

## SCHEDULE 2

## GRANT CLAIM FORM

**Organisation: River Garden, Auchincruive**

**Bank details:** [REDACTED – S38(1)(b)]

**Project: River Garden Auchincruive Project**

**Total agreed grant for: 2021 / 22 £622,779**

**Latest forecast of expenditure of grant for: 2021 / 22 £578,655**

**Grant claimed to date: Nil**

**£44,124 revenue costs pending**

**Claim for grant for the period from Q1 2022 to Q3 2022**

**We hereby claim £578,655 grant of £622,779 in respect of the above period in accordance with the terms and conditions of the offer of Grant dated 21/01/2022 and the Schedules attached thereto.**

**Completed by:** [REDACTED – S38(1)(b)]

**Position: CEO**

**Contact Details:** [REDACTED – S38(1)(b)] / [REDACTED – S38(1)(b)] / **01292 521164**

**Date: 23 March 2022**

**Items of Expenditure**

**Please list in the table below all discrete items of expenditure relevant to the above period and the type of documentary evidence to substantiate each amount. Attached cash flow from McLeod + Aitken details the anticipated expenditure in line with the current project,**

A	B	C	D
Item	Amount (£)	Paid Invoice [Y/N]	Other (please specify, e.g. certificate of payment in kind)
Bothy, Cottage and Infrastructure contract works	274,862	N	

<b>Bothy, Cottage and Infrastructure contract works</b>	<b>239,678</b>	<b>N</b>	
<b>Bothy, Cottage and Infrastructure contract works</b>	<b>64,115</b>		
<b>TOTAL*</b>	<b>£578,655</b>		

## SCHEDULE 2

### GRANT CLAIM FORM

**Organisation:** River Garden, Auchincruive

**Bank details:** [REDACTED – S38(1)(b)]

**Project:** River Garden Auchincruive Project

**Total agreed grant for: 2021 / 22 £622,779**

**Latest forecast of expenditure of grant for: 2021 / 22 £43,092**

**Grant claimed to date: £578,655**

**This claim relates to revenue costs for the year 2021/22**

**Claim for grant for the period to Q1 2022.**

**We hereby claim £43,092 grant of £622.779 (total claimed £621,747) in respect of the above period in accordance with the terms and conditions of the offer of Grant dated 21/01/2022 and the Schedules attached thereto.**

**Completed by:** [REDACTED – S38(1)(b)]

**Position:** CEO

**Contact Details:** [REDACTED – S38(1)(b)] / [REDACTED – S38(1)(b)] / **01292 521164**

**Date:** 24 March 2022

#### Items of Expenditure

**Please list in the table below all discrete items of expenditure relevant to the above period and the type of documentary evidence that «X has been submitted» or «X will be made available on request» to substantiate each amount.**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<b>Item</b>	<b>Amount (£)</b>	<b>Paid Invoice [Y/N]</b>	<b>Other (please specify, e.g. certificate of payment in kind)</b>
<b>Staff wages – revenue costs Peer Workers, Support Worker and Admin support – all as per the attached schedule</b>	<b>43,092</b>	<b>Y</b>	

<b>TOTAL*</b>	<b>£43,092</b>		

**From:** [REDACTED – S38(1)(b)]  
**Sent:** Friday, May 6, 2022 1:35 PM  
**To:** [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]  
**Cc:** [REDACTED – S38(1)(b)]@gov.scot>  
**Subject:** RE: Scottish Government - Grant Monitoring Procedure for RRRCP Funding - River Garden

Hi [REDACTED – S38(1)(b)],

Please find attached the completed form. We have used the gross figures which tie back to our cash flow as issued in March.

Resource/capital is a running tally of the gross overall spend with estimated costs a pro rata of the additional costs down to a monthly basis.

I look forward to speaking to you soon - [REDACTED – S38(1)(b)] and [REDACTED – S38(1)(b)], copied above are planning to join the call too.

Regards.

[REDACTED – S38(1)(b)]

On 29/04/2022 08:40 [REDACTED – S38(1)(b)]@gov.scot wrote:

Hi [REDACTED – S38(1)(b)]

No problem r.e. the timeframe for this initial meeting – would you be available from 11.30 to 12.30 on the 19<sup>th</sup>? This is the only slot we will be able to make on that day. If this works I will send out a calendar invite.

Many thanks for sharing the copy of the claim forms, and if you could provide the completed monitoring template when possible that would be great.

Best wishes

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)] (she/her) | Residential Rehabilitation Team | Drugs Policy Division |  
Scottish Government | 3E St Andrews House | Regent Road | Edinburgh | EH1 3DG

**From:** [REDACTED – S38(1)(b)]  
**Sent:** 28 April 2022 15:45  
**To:** [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]  
**Cc:** [REDACTED – S38(1)(b)]@gov.scot>  
**Subject:** Re: Scottish Government - Grant Monitoring Procedure for RRRCP Funding - River Garden

Good afternoon [REDACTED – S38(1)(b)],

Thank you for your email and my apologies for not reverting sooner.

Firstly, can I suggest that we meet on Thursday 19 May, perhaps mid to late morning if that worked? I hope this date is suitable in terms of timeframe - I've a board meeting next week and I'm away the following week.

I will have the template completed with the requested information and will ensure that this is returned to you in good time for our meeting.

Finally, please find attached the 2 x claim forms sent previously.

Regards meantime.

[REDACTED – S38(1)(b)]

On 26/04/2022 12:54 [REDACTED – S38(1)(b)]@[gov.scot](mailto:gov.scot) wrote:

Hi [REDACTED – S38(1)(b)] / [REDACTED – S38(1)(b)]

Following the issue of River Garden's funding for 2021-22 under the Residential Rehabilitation Rapid Capacity Fund (RRRCP), we are now looking to establish a monitoring and evaluation procedure for this project. To commence this process, we suggest organising an initial meeting in which we will review the funding already allocated for 2021-22, expenditure already made and expected expenditure to come from this payment, as well as setting out next steps for monitoring 2022-23 onwards. **If you could please advise of a suitable date in the coming weeks which would be suitable to hold this meeting I will issue an invite via Teams.**

To establish a regular reporting process for 2022-23 onwards, I have attached a copy of a monitoring template covering the 2022-23 financial year to this email. **If you could please complete this template and return it ahead of the initial management meeting taking place** this will allow us to discuss and take into account any issues/changes going forward.

With regards to River Garden's 2021-22 funding, would you please also be able to share a copy of the two grant claim forms which were submitted for the project?

Kind regards

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)] (she/her) | Residential Rehabilitation Team | Drugs Policy Division | Scottish Government | 3E St Andrews House | Regent Road | Edinburgh | EH1 3DG

## RRRCP Grant Monitoring Template: 2022/23

This template should be completed by the grant recipient in order to provide a breakdown of expected expenditure for this project in each quarter of the above financial year. Details of projected spend by month should be entered alongside a breakdown of estimated costs. This template will be used to measure actual claims submitted throughout the 2022-23 financial year, and will form the basis of discussions between the grant recipient and the Scottish Government during quarterly grant management meetings.

