



**Minutes of the  
Norfolk All Age Autism Partnership Board (NAPB)**

**Held on: Tuesday 09 August 2022, 2:00 – 4:00pm**

**Venue: Microsoft Teams**

**Please note: These notes represent an overview summary of this meeting rather than a verbatim transcript.**

<b>Name of Attendee</b>	<b>Organisation and or Role</b>
Adrian Grant	Co-Chair
Trevor Key	Co-Chair
Partnership Coordinator	Note Taker (NCC)
Maxine Blocksidge	Senior Adviser SEND (NCC)
Maia Brett	Mental Health Care Manager, on behalf of Rachel Gates (ICB)
Sharon Brooks	Carers Voice for Norfolk & Waveney
Stephen Durrance	Autistic Adult
Kim Farthing	Social worker, on behalf of Caroline Horton (NCC)
Alison Furniss	Voluntary Sector Representative Family Voice
Lee Gibbons	Voluntary Sector Representative, ASD Helping Hands Engagement Working Group Lead
Andy Hudson	Head of Personalisation, Quality of Care for LD and Autism (ICB)
Maria Karretti	GP, Clinical champion for LD and Autism (ICB)
Sophie Little	Voluntary Sector Representative, Carers Voice on behalf of Sharon Brooks
Richard Peat	Parent Carer
Alison Simpkin	Head of Social Care, representing adult social care (NCC)
Tracey Walton	Autism Commissioning Manager (NCC)
Caroline Williams	Head of Communications and Engagement, Healthwatch
Anthony White	County Councillor for Downham Market

<b>Apologies Received</b>	<b>Organisation and or Role</b>
James Bullion	Co-chair; Executive Director Adult Social Services, Norfolk County Council (NCC)
Laura Cox	N&SFT
Catherine Haig	Autism Service Norfolk, NCH&C
Ryan Hardy	Autistic Adult
Bethany Slaughter	Norfolk Constabulary

Hannah Riches	Learning and Development Consultant (LD and Autism) (NCC), Workforce Development Working Group Lead
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Observers	Organisation and or Role
Holly	Prospective Volunteer Member
Katherine	Prospective Volunteer Member

Agenda Item 1	Welcome and Introduction	Action and Due Date
1.1	Welcome and introductions made. Communication prompts posted to the Teams Chat window, and their use explained. No reasonable adjustments were requested. Members reported no declaration of interest.	No action or due date.
1.2	Representatives informed the Board that the CCGs will now be known as the Integrated Care Board (ICB). Future notes will reflect this.	
1.3	Since the last meeting, Tom Bassett, Partnership Transformation Manager, has left the council. The Board thanked him for his work.	

Agenda Item 2	Minutes of previous meeting 14 April 2022 and matters arising not on the agenda.	Action and Due Date
2.1	<b>Agreed:</b> Minutes of previous meeting accepted as true record of the meeting. Will be added to the NAP Webpages.	<b>Administrator</b>

Agenda Item 3	Autism Norfolk Forum Update with Lee Gibbons and Diagnostic Data Discussion with Tracey Walton	
3.1	<p><b>Autism Norfolk Forum on Housing</b> held on Thursday 23 June. Speakers included Matthew Mallett, Commissioning Manager (Learning Disabilities) for Norfolk County Council, and James Bryan and Michael Deakin, Team Leader Community Advisers for the charity Shelter. Following presentations by the guests, discussion followed. Key points reported to the Board as follows:</p> <ul style="list-style-type: none"> <li>• Good Feedback regarding the Norfolk Integrated Housing and Community Support Services (NICHHS) and Orbit Housing Association.</li> <li>• There are issues around people receiving inappropriate housing. One attendee quoted as saying “You’ve got a house, be grateful”.</li> <li>• Concerns around rising rent and negative experiences dealing with Housing Options.</li> </ul>	

	<p>Board members, Partners or any other relevant organisation representatives asked to secure housing for autistic people in any development plans they are involved with.</p> <p>Following discussion with Forum attendees to identify relevant discussion topics, it was decided that the next Forum should be on Advocacy. The Board agreed to this decision.</p>	
	<p><b>Action:</b> Lee Gibbons to arrange next Forum on Advocacy in September if possible. A new series of Forums to be arranged once Board independence achieved.</p>	
3.2	<p><b>Diagnostic Data Discussion</b></p> <p>Tracey Walton gave an in-depth presentation on current data for autism provision, diagnostic referrals and waiting times across Norfolk. She outlined the differences between the different services commissioned for children and adults with autism and their respective current waiting times. Waiting times have increased over the course of the pandemic despite efforts made to clear case backlogs. Tracey also explained the current state of pre- and post-diagnosis support for autistic people of all ages, especially as provided through Starfish and Starfish+, with figures for referrals, completed assessments and numbers of people waiting for assessment. Finally, she explained the challenges in collecting this data for the Board, as different commissioning arrangements use different reporting methods and with few electronic systems in place the data had to be collated manually. NHS Digital is currently building statistics reporting capabilities for mental health, learning disabilities and autism services; it is Tracey's intention to use this once it becomes available.</p>	
	<p><b>Agreed:</b> After discussion of individual points, the Board requested Tracey brings regular data updates to future meetings. Tracey agreed, but explained that she could not guarantee a similar level of detail in future given the difficulties sourcing for today's presentation.</p>	

