

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

Held on: Tuesday 26th November 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 / Operations Manager (ASD Helping Hands)
Trevor Key	Co-Chair
Adrian Grant	Co-Chair
Joseph Jarvis	Autistic Adult
Melissa Marfleet-Collins	Member of the Autism Strategy Oversight Group
Chantelle Goslitski	Parent/Carer
Catherine Hankin	Policy, Research and Equalities Officer in the Office of the Police and Crime Commissioner for Norfolk (OPCCN)
Lucy Adcock	Business support for ASD Helping Hands
Fay Crangle	Office of the Police and Crime Commissioner for Norfolk.
Tracey Walton	Autism Commissioning Manager (Norfolk County Council)
Jamie Tyson	Parent/Carer, Representative from Family Voice Norfolk, and Autistic Adult
Karen Dures	Strategic Business Lead – Autism (Norfolk County Council)
Sharon Brooks	Carers Voice Norfolk and Waveney
Stephen Durance	Autistic Adult
Caron Ager	Commissioning Programme Manager Learning Disabilities and Autism
Laura Edwards	Autistic Adult
Helen Rosbotham	Commissioning Project Officer (Norfolk County Council)

Apologies Received	Organisation and or Role
Bethany Slaughter	Norfolk Police Mental Health Team Supervisor (Norfolk Constabulary)
Andy Hudson	Head of Personalisation, Quality of Care for LD and Autism (Norfolk & Waveney Integrated Care Board)
Caroline Williams	Head of Engagement (Health Watch Norfolk)
Claire Jones	Local Offer Manager - SEND Strategic Improvement and Partnerships (Children's Services)

Jo Yellon	NHS England (East) locality director (Norfolk and Waveney Integrated Care Board)
Maria Kerretti	Speciality Advisor for Learning Disability and Autism (Norfolk and Waveney integrated Care Board)
Rachel Gates	Senior Programme Lead (Norfolk County Council)
Ryan Hardy	Autistic Adult
Stephanie Summers	Clinical Psychologist and Clinical Lead for the Neurodevelopmental Service (NCHC)
Julie Innes	Police Engagement (Norfolk Constabulary)
Rachel Garwood	-

Guests	Organisation and or Role
Mark Joyce	Norfolk Constabulary
Sophie Little	Carers Voice Norfolk and Waveney

	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	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. Minutes and action log approved by the Norfolk Autism Partnership Board (NAPB) Code of Conduct to be monitored by Lee Gibbons	
1.2	Partners were notified that an automatic transcript of the meeting would take place to ensure accuracy of minutes. There were no objections	
1.3	Action: To keep in contact with Tracey Wooldridge regarding further updates to the Care, Education and Treatment Review process	On Hold Lee Gibbons To follow up for next meeting
1.4	Action: Andrew O'Connell to contact the NHS England regional team to explain why they are unable to include someone without a formal diagnosis in the LeDeR review and share this with the Board.	In Progress Lee Gibbons

1.5	Action: Andrew O'connell to forward the 2023 LeDeR review when published. Expected November 2024	In Progress Andrew O'Connell
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Agenda Item 2	Right Care, Right Person	Action and Due Date
2.1	<p>Overview: Mark provided an update on Norfolk Police's "Right Care, Right Person" initiative aimed at ensuring appropriate responses to non-criminal welfare-related calls. This project was developed in collaboration with health, education, and social care agencies to improve call triage, resource allocation, and support.</p>	
2.2	<p>Key Developments: Right Care Right Person is focused on assessing the number of welfare-related calls entering the contact and control room and identifying the most appropriate agency to respond to them. A key part of the project involves working with other agencies to align responses and address potential problems or risks.</p>	
2.3	<p>Scripts and Protocols: Scripts have been developed for staff in the contact and control room to guide responses. If a caller's issue is not a police matter, the script directs them to the appropriate agency.</p> <ul style="list-style-type: none"> If a welfare concern is raised, police will respond if requested, but efforts are being made to ensure the right agencies are involved. 	
2.4	<p>Outcomes: Since the implementation of Right Care Right Person, there has been a reduction of 1,043 fewer calls related to welfare concerns in 2024 compared to 2023, indicating the positive impact of partnerships with other agencies.</p>	
2.5	<p>Grading System: Half of the reduction in calls is attributed to the improved grading system, which ensures police resources are allocated to the right issues, with appropriate agencies handling other concerns.</p>	
2.6	<p>Mental Health Crisis Response: There has been a reduction in the use of Section 136, as well as a decrease in the time spent managing mental health crises.</p>	

