



Present Members: Alderman: Knight-McQuillan (DUP)
Councillors: McKillop (SDLP), McShane (SF), Leanne Peacock (SF)

Officers: W McCullough, Head of Sport & Wellbeing
R Downey, Sport & Wellbeing Development Unit Manager
Elaine McConaghie, Policy Officer

In Attendance: Jayne Colville, Autism Coordinator (Public Health Approach) - Northern Trust
Margaret Ferris, Autism Coordinator/Improvement Manager - Western Trust

NO.		ACTIONS
1.	Welcome	
	Head of Sport & Wellbeing welcomed the representatives from the Northern and Western Trusts and explained that tonight's meeting was an introductory session in order to bring Members up to speed with the work done so far.	
2.	Apologies	
	Alderman: Hillis (UUP) Councillors: McAuley (DUP) Officers: G McMullan, Physical Activity & Wellbeing Manager (PA&WM)	
3.	Notes of Previous Meeting	
	N/a	
4.	Agreement of Terms of Reference	
	Point 1 – Background	

NO.		ACTIONS
	<p>Head of Sport & Wellbeing reported as per Terms of Reference.</p> <p>Point 2 – Proposed role of Working Group Head of Sport & Wellbeing reported as per Terms of Reference.</p> <p>Point 3 – Membership Head of Sport & Wellbeing reported as per Terms of Reference.</p> <ul style="list-style-type: none"> • It is proposed that other relevant stakeholders could become members as per agreement of Council (as and when appropriate). <p>Point 4 – Meetings Head of Sport & Wellbeing reported as per Terms of Reference.</p> <ul style="list-style-type: none"> • Head of Sport & Wellbeing explained that meetings were due to start in Jan 23 however, due to strike action this push the date back to today. • Happy to take guidance from Councillors if they want to meet more than quarterly. • Head of Sport & Wellbeing explained following the initial strategic oversight of this group, a smaller operational group will replace the strategic group to drive forward actions at a local level – Councillors were happy with this approach as they are already involved in so many committees/working groups. <p>Point 5 – Communication & Reporting Head of Sport & Wellbeing reported as per Terms of Reference.</p> <p>Point 6 – Review Head of Sport & Wellbeing reported as per Terms of Reference.</p>	

NO.		ACTIONS
	<p>Head of Sport and Wellbeing explained that the timeline for the Action Plan could be fluid to accommodate upcoming elections.</p> <p>Policy Officer will ensure updates are given regularly and suggested that this plan could be incorporated into Councils Disability Plan so updates happen more naturally.</p> <p>Councillors MA Mckillop, C McShane and Peacock and Alderman: Knight-McQuillan all agreed on this approach.</p>	
5.	Election of Chairperson	
	<p>Councillor Peacock was elected as Chair. 1st proposer – Councillor C McShane 2nd proposer – Councillor MA McKillop</p> <p>It was agreed by Councillor Peacock that the Head of Sport & Welling will continue to chair this meeting as it is an introductory meeting.</p>	
6.	Progress to Date	
	<p>Head of Sport & Wellbeing explained she had hoped that G McMullan, Physical Activity & Wellbeing Manager would have taken everyone through update however she is unwell and unable to attend. R Downey, Sport & Wellbeing Development Unit Manager was nominated to report the progress in G McMullan's absence.</p> <p>Sport & Wellbeing Development Unit Manager started by acknowledging the time and effort that the PA&WM has put into the Action Plan.</p> <ul style="list-style-type: none"> The Policy Officer and Sport & Wellbeing Development Unit Manager had initial meetings with the Northern Trust and Western Trust Autism Co-ordinators in mid-2022 to discuss the drafting of an Autism Action Plan. Since then, Council's Physical Activity & Wellbeing Manager has been identified as the Officer leading on autism and as such has been responsible 	

