRESENT	
Henry Barnes HB	National Autistic Society
Sue Bartlett SB	United Response
Christine Bateman CB	Cornwall Advocacy
Linda Boylen LB	Cornwall Housing
Rachel Brown RB	Spectrum/Pearl Centre
Benjamin Collings BC	Self-Advocate
Kim Dowsing KD	Cornwall Council Commissioning
Caroline Finlayson CF	Cornwall Foundation Partnership Trust
Steve Ford SF	Volunteer Cornwall
Colin Gameson CG	Cornwall and Devon Police
Ann Grimes AG	Self-Advocate
Elliott Grimes EG	Self-Advocate
Victor Godfrey VG	Self-Advocate
Beryl Hawker BH	GP
Anna Hudson AH	DOLS team, Adult Social Services
Gemma Johns GJ	Outlook SW
Susan Kimber SK	Autistic Society (West Cornwall)
Michell Lobb ML	Patient Carer Council
Tasha Milton TM	Advisor, Job Centre Plus
Celia Newcombe CN	Healthwatch Cornwall, taking minutes
Rose Taylor RT	Volunteer Cornwall
Ruth Wellings RW	Mental Health and Learning Disability Commissioning
Alison White AW	Parent/carer
Barry Whitehead BW	Parent
Fiona Whitehead FW	Parent
Jody Wilson JW	Healthwatch Cornwall
APOLOGIES	
Julie Attwell-Cook JA	Cornwall Council
Tracey Chater TC	United Response
Emma Corlett EC	NHS childrens services
Heather Davison HD	Parent Carer Council
Andrew Gray AG	Cornwall People First
Dave Hocking DH	CRCC
Cilla Holt CH	Cornwall Council
Shelagh Mitchell SM	CHAMPS
Mandy Owen MO	Outlook SW



All actions for Healthwatch Cornwall are annotated HC

<p>Welcome, Introductions and apologies Serena Collins welcomed everybody to the meeting</p>	
<p>Actions from previous meetings</p> <ul style="list-style-type: none"> • Start of the ‘TED’ talks (now to be referred to as ‘Café Chats’) delayed until early February. <ul style="list-style-type: none"> ○ RT (Volunteer Cornwall) will be making a video of each 15 minute presentation ○ Cornwall Council has provided funding for the event. ○ There will be eight talks over a two year period. ○ Talks to be promoted via Facebook and other social media and websites. ○ Information will be provided for all CAP members • Updates regarding Health checks and Hospital Pathways for people with Autism to be requested from Nory Menneer to add to minutes • Cornwall Council operational representatives Kerry Crawley and Anna Hudson will be overseeing solutions with regard to training staff. They will look at appropriate levels of training and practical ways of implementation. SC to provide an update at next full CAP meeting. • DH had provided a document concerning potential options re the formation of a constitution to handle autism care training in Cornwall. It was available if people wished to pursue this. SC and HC do not have the capacity to take this forward. • Draft scripts for use when calling the Council Access are now available for review and are attached to these minutes. <ul style="list-style-type: none"> ○ SC asked for feed-back with regard to other scripts required. ○ RB said ‘benefits’ is a high priority as assessment at home is no longer available <ul style="list-style-type: none"> ▪ SC will arrange a meeting with Ian Stephenson to discuss the scripts about benefits. Meeting will include volunteer self-advocates and other CAP 	<p>ACTION HC</p> <p>ACTION HC</p> <p>ACTION SC and KC</p> <p>ACTION ALL</p>



