

Title of Meeting:	Suffolk SENDIASS Advisory body
Purpose or Mandate:	To monitor how well the service is meeting the IAS needs of children, young people and their parents and particularly in relation to the national Minimum Standards (these can be viewed on the Council for Disabled Children website).
Date:	13/6/23
Place:	Remotely Via Teams
Times:	10am to 12pm

Item No.	Item Description	Notes
1	Welcome and introduction	9 attendees. Actions from previous minutes reviewed

Actions Agreed, Target Date (s), Lead Officer (s):

2.	<p>Young People development work update</p> <p>Easy-Read survey results</p>	<p>Next steps for SENDIASS fall into 3 key areas:</p> <p>Raise awareness</p> <ul style="list-style-type: none"> • With providers and services that we support young people directly. <p>Improving access for YP</p> <ul style="list-style-type: none"> • Outreach • 'WhatsApp for Business' option being explored (security and compliance checks currently) Once security and compliance checks have been completed, we can begin trialling. • Facebook <p>Content development/coproduction</p> <ul style="list-style-type: none"> • Styling of young person section of website • WhatsApp coproduction group (next agenda item) • Different, more interactive options for presenting information, e.g. Page Tiger • Opportunity to expand information, advice and support around transition/prep for adulthood/EHCP reviews. <p>Capacity of team to deliver a service directly to young people was raised. SENDIASS exploring gaps and opportunities and will review ongoing.</p>
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Actions Agreed, Target Date (s), Lead Officer (s):

SENDIASS to provide further updates as the work progresses.

3.	User group/forum	<p>Acknowledgement that young people may have different views to their parents/carers and can access the service independently.</p> <p>WhatsApp suggested by member as a good way to communicate. This was high in popularity on the survey results too.</p> <p>Opportunity to create a WhatsApp group (or groups) for young people to communicate with and help shape the service.</p> <p>Suggestion that this can be used in meetings for young people to communicate ideas rather than talking.</p> <p>Discussion about desktop version and age of consent.</p>
<p><i>Actions Agreed, Target Date (s), Lead Officer (s):</i> SENDIASS to explore appetite with young people about joining a forum.</p>		
4.	Evaluation of SENDIASS performance	<p>Questions/comments invited about the narrative and RAG rating.</p> <p>Since drafting in March 23, LA has approved a vacancy to help us build capacity.</p> <p>Discussion around data for where we have been unable to meet the needs of 55 people (Sep to Jan).</p> <p>Suggestion that we may be being over-critical in our self-assessment in places.</p> <p>Document is live and will continue to be reviewed by the group.</p>
<p><i>Actions Agreed, Target Date (s), Lead Officer (s):</i> SENDIASS to add further information to the document about the reasons needs were unmet. SENDIASS to remove acronyms before circulating final version. Members can email any further comments.</p>		
5.	April 23 – pausing of new referrals	<p>This was raised previously by a member of the group who was not present.</p> <p>The service experienced a spike in the number of referrals in March, coupled with a vacant post.</p> <p>We're continually flexing our offer to the needs of families and thinking about different ways to manage new referrals and ongoing support.</p> <p>There was a pause with 'new' referrals (we continued with ongoing support for families we were already working with) over the Easter school break, to allow the team to catch up on the backlog.</p>

		<p>There was some negativity on Twitter about the pause, however, we didn't receive any direct complaints to the service and were not made aware of any specific issues for families.</p> <p>We are so grateful for the patience of families and will always work to avoid this action.</p>
<i>Actions Agreed, Target Date (s), Lead Officer (s):</i>		
6.	Training update	Carried forward agenda item to next meeting.
<i>Actions Agreed, Target Date (s), Lead Officer (s):</i>		
7.	Any other business	<p>Family Hub advice drop-ins - Ipswich and Bury were very well attended by parents and carers.</p> <p>SPCF – Funding has been secured to expand paid positions within their team including a community engagement role.</p>
<i>Actions Agreed, Target Date (s), Lead Officer (s):</i>		
8.	Close meeting	Next meeting Tuesday 14th November 12.30 to 2.30pm