

## ACTION LOG TEMPLATE

Not started  
In progress  
Complete

Reference	Workstream	Area	Action	Lead	Action By	Status	Next steps/update from lead - date:
9.1	LGA Review feedback	Recommendations	Find your "conductor" and balance the E, H and C	LT/GM	04/09/23	Complete	The SEND and AP Board is jointly chaired by Lucy Townsend DCCS and Gill May Director of Nursing BSW.
9.2	LGA Review feedback	Recommendations	Be bold in articulating your story and drive forward ambitions already identified with pace	LT/GM	04/11/23	In progress	Following the Peer Review, the SEND and AP SEF is being updated. The positive feedback is being included. Plans are being updated to deliver at pace. SEND and AP Comms plan being updated to articulate the story.
9.3	LGA Review feedback	Recommendations	Embrace schools and settings and bring them on your journey	HH	On-going	In progress	The outcomes of the Peer Review were shared at the System of Excellence meeting 20.9.23. It was agreed that the membership of this group will be broadened to include more mainstream representation. SEND and AP briefings are taking place early October, SENCo sessions are also taking place. Heads teacher and Governor briefings are taking place w/b 25.9.23. The updated OPAL is being launched at the beginning of October; this has been co-produced with school leaders. CEO meeting in November 2023. All training offered through RightChoice will focus on OPAL and SEND and AP priorities, where appropriate. Exploration around offering all SEND and AP training free of charge to extend the reach.
9.4	LGA Review feedback	Recommendations	Ensure AP is highlighted throughout SEND board, jointly developed and owned by the system	KD	04/09/23	In progress	At the last SEND Board July 2023, it was agreed that the Board would become the SEND and AP Board. The ToR have been updated to reflect this. The AP strategy was signed off by the Board in July 2023. Work is now underway for the next SEND, AP and Inclusion Strategy. The first session for this took place on Monday 18.9.23. AP section in presentation.
9.5	LGA Review feedback	Recommendations	Coproduce local area outcomes framework to further align joint commissioning activity	C O'F and KM	30/11/23	In progress	Statement of Joint Commissioning Intent has been produced. The outcomes framework as part of the commissioning process is underway. This is being jointly produced.
9.6	LGA Review feedback	Recommendations	Workforce strategy for the whole system and across all settings	HH	30/11/23	In progress	Working party has been established and has met twice. Three priorities have been identified: workforce has the knowledge, skills and understanding to confidently support CYP with SEND; The workforce is committed and equipped to deliver a needs-led approach to supporting neurodiverse children and young people and The workforce is skilled to deliver ordinarily available provision for all learners (OPAL). Next steps: finalise the strategy and develop the plan- End of November 2023.
9.7	LGA Review feedback	Local Area Partnership	Uncertain who is the system "conductor" for SEND	LT/GM	04/09/23	Complete	The SEND and AP Board is jointly chaired by Lucy Townsend DCS and Gill May Director of Nursing BSW.
9.8	LGA Review feedback	Local Area Partnership	Clear commitment to writing a SEND strategy – extend to include Alternative Provision (AP)	CM	01/07/24	In progress	Work is underway to update the SEND strategy and the six key priority areas. Events are being scheduled in across the local area. The most recent was a 'Let's Talk SEND' event in Devizes on 18 Sept. Events running through next couple of months - in co-production phase. HWB signoff July 24.
9.9	LGA Review feedback	Local Area Partnership	Health waiting lists and 16-25 provision - joint demand management	TS and HM	30/11/23	In progress	CAMHS are working with colleagues in health and education to review the ASD assessment pathways with the goal of improving waiting times as well as pre and post diagnostic support with children and young people with possible ASD. Local Area demand management overview being created. "...Health waiting lists, across a range of therapies, are too long and this is especially needs addressing for the 16-25 provision. Articulating your collective understanding of demand and sufficiency of provision will help identify any gaps and provide evidence for the on-going allocation of sufficient resources..."
