

Minutes

South Lanarkshire ADP Finance group

26th April 2023

2pm-4pm

Microsoft Teams

1	<p>Welcome & Apologies Introductions made as new members in the meeting.</p> <p>Apologies: Jacqui Cringles (JC), Liam Purdie (LP)</p> <p>Attendees: Craig Cunningham (CrC), Carolann Macdonald (CMac), Mary Frame (MF), Ian Beattie (IB), Marie Moy (MM), Nicola Elliot (NE), Laura Steven (LS), Carol Chamberlain (CC), Sheena Cochrane (Minute taker)</p>
2	<p>Minutes of Previous Meeting Minutes confirmed as an accurate record.</p>
3	<p>Matters arising No Matters arising.</p>
4	<p>Finance Update CMac provided a financial update, referring to the attached document.</p> <p>Points for Noting</p> <ul style="list-style-type: none"> • Further analysis into 0.205 contribution to CARES to be discussed. SL ADP provides this funding for share of staffing costs for CAREs SLC staff on an annual basis. A review of the funding is required to ensure that the funding is fit for purpose. • ACTION – This requires to be discussed separately and MM will progress this with relevant stakeholders. • Mechanism for reporting MAT and RR spends to be discussed allocations and spend separated for the purposes of this report. This has been documented below in Item 5.
5	<p>SG ADP Allocations National for discussion</p> <ul style="list-style-type: none"> ◆ Annual Funds- Paper attached Providing an update on funding available to ADP and the scope of funding as set out and requested by the Scottish Government as ministerial priorities. Scottish Government have not yet confirmed the 23/24

Minutes

allocation, but we are currently working on the basis that the same funding as previous years will be allocated.

- **Monies and process for MAT Funding**

CMac confirmed that the funding should come through the Finance Group rather than through Finance Account manager for ADP

Decision reached and agreed that budget to be drawn up in relation to plans made at the SL MAT Standards Group, submitted to ADP in order that funds can be transferred to the area where funding is to be provided, via accountant manager. CARES service manager is then in a position to sign off any PECOS request, based on the budget CARES SM submits.

- **Agreed financial pathway for RR**

IB confirmed that there is no available funding from Social work for residential rehabilitation (RR) and the monies within national drugs mission monies and ADP budget is the total funding for residential rehabilitation.

ACTION: Referring back to previous minutes, the actions for RW are required to assist with the financial pathway for residential rehabilitation. Findings to be forwarded to the Rehabilitation Oversight group which Dr Laura Steven will be chairing.

IB also advised that there needs to be an understanding of what is delivered by RR providers and the costs, and rules are required to determine what is best for the service user and cost effective.

MF does not have information about the current RR spend. CC advised Safehaven would be able to provide this information and this has been discussed at the RR working group. NE confirmed the importance of the wraparound services, and ensuring people are prepared to enter rehabilitation, and have the support on leaving.

LS is actively in the process of gathering data around the funds available, number of places, outcomes, etc. via the Pan Lan group.

- **Proposed commissioning for 2023**

5 areas have been identified where SL ADP are looking to commission. One is a service provision for a wraparound service on release from prison. Other services to be commissioned to support the strategy.

CrC suggested that it is early to apply funding for commissioning as there may be areas that require additional funding later in the year (e.g. RR), and to ensure that we are not overcommitted.

A clear understanding of the finance available is required before the funding is agreed for commissioning to take place. CC assured that these discussions had taken place in relation to planning for spend and that a contingency plan also made.

Minutes

	<p>MM commented that a holistic approach should be taken to focus on how commissioning can impact other services, and forward plan better than they have done in the past. CC advised that it should be recognised that the ADP is multi-agency, including third sector as well as statutory services and therefore we have to consider non statutory services need for being funded also, particularly in relation to support services for prevention and recovery</p> <p>CC also raised that plans will need to be made regarding the Beacons and Liber8's current contract that runs until 2024. This would need to go out to tender again and with increased funding as the model expands, and this required consideration.</p> <p>ACTION: CC to meet with CMaC and MM to discuss the finance availability and forward planning.</p> <ul style="list-style-type: none"> • ADP event 2023 – CC raised the need for forward planning for annual ADP event £1500 approx. to be spent. Finance group agreed that this spend is authorised. – Proposal Approved
6	<p>Funding Requests</p> <ul style="list-style-type: none"> • ADP Highlight Report-request for Nyxoid – Attached Proposal approved. • MAT Programme – Recovery Support Workers – Discussion re advising the need for consideration of length of post in relation to policy of someone who has been in post for 12 months being effectively permanent. ACTION: JR to be informed that it needs to be confirmed with HR that we are clear of the commitment of the funding. NW confirmed that the posts were advertised as permanent. IB to discuss with Jennifer. • CAB based within Beacons- attached proposal Mary confirmed that a Variation of Contract is required for these funds. IB asked if there is an overlap with any other area of work. NE confirmed that this is a targeted approach. NE confirmed this is provided to all of the 4 Beacons. – Proposal Approved.
7	<p>ADP business support team staff changes</p> <p>To note, re the paper, redundancy funding required for Recovery Worker. Craig suggested Redundancy may not be correct and ill-health retirement may be the correct process, or a 12-week payment on termination of the contract.</p> <p>ACTION: CC to discuss with HR to clarify what the individual is entitled to.</p> <p>Carol also provided information around a new role for Business Support Team, supporting the Whole Family Approach, for a family inclusive Recovery co-ordinator. It was agreed that a proposal would be considered, and CC to provide a paper to the group.</p>
<p>Date of next meeting – 23rd August 2023</p>	

Minutes

New Funding Agreed.

Funding Bid No	Recipient	Amount	Duration	Source	PO/eCor /Cross Charge	Waiver Required Y/N
2604231	Harm Reduction Team	£33123	1 year	DDTF		
2604232	Hamilton CAB	£39539	1 Year Mar23 – Mar 24	ADP Funds	Variation of Contract	
2604233	Event funding	Approx £1500	One off 2023. Not yet confirmed	ADP Funds	Will require PO	

Amendments to current Funding

Funding Bid No	Recipient	Current Contract details	Amendment Details