**Organisation:** River Garden Auchincruive

<b>Q1</b>			
<b>Month</b>	<b>Type of activity to be completed:</b>	<b>Resource:Gross expenditure to date</b>	<b>Estimated costs:</b>
April	<b>Resident Accommodation, Ancillary accommodation and infrastructure works</b>	£52,328	£52,238
May	<b>Resident Accommodation, Ancillary accommodation and infrastructure works</b>	£104,656	£52,238
June	<b>Resident Accommodation, Ancillary accommodation and infrastructure works</b>	£156,984	£52,238

<b>Total projection for Q1:</b>			<b>£156,984</b>
<b>Q2</b>			
<b>Month</b>	<b>Work To Be Completed:</b>	<b>Resource:Gross expenditure to date</b>	<b>Estimated costs:</b>
July	<b>Resident Accommodation, Ancillary accommodation and infrastructure works</b>	<b>£195,239</b>	£38,255
August	<b>Resident Accommodation, Ancillary accommodation and infrastructure works</b>	<b>£233,494</b>	£38,255
September	<b>Resident Accommodation, Ancillary accommodation and infrastructure works</b>	<b>£271,750</b>	£38,256
<b>Total projection for Q2:</b>			<b>£114,766</b>
<b>Q3</b>			
<b>Month</b>	<b>Work To Be Completed:</b>	<b>Resource:Gross expenditure to date</b>	<b>Estimated costs:</b>
October	<b>Resident Accommodation, Ancillary accommodation and infrastructure works</b>	<b>£325,534</b>	£53,784
November	<b>Resident Accommodation, Ancillary accommodation and infrastructure works</b>	<b>£379,318</b>	£53,784



December	<b>Resident Accommodation, Ancillary accommodation and infrastructure works</b>	<b>£433,102</b>	£53,784
<b>Total projection for Q3</b>			<b>£161,352</b>
<b>Q4</b>			
<b>Month</b>	<b>Work To Be Completed:</b>	<b>Resource/Capital:</b>	<b>Estimated costs:</b>
January	<b>Resident Accommodation, Ancillary accommodation and infrastructure works</b>	<b>£469,901</b>	£36,799
February	<b>Resident Accommodation, Ancillary accommodation and infrastructure works</b>	<b>£506,700</b>	£36,799
March	<b>Resident Accommodation, Ancillary accommodation and infrastructure works</b>	<b>£543,500</b>	£36,800
<b>Total projection for Q4</b>			<b>£110,938</b>
<b>Total projected expenditure at Year End:</b>			
<b>£543,500</b>			

SCHEDULE 2  
GRANT CLAIM FORM

Organisation: River Garden, Auchincruive

Bank details: [REDACTED – S38(1)(b)]

Project: River Garden Auchincruive Project

Total agreed grant for: 2022 / 23 E795,000

Latest forecast of expenditure of grant for: 2022 / 23 E62,500 (revenue for the quarter to June 2022.) Total revenue claim for the year will be E251,500

Grant claimed to date: Nil

Claim for grant for the period from 01/04/2022 to 30/06/2022

We hereby claim E grant of f62,500 in respect of the above period in accordance with the terms and conditions of the offer of Grant dated 21/01/2022 and the Schedules attached thereto.

Completed by: [REDACTED – S38(1)(b)]

Position: CEO

Contact Details: [REDACTED – S38(1)(b)] / [REDACTED – S38(1)(b)]/01292 521164

Date: 1 June 2022

1. Items of Expenditure

Please list in the table below all discrete items of expenditure relevant to the above period and the type of documentary evidence to substantiate each amount.

Attached cash flow from McLeod + Aitken details the anticipated expenditure in line with the current project,

	B	C	
Item	Amount (E)	Paid Invoice	Other (please specify, e.g. certificate of payment in kind)
Revenue costs (E62,500 of E251,500)	62,500		Staff wages

TOTAL*	62,500		
--------	--------	--	--

Year	Project Expenditure E	Narrative
2021/22	622,779	Revenue costs - €44,124 Renovation etc. of Gardeners Cottage —809,530 Refurbishment, Bothy — f211,625 Infrastructure - f57,500
2022/23	795,000	Revenue costs - 251,500 Extension of existing residential accom - 210,000 Reconfigure recreation room - f 161,500 Infrastructure re growth in resident numbers - EI 72,000
2023/24	1,808,500	Revenue costs - E268,500 New build residential units - £1,050,000 Conversion of existing building to form recreation space - E490,000
2024/25	1,932,125	Revenue costs - f217,125 New build residential units and garden terrace pods - f 1,015,000 New ancillary accom - f 700,000
2025/26	898,250	Revenue costs — €198,250 Garden terrace pods - E700,000
Total E	<b>6,056,654</b>	

The information above is taken for the Recovery Fund application in respect of the Residential Rehab Capacity Programme for River Garden, Auchincruive.

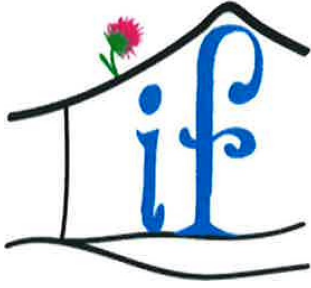
In excess of f2m was secured previously by way of a business organisation, a charitable trust, the Government and a private individual. These monies have been used to secure the site at Auchincruive, fund some of the initial work, the development of the Bothy Café and our initial running costs.

River Garden has built strong collaborative relationships with a number of partners — details of these were included in the original application referred to above. We have also benefitted from private donations and pro-bono services and have ambitious plans to grow income through our social enterprise projects.

[REDACTED – S38(1)(b)]

CEO, River Garden, Auchincruive

January 2022



## SCHEDULE 2

### GRANT CLAIM FORM

**Organisation:** River Garden, Auchincruive

**Bank details:** [REDACTED – S38(1)(b)]

**Project:** River Garden Auchincruive Project

**Total agreed grant for: 2022 / 23** £795,000

**Latest forecast of expenditure of grant for: 2022 / 23** £62,500 (revenue for the quarter to Sept 2022.) **Total revenue claim for the year will be** ££251,500

**Grant claimed to date: £62,500** (£125,00 revenue claimed to date)

**Claim for grant for the period from 01/06/2022 to 30/09/2022**

We hereby claim £ grant of **£62,500** in respect of the above period in accordance with the terms and conditions of the offer of Grant dated 21/01/2022 and the Schedules attached thereto.

**Completed by:** [REDACTED – S38(1)(b)]

**Position:** CEO

**Contact Details:** [REDACTED – S38(1)(b)] / [REDACTED – S38(1)(b)] / **01292 521164**

**Date:** 29 June 2022

#### Items of Expenditure

Please list in the table below all discrete items of expenditure relevant to the above period and the type of documentary evidence to substantiate each amount.

A	B	C	D
Item	Amount (£)	Paid Invoice [Y/N]	Other (please specify, e.g. certificate of payment in kind)
Revenue costs (£62,500 of £251,500)	62,500	Y	Staff wages
<b>TOTAL*</b>	62,500		

## SCHEDULE 2

### GRANT CLAIM FORM

**Organisation:** River Garden, Auchincruive

**Bank details:** [REDACTED – S38(1)(b)]

**Project:** River Garden Auchincruive Project

**Total agreed grant for: 2022 / 23 £795,000**

**Latest forecast of expenditure of grant for: 2022 / 23 £271,750, Capital and Infrastructure works as per attached forecast.**

**Grant claimed to date: £125,000 revenue claimed to date**

**Claim for grant for the period from 01/04/2022 to 30/09/2022**

**We hereby claim £ grant of £271,750 in respect of the above period in accordance with the terms and conditions of the offer of Grant dated 21/01/2022 and the Schedules attached thereto.**

**Completed by:** [REDACTED – S38(1)(b)]

**Position:** CEO

**Contact Details:** [REDACTED – S38(1)(b)] / [REDACTED – S38(1)(b)] / **01292 521164**

**Date:** 29 June 2022

#### Items of Expenditure

**Please list in the table below all discrete items of expenditure relevant to the above period and the type of documentary evidence to substantiate each amount.**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<b>Item</b>	<b>Amount (£)</b>	<b>Paid Invoice [Y/N]</b>	<b>Other (please specify, e.g. certificate of payment in kind)</b>
•Infrastructure works; comprising new drainage to courtyard, new substation, new Potable water and electrical services, including new external lighting, including upgrades associated with higher resident numbers.	<b>£156,984</b>	<b>In part, reg invoicing</b>	

<ul style="list-style-type: none"> <li>•Resident Accomodation; New extension to existing building to provide additional rooms in order to increase resident capacity.</li> <li>• Reconfiguration of existing recreation room to provide new dining facilities and kitchen facilities to new increased resident number</li> </ul>			
As above - ongoing refurbishment programme	<b>£114,766</b>		
<b>TOTAL*</b>	<b>£271,750</b>		

## **2022-23: Q1 Grant Monitoring Meeting: SG / River Garden**

4 July 2022

### **Attendees:**

[REDACTED – S38(1)(b)] (RG)

[REDACTED – S38(1)(b)] (RG)

[REDACTED – S38(1)(b)] (RG)

[REDACTED – S38(1)(b)] (SG)

### **Q1 Milestones Update**

- Since grant monitoring requirements were agreed for this project on 28 April, there have been some developments relating to the expansion of the River Garden estate. These updates are further to the Ministerial submission on the progress of the four funded RRRCP projects, which was sent to PO on 30 June.
- The high level project updates shared at this meeting were as follows:
  - Not as many developments due to having a month between meetings, but River Garden confirmed 4 new residents to their existing 7, taking occupancy up to 11.
  - River Garden are currently escalating their admissions process, have recruited a female peerworker for the Gardener's Cottage and are in the process of recruiting one more.