	<p>The number of calls related to mental health has declined, and waiting times for specialist support have been reduced.</p> <p>Individuals in mental health crises are now being taken to A&E as a place of safety for both mental and physical health assessments, with progress measured through regular meetings with partner agencies</p>	
2.7	<p>Custody and Mental Health Assessments:</p> <ul style="list-style-type: none"> • Mental health assessments are now being conducted outside of custody, except for cases where the individual is a suspect of an offense, rather than being brought in solely for mental health concerns. • Right Care Right Person had one point raised regarding the potential impact on neurodiverse individuals 	
2.8	<p>Next Steps:</p> <ul style="list-style-type: none"> • Further evaluation and ongoing communication with partner agencies to address any concerns, including ensuring that neurodiverse individuals receive appropriate support. 	
2.9	<p>Conclusion:</p> <p>Right Care Right Person is showing positive results in terms of reduced police involvement in welfare-related issues, with agencies more confident in handling these matters independently. Regular collaboration with partners continues to drive improvements in response times and outcomes. Police are currently relying on the individual to communicate that they are autistic as they may not have immediate access to relevant records to find this information.</p>	
2.10	<p>Action: Lee Gibbons to email Partnership regarding Alert Card Scheme</p>	

Agenda Item 3	All-Age Autism Strategy Oversight Group Update	Action and Due Date
3.1	<p>Overview of Year One Plan:</p> <p>Melissa and Karen provided an update on the Norfolk All Age Autism Strategy's Year One Plan. The plan was co-produced by the Strategy Oversight Group, and outlines actions to address the 6 key priorities of the strategy.</p> <p>Key Features of the Year One Plan:</p> <ul style="list-style-type: none"> • Plain English formatting 	

	<ul style="list-style-type: none"> • Re-designed the template to make it more accessible • advised on how to present the information (such as future plans) 	
3.2	<p>Recommendations and Concerns:</p> <p>Actions to Celebrate:</p> <ul style="list-style-type: none"> • Free autism e-learning and developing training for leisure and social groups • Developing the autism directory • Working with local employers to find autistic people jobs • Beginning to address the Board's priorities regarding diagnosis and mental health • Supporting autistic people in prison and on release • Recognising wider neurodiversity with some actions reflecting this <p>Concerns Raised:</p> <ul style="list-style-type: none"> • The year one actions for Education do not go far enough • More actions are needed for the police/courts 	
3.3	<p>Action taken from feedback:</p> <p>Ongoing discussions</p> <ul style="list-style-type: none"> • Working with Education to build on the actions for Year One • With Office of the Police and Crime Commissioner to build on their actions for Priority 6 	
3.4	<p>Next steps:</p> <ul style="list-style-type: none"> • Norfolk County Council Children's Services will put forward a representative whose responsibilities include education to attend the Board • We will continue to build on actions and add these to the Year One Plan. 	
3.5	<p>Autism Strategy Oversight Group Recommendations:</p> <ul style="list-style-type: none"> • Catherine Hankin offered to make contact with other criminal justice system agencies and where appropriate make an introduction for Tracey and Karen, to develop the actions for these areas 	Catherine Hankin

	<ul style="list-style-type: none"> • Agree the approach that the group should continue to work with Norfolk County Council Children’s Services and the Police to build on their actions • Agree that the Year One Plan is made available to the public via the NAPB website 	Tracey and Karen
3.6	<p>Karen explained that they are waiting on the ICB to sign off on the plan before it can go live on the NAPB website, Karen asked the Board if they would sign off the plan in principle.</p> <p>The board agreed to sign off the plan in principle.</p>	