NO.		ACTIONS
	<p>for updating the draft action plan and meeting with partners (internal and external) to lay the foundations for Causeway Coast and Glens to become an autism friendly borough.</p> <ul style="list-style-type: none"> • On Thursday 27th April there will be a visit from the Autism Reality Bus at Joey Dunlop Leisure Centre. This will give a taste of what it is like for those living with Autism on a daily basis and help us to have more of an understanding. • Councillor McKillop explained that as a member of Autism NI she wanted to commend Grace for the work that has been done so far. It has been a great way to start off and Councillor Mckillop can't wait to experience it with having someone within her own home living with Autism. • On Jan 25th, 2023, the Policy Officer and Physical Activity & Wellbeing Manager attended the Accessibility in Your Community Building event (organised through Community Development). They heard from various Presenters detailing how our facilities could be made more welcoming in terms of Deafblind UK/NI, Hands that Talk, Autism NI/Autism Accessibility, Alzheimer's Society etc. • A meeting has been held with 3 x Leisure Operations Managers and General Manager to discuss the Autism NI Impact Award and getting staff trained so each Tier 1 facility (3 main Leisure Centres) will be Autism friendly. Draft Schedule is no in place with JDLC starting first in April, then CLC and RVLC will be in May and June. • The Policy Officer met with the Sports Development Managers to draft Easy Read documents for their courses/activities and we look forward to see how this helps. Once these forms are drafted they will be taken to through reference groups to ensure we are meeting needs. <p>Jayne Colville, Autism Coordinator (Public Health Approach) - Northern Trust explained that the Autism Reality Bus is a very immersive way to train. As training</p>	

NO.		ACTIONS
	<p>is usually in a classroom style this will show us how senses overload. It is a fantastic link with Council to deliver this and she is excited to see it.</p> <p>Margaret Ferris, Autism Coordinator/Improvement Manager - Western Trust added that she has already had the experience in the Western Trust. It is a valuable tool to help workers/businesses gain greater understanding of Autism. It is a really worthwhile experience and Western Trust are currently working on gaining more funding to support this.</p> <p>Councillor MA McKillop asked how many people could use it in 1 day.</p> <p>Jayne Colville, Autism Coordinator explained that there will be 12 people in the morning session and 12 in the afternoon session.</p> <p>The Head of Sport & Wellbeing extended an invitation to Members if they would like to experience the bus and is happy to facilitate that. She also asked if there were any health issues that could prevent someone from using it?</p> <p>Jayne Colville, Autism Coordinator explained there will be health check first by completing a Medical Disclaimer, the trainer will then Risk Assess to make sure it is safe for each individual. Epilepsy, Pregnancy and Heart Conditions will prevent you from using the bus.</p> <p>Margaret Ferris, Autism Coordinator/Improvement Manager offered to share the document with everyone.</p>	<p>HOS to invite Members to Autism Reality Bus</p> <p>MF to share Medical Disclaimer</p>

NO.		ACTIONS
	<p>Head of Sport & Wellbeing explained that JDLC is established as a Disability Hub which holds activities for those with a disability. Hence the reason for hosting the Bus at that site.</p> <p>Autism Action Plan Reported by Sport & Wellbeing Development Unit Manager and Policy Officer as per Draft document.</p> <p>Point 1 Reported by Sport & Wellbeing Development Unit Manager as per Draft document.</p> <p>Now accomplished – it has taken a lot of work to get to this point, all being well elected Members are happy with the Plan. There is a lot of work ahead, but we are looking forward to it. We have linked in with Mid and East Antrim Borough Council who we hope to set up regular sharing of information / best practice meetings with, we are continually making sustainable contacts in terms of autism friendly work.</p> <p>Action Plan page 1, last point Reported by Policy Officer as per Draft Document</p> <p><u>Continue to work in partnership with Autism Groups</u> We continue to work with a variety of groups in our Equality Forum an as Roger discussed earlier a number of groups are working with us to peer review Easy Read documents.</p> <p>Page 2, last point Reported by Policy Officer as per Draft Document</p> <p><u>Establishment of Accessible Communication Documentation</u></p>	

NO.		ACTIONS
	<p>A wide range of documents have been identified to be made in Easy Read.</p> <p>Currently in the development stages are:</p> <ul style="list-style-type: none"> • Labour Market Partnership, action plan drafted and ready for peer review. • Complaints procedure, drafted. • PARS program rules, drafted. • Easter scheme leaflets in progress. • Neighbourhood Health Improvement Document. <p>Page 3, first point Reported by Policy Officer as per Draft Document</p> <p><u>Improve accessibility for individuals with Autism to access information about all Council Services</u> The citizens newsletter this year was provided in an accessible word version. Second point: <u>Improve accessibility to leisure.</u> Town centre partnership rolled out JAM card training to local businesses in 20/21 and had more planned that were cancelled due to lockdown and these need to be rescheduled. Third point <u>Develop supportive policies, practices and procedures.</u> Causeway Neurodiversity have availed of quiet swim sessions in JDLC pre-Christmas.</p> <p>Page 4, last point Reported by Policy Officer as per Draft Document</p> <p><u>Improve autism/disability Council Wide staff Awareness.</u> Once the Action plan is agreed by this group, we can ask OD/HR to put it on their schedule. Perhaps Elected Members should also receive training on this</p>	<p>Consider inclusion of Members in</p>