### **Grant Claim Update**

- River Garden confirmed they had submitted four grant claim forms to the Mission Delivery Mailbox (for Capital and Revenue, respectively) to cover Q1 and Q2 of 2022-23. These can now be checked by officials – a more detailed breakdown of the actual costs for these claims has been requested.
- River Garden noted that they had applied for additional SG funding in 2023-24 through Stage One of the Regeneration Capital Grant Fund. This application has the support of South Ayrshire Council and is requested to part-fund the following renovation works (already funded through the RRRCP):
  - Burns Cottage – renovation and conversion of B-listed building into boutique conference and events space targeted at private/public/third sector corporate clients across Western/Southern Scotland, as well as weddings and other celebrations. Also available as a community facility for meetings, classes, yoga, dance, music, exhibitions etc.
  - Bothy Building – comprehensive fabric repair and replacement including stonework, new roof, windows, doors and rainwater goods. This building is central to the whole River Garden project – physically, emotionally and financially. B-Listed, it was in a semi-derelict state when IFDAS purchased the site. On completion of this project, it will house 2 x self-contained flats offering overnight accommodation for conference delegates and families of RGA residents. Adjacent is the Bothy Café which opened to the public in 2021. The café supports training and volunteering opportunities and is an important source of income for IFDAS.



- This grant is awarded on a yearly basis and, should this application be successful, River Garden will receive their requested amount of **£987,000** for 2023-24. This will be in addition to their scheduled **£1,808,500** from the RRRCP that year.
- River Garden also advised they had been having discussions with [REDACTED – S38(1)(b)] and [REDACTED – S38(1)(b)] (from the SG's Social Justice Division) regarding the potential for further funding for the social enterprise aspects of the project from the Social Innovation Partnership (SIP) in 2022-23. This funding is also awarded on a yearly basis.
- **NB:** Officials met with [REDACTED – S38(1)(b)] following this meeting to receive an update and tie in this aspect of the project – [REDACTED – S38(1)(b)] advised that River Garden had received £231,000 in SIP funding for 2021-22 and that further information had been requested by their team to River Garden in order to progress their interest in funding for 2022-23, including a speculative budget/grant amount. River Garden was informed of this and that SIP colleagues would be invited to future monitoring meetings in order to promote a more joined up approach.

### **Action points**

- River Garden to send SG full actual spend profile for Q1-2 as soon as possible.
- SG and River Garden will continue to liaise separately regarding the Minister's visit on 28 July.
- SG to check River Garden claim forms have been processed (message sent to MD Team)

**Annex**

[Out of Scope]

## **2022-23: Q2 Grant Monitoring Meeting: SG / River Garden**

12 October 2022

### **Attendees:**

[REDACTED – S38(1)(b)] (RG)

[REDACTED – S38(1)(b)] (RG)

[REDACTED – S38(1)(b)] (RG)

[REDACTED – S38(1)(b)] (RG)

[REDACTED – S38(1)(b)] (SG)

[REDACTED – S38(1)(b)] (SG)

[REDACTED – S38(1)(b)] (SG)

### **Apologies:**

[REDACTED – S38(1)(b)] (RG)

[REDACTED – S38(1)(b)] (SG)

### **Acceleration of grant / inflationary costs**

The meeting opened with a discussion regarding RG's proposal to accelerate the current grant programme to conclude the project in 2024-25 rather than 2025-26, and the additional inflationary costs which are now expected within the project.

The SG previously requested a written breakdown of the mitigations which had / could be undertaken within RG to combat the inflationary costs and an outline of the material risks which would impact the project were these costs not covered. A summary of the outcomes of this discussion is as follows:

- RG confirmed that the main material risk to the project, were the acceleration / inflationary proposals not undertaken, was that RG would need to look at reducing their target of 56 placements within the programme to 48 in order to preserve costs. The implications of this reduction on the project overall would not be determined until further down the line.
- SG asked if RG had considered other funding routes, noting the potential of funding placements through Housing Benefit or potential contribution from ADPs. RG noted that both of these options may help with revenue costs but would not be effective in addressing the capital inflation costs associated with the project. RG also noted their ethos that the programme be "free at point of service" rather than funded through ADPs, and that requesting ADPs to contribute to these additional costs would likely be challenging.
- RG also confirmed that the additional SG funds they are receiving this year through SIP are for the furnishings/interiors of the dwellings on the estate, and so could not be used to offset inflationary capital costs.
- However, RG clarified that if the timescale for programme was accelerated as per their proposals, and scheduled funding brought forward, the savings made would result in a cost neutral outcome for the project. RG advised that a confirmation on this approach from SG would be needed by January 2023 in order to proceed.
- The SG noted that an options paper outlining the above would be taken back to Health Finance / the Minster for Drugs Policy for consideration, and that further advice would be provided to RG in due course.

- **Q2 Milestones Update from RG**

After moving on to the regular monitoring section of the meeting, RG shared the following updates on the project:

- Two graduates from the San Patrigano recovery community in Italy are now resident in the Bothy building
- Family rooms are almost complete, however a delay has been experienced due to contractor availability – aim for this work to be completed within next two weeks.
- Infrastructure progressing well – Scottish Water in process of installing meter for water supply to buildings
- Quotations received for new substations for electricity supply – expect this process to be concluded by late February / March 2023.
- Woodshed (social enterprise building) almost completed (part funded by SIP and Fraser Foundation).
- Finalising negotiations with ISG contractors regarding renovation of existing accommodation – expect this to be ongoing and concluded February / March 2023.
- Gardeners Cottage – building in higher state of disrepair than originally expected following surveys which has led to delay in progressing work. Expect building to be finished by end of November, however it may not be ready to house first female residents until a later date (taking into account safety checks).
- RG confirmed there is a small but growing referral list for female residents and appropriate staff in place, so would look to still admit the first women to the service by the end of the year, utilising family accommodation in the first instance until the Gardeners Cottage is fit for purpose.

### **Expenditure and grant claims**

- RG highlighted difference between original grant / breakdown of funds and the proposed acceleration to the programme which they are working to now (and have put to the SG for approval).
- Further discussions will be had regarding RG's funding schedule once proposals have been progressed and considered.
- SG requested that RG draw up a proposed new schedule for their grant drawdown in the event that the acceleration was approved, and that they submit a profile of their actual expenditure for Qs 1 and 2.

### **Action points**

- ~~RG to send SG a proposed funding breakdown of the accelerated grant by quarter and a profile of the actual costs they have incurred in Qs 1 and 2 of this financial year.~~
- ~~SG to escalate inflationary issue / acceleration proposals for the RG project with Health Finance for consideration and draft an options paper regarding next steps.~~

**From:** [REDACTED – S38(1)(b)]  
**Sent:** Thursday, October 13, 2022 2:21 PM  
**To:** [REDACTED – S38(1)(b)]@gov.scot>  
**Cc:** [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]gov.scot>; [REDACTED – S38(1)(b)]  
**Subject:** Re: IFDAS RIVER GARDEN - SCOTTISH GOVERNMENT FUNDING - ACCELERATED PROGRAMME + INFLATIONARY COST INCREASES

[REDACTED – S38(1)(b)]

As discussed on the call yesterday, please see attached an update on the Bothy Family Room Accommodation. Works are still progressing well and are scheduled to be complete by the end of this month. We will keep you informed of further progress on this and the Gardeners Cottage.

Regards

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)]

On 6 Oct 2022, at 12:53, [REDACTED – S38(1)(b)]@gov.scot wrote:

Hi [REDACTED – S38(1)(b)] – hope you're doing well.

Sending a quick reminder following the below email sent last week to request that the following information be sent to us in writing ahead of our funding meeting next Wednesday:

- An outline of the high-level risks to the River Garden project as a result of the inflationary increases, including a breakdown of which areas of work will be impacted without additional funds.
- An outline of potential mitigations which have been considered to address these risks within River Garden, and the reasons why these are not being pursued.