Agenda Item 4	Pathological Demand Avoidance Update with Rebekah Muttitt	Action and Due Date
4.1	<p>Rebekah Muttitt and Dr Mel Bruce from Starfish+ gave presentation on Pathological Demand Avoidance (PDA), following up on previous presentations to the Board and Diagnosis Working Group. After outlining what PDA is and how it presents in individuals, Rebekah and Mel explained that it is wrongly believed</p>	

	<p>that Norfolk “does not believe in PDA”. This is worsened by the fact that there is not enough knowledge of the condition in practitioners for the Neurodevelopmental Disorder Pathway</p> <p>Working with the Diagnosis Working Group, Family Voice and other Partners, Rebekah and Mel have written a coproduced Position Statement for Norfolk on PDA.</p>	
4.2	<p>Discussion followed. Maria Karretti noted that there is a need for learning about PDA in GP training, especially for effective support strategies as these will differ significantly from “typical” strategies. Suggestion raised to include an additional page on PDA in the Understanding Autism course, but agreed that this may not be enough to cover all relevant information. Specific training from the PDA Society will be investigated instead. Adding training on PDA to ICB training offer was agreed to be a good idea.</p>	
	<p><b>Action:</b> Rebekah Muttitt and Mel Bruce will continue to work with Diagnosis Working Group moving forward. They will continue to update the Board with progress.</p>	<p>Rebekah Muttitt and Mel Bruce</p>

<b>Agenda Item 5</b>	<b>Procurement Update and Discussion with Lee Gibbons</b>	<b>Action and Due Date</b>
5.1	<p>Lee Gibbons outlined progress made with procuring a new provider to run the Norfolk Autism Partnership and Learning Disability Partnership since the last meeting. Closing date for bids was 27 June, followed by a moderation meeting on 19 July. The moderation panel consisted of Tom Bassett, Trevor Key, and representatives of ACE Anglia.</p>	
5.2	<p>Lee Gibbons and ASD Helping Hands were successful in their bid. Lee will work with the coordinator to ensure the handover goes smoothly ahead of the official contract start on 5 October 2022.</p>	
	<p>Lee explained his plan keep the Boards and working groups running as they do presently, at least to begin with. While he will continue to focus on the Autism Partnership, he is in the process of hiring an expert to run the Learning Disability Partnership. He is also in the process of securing a venue to host partnership events, and plans to set up and promote the partnerships via social media.</p>	
5.3	<p>The Board congratulated Lee on his successful bid and hopes to continue working with him in the future.</p>	

<b>Agenda Item 6</b>	<b>Data and General Data Protection Regulation (GDPR)</b>	<b>Action and Due Date</b>
6.1	As the Partnership is becoming independent from Norfolk County Council, the Council will no longer be acting as the Partnership's Data Controller. To ensure the handover goes smoothly, the Partnership Coordinator asked all Board Members present for their permission to share their personal data with ASD Helping Hands.	
6.2	<b>Agreed:</b> All Board Members present agreed and will be shared. A note has been made of missing members.	
6.3	<b>Action:</b> The Partnership Coordinator will draft a message to all members asking for their permission to share data with ASD Helping Hands. Only those who give permission will have their details shared.	Coordinator, 30 September

<b>Agenda Item 7</b>	<b>Any Other Business and Wellbeing Check</b>	<b>Action and Due Date.</b>
7.1	No other business.	
7.2	Wellbeing check performed via email survey	

<b>Date, time and location of next meeting</b>
Tuesday 11 October 2022, 11am-1pm
<b>PLEASE NOTE: Future meetings will be arranged by ASD Helping Hands. A new schedule of meetings will be forthcoming.</b>

## **Glossary**

ANF:	Autism Norfolk Forum
ASD:	Autism Spectrum Disorder
CCG:	Clinical Commissioning Groups
FOI:	Freedom of Information
GDPR:	General Data Protection Regulations
NAP:	Norfolk Autism Partnership
NAPB:	Norfolk Autism Partnership Board
NAS:	National Autistic Society
NCC:	Norfolk County Council
NCH&C:	Norfolk Community Health and Care
N&SFT:	Norfolk and Suffolk Foundation Trust
SEND:	Special Educational Need and Disabilities
UEA:	University of East Anglia
WAW:	World Autism Week
WG Lead:	Working Group Lead