

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

Held on: Tuesday 30th July 2024, 11:00 – 1:00pm

Venue: Microsoft Teams

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

Name of Attendee	Organisation and or Role
Lee Gibbons	Norfolk Autism Partnership Co-ordinator
Trevor Key	Co-Chair
Joseph Jarvis	Autistic Person
Stephen Durrance	Autistic Person
Tracey Walton	Autism Commissioning Manager (Norfolk County Council)
Laura Edwards	Autistic Person
Caroline Williams	Head of Engagement (Health Watch Norfolk)
Joseph Royal	Neurodiversity Support Manager (HM Prison and Probation Service)
Susan Ackley	Senior Educational Psychologist & Autism Education Trust Hub Lead Trainer for Schools (Children's Services, Educational Psychology & Specialist Support)
Claire Jones	Local Offer Manager - SEND Strategic Improvement and Partnerships (Children's Services)
Sophie Little	Carers Voice Norfolk and Waveney
Catherine Haig	Clinical Psychologist (Autism Service Norfolk)
Andrew Thain	Norfolk Constabulary
Susan Willgoss	Service User Governor (Norfolk and Suffolk Foundation Trust)
Susan Capps-Jenner	Autistic Person
Karen Dures	Strategic Business Lead – Autism (Norfolk County Council)
Holly Purchase	Autistic Person

Apologies Received	Organisation and or Role
Adrian Grant	Co-Chair
Andy Hudson	Head of Personalisation, Quality of Care for LD and Autism (ICB)
Caron Ager	Commissioning Programme Manager Learning Disabilities and Autism (ICB)
Stephanie Summers	Clinical Psychologist and Clinical Lead for the Neurodevelopmental Service (NCHC)

Bertone Santos-Socorro	Learning Disability and Autism Programme Senior Lead (ICB)
Bethany Slaughter	

Guests	Organisation and or Role
Sophie Bagge	Norfolk and Suffolk Foundation Trust

	Pre- Meeting Support	Action and Due Date
	15 minutes was given to pre meeting support for those who required it.	

Agenda Item	Welcome, Introduction & Approval of minutes and action log	Action and Due Date
1.1	Board Members were asked to introduce themselves in the Teams chat function	
1.2	<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> <p>Code of Conduct to be monitored by Lee Gibbons</p>	
1.3	Action: To keep in contact with Tracey Wooldridge regarding further updates to the Care, Education and treatment review	
1.4	<p>Action: To publish:</p> <ul style="list-style-type: none"> • Introduction to a Social Care Conversation (2 pages long) • Guide to a Social Care Conversation (Longer document with space for notes) 	Completed 21/05/2024

Agenda Item 2	Diagnosis Waiting List Updates	Action and Due Date
	<p>Adult Diagnosis (without a Learning Disability)</p> <ul style="list-style-type: none"> • Annual average referrals of 83 each month • Total number of adults waiting 1207 • Average of 18 assessment a month <p>Waiting period breakdown:</p>	

	<ul style="list-style-type: none"> • 0 people waiting longer than 200wks • 9 waiting between 200-104 weeks • 519 waiting between 104–52 weeks • 470 waiting between 52-18 weeks • 209 Less than 18 weeks 																					
	<p>Adult Diagnosis (without a Learning Disability)</p> <p>Year on year comparison of total numbers waiting</p> <ul style="list-style-type: none"> • June 2020 – 544 • June 2021 – 688 • June 2022 – 908 • June 2023 – 684 • June 2024 – 1207 <p>In June 2024, the total number of adult awaiting assessment is 121.8% increase from June 2020.</p>																					
	<p>Adult Diagnosis (without a Learning Disability)</p> <p>Year on Year comparison of demand for assessment</p> <table border="1"> <thead> <tr> <th></th> <th>Average monthly referrals</th> <th>Total Referrals</th> <th>% of change since previous year</th> </tr> </thead> <tbody> <tr> <td>2020</td> <td>36</td> <td>434</td> <td>Not applicable</td> </tr> <tr> <td>2021</td> <td>71</td> <td>856</td> <td>97% Increase</td> </tr> <tr> <td>2022</td> <td>85</td> <td>1024</td> <td>20% Increase</td> </tr> <tr> <td>2023</td> <td>83</td> <td>990</td> <td>3.3% Increase</td> </tr> </tbody> </table>		Average monthly referrals	Total Referrals	% of change since previous year	2020	36	434	Not applicable	2021	71	856	97% Increase	2022	85	1024	20% Increase	2023	83	990	3.3% Increase	
	Average monthly referrals	Total Referrals	% of change since previous year																			
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2022	85	1024	20% Increase																			
2023	83	990	3.3% Increase																			
	<p>PDA Update</p> <ul style="list-style-type: none"> • Worked together to provide a shared understand of Pathological Demand Avoidance (PDA). Feedback reflected from Board and NAPB Diagnosis and Support Working Group. • This understanding will be shared with Suffolk Autism Partnership too. 																					