Kind regards

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)] (she/her) | Residential Rehabilitation Team | Drugs Policy Division | Scottish Government | 3E St Andrews House | Regent Road | Edinburgh | EH1 3DG

**From:** [REDACTED – S38(1)(b)]  
**Sent:** 29 September 2022 10:51  
**To:** ' [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]  
**Cc:** [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED –

S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)] [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]

**Subject:** RE: IFDAS RIVER GARDEN - SCOTTISH GOVERNMENT FUNDING - ACCELERATED PROGRAMME + INFLATIONARY COST INCREASES

Thanks [REDACTED – S38(1)(b)]

I will move the hold in diaries to Wednesday 12<sup>th</sup> at 11 for now and can amend this date as necessary depending on further responses. As the meeting will now be a week later than planned, it would be helpful if RG could send over a written response to the asks laid out in my original email in the meantime, so we can fully consider and have a point of reference for the discussions on the day.

Best,

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)] (she/her) | Residential Rehabilitation Team | Drugs Policy Division | Scottish Government | 3E St Andrews House | Regent Road | Edinburgh | EH1 3DG

**From:** [REDACTED – S38(1)(b)]

**Sent:** 29 September 2022 08:45

**To:** [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]

**Cc:** [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]gov.scot>; [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]

**Subject:** RE: IFDAS RIVER GARDEN - SCOTTISH GOVERNMENT FUNDING - ACCELERATED PROGRAMME + INFLATIONARY COST INCREASES

Hi Folks

Wednesday best for me but will arrange to work with what's best for the majority.

Regards

[REDACTED – S38(1)(b)]

On 29/09/2022 08:33 BST [REDACTED – S38(1)(b)]@gov.scot wrote:

Hi [REDACTED – S38(1)(b)]

Would one of the following dates suit?

Monday 10 Oct: 11-12

Wednesday 12 Oct: 11-12 or 2-3.

Best,

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)] (she/her) | Residential Rehabilitation Team | Drugs Policy  
Division | Scottish Government | 3E St Andrews House | Regent Road | Edinburgh | EH1  
3DG

**From:** [REDACTED – S38(1)(b)]

**Sent:** 28 September 2022 16:56

**To:** [REDACTED – S38(1)(b)]@gov.scot>

**Cc:** [REDACTED – S38(1)(b)] >; H [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]>; [REDACTED – S38(1)(b)] [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]

**Subject:** Re: IFDAS RIVER GARDEN - SCOTTISH GOVERNMENT FUNDING - ACCELERATED PROGRAMME + INFLATIONARY COST INCREASES

[REDACTED – S38(1)(b)]

I have just checked and unfortunately both [REDACTED – S38(1)(b)] and [REDACTED – S38(1)(b)] have informed me that they are on annual leave next week. Can this be moved to the following week? Sorry for the inconvenience but both are needed on the call.

Regards

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)]

On 28 Sep 2022, at 16:39, <[REDACTED – S38(1)(b)]@gov.scot> wrote:

Hi [REDACTED – S38(1)(b)]

Thanks for this. We would be keen to involve our team leader [REDACTED – S38(1)(b)] (copied) in these discussions going forward. To accommodate availability, can I suggest we move the monitoring meeting to 1pm next Tuesday and extend the slot to an hour so we can cover this issue in the same call? Please let me know if this works and I will amend the agenda / invitation accordingly.

Best,

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)] (she/her) | Residential Rehabilitation Team | Drugs Policy  
Division | Scottish Government | 3E St Andrews House | Regent Road | Edinburgh | EH1  
3DG

**From:** [REDACTED – S38(1)(b)]

**Sent:** 28 September 2022 15:31

**To:** [REDACTED – S38(1)(b)]@gov.scot>

**Cc:** [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]@gov.scot>;

[REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)] [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]

**Subject:** Re: IFDAS RIVER GARDEN - SCOTTISH GOVERNMENT FUNDING - ACCELERATED PROGRAMME + INFLATIONARY COST INCREASES

[REDACTED – S38(1)(b)]

Many thanks for getting back to us on this. We have reviewed further and have a meeting at River Garden this week to discuss this and I was wondering if we could please put a 30min call in the diary next week to run through our thoughts with you in the first instance - if you were able to confirm any day / time options we can flex and get back to you?

As per my previous email I have added [REDACTED – S38(1)(b)] to the circulation list.

Regards

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)]

On 22 Sep 2022, at 13:21, [REDACTED – S38(1)(b)]@gov.scot wrote:

Hi [REDACTED – S38(1)(b)]

Thank you for your email. Further to this, can you please set out the high-level risks to the project as a result of this inflationary increase, including a breakdown of which areas of work will be impacted without additional funds. We will also need to see that areas of mitigation to these risks which could be undertaken within River Garden have been fully considered and the reasons why these are not being pursued. Once we have this information, we will escalate further for consideration.

Many thanks

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)] (she/her) | Residential Rehabilitation Team | Drugs Policy Division | Scottish Government | 3E St Andrews House | Regent Road | Edinburgh | EH1 3DG

**From:** [REDACTED – S38(1)(b)]

**Sent:** 15 September 2022 15:05

**To:** [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]

**Cc:** [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]

**Subject:** RE: IFDAS RIVER GARDEN - SCOTTISH GOVERNMENT FUNDING - ACCELERATED PROGRAMME + INFLATIONARY COST INCREASES





Kind regards

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)] (she/her) | Residential Rehabilitation Team | Drugs Policy  
Division | Scottish Government | 3E St Andrews House | Regent Road | Edinburgh | EH1  
3DG

**From:** [REDACTED – S38(1)(b)]

**Sent:** 24 August 2022 13:29

**To:** [REDACTED – S38(1)(b)] [@gov.scot](mailto:[REDACTED – S38(1)(b)]@gov.scot)>

**Cc:** WF Smith <[REDACTED – S38(1)(b)] >; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)];  
[REDACTED – S38(1)(b)] ; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)];  
[REDACTED – S38(1)(b)]

**Subject:** IFDAS RIVER GARDEN - SCOTTISH GOVERNMENT FUNDING - ACCELERATED PROGRAMME +  
INFLATIONARY COST INCREASES

[REDACTED – S38(1)(b)]

**IFDAS RIVER GARDEN - SCOTTISH GOVERNMENT FUNDING - ACCELERATED PROGRAMME  
+ INFLATIONARY COST INCREASES**

Please see attached cover letter and documents in regards to our recent discussion on an accelerated programme for the provision of 56 resident spaces at River Garden and the exceptional inflationary cost increases to the project capital budget.

I have sent this on behalf of IFDAS, and once you have reviewed, we would very much welcome the opportunity to discuss these aspects further and look forward to hearing from you.

Regards

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)]

River Garden Auchincruive - a special place for all to flourish

# BOTHY FAMILY ACCOMMODATION

# RIVER GARDEN



# AUCHINCROUTE

Project Update 24th September 2022

## BOTHY BUILDING - Phase 2 - Overnight Family Accommodation



Bothy Building □ Family Unit 2 □ Family Unit 1

The Bothy building is at the heart of River Garden and is a Grade 2 listed building. Phase 1 of the building was completed in 2021 with refurbishment of the western end of the building to provide a self contained 3 bedroom unit for resident accommodation.