9.10	LGA Review feedback	Local Area Partnership	Visibility of adult and children's social care offer	JS/EL	31/10/23	In progress	Ongoing evaluation of the contribution of education, social care and health services to identifying and meeting the need of children and young people with SEND. DSCO in post and responsible for supporting social services to embed the SEND Reform Agenda within social care operations in line with Wiltshire's SEND AP and Inclusion Strategy.
9.11	LGA Review feedback	Local Area Partnership	Parents and community not consistently sighted on local area partnership ambitions	HH	04/11/23	In progress	Continued engagement with WPCC and wider community. Child, family and community voice and engagement is threaded through all our commissioning processes (e.g., Short Breaks small grants enabling small community groups to run activities locally for children with SEND). This links with recommendation 2
9.12	LGA Review feedback	Local Area Partnership	Large number of boards and meetings	LT/GM	04/09/23	Complete	Governance arrangements have been reviewed and considered appropriate. Further review will take place alongside the next SEND, AP and Inclusion Strategy.
9.13	LGA Review feedback	Local Area Partnership	Inclusion in mainstream schools and settings appears variable	HH	30/11/23	In progress	Continued engagement with mainstream schools ongoing (Sept 23). The outcomes of the Peer Review were shared at the System of Excellence meeting 20.9.23. It was agreed that the membership of this group will be broadened to include more mainstream representation. SEND and AP briefings are taking place early October, SENCo sessions are also taking place. Head teacher and Governor briefings are taking place w/b 25.9.23. The updated OPAL is being launched at the beginning of October; this has been co-produced with school leaders. SIAs trained in OPAL, to support mainstream inclusion. Providing inclusion training free of charge is being explored.
9.14	LGA Review feedback	Early Identification	Graduated response not widely understood or adopted by schools and settings	CM/EC	31/01/24	In progress	Continuing work on the graduated response approach and supportive documentation for both early years and schools - this will be incorporated into Wiltshire's OPAL resource. SEND and AP briefings w/c 2 Oct in Devizes and Trowbridge and includes OPAL briefings. CPD work underway on OPAL. OPAL E&S managers' training 5/9/23 and whole directorate training 6/9/23. Graduated Response to be linked into all SEND and Inclusion training.
9.15	LGA Review feedback	Early Identification	Local area understanding of lived experience and outcomes of children at SEN support	CM/EC	31/01/24	In progress	Working with our schools to identify and provide support with engagement from our School Effectiveness Services where needed. New post- SEND Voice worker- being progressed. Planning to recruit by end of 2023 and start 2024
9.16	LGA Review feedback	Early Identification	District specialist centres are seeing fewer children with complex needs	CM	29/09/23	Complete	Continuing to work with Portage, District Specialist Centres and Early Years services. All four District Specialist Centres have an OFSTED rating of 'outstanding'. These services and providers are pivotal to early identification of needs in Wiltshire. Monitoring of cohort ongoing.

9.17	LGA Review feedback	Early Identification	Guidance and support to adequately identify and meet needs of autistic children and their families	AB	31/01/24	In progress	Update- ongoing work to develop and implement a needs led profiling tool. Have met with Portsmouth who have developed a robust profiling model which is now recognised as best practice nationally . Considering how to broaden the profiling tool to enable a single referral form for all specialist services in HCRG Care Group to support the 'tell it once' underpinning principle of the SPA and care co ordination centre. Aim then to trial in education settings. Support line managed by HO commenced in September. Well received and fully booked .Evaluation in Q3. Hif bid submitted in partnership with WPC to : 1. run an advice line 2 days per week to support families and provide advice regarding referral to the ND pathway. 2. develop the care navigator role for parent/carer and CYP Various Webinars for parents/ carers regarding the all aspects of the pathway and to provide brief advice, support and signposting for key areas of concern.eg sleep. continence Production of a series of film clips to support parent/carers in all aspects of the pathway/what to expect and roles and responsibilities of clinicians due to start in oct/nov.