<p>members with a particular interest. CF asked to be included.</p>	
<ul style="list-style-type: none"> • SC displayed the new partnership logo designed by BC (see attached to minutes). Major concerns to be sent to SC before January 26 as it will then go forward for use on signage throughout the county including stickers on hand dryers. 	ACTION SC
<ul style="list-style-type: none"> • A form to record information about individual members of the partnership had been drafted. These will be converted Easy Read format and CN will investigate methods of making this information accessible to all members via a link. 	ACTION ALL
<p>Future meetings and work</p>	ACTION CN
<ul style="list-style-type: none"> • SC asked members what their information needs are with regard to a presentation by a housing representative. <ul style="list-style-type: none"> ○ SC has a meeting with Stuart Blackie of Cornwall Housing before the end of January. ○ As other Housing Associations work with the council a presentation should include input from them. 	ACTION ALL/SC
<ul style="list-style-type: none"> • SC asked members to check the information held or that they would like to be held about their services for people with autism on the Cornwall Council website. There will in future be a long term conditions area with Autism being inside this overarching area. 	
<ul style="list-style-type: none"> • Following requests from the Cornwall People First forums there is still a need to provide information about <ul style="list-style-type: none"> ○ End of life and the preparation of wills ○ The department of Works and Pensions. <ul style="list-style-type: none"> ▪ TM will relook at the works and pensions presentation that was previously prepared with an aim to improve ▪ HB will look at what is available within the National Autistic Society ▪ CG requested that multi-faith options were included in the information ▪ RB suggested that information about leaving a gift to charity in wills is included ▪ RB and SC will investigate resources available to suitably improve Cornwall Council web site. ▪ JW will request that the End Of Life Strategy 	ACTION ALL
	ACTION TM AND HB
	ACTION RB



<p>group looks at access to information for people living with autism. She requested members to forward to her links relevant to this type of information. There was currently a lot of activity investigating unexpected deaths</p> <ul style="list-style-type: none"> • The next full meeting of the partnership will deal with recruitment and jobs. Debbie Goldsworthy from the Cornwall Council Recruitment team will present as will Jamie Ashcroft from the Talent Team. SC requested TM to attend and provide some information. <ul style="list-style-type: none"> ○ Topics will include <ul style="list-style-type: none"> ▪ Cornwall Council apprenticeships that people living with autism could apply for ▪ The application process - assistance with completion of forms, interview methods, mentoring etc. ▪ Other ways of earning some income but still receiving benefits such as being a member of a support group ○ RB suggested the presentation was filmed with a view to creating a future Café chat talk. ○ HB said there was a report on the National Autistic Society website regarding employment and a petition to challenge the government about employment of disabled people. A meeting had been organised in Bristol to raise these issues with MPs and employers. The NAS is developing an ‘Autism friendly’ kite-mark for shops and other organisations to use. ○ SC said that Cornwall council were considering using library staff to assist people with information and form filling due to the reduction in help. • Next working group will focus on Cornwall Autism Strategy and it open to full membership - Tuesday February 21, 2017, Truro Town Hall, Municipal Buildings, Boscawen Street, Truro, TR1 2NE • <u>Date of next full meeting April 18,2017 - at Trelawney meeting room, New County Hall, Truro TR1 3AY - subject jobs and apprenticeships</u> • KD will report re Cornwall People First funding at the next 	<p>AND SC</p> <p>ACTION ALL/JW</p> <p>ACTION KD</p> <p>ACTION SC</p>
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meeting.

- A future meeting will consider the formation of a south west consortium to work with groups outside of Cornwall.

Terms of Reference

- Overdue for revision - see attached
 - Remit is basically the same
 - Stronger message about what the group does is required
 - Description needs improvement including its responsibility as a pressure group.
 - Chairing the partnership meetings and the rights of the group to be clarified by HC contract manager Charlotte Hill. There is no current constitution for this partnership.
 - Chairs for the partnership meetings should challenge and keep activities on track and ensure responsibilities are taken back to the individual groups present.
 - The co-chair will be a person who lives with autism who will be mentored to set the agenda.
 - The membership details will, in some form be added to the terms of reference.
 - Detail about working groups to be added
 - JW said new Cornwall Council members will receive in their information packs details of the partnership groups.
 - Revised draft version to be available before next meeting

ACTION JW

Other business

- Membership - ML requested that someone from Education was involved
- CG requested that parish councils were considered as it was important that county councillors encouraged parish representatives to become more active in partnership groups.
- Local MPs to be notified via copies of minutes of the work of the partnership
- HL asked everyone to report to her any concerns re GP out of hours services. It was agreed that Out of hours services should be another topic for which a script/training of

ACTION SC TO INVESTIGATE

ACTION SC/HC

ACTION ALL



<p>telephone operators was required.</p> <ul style="list-style-type: none">• Outreach SW have a new leaflet titled skills for young people - see attached• CG reminded the partnership of the Holocaust memorial day events w/c January 23 2017 and blue light day (July 6 2017)• CF advised that Sam Edwards has been replaced by a new liaison nurse, Deborah Rees. CAP distribution lists to be amended	<p>ACTION HC</p>
<p>Meeting closed 12.30pm</p>	