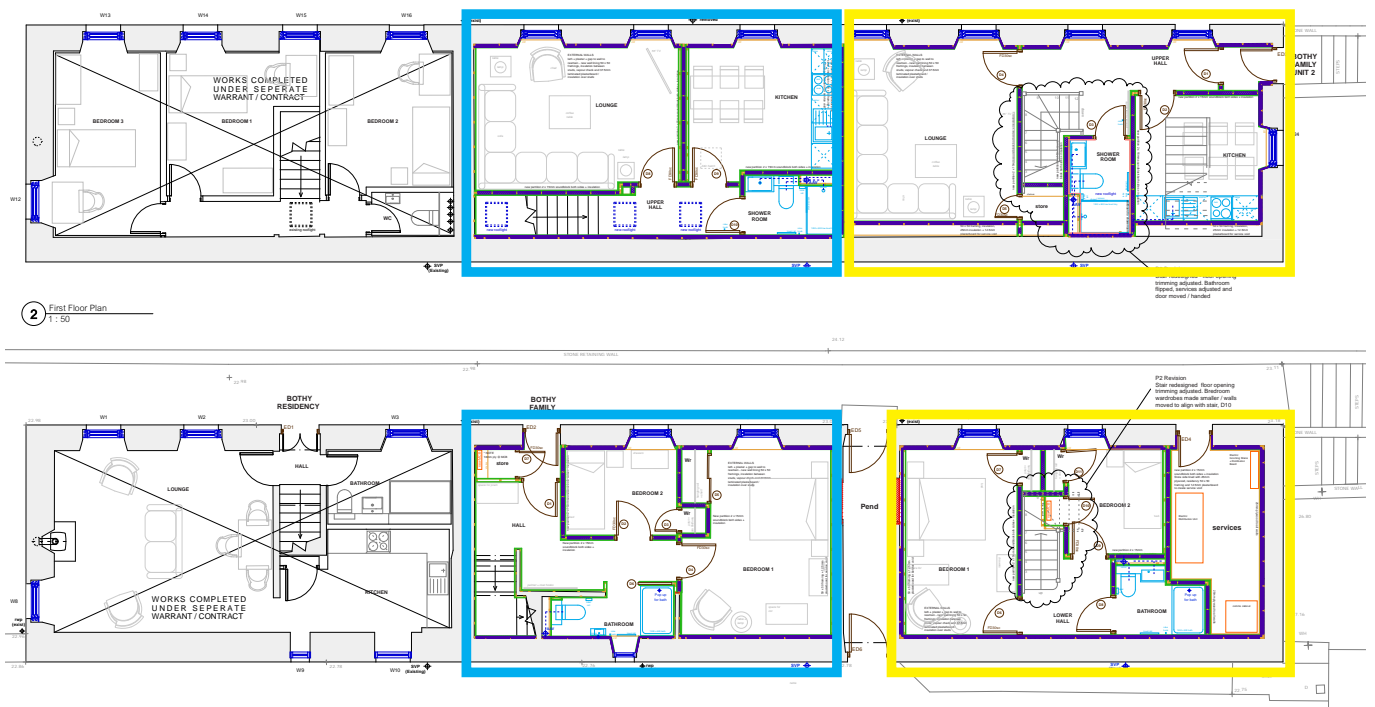
Phase 2 of the Bothy building refurbishment is to create two self contained, two bedroom units each with lounge, dining kitchen and bath / shower room. This will provide overnight accommodation for family members visiting site.

Since our last update we are delighted to report significant progress on site. However, as can be expected in dealing with any historic listed building, there has been some programme slippage due in large part to the extensive wet and dry rot and woodworm. There were also nesting birds in the attic, which resulted in a suspension of works for a few weeks. Clearly the current economic climate around supply chain, contractor availability and construction inflation have also presented their own challenges and programme issues. We are however fortunate that our contractors, consultants and suppliers are working with us to deliver the overall project on budget, which includes additional pro-bono support and the contractor significantly reducing their cost margins.

We currently have a funding package awaiting final approval for provision of all furniture, including kitchen cooking equipment, family games, curtains etc. which we hope to have in place by this Christmas.

We are also delighted to have 'in principle' support to fund a full time family support worker for 1 year from opening.

Project completion is early October 2022.



**BOTHY BUILDING - Phase 2 - Overnight Family Accommodation Progress Pictures**  
**SEPTEMBER 2022 - FAMILY UNITS**



Bothy Building Exterior - SEPTEMBER 2022



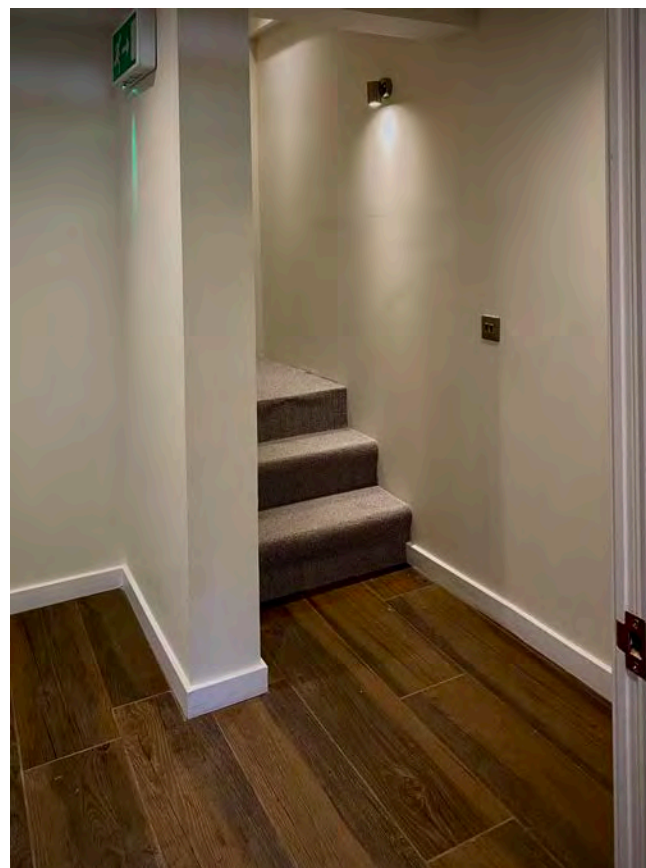
Bothy Building Exterior - SEPTEMBER 2022

