

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

**Held on: Tuesday 17 January 2023, 11:00 – 1:00pm**

**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
Maxine Blocksidge	Senior Adviser SEND (NCC)
Sharon Brooks	Carers Voice for Norfolk & Waveney
Stephen Durrance	Autistic Adult
Alison Furniss	Voluntary Sector Representative Family Voice
Lee Gibbons	Note Taker Voluntary Sector Representative, Autism Partnership Coordinator, ASD Helping Hands
Richard Peat	Parent Carer
Alison Simpkin	Head of Social Care, representing adult social care (NCC)
Bethany Slaughter	Norfolk Constabulary
Caroline Williams	Head of Communications and Engagement, Healthwatch
Caron Ager	Attending on behalf of Rachel Gates
Lucy Adcock	Norfolk Learning Disability Coordinator ASD Helping Hands (Voluntary Sector)
Andrew Macey	Parent/Carer
Tracey Walton	Autism Commissioning Manager (Norfolk County Council)
Craig Chalmers	(Norfolk County Council)
Rebecca Crossley	Children and Young Peoples Senior Clinical Lead Mental Health, Learning disabilities and Autism (NHS Norfolk And Waveney ICB - 26A)
Maria Karretti	Safeguarding Adults Clinical Advisor for Autism and Learning Disabilities (NHS Norfolk And Waveney ICB - 26A)
Kim Farthing	Social worker, on behalf of Caroline Horton (NCC)

<b>Apologies Received</b>	<b>Organisation and or Role</b>
Ryan Hardy	NCC
James Bullion	Co-chair; Executive Director Adult Social Services, Norfolk County Council (NCC)
Catherine Haig	Autism Service Norfolk, NCH&C
Claire Jones	IACG Strategy
Stephanie Summers	NCHC - Clinical Psychologist
Hannah Riches	Learning and Development Consultant (LD and Autism) (NCC), Workforce Development Working Group Lead

<b>Presenters</b>	<b>Organisation and or Role</b>

<b>Agenda Item 1</b>	<b>Welcome, Introduction &amp; Approval of minutes and action log</b>	<b>Action and Due Date</b>
1.1	<p>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.</p> <p>Minutes and action log approved by the Norfolk Autism Partnership Board (NAPB)</p>	

<b>Agenda Item 2</b>	<b>Update from the Autism Norfolk Forum</b>	<b>Action and Due Date</b>
2.1	<p>Lee Gibbons provided an update on the Autism Norfolk Forum held on the 14 December 2022.</p> <p>The topic was The New Early Support Service.</p> <p>Attendance:</p> <ul style="list-style-type: none"> <li>• 34 people attended.</li> <li>• 47 people registered to attend</li> </ul>	
2.2	<p>Tracey Walton and Karen Dures gave a presentation on the proposed new plans for an early help social care service.</p> <p>We had break out rooms where people were asked to discuss the new service and what it should and shouldn't include.</p>	
2.3	<p>Feedback received from the breakout rooms sessions in the Forum about the new service were:</p> <ul style="list-style-type: none"> <li>• information should be presented visually</li> <li>• based on individual need</li> <li>• include training and employment support</li> <li>• help users access their local community</li> </ul>	

	<ul style="list-style-type: none"> <li>• assistance to complete forms</li> <li>• support around Mental Health</li> <li>• employment and training opportunities</li> <li>• Advocacy support should be available for people who need it.</li> <li>• Access to the service should be based on individual need</li> <li>• There should be one point of contact to find out any information about the service.</li> </ul>	
2.4	<p>Members of the Board asked if they would like to be involved in further events to help shape this service. Those that agreed raised their hands and details were passed to Tracey Walton.</p> <p><b>Action: Pass details of those who wish to be involved in further events regarding the Early Support Service to be put in touch with Tracey Walton.</b></p>	<b>Lee Gibbons Ongoing</b>
2.5	<p>A full list of the Autism Norfolk Forum notes can be found here:  <a href="https://www.norfolkautismpartnership.org.uk/autism-norfolk-forum/autism-norfolk-forum-notes/">https://www.norfolkautismpartnership.org.uk/autism-norfolk-forum/autism-norfolk-forum-notes/</a></p>	
2.6	<p>The Next Autism Norfolk Forum will be held on the 22 March 2023. The topic will be <b>Advocacy</b></p>	