NO.		ACTIONS
	<p>(Councillor Peacock sent a message through chat function to say she agreed it definitely should be)</p> <p>Page 5, last point Reported by Policy Officer as per Draft Document</p> <p><u>Improved accessible toilet facilities.</u> Council has 2 mobile accessible changing facilities which are in the early stages of roll out, promotion is scheduled for next week and it's planned that they will come into operation next month.</p> <p><u>"Every Customer Counts"</u> 340 audits have been undertaken, however; as we learn more about Autism we need to adapt this to support the specific needs of autistic individuals.</p> <p>Page 6, first point Reported by Policy Officer as per Draft Document</p> <p><u>Improve staff awareness.</u> There is a staff news article planned on Neurodiversity this week and we are in consultation to get a lived experience article.</p> <p>Page 6, Last point Reported by Policy Officer as per Draft Document</p> <p><u>Establish a programme of targeted actions to encourage participation:</u> The PA&W Manager has established some fantastic links which we will use going forward.</p> <p>Page 7, last point Reported by Policy Officer as per Draft Document</p>	<p>Autism Awareness training.</p>

NO.		ACTIONS
	<p><u>Ensure Adults and Children feel safe.</u> PCSP have carried out extensive work on this and are expanding their programme, perhaps it may be useful to get an update from PCSP for the next meeting.</p>	<p>Update on work of PCSP re Ensuring Adults & Children feel safe at next meeting.</p>
7.	<p>Member Updates/Discussion</p>	
	<p>Councillor Peacock noted that PCSP ran Level 1 and 2 Makaton Certificates and said this could be promoted as a significant achievement and there are still opportunities for training.</p> <p>Councillor C McShane asked,</p> <ul style="list-style-type: none"> • Could we light up other buildings in the borough other than Cloonavin i.e. Ballycastle, Ballymoney and Limavady. These could be lite Blue for Autism Awareness. • Is there a staff network? Could this be included in the Action Plan? <p>The Policy Officer explained there isn't a network as yet. An exercise was carried out to ask staff if they were interested but only had a few replies. We intend to go out again with it and try to get Diversity Champions for Autism.</p> <p>Councillor C McShane expressed the work to date is very impressive.</p> <p>Councillor MA McKillop said it was amazing work and explained she was initially disappointed with the rate the plan was moving but now that she sees it she is delighted with it. She notices how well Mid & East Antrim have done with ASD Swimming so suggested we look at that.</p>	

NO.		ACTIONS
	<p>Councillor MA McKillop also confirmed that we cannot light up other buildings as it is something she has already asked. She also asked;</p> <ul style="list-style-type: none"> • How will we touch base with all the Autism Groups? <p>Jayne Colville, Autism Coordinator offered her reference group as a vehicle to raise awareness.</p> <p>Sport & Wellbeing Development Unit Manager explained that they are also working with Mae Murray Foundation delivering a lot of other activities so we can link in with them also regarding promoting the Action Plan.</p> <p>Once the Impact Award has been completed we will identify what activities / actions can be Implemented in each leisure centre.. We can identify how we are going to do that within the Action Plan updates.</p> <p>Alderman Knight-McQuillan also highlighted that Autism is also present in adulthood. There are adults now getting diagnosed which is changing their lives, so we need to factor them into the Action Plan.</p> <p>Margaret Ferris, Autism Coordinator/Improvement Manager agreed partnerships are crucial to gain awareness. There are Autism Social Café initiatives running which bring groups into a friendly environment (only Children at his point). Limavady are running an Autism Awareness week, bringing all services under one roof and families can come along as support it.</p>	

NO.		ACTIONS
8.	Any other Business	
	<p>Head of Sport and Wellbeing asked if it would be helpful to bring forward Autism statistics within the CC&G borough to include Age Profile?</p> <p>All members agreed.</p> <p>Head of Sport asked if everyone was content with how this is progressing?</p> <p>All members agreed.</p> <p>Next step is to brief all other HOS and Directors and bring them up to speed with the plan. Make them aware of the legal obligation council has and hopefully we will see more specific actions, for each department across the Council in making their services more accessible (as appropriate).</p> <p>The Head of Sport & Wellbeing thanked everyone for coming and informed them a copy of the minutes will be in L&D in March.</p>	<p>HOS – Bring Statistics from recent Census data for Autism within CC&G borough to next meeting</p>
9.	Date of next meeting	
	<p>Wednesday 15th March – 6pm – Via Teams</p> <p>Next meeting pencilled in for Thursday 27th April - 6pm Via Teams</p>	

Meeting closed at 19:28