# BOTHY BUILDING - Phase 2 - Overnight Family Accommodation Progress Pictures

## SEPTEMBER 2022 - FAMILY UNIT 1



Front Door Family Unit 1



Ground floor hallway Family Unit 1



Ground floor bathroom Family Unit 1



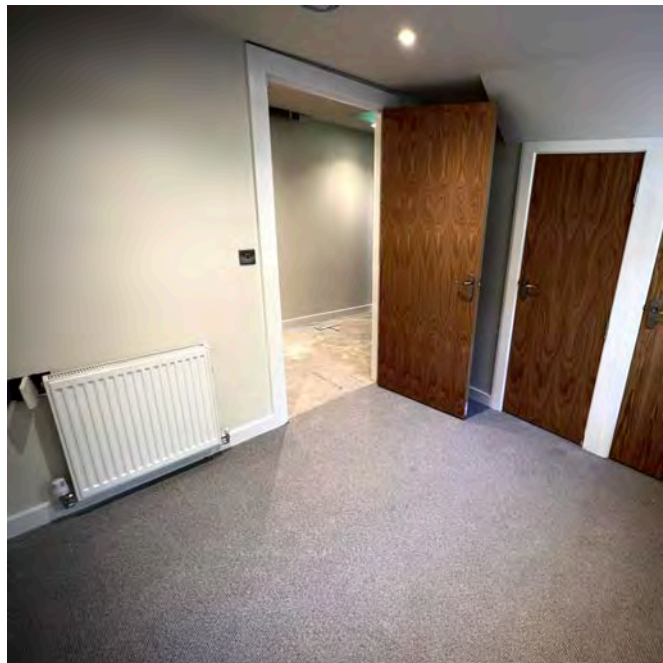
First floor bathroom Family Unit 1

# BOTHY BUILDING - Phase 2 - Overnight Family Accommodation Progress Pictures

## SEPTEMBER 2022 - FAMILY UNIT 1



Ground floor bedroom 1 Family Unit 1



Ground floor bedroom 2 Family Unit 1



Living room Family Unit 1



Kitchen Family Unit 1

## BOTHY BUILDING - Phase 2 - Overnight Family Accommodation Progress Pictures

### SEPTEMBER 2022 - FAMILY UNIT 2



Front door Family Unit 2



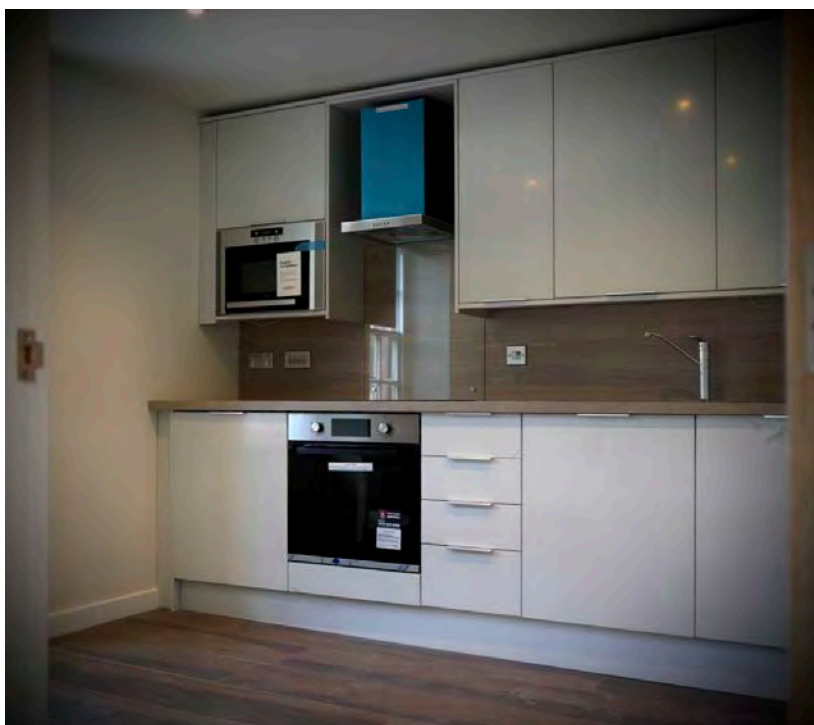
Upper floor hallway Family Unit 2



Living room Family Unit 2

# BOTHY BUILDING - Phase 2 - Overnight Family Accommodation Progress Pictures

## SEPTEMBER 2022 - FAMILY UNIT 2



Kitchen Family Unit 2



First floor bathroom Family Unit 2



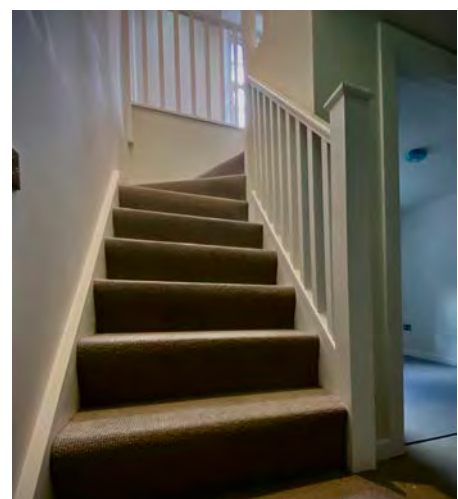
Bedroom 1 Family Unit 2



Bedroom 2 Family Unit 2



Ground floor bathroom Family Unit 2



Ground floor hallway Family Unit 2



# BOTHY BUILDING - Phase 2 - Overnight Family Accommodation Progress Pictures

MAY 2022



Bothy Building Exterior - MAY 2022



Bothy Building Exterior - MAY 2022



Bothy Building Exterior - MAY 2022



Bothy Building Exterior - MAY 2022



Bothy Building Interior - strip out completed - MAY 2022

## BOTHY BUILDING - Phase 2 - Overnight Family Accommodation Progress Pictures



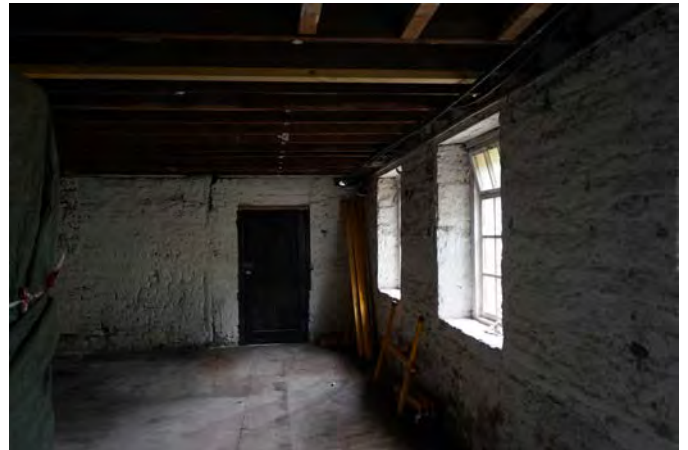
Bothy Building Interior - joist repairs due to dry rot - MAY 2022



Bothy Building Interior - joist repairs due to dry rot - MAY 2022



Bothy Building Interior - internal strip out and drainage channels cut in floor - MAY 2022



Bothy Building Interior - ground floor strip out complete - MAY 2022



Bothy Building Interior - strip out completed - MAY 2022

## BOTHY BUILDING - Phase 2 - Overnight Family Accommodation Progress Pictures



Bothy Building Interior - timber lintel removal due to dry rot and new concrete lintel to be installed - MAY 2022



Bothy Building Interior - ground floor strip out and drainage channels cut in floor - MAY 2022

**From:** [REDACTED – S38(1)(b)]  
**Sent:** Wednesday, October 19, 2022 4:55 PM  
**To:** [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]  
**Cc:** [REDACTED – S38(1)(b)]gov.scot>; [REDACTED – S38(1)(b)]@gov.scot>  
**Subject:** RE: Scottish Government / River Garden: Q2 Monitoring Meeting Minute: 12 October

All,

As discussed, please find attached an updated cashflow with the figures now reflecting the accelerated programme taking place as discussed with various projects now starting pre-Christmas alongside our continual sitewide infrastructure upgrades.

Also attached is the expenditure to date for all projects in which the Government is involved in funding. We would like to note that the figures shown are total payments made to date and include other funding streams as opposed to purely government allocated funds.

Should anyone have any queries please don't hesitate to get in touch.

Kind Regards,  
[REDACTED – S38(1)(b)]  
[REDACTED – S38(1)(b)]

**From:** [REDACTED – S38(1)(b)]@gov.scot  
**Sent:** 19 October 2022 09:59  
**To:** [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]  
**Cc:** [REDACTED – S38(1)(b)]@gov.scot; [REDACTED – S38(1)(b)]@gov.scot  
**Subject:** Scottish Government / River Garden: Q2 Monitoring Meeting Minute: 12 October

Morning all,

Please see attached minute of our grant monitoring meeting that took place on the 12<sup>th</sup>. If there is anything noted in this minute that is incorrect or you would like to add, please let me know.

With regards to the first action point, can I please check if RG's actual costs at September end have been consolidated and if you are able to provide these for our records?

Many thanks

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)] (she/her) | Residential Rehabilitation Team | Drugs Policy Division | Scottish Government | 3E St Andrews House | Regent Road | Edinburgh | EH1 3DG

## **2022-23: Q4 Grant Monitoring Meeting: SG / River Garden**

22 March 2023

### **Attendees:**

[REDACTED – S38(1)(b)] (RG)

[REDACTED – S38(1)(b)] (RG)

[REDACTED – S38(1)(b)] (RG)

[REDACTED – S38(1)(b)] (RG)

[REDACTED – S38(1)(b)] (SG)

[REDACTED – S38(1)(b)] (SG)

### **Apologies:**

[REDACTED – S38(1)(b)] (SG)

### **Q4 Milestones Update from RG**

- RG provided an update on the progression of the physical amenities on the site, which included;
  - Installation of substation complete
  - Water and cable works complete
  - Live electricity supply expected within 6 weeks
  - Associated infrastructure such as outdoor lighting progressing well, though it was noted there had been some delays due to weather
  - Scaffolding in place for re-roofing of Bothy building; windows are nearly complete and interiors are being finalised
  - Engagement began with contractor for establishment of new training room
- It was noted that the Gardener's Cottage (which will host the service's first women residents) and woodshed are still without a power supply, so it has not been possible to utilise either building yet
- The Women's Advisory Group, set up to support potential female referrals following delays with the accommodation, has continued to meet and has offered a recommendation which had not previously been considered; that 4 women should be brought into the RG service at the same time when the accommodation is available
- RG are now working towards supporting this, and the next meeting of the Advisory Group is scheduled for early April
- SG asked for an update on how the residents and staff are processing the ongoing court case of one of RG's former residents – RG advised that both were supporting each other well as a community, and discussions were being held at Board level on the approach with regards to sensitivity / the optics of influencing legal proceedings. SG shared a comms contact details for any potential news stories following the case being heard (scheduled for the day after this meeting)
- The Board are also now focusing on the social enterprise aspects of the project going forward – no SIP colleagues were present on this call but further updates to be provided at future meetings
- SG suggested that a separate meeting be organised to discuss PVG screenings and requirements going forward
- RG shared that Elena Whitham MSP had visited and was impressed by the site
- It was also noted that, due to [REDACTED – S38(1)(b)] upcoming retirement, RG are looking to recruit a new General Manager for the service in the coming weeks, as well as a Operations Manager and Therapeutic Gardener

