**Minutes of Cavan Drug & Alcohol Forum**

**Meeting held on 30th August 2016**

**Council Chamber, Courthouse, Cavan**

**Present:**

Cllr. Shane P. O’Reilly, Elected Rep (Chair)

Tim Murphy, Cavan Drug Awareness

Celine Burke, The Cavan Centre

Angie McKenna, Focus FRC

Bernie Brady, Teach Oscail FRC

Emer Coveney, Cavan Co Council

Andy Ogle, NE-RD&ATF

Sinéad Tormey, Cavan Co Council

Irene Gilmore, Probation Service

Padraig McBreen, Breffni Integrated

Martin Sheridan, Cavan Community Mental Health

Gerry Soden, GAA Health and Wellbeing

Sean McKiernan, School Completion Programme

Tara Lynagh, ISPCC/TUSLA

Christine Wynne, SOSAD

Ceilia Smith, Citizens Information

Killian Fee, Aftercare Service, Tusla

Karl Cullen, TUSLA

Gráinne Boyle, Cavan Co Council

Darina Lynch, Teach Oscail FRC

**Apologies**

Patricia Boyle, HSE, John Donohoe, Cavan Co Council, Patricia Mulligan, TUSLA, Fiona Rehill, Extern, Ita Madden, Extern, Lisa Gavillet, NERD&AF, Cllr Paddy Smith & Cllr Eugene Greenan.

**Attending:** Peter Pollack, Breffni Integrated

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Cllr. Shane P O’Reilly opened the meeting. He gave apologies for Cllrs Paddy Smith and Eugene Greenan.

**Previous minutes and matters arising**

Previous minutes were proposed by Angie McKenna and seconded by Sean McKiernan.

**Input on LEADER Programme**

Mr. Peter Pollock, a Development Officer with Leader working in Breffni Integrated, was introduced to the group. He was there to explain about the Leader funding and possibilities for the group to tap into it.

The main points he covered were:

* A Local Development Strategy was developed for the county to guide how the Leader Programme funding would be utilised. The strategy was informed by five public information sessions and submissions received from groups and organisations.
* There is €8.5 million of funding available for Cavan to be spent by 2020.
* The operating rules are currently being developed and should be in place by late September. Expression of interest forms should be ready for early October.
* Once these are accepted they will be scanned and put up on the Department's system.

There are three main themes in the LEADER Programme:

1. Economic Development, Enterprise Development & Job creation
2. Social Inclusion – Basic services targeted at hard to reach communities
3. Rural Environment

Peter mentioned that, under the Social Inclusion theme, actions could be to provide training Initiatives to allow people access to the necessary skills to re-introduce individuals to the work force and to gain employment. Also to remove barriers which make it difficult for them to access training. Examples of target groups are: farmers, elderly, youth, people with disabilities.

There was a discussion around this regarding **transport & access**. This is a key barrier to training.

Peter said that Leader is a user friendly organisation. He advised the group to come up with ideas for projects linking in with the themes and said that Leader staff will help with the application form. He stressed that with all funding the programmes are heavily audited and the paperwork must be exact.

**Summary of the steps in the funding process**

* Expression of Interest
* Checked for eligibility
* Full application
* All applications go to an Independent Evaluation Committee (which meets every 2 months)
* Awarded or asked for further information
* Decisions can be appealed and overturned
* Awarded Programmes are sent out a Letter of Offer to sign and acknowledge. This will include timeframes. Any extension required will have to be sought by a written request.
* Funds spent prior to approval are ineligible
* Funds can be drawn down in tranches and phases.

**Funding**

* Training is **100%** funded to a max of €200k
* Others are a max of **90%** funded up to a max of €200k
* Research up to **90%** example feasibility study (this adds strength to the applications)
* The recruitment of **Staff** is not funded
* All training / feasibility studies need to go out to tender and show they are value for money or provide a rationale as to why a certain service was agreed upon.

Cllr Shane P. O’Reilly thanked Peter Pollock for the information provided in plain English regarding Leader funding and said that the group will look into developing suitable proposals.

**Strengthening Families Programme**

A small amount of funding is available from the NER Drugs Task Force towards running a Strengthening Families Programme in Cavan/Monaghan (2,500 per county). This is a **14 week parenting and family support programme** which has been run previously in Cavan. It is quite an intensive model but it is an excellent programme.

A discussion took place around the possibility of using the Cavan Centre as a training venue for SFP. Celine Burke explained that the Centre is open for all sorts of programmes and has the capacity to accommodate up to 60 people (day & night). She would be glad to give a tour of the facilities to anyone in the group who would be interested.

Emer suggested that it would make more sense to join with Monaghan to run the programme for both counties, although transport could be an issue. Andy is to check with Pobal to see if the Dormant Accounts funding has to be spent by the end of the year, or if it could run into January 2017. A timeframe for delivering SFP by Dec 2015 is tight.

**Updates from Working Groups**

* **Research Group**

Emer gave an update on the Mapping Exercise which the Research Group has been working on. A draft document listing all services available for drug and alcohol issues was circulated. She would welcome any feedback from the group regarding local services, residential serves, referrals etc. These services are being uploaded onto the GIS map and this information will be made publically available.

* **Prevention and Education Group**

The Prevention and Education group went on a study visit to the Cavan Centre to view their facilities.

* **Treatment and Rehabilitation Group**

This group has developed terms of reference.

* **Co-ordination**

The co-ordination group will not need to meet until the Forum is developing funding applications.

**AOB**

* **Regulation of Lobbying Act**

Shane read out text in relation to the Regulation of Lobbying Act: “It was noted and agreed that the committee will comply with the Transparency code of the Public Lobbying Act 2015. The will be done by regular circulation of minutes and the agenda of committee meetings on the Council website. The website will also detail membership and terms of reference of the committee.” This was agreed by the Forum. Going forward all minutes of the meeting are to go on to the Council website.

**Other**

Angie McKenna informed the group that she has expressed an interest in a youth project with Leader. The main outcomes which she was hoping for would be a premises for younger people, shared space and transport.

Tim mentioned that it is important for anyone who is looking at an application for Leader funding to keep the group informed. He said the group should look at upcoming projects and make a steady workplan going forward.

**The next meeting is due to take place on December 6th in the Council Chamber @ 11am.**

*Please note the room will be available earlier for any working groups who wish to meet before the main meeting.*