<b>Agenda Item 3</b>	<b>Update on Diagnostic Waiting times</b>	<b>Action and Due Date</b>
3.1	<p>Tracey Walton gave us an update on the Diagnostic waiting times for services in Norfolk and Waveney.</p> <p>Tracey Walton advised that she is responsible for commissioning the Norfolk adult autism diagnostic service, and asked for those in the room with responsibility for adults in Waveney or children and young people to answer any questions or that she was happy to take questions away that she was unable to answer and provide an response for the next meeting.</p>	
3.2	<p>In Norfolk there are two neurodevelopmental teams:</p> <ul style="list-style-type: none"> <li>- Norfolk Community Health and Care covers Norfolk.</li> <li>- Newberry clinic covers east Norfolk and Waveney.</li> </ul> <p>Clare Angel, is the commissioning lead for these services and is part of the Integrated Care Board</p>	
3.3	<p>Norfolk Community Health and Care</p> <p>As of 16<sup>th</sup> November 2022</p>	

	<p>4487 children are waiting on an assessment.</p> <ul style="list-style-type: none"> <li>• 895 are under 6 years.</li> <li>• 840 on ASD Pathway only</li> </ul> <p>38 % are waiting in excess of 2 years / 25% waiting 1-2 years</p>	
	<p>The Newberry Clinic (James Paget Hospital)</p> <p>Between November 2021 and November 2022 1756 referred into service there have been 450 completed assessment.</p> <ul style="list-style-type: none"> <li>• 462 waiting and assessment</li> <li>• 761 waiting for initial appointment (average 16 month wait)</li> <li>• 72 people added to the waits each month</li> </ul>	
3.4	<p>Pre and Post Support Starfish and Starfish Plus.</p> <p>Starfish can offer support to those who are on the waiting list and after diagnosis.</p> <p>Their support and interventions try to:</p> <ul style="list-style-type: none"> <li>• reduce emerging and established mental health and wellbeing difficulties</li> <li>• reduces distressed behaviours</li> <li>• reduces attachment and trauma</li> <li>• reduces anxiety</li> <li>• reduces self-injurious behaviours / harming other</li> <li>• increases self-esteem</li> <li>• manage emerging social relationship and sexuality safety.</li> </ul>	
3.5	<p>Autism Service Norfolk, a core commissioned service covers Norfolk. The population of Waveney is covered by a spot purchase arrangement</p>	
3.6	<p>Autism Service Norfolk received 969 referrals in the past year.</p> <p>860 Adults and waiting for an assessment and 66 adults are added to the waiting list each month.</p> <p>Between December 2021 and November 2022 878 people were removed from the waiting list</p> <ul style="list-style-type: none"> <li>• 771 completed assessments <ul style="list-style-type: none"> <li>○ 174 Autism Service Norfolk</li> <li>○ 597 Independent Providers</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>107 removed from the waiting list (possible reasons: no longer waiting an assessment/ paid for a private provided)</li> </ul>	
3.7	Autism Service Norfolk offers a post diagnostic support package that is available up to 12 months after diagnosis.	
3.8	Spot contract in Waveney received 56 referrals into the service. 27 of these were accepted. Currently no one is on the waiting list	
3.9	<p><b>Question</b></p> <p>Is there a triage system for referrals? Is there a priority assessment process?</p> <p><b>Answer</b></p> <p>Following referral into Autism Service Norfolk and the screening tools resulting in a measure of autism, people are added to the waiting list. Autism Service Norfolk offers those waiting the longest an assessment. However, if people feel they are a priority for assessment for example breakdown in service, relationship or employment they are encouraged to see their GP for a priority autism assessment. At this point and if the GP is in agreement, the GP writes to ASN for a priority assessment.</p>	
3.10	<p>2 million pounds worth of funding has been made available to help waiting list in Norfolk and Waveney.</p> <p>For children and young people a new service is being procured with a mobilisation date roughly April '23</p> <p>This service will focus on three age groups 0-7yrs / 8-14yrs / 14-18yrs.</p> <p>Adults share of funding was used to commission external diagnostic providers and is in place until March 2023.</p>	

<b>Agenda Item 4</b>	<b>Update on Pathological Demand Avoidance (PDA)</b>	<b>Action and Due Date</b>
4.1	Neither Rebekah Muttitt nor Mel Bruce, were available for the meeting so no update was provided	
4.2	<b>Action: To email Rebekah and Mel regarding a written update on the PDA work being carried out</b>	<b>Lee Gibbons 01/02/2023</b>

<b>Agenda Item 5</b>	<b>The Autism Strategy</b>	<b>Action and Due Date</b>
5.1	The Autism Strategy is due for renewal in 2024	
5.2	The Autism Strategy outlines the 9 priorities Norfolk want to work on to make life better for Autistic people living in the county.	
5.3	<p>Lee Gibbons asked the Partnership Board to start thinking about:</p> <ul style="list-style-type: none"> <li>• Progress made since the last strategy</li> <li>• The impact we have had as Partnership</li> <li>• Prioritise for the new strategy. Should they stay the same or do we need to change them</li> <li>• How are we going to engage with Autistic people and their carers to influence the next strategy</li> </ul>	
5.4	The Norfolk Autism Partnership will continue to help and support the development of the next Autism Strategy.	