### Care Inspectorate registration

- SG asked for an update on RG's progress with registering with the Care Inspectorate – RG advised that the application is now in its final stages, although noted it is an ongoing journey and has experienced some challenges which have prolonged the completion time, particularly regarding the physical accommodation and open nature of the site
- It was noted that board member and chair of SRC [REDACTED – S38(1)(b)] had suggested two organisations who may be able to offer support/advice on this process (one being Calderglen), and a Zoom call had been organised to discuss
- RG are planning to have another discussion with the Care Inspectorate regarding the registration process and will provide a further update on this to the SG via email

### Referrals

- RG shared that there are currently 9 residents within the service, and that they are currently in contact with prospective residents with regards to entering RG once the accommodation is available
- RG advised that they are working towards the milestone of having 14 residents in the service by April, noting that this would likely be towards the end of the month.
- SG requested that RG provide an updated/more detailed plan of how things are expected to progress with capacity over the next 6-9 months

### **Q4 Financial Update**

- As RG had already drawn down their reprofiled entitlement before this meeting, there were no active claims to discuss. RG's total actual costs incurred for the 2022-23 financial year were **£1,246,850**.
- SG requested that the End of Year grant report, sent ahead of this meeting, be completed and returned by the 31<sup>st</sup> March

### **Action points**

- SG to organise separate meeting to discuss PVG screenings and requirements
- RG to provide more detailed written update on plans to increase capacity at the site in line with milestones over the next 6-9 months
- RG to submit End of Year grant report. **Update:** Further to this meeting (on 28 March), RG requested a week's extension to submitting this report (7<sup>th</sup> April). SG advised this would be acceptable, but flagged that the completed report would be required before the first claim of the 2023-24 financial year was submitted
- RG to provide further update to SG on progress made with Care Inspectorate registration
- SG to get back in touch with new range of meetings / arrangements for 2023-24 financial year once these are organised.

FORECAST EXPENDITURE TO FINANCIAL YEAR END 2022-23 - SCOTGOV FUNDING

ScotGov funding allocated:

£543,500

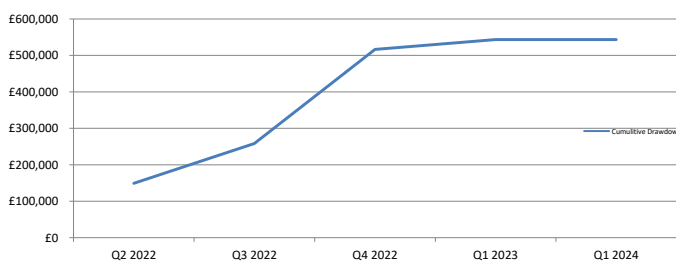
Forecast Expenditure

NOTE - Q1 2024 PAYMENT IS FOR RETENTION PURPOSES ONLY AND DOES NOT REQUIRE FURTHER DRAWDOWN

Work Month	Val No.	Project	Gross Valuation	Retention 5%	Nett Valuation	Previous Payments	Construction Amount Due
Q2 2022	1	<ul style="list-style-type: none"> <li>Infrastructure works; comprising new drainage to courtyard, new substation, new Potable water and electrical services, including new external lighting, including upgrades associated with higher resident numbers.</li> <li>Resident Accomodation; New extension to existing building to provide additional rooms in order to increase resident capacity.</li> <li>Reconfiguration of existing recreation room to provide new dining facilities and kitchen facilities to new increased resident numbers</li> </ul>	£156,984	£7,849	£149,135	£0	£149,135
Q3 2022	2	<ul style="list-style-type: none"> <li>Infrastructure works; comprising new drainage to courtyard, new substation, new Potable water and electrical services, including new external lighting, including upgrades associated with higher resident numbers.</li> <li>Resident Accomodation; New extension to existing building to provide additional rooms in order to increase resident capacity.</li> <li>Reconfiguration of existing recreation room to provide new dining facilities and kitchen facilities to new increased resident numbers</li> </ul>	£271,750	£13,588	£258,162	£149,135	£109,027
Q4 2022	3	<ul style="list-style-type: none"> <li>Infrastructure works; comprising new drainage to courtyard, new substation, new Potable water and electrical services, including new external lighting.</li> <li>Resident Accomodation; New extension to existing building to provide additional rooms in order to increase resident capacity.</li> <li>Reconfiguration of existing recreation room to provide new dining facilities and kitchen facilities to new increased resident numbers</li> </ul> <p>NOTE - UNFORSEEN INFRASTRUCTURE SHORTFALL AND ACCELERATED ACCOMODATION PROGRAMME; PROPOSE TO ADVANCE DRAWDOWN SCHEDULE</p>	£543,500	£27,175	£516,325	£258,162	£258,163
Q1 2023	4	<ul style="list-style-type: none"> <li>Infrastructure works; comprising new drainage to courtyard, new substation, new Potable water and electrical services, including new external lighting, including upgrades associated with higher resident numbers.</li> <li>Resident Accomodation; New extension to existing building to provide additional rooms in order to increase resident capacity.</li> <li>Reconfiguration of existing recreation room to provide new dining facilities and kitchen facilities to new increased resident numbers</li> </ul> <p>NOTE - RETENTION DRAWDOWN ONLY TO BE RELEASED END OF Q1, WITH REMAINING TO BE RELEASED 12 MONTHS FOLLOWING COMPLETION</p>	£543,500	£0	£543,500	£516,325	£27,175
Q1 2024	5	Retention released	£543,500	£0	£543,500	£543,500	£0

TOTAL £543,500

Forecast Construction Expenditure



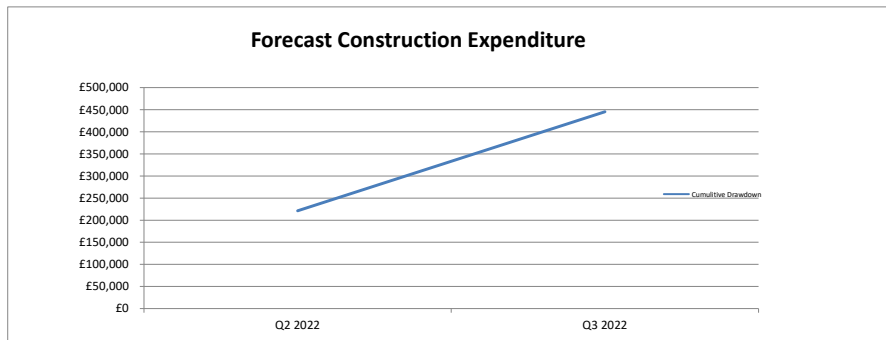
EXPENDITURE FROM Q2 2022 - Q3 2022

ScotGov funding allocated: £543,500

NOTE - BOTHY FAMILY ROOM INCLUDES 80K OF FUNDING NOT ALLOCATED BY SCOTGOV

Expenditure To Date

Work Month	Val No.	Project	Gross Valuation	Retention 5%	Nett Valuation	Previous Payments	Construction Amount Due
Q2 2022	1	<ul style="list-style-type: none"> <li>•Gardeners Cottage up to valuation 3</li> <li>• Bothy Family rooms up to valuation 2</li> </ul>	£232,861	£11,643	£221,218	£0	£221,218
Q3 2022	2	<ul style="list-style-type: none"> <li>•Infrastructure works; valuation 1 (Valuation 2 due imminently and will be in Q3 22 allocation)</li> <li>•Gardeners Cottage up to valuation 4 (valuation 5 due imminently and will be in Q3 22 allocation)</li> <li>• Bothy Family rooms up to valuation 4 (valuation 5 due imminently and will be in Q3 22 allocation)</li> </ul>	£468,792	£23,440	£445,352	£221,218	£224,134
TOTAL							£445,352





RRRCP Grant Monitoring Template: 2022-23

Organisation: River Garden

This template should be completed by the grant recipient in order to provide a breakdown of expected expenditure for this project in each quarter of the above financial year. Details of projected spend by month should be entered alongside a breakdown of estimated costs. This template will be used to measure actual claims submitted throughout the 2022-23 financial year, and will form the basis of discussions between the grant recipient and the Scottish Government during quarterly grant management meetings. The description of works given should be detailed and specific to the activity completed / scheduled to be completed for the development of the project over the course of the financial year.