9.18	LGA Review feedback	Early Identification	System hearing and acting on the themes from SENDIAS	LW/KM	29/09/23	Complete	The joint recommissioning of SENDIAS has ensured a more holistic approach to the development of a service that fully supports families and carers. A collaborative approach supports the agreement to provide additional funding for the recommissioned service to improve overall delivery, with reduced waiting times and improved outcomes for Wiltshire's children, young people, parents and carers. SENDIAS at SEND Board. Oversight group in place.
9.19	LGA Review feedback	Voice and Engagement	C&YP voice at the SEND board	CM	29/09/23	In progress	Wiltshire CIL to regularly attend the SEND and AP Board to feed the voice of the C&YP into the Board-agreed July 2023.
9.20	LGA Review feedback	Voice and Engagement	Communicating with non-verbal children	CM	31/01/24	In progress	Continuing to build an agile and responsive approach ensuring all voice work is accessible to all children and young people e.g., EHE, children from Military families, non-verbal, EOTIS [Education Other Than In School] and EHE [Elective Home Education]. The new C&YP SEND voice worker will develop plans to address this action.
9.21	LGA Review feedback	Voice and Engagement	Pupil voice of SEN support, EOTAS, CME and forces' children	CM	31/01/24	In progress	Continuing to build an agile and responsive approach ensuring all voice work is accessible to all children and young people e.g., EHE, children from Military families, non-verbal, EOTIS [Education Other Than In School] and EHE [Elective Home Education]). The new C&YP SEND voice worker will develop plans to address this action. Plan also developed with CIL to address this.
9.22	LGA Review feedback	Voice and Engagement	Lived experience of young adults: 19-25 years	DW/CB	29/09/23	Complete	Continued monitoring of the whole life pathway outcomes for children and young people with SEND through the launch of the new 18-25 Moving on Service on 1st August 2023. This service is now up and running and 88 young people have now transferred from CYPDT. We have created a referral form on Children's liquid logic to ensure the smooth transition of paperwork and clarity around goals and outcomes set.
9.23	LGA Review feedback	ND Pathway	Needs led approach is not yet consistent across the whole support offer	HM	31/01/24	In progress	The pathway pilot and recommendations report was ratified at LDA Programme Board in August. The transformation project has now progressed to the Implementation phase which will be led by a new Steering Group and the governance managed via LDA Programme Board
9.24	LGA Review feedback	ND Pathway	Schools and parents not feeling impact of pathway	AB	31/01/24	In progress	The pathway pilot and recommendations report was ratified at LDA Programme Board in August. The transformation project has now progressed to the Implementation phase which will be led by a new Steering Group and the governance managed via LDA Programme Board
9.25	LGA Review feedback	ND Pathway	Partnership support offer is not sufficient across the different ages and stages to support waiting well	AB	31/01/24	In progress	The pathway pilot and recommendations report was ratified at LDA Programme Board in August. The transformation project has now progressed to the Implementation phase which will be led by a new Steering Group and the governance managed via LDA Programme Board
9.26	LGA Review feedback	Joint Commissioning	Articulation of joint commissioning arrangements and outcomes	AE/C O'F	29/09/23	In progress	Links to recommendadtion 9.5
9.27	LGA Review feedback	Joint Commissioning	Inconsistency in the commissioning cycle mean that some people do not get the right support at the right time	AE/C O'F	29/09/23	In progress	Links to recommendadtion 9.5
9.28	LGA Review feedback	Joint Commissioning	Unclear if short breaks review is widely understood	KM/LW	01/04/24	In progress	Review underway of Short Breaks. This will review the long- term sustainability of the current offer and explore opportunities to address some of the challenges identified, which include inequity and sustainability. Target service start is April 2024
9.29	LGA Review feedback	Joint Commissioning	Local offer is not universally accessible – awareness of need for further refinement	JMc	29/09/23	In progress	There have been changes to Local Offer development plan to include wording to reflect co-production put in the relevant places, new sign ups to objectives by the likes of Wiltshire CIL, inclusion of additional stakeholders like Healthwatch under C/YP engagement, amended dates to reflect the revised start and term of the plan
9.30	LGA Review feedback	Joint Commissioning	Currently different methods for measuring impact	AE/C O'F	29/09/23	In progress	Links to recommendadtion 9.5