

**Report on Developments to Team Around the Child (TAC) 1/1/14 to 4/4/14**

<b>Process Development</b>			
<b><u>Objective</u></b>	<b><u>Actions</u></b>	<b><u>Progress</u></b>	<b><u>RAG</u></b> Red = incomplete Amber = partially complete Green = complete
Children and Young People's Strategic Partnership establish a mechanism for implementation and oversight of Early Help Strategy, including TAC developments	Establish Early Help Steering Group (EHSB)	This group is established and meeting monthly. It has clear terms of reference and wide representation from schools, academies, colleges, health agencies, voluntary sector, police and LCC Children's Services.	
	Ensure meetings are organised and administered	Monthly meetings are held and administered by Children's Services	
	Ensure EHSB has a workplan and that this is monitored regularly	There is a work plan for the group and this is monitored at every meeting.	
Ensure LSCB recommendation on documentation review is implemented	New assessment, and guidance drafted	This was completed in February 2014, and revised during March following feedback from a variety of agencies.	
	Consultation undertaken on new assessment	The new Early Help Assessment (EHA) underwent consultation during February and March 2014 via the EHSB and Local Safeguarding Children Board (LSCB). The consultation was, in the main, positive, and the EHSB responded accordingly.	
	New templates produced for all steps of TAC process	New templates for Initial TAC meetings, TAC Plans, TAC Reviews and TAC Closures have been developed to follow from the EHA, and are now available from the TAC website.	
	New TAC Handbook produced	The TAC Handbook has been rewritten to reflect the new documentation, and is published on the TAC website.	
	All information on TAC website revised and updated	The website has been updated as above. New Guidance Sheets have been issued on common issues. Systems are in place to continue to develop the resources available on this site.	
	Replace electronic Single Assessment Form with electronic Early Help Assessment (EHA)	This has been completed.	

Ensure all professionals and agencies are aware of the new developments and requirements	Training/ Communication Plan produced	This was agreed and supported by EHSG in February 2014.	
	Delivery of training/awareness raising	A rolling programme of Early Help Briefing Sessions has been delivered since 25/2/14. In the 5 weeks to date almost 600 professionals from a wide range of agencies have attended these 2 hour sessions. Headteachers have been updated at every Headteacher Briefing, and a Priority Email has gone to all schools and academies. This communication with schools and academies included details of access to their additional services.	
	Plan, organise and deliver an Early Help Conference	This is planned for 7 <sup>th</sup> July 2014, venue EPIC Centre, Lincolnshire Showground. The Conference will include both National and Local speakers, and a series of workshops. All agencies, including schools and academies have been asked to hold the date in their diaries. Formal invitations to follow shortly, once speakers are confirmed.	
Ensure staffing and processes are in place to enable agencies, in particular schools and academies to access increased support	Analysis of current roles and structures	This was completed in December 2013 and January 2014 to inform proposals to Schools' Forum	
	Staff Consultation and restructure	Formal consultation was undertaken with existing staff and ended in mid March 2014. All proposals from the consultation document have now been implemented. In particular, TAC Administrators are now managed as part of the Central TAC Team.	
	Recruitment and selection	Four Early Help Consultants, and a Senior TAC Administrator have been appointed in order to fulfil current service requirements.	
	Implementation of new staffing structure	The new structure was implemented from 1 <sup>st</sup> April 2014; and all staff will be in post by end April 2014.	
	Development of systems to enable access to additional services to Schools and Academies	Forms have been developed and distributed in a variety of ways to enable access to the new services. Adequate cover is in place pending all staff being in place	
Ensure targets and monitoring systems are in place	Agree targets with stakeholders	Agreed by Children's Services DMT, Schools Forum and EHSG.	
	Develop monitoring and reporting mechanisms	Systems are in place to produce regular performance information and analysis.	

**Progress against Performance Targets**

<u>Performance Indicators</u>	<u>Baseline December 2013</u>	<u>Year 1 Target</u>	<u>Current Performance towards target</u>	<u>RAG</u> Red = below target Amber = some concern Green = on track to meet or exceed target
Number of TAC Initiations (per month)	222	25% increase		
TAC Active Cases (open at month end)	1094	25% increase		
Number of 'Step Downs' from Social Care to TAC (per month)	57	50% increase		
Number of 'Step Ups' from TAC to Social Care	5	10% decrease		