Total award on grant schedule: £1,246,850  
 Total amount claimed: £1,246,850

Description of works / type of activity to be completed	Resource/Capital	Actual Cost (£)										Estimated Cost			TOTAL
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Rec Room Phase 1 & Accomodation Extension	Capital	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£123,485	£70,000	£290,917	£484,402
Infrastructure Works	Capital	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£155,342	£155,342
Site Surveys & Professional Fees i.e. Architect/QS/Engineer etc	Revenue	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£80,000
RGA Staff costs	Revenue	£17,440	£20,136	£23,737	£17,302	£20,097	£24,698	£22,766	£27,502	£22,982	£22,701	£22,701	£22,701	£22,701	£264,763
<b>Total</b>		<b>£24,107</b>	<b>£26,803</b>	<b>£30,404</b>	<b>£23,969</b>	<b>£26,764</b>	<b>£31,365</b>	<b>£29,433</b>	<b>£34,169</b>	<b>£29,649</b>	<b>£152,853</b>	<b>£99,368</b>	<b>£475,627</b>	<b>£984,507</b>	
<b>Quarterly Projection</b>		N/A			N/A			N/A			<b>£727,847</b>				

SIP Grant Monitoring Template: 2022-23

Organisation: River Garden

This template should be completed by the grant recipient in order to provide a breakdown of expected expenditure for this project in each quarter of the above financial year. Details of projected spend by month should be entered alongside a breakdown of estimated costs. This template will be used to measure actual claims submitted throughout the 2022-23 financial year, and will form the basis of discussions between the grant recipient and the Scottish Government during quarterly grant management meetings. The description of works given should be detailed and specific to the activity completed / scheduled to be completed for the development of the project over the course of the financial year.

Total award on grant schedule: £245,000

Type of activity to be completed	Capital	Actual Cost (£)										Estimated Cost (£)			TOTAL
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Family Room Furniture	Capital	£0	£0	£0	£0	£0	£0	£0	£0	£0	£15,000	£0	£0	£10,000	£25,000
Rec Room Modernisation	Capital	£0	£0	£0	£0	£0	£0	£0	£0	£0	£5,000	£0	£0	£20,000	£25,000
Bothy Lodge Furniture	Capital	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£15,000	£15,000
Garden Training Room and Workshop	Capital	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£10,000	£0	£60,000	£70,000
Access Ramp & Paving	Capital	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£25,000	£25,000
Bothy Exterior Refurb	Capital	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£41,863	£41,863	£83,725
<b>Total</b>		<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£20,000</b>	<b>£10,000</b>	<b>£41,863</b>	<b>£171,863</b>	<b>£243,725</b>
Quarterly Projection		N/A			N/A			N/A			£223,725				

SIP Grant Monitoring Template: 2022-23

Organisation: River Garden

This template should be completed by the grant recipient in order to provide a breakdown of expected expenditure for this project in each quarter of the above financial year. Details of projected spend by month should be entered alongside a breakdown of estimated costs. This template will be used to measure actual claims submitted throughout the 2022-23 financial year, and will form the basis of discussions between the grant recipient and the Scottish Government during quarterly grant management meetings. The description of works given should be detailed and specific to the activity completed / scheduled to be completed for the development of the project over the course of the financial year.

Total award on grant schedule: £445,000.00

Type of activity to be completed	Capital	Actual Cost (£)									Estimated Cost (£)			TOTAL
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Infrastructre Phase 1	Capital	£0	£0	£0	£0	£24,193	£0	£0	£0	£87,140	£26,632	£231,189	£75,847	£445,000
<b>Total</b>		<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£24,193</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£87,140</b>	<b>£26,632</b>	<b>£231,189</b>	<b>£75,847</b>	<b>£445,000</b>
Quarterly Projection		N/A			N/A			N/A			£333,667			



## End of Grants Report

The purpose of this form is to give the Scottish Government (SG) an overview of your grants project

Grant Recipient Information (to be completed by Scottish Government):

<b>Organisation Name</b>	Independence from Drugs and Alcohol Scotland (IFDAS)
<b>Project Title/Reference</b>	River Garden
<b>Name of Lead Contact</b>	[REDACTED – S38(1)(b)]
<b>Contact Number</b>	01292 521164
<b>Contact Email Address</b>	[REDACTED – S38(1)(b)]
<b>Grant Start Date</b>	December 2021
<b>Grant End Date</b>	March 2026
<b>Financial Year</b>	FY 22/23

Scottish Government Awarding Policy Area Information (to be completed by Scottish Government):

<b>Policy Team</b>	Residential Rehab
<b>Lead Name of Policy Area</b>	[REDACTED – S38(1)(b)]
<b>Contact Email Address</b>	[REDACTED – S38(1)(b)]@gov.scot
<b>Contact Number</b>	

- The remainder of this form needs to be completed by the staff carrying out the project in recipient of SG funds

[The Principles for Positive Partnership](#) is a guide to support effective relationships between Scottish Government and third sector grant recipients, it is a good practice guide on how all grant relationships should be approached and it might help you to fill out the following form.

Which objective does this Grants Project aim to address in the National Outcomes?

Please select those which apply:

<b>Children and Young People Yes</b> <input type="checkbox"/>	<b>Communities Yes</b> <input type="checkbox"/>	<b>Culture Yes</b> <input type="checkbox"/>
<b>Economy Yes</b> <input type="checkbox"/>	<b>Education Yes</b> <input type="checkbox"/>	<b>Environment Yes</b> <input type="checkbox"/>
<b>Fair Work and Business Yes</b> <input type="checkbox"/>	<b>Health Yes</b> <input type="checkbox"/>	<b>Human Rights Yes</b> <input type="checkbox"/>
<b>International Yes</b> <input type="checkbox"/>	<b>Poverty Yes</b> <input type="checkbox"/>	<b>Other – Please Specify</b> <input type="checkbox"/>

- Please note for the following questions we recommend using a maximum of 500 words per text box, feel free to use bullet points. A guidance note is given at the end of this document.

## 1. Grants Summary

Provide a short summary of the project that has been delivered:

River Garden Auchincruive is a training and social enterprise development centre offering a residential programme for people in the early stages of recovery from drug and/or alcohol addiction.

Our residents undertake a 3 year programme and enter River Garden on a voluntary basis. We have a masterplan over the next 4 years to accommodate up to 56 residents living, working and recovering at River Garden. This will involve extensive building and infrastructure works, supported by a range of funders across the third sector, government and private donors.

Located on the banks of the River Ayr on a wonderful 48 acre site, our mission is Removing Stigma, Saving Lives, Growing People and to ensure a holistic recovery journey and successful reintegration to wider society.

## 2. Progress

Explain the progress that has been made in response to comments made on any previous progress reports? Please give a summary below of action taken:

No previous report or comments were received, however for a full progress report please refer to Section 4 Grant Delivery Activities

## 3. Project Focus

Has the focus of your project significantly altered since your last report? Let us know how and why?

Our project focus has not changed and is still aligned to our original grant submission. We have however, as agreed produced an accelerated programme that we are now delivering on. Please refer to Appendix 2 for Masterplan Delivery Programme, which shows both the original and accelerated build programme dates for the provision of accommodation for 56 residents.

## 4. Grant Delivery Activities

Please describe the activities your grant has helped to deliver to date:

Please see attached Appendix 1 (ScotGov Capital and Infrastructure end of year report March 2023) for full details. In summary we would confirm the following:

Infrastructure works

- New water and electricity supply including a new sub-station. Sub-station awaiting final connection from SPEN and expected within next 6 weeks
- Site wide renewal of all infrastructure services including water, fire fighting main, electricity supplies, fibre optic, CCTV, street lighting and security