

## Current Arrangements for TAC September – 1<sup>st</sup> October 2011

- \* The current administration team remains in CSC taking referrals for TAC's (CAF) and continue to set up the initial meeting until 4<sup>th</sup> October 2011.
- \* All current lead professionals involved in a TAC have been notified that they are now responsible for the distribution of the minutes. There was also a communication in the TAC bulletin in June notifying agencies that they would need to distribute minutes because of the backlog. Given the rise in the number of TAC's the administrative team did not have the capacity to continue to circulate the minutes.
- \* The central administration team continue to manage the initial meeting and transition from Social Care. This will continue until further notice.
- \* There are TAC briefings for all agencies morning, afternoon and twilight sessions to inform professionals of the new process and where support will come from for the new TAC arrangements. We urge all agencies to send the relevant staff to these briefings.
- \* Our CAF coordinators are no longer in post. Their posts have been disestablished and staff have moved on to take up other work prior to the implementation of the new arrangements. This has been beyond our control.
- \* There has therefore been a further communication to all schools and agencies, sent today 15<sup>th</sup> September 2011, giving professionals a Principal Practitioner contact in their locality team to assist professionals with any queries. These Principal Practitioners have therefore replaced the adviser support previously given by the CAF coordinator. This has been expedited as a solution to schools trying to contact CAF coordinators no longer in post.
- \* We will notify agencies of the new arrangements plus the names of the new TAC coordinators in the localities from our implementation date of 3<sup>rd</sup> October. This notification will include all details of the new arrangements for referrals into TAC through the CSC.
- \* The only change will be that the initiator of the TAC will now be responsible for setting up the first meeting and identifying the appropriate lead professional.
- \* Support and guidance will come from the Principal Practitioners from today the 15<sup>th</sup> September.
- \* In summary if you want to initiate TAC you still telephone CSC where it will be logged on our central data base, but the support and guidance will come from the Principal Practitioners.

- \* Briefing sessions for the new process have been arranged in all localities and you should have received details for these already. If not, please contact Kim Lyon at [kim.lyon@lincolnshire.gov.uk](mailto:kim.lyon@lincolnshire.gov.uk). Please find an attachment giving these details.