Agenda Item 4	Carer’s Strategy	Action and Due Date
4.1	<p>Overview: The All-Age Carers Strategy, co-produced with carers and stakeholders, aims to address the needs of carers across Norfolk and Waveney. The key themes in the Carers Engagement Report highlighted key themes such as access to support, mental health and recognition of carers’ rights.</p>	
4.2	<p>Recommendations in the report:</p> <ul style="list-style-type: none"> • To establish a task and finish group to develop an All Age Carers Strategy underpinned by an action plan • To develop a set of indicators to facilitate join up across services including those that show the additional impact of the rising cost of living and the longer-term impact of the pandemic. • To identify workstreams for extra research and analysis • Identifying the support offered by family and community and how this balances with support services • To embed co-production by supporting Carers to monitor the strategy. 	
4.3	<p>Focus Areas and recommended actions:</p> <ul style="list-style-type: none"> • To identify and raise awareness of all ages of Carers, their rights and their value (including hidden Carers) 	

	<ul style="list-style-type: none"> To improve access to good quality information and services including single point of contact To recognise and involve Carers as equal partners in the care of those they care for To co-produce services with Carers wherever possible recognising their expertise and ability to influence and shape services that they need and want to support their health and wellbeing Recognise the importance of peer support and access to services which enable Carers to have a break from their caring role To have a framework and knowledge of commissioned services for all age Carers Develop a Carers pathway <p>For further details on each section refer to Carers Voice presentation</p>	
4.4	<p>Sharon and Sophie asked the NAPB whether they would approve the strategy in principle.</p> <p>The board agreed.</p> <p>Once the ICB sign the strategy off on the 4th December, the final copy of the strategy will be circulated.</p>	

Agenda Item 5	Break	Action and Due Date
5.1	A ten-minute break was held	

Agenda Item 6	Diagnosis Waiting List Updates	Action and Due Date.
6.1	<p>Adult Diagnosis (without a Learning Disability)</p> <ul style="list-style-type: none"> Annual average referrals of 71 each month Total number of adults waiting 1174 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 585 waiting between 104–52 weeks 	

- 410 waiting between 52-18 weeks
- 172 Less than 18 weeks

6.2

	Average Monthly referrals	Total referrals	% of change since previous year
2020	28	339	Not applicable
2021	49	584	72% Increase
2022	79	950	63% Increase
2023	90	1081	14% Increase
Oct 2023-2024	71	852	Projecting a 21% Decrease

Adult Diagnosis (without a Learning Disability)

Year on Year comparison of demand for assessment

6.3

Question: Do you have the figures for how many people are doing right to choose?

Answer: Norfolk County Council doesn't hold that information but the ICB probably does. Board to ask Caron Ager to share figures for adults seeking right to choose on a quarterly basis.

Caron Ager

6.4

Question: Do we know how many autistic people there are in Norfolk?

Answer: It is difficult to get an accurate figure as recording methods for autism throughout Norfolk are not consistent. But the Norfolk All Age Autism Strategy does share some indications highlighting a study by researchers at University College London who suggest that between 1-3% of the population is autistic and when based on Norfolk's population there could be 27,400 autistic people living in Norfolk.

Agenda Item 7	Any other business?	Action and Due Date.
7.1	<p>Start time: Can the NAPB meetings start time change to after one o'clock?</p> <p>Lee Gibbons will issue a poll to Board members to identify time preferences.</p>	Lee Gibbons
7.2	<p>Membership Review: Lee Gibbons noted ongoing efforts to review and streamline NAPB membership, ensuring better attendance and representation.</p>	

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 28th January 2025 11:00-13:00</p> <p>Upcoming Meeting Dates Tuesday 25 March 2025 Tuesday 27 May 2025 Tuesday 29 July 2025 Tuesday 30 September 2025</p>

Glossary

ANF	Autism Norfolk Forum
DSM-5	Diagnostic and Statistical Manual of Mental Disorders fifth edition
ASD	Autism Spectrum Disorder
CQC	Care Quality Commission
ICB	Integrated Care Board
ICD-11	International Classification of Diseases 11th Revision
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
LeDeR	Learning from the lives and deaths of people with a learning disability and autistic people
NAP	Norfolk Autism Partnership
NAPB	Norfolk Autism Partnership Board
NAS	National Autistic Society
NCC	Norfolk County Council
NCH&C	Norfolk Community Health and Care
NLDP	Norfolk Learning Disability Partnership
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