<b>Agenda Item 6</b>	<b>Next Steps for the Partnership</b>	<b>Action and Due Date</b>
6.1	<p>The Handover from Norfolk County council is now complete and fully independent from any statutory services.</p> <p>It is run and managed by lee Gibbons (ASD Helping Hands)</p>	
6.2	<p>Discussion around the direction of the Partnership Board. One idea was to form a Mission Statement.</p> <p>Questions we need to ask ourselves:</p> <ul style="list-style-type: none"> <li>• What is the partnership?</li> <li>• Where are we trying to achieve?</li> <li>• How do we plan to do this?</li> </ul>	
6.3	<p>Discussion points</p> <ul style="list-style-type: none"> <li>• Do we need to align to national Autism priorities?</li> <li>• Do we just need to keep it very simple: helping shape the future for people affected by Autism in Norfolk?</li> <li>• The partnership is a dual role.</li> <li>• Influencing and Challenging</li> </ul>	
6.4	To form a task and finish group to look at the future of the board and how we will work and influence our partners.	

	<p><b>Action: Anyone interested in being part of the task and finish group please email <a href="mailto:contact@norfolkautismpartnership.org.uk">contact@norfolkautismpartnership.org.uk</a> by the 31 January 2023. Those who expressed an interest during the meeting have already been noted.,</b></p>	<p><b>All Board Members</b></p> <p><b>31 January 2023</b></p>
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<b>Agenda Item 7</b>	<b>Any Other Business and Wellbeing Check</b>	<b>Action and Due Date.</b>
7.1	<p>Lee Gibbons – Website accessibility, working with Evy Coe, Digital Accessibility Officer (NCC) to make sure that the website complies with government accessibility guidelines. Website likely to be unavailable for 2 weeks while we work on this.</p> <p><b>Action: For Lee Gibbons and Evy Coe, to work together to make sure the NAPB website meets accessibility criteria</b></p>	<b>Ongoing</b>
7.2	<p>Lee Gibbons – Library service are setting up Autism events for adults, children, young people in their 47 libraries. The NAP is supporting them in this. Groups so far are located in:</p> <ul style="list-style-type: none"> <li>• Thetford</li> <li>• Wroxham</li> <li>• North Walsham</li> <li>• Taverham</li> <li>• Acle</li> <li>• Kings Lynn</li> <li>• Great Yarmouth</li> </ul> <p>Tracey is mapping out the library services offers to circulate Social Care Adult Professionals. Will also provide to NAPB.</p>	

7.3	<p>Rebecca Crossley – The Neurodevelopment disorder stakeholder meeting wishes some Norfolk County Council to attend to fill gaps in expertise in the meeting.</p> <p><b>Action: Tracey Walton and Rebecca Crossley to liaise to identify these gaps and which colleagues would be best to attend.</b></p>	<p><b>Tracey Walton. Rebecca Crossley</b></p>
7.4	<p>Rebecca Crossley – Norfolk and Waveney identified the risk and critical concerns for the ratification of Diagnosis (Autism Diagnosis that were made privately being ratified by NHS) To add this to agenda along with presentation and asks of the Partnership / Board</p> <p><b>Action: Rebecca Crossley to introduce Lee Gibbons to those who can present information on the ratification process and risks</b></p>	<p><b>Rebecca Crossley</b></p> <p><b>Before next Board Meeting</b></p>
7.5	<p>Alison Furniss (Family Voice) told us about the Family Voice Conference which is to be held at the John Innes Conference Centre, Norwich on the 11<sup>th</sup> March 2023.</p> <p>It is an event for parents and carers of young people with a Special Educational Need. There will be organisations, talk and workshops present on the day.</p>	
7.6	<p>Maxine Blocksidge (Norfolk County Council) told us about SENDfest which will be held on the 17 June 2023 at Easton College.</p> <p>They will have vocational activities, a marketplace with organisation stands and the music service will be present.</p> <p><b>Action: Maxine asked to send round more information on SENDfest when it is available. Can forward to Norfolk Autism Partnership to facilitate this.</b></p>	<p><b>Maxine Blocksidge</b></p> <p><b>When available</b></p>

Date, time and location of next meeting
<p>Norfolk Autism Forum: 22 March 2023 – Online via Zoom</p> <p>Norfolk Autism Partnership Board: 14 March 2023 – Online via Teams</p>



## **Glossary**

ANF:	Autism Norfolk Forum
ASD:	Autism Spectrum Disorder
CQC:	Care Quality Commission
CCG:	Clinical Commissioning Groups
FOI:	Freedom of Information
GDPR:	General Data Protection Regulations
ICB:	Integrated Care Board
LDP:	Learning Disability Partnership
LDPB:	Learning Disability Partnership Board
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