	<ul style="list-style-type: none"> When signed off commissioners will share the statement with diagnostic services across Norfolk. This will be reviewed every 12 months <p>The Norfolk Autism Partnership Board has been asked to sign off this statement and to add it to the Norfolk Autism Partnership website and provide a link to the PDA Societies website.</p>	
	<p>Children and Young People</p> <ul style="list-style-type: none"> Due to ongoing contract negotiations with providers this information is currently unavailable. 	

Agenda Item 3	Update on the Autism Forum Norfolk	Action and Due Date
3.1	<p>Forum was held on the 16 July 2024</p> <p>We had 28 registered to attend with 12 attending on the day.</p> <p>This was held via Zoom</p>	
3.2	<p>An updated was provided to the group on the current activities of the Norfolk Autism Partnership which included:</p> <ul style="list-style-type: none"> Current work on the Norfolk All-Age Autism Strategy 2024-2029 Training that the Norfolk Autism Partnership has delivered both in person and via our E-Learning Program Quick Reference Guides for Families and Adults reminders and updates The Norfolk Autism Directory + photo contest winner announcements Update on the Short Term Research project and promoting the Report Summary 	
3.3	<p>Members of the forum were reminded of the ongoing involvement opportunities currently available:</p> <ul style="list-style-type: none"> Suicide Prevention for autistic people: Survey All Age Carers Strategy for Norfolk & Waveney- We need your help to make sure we have got it right! (Now Closed) Therapeutic Practice and Autism Survey Online Survey on Age-Related Differences in Physical Activity Levels, Physical Activity Preferences, Mental Health, and Quality of Life among Autistic Adults Community Engagement Sessions: Adult Social Services 	
3.4	<p>They were also reminded of the 'Interest Register' on the Norfolk Autism Partnership website and informed</p>	

	of the possible upcoming involvement opportunities to help oversee/deliver the Norfolk All Age Autism Strategy 2024-2029	
3.5	The second half of the Forum was an 'Open Discussion' that people could ask questions, tell us what wasn't going well and what was.	
3.6	<p><u>Neurodiversity Hub</u></p> <ul style="list-style-type: none"> • A physical hub in Norfolk to support those with Neurodiversity's • Not a sign posting service • Members commented how they can feel they are passed around services. <p>Action: To arrange for Colin Lang to speak at the next Norfolk Autism Partnership Board meeting regarding their plans for an Autism Hub in Poringland, Norwich.</p>	Lee Gibbons 24/09/2024
3.7	<p><u>Mental Health</u></p> <ul style="list-style-type: none"> • Members of the group talked about the lack of Mental Health support • Adapted therapy for autistic people • Needs to be a holistic service 	
3.8	<p><u>Adult Learning</u></p> <ul style="list-style-type: none"> • A new Neurodiversity and Autism course has been launched 	
3.9	The next forum is to be held on the 22 nd October 2024.	

Agenda Item 4	Break	Action and Due Date
4.1	A ten-minute break was held	

Agenda Item 5	Integrated Care Board (ICB): Inpatient and Community Care Plan: Co Production Approach	Action and Due Date
5.1	Sophie Bagge (Norfolk and Suffolk Foundation Trust) joined us to speak about how they are involving autistic people in the development of this plan.	
5.2	Sophie gave a presentation on the Model of Care Structure. See appendix for presentation slides.	
5.3	<p>Question: Was this approached used to inform the Inpatient Care plan and where would this fall within the current Norfolk All Age Autism Strategy?</p> <p>Answer: This approached was used int eh co-production of the Inpatient Care plan and the</p>	

	consensus was that this fell within Priority 4: Tackling Health inequalities for autistic people	
5.4	Agreement for Sophie to send the Norfolk Autism Partnership any details on co-production opportunities for direct consideration of the Norfolk Autism Partnership Board or to go onto the NAPB website section.	

Agenda Item 6	Norfolk All-Age Autism Strategy 2024-2029	Action and Due Date.
6.1	<p>Tracey Walton and Karen Dures provided us with an update to the development of the current Norfolk All-Age Autism Strategy 2024-2029.</p> <ul style="list-style-type: none"> • NAPB members in principle signed off the revised draft strategy • Strategy adopted by Health and Wellbeing Board and endorsed by partners • In process of sign off by NAPB partners • Autism Strategy Group coproduced a communication plan to launch the strategy • Launch 30 July 2024 with versions of the strategy available on the NAPB Website <p>Norfolk Autism Partnership Board Members are asked to promote and share the Norfolk All-Age Autism Strategy 2024-2029</p> <p>Action: Update the website with the New Norfolk All-Age Autism Strategy 2024-2029</p>	<p>NAPB Board Members</p> <p>Lee Gibbons 30/07/2024</p>
6.2	A proposal was brought forward on how to plan and monitor the delivery of the Norfolk All-Age Autism Strategy 2024-2029	
6.3	The current Strategy Reference group would develop into the Autism Strategy Oversight group who would be responsible for monitoring the progress made on partners plans and escalating any concerns that the group has.	
6.4	<p>How the monitoring and reporting of the plan would work.</p> <ul style="list-style-type: none"> • Norfolk Autism Partnership to send the plan template to partners so they can begin to populate with their plans to deliver on the priorities of the Norfolk All-Age Autism Strategy 2024-2029 • These to be returned by the 31st August along with any progress updates. These progress updates will then be bi-monthly • Autism Strategy Reference Group to meet monthly until Oct 24 then bi-monthly. Their 	

	<p>role will be to update the motoring template and escalate any concerns.</p> <ul style="list-style-type: none"> The Norfolk Autism Partnership will oversee the monitoring and progress on plans and also escalate any concerns to the Health and Wellbeing Board of the Learning Disabilities and Autism Programme Board. 	
6.5	<p>Autism Strategy Oversight Group: Co-production opportunity</p> <p>Who: autistic people of all ages, parents and carers</p> <p>No of people:4 allocated; 2 spaces left</p> <p>When: monthly till Oct 24 then bi-monthly.</p> <p>How: Microsoft Teams</p> <p>What we will do together:</p> <ul style="list-style-type: none"> review the partners' plans consider any issues or gaps in the plans review the partners' updates to monitor their progress report on progress and highlight any risks or issues to the NAPB <p>Involvement fee: paid by NAPB at usual rates</p> <p>If interested, please contact: Tracey Walton or Karen Dures on adulthood@norfolk.gov.uk.</p>	
6.6	<p>Voiceover for animation of the Strategy Summary</p> <p>Who: an autistic person/people</p> <p>No of people:1-6</p> <p>When: as soon as possible</p> <p>How: In person / Microsoft Teams</p> <p>What we will do together:</p> <ul style="list-style-type: none"> Decide which sections of the animation will need voice over Record the voice over(s) Review the animation to ensure it is easily understood and accessible <p>Involvement fee: Dependant on time taken to record</p>	

	If interested, please contact Lee Gibbons contact@norfolkautismpartnership.org.uk	
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Agenda Item 7	Any other business?	Action and Due Date.
7.1	No other business was raised	

Agenda Item 8	Close of Meeting	Action and Due Date.
8.1	Co-Chairs thank all participants for coming and notified every one of the next meeting date.	

Date, time and location of next meeting
<p>Tuesday 24th September 2024 11:00-13:00</p> <p>Upcoming Meeting Dates Tuesday 26 November 2024 Tuesday 28 January 2025 Tuesday 25 March 2025 Tuesday 27 May 2025 Tuesday 29 July 2025 Tuesday 30 September 2025</p>

Glossary

ANF	Autism Norfolk Forum
ASD	Autism Spectrum Disorder
CQC	Care Quality Commission
ICB	Integrated Care Board
FOI	Freedom of Information
GDPR	General Data Protection Regulations
LD & A Board	Learning Disability and Autism Programme 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

NSFT	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
ICB	Integrated Care Board

Appendix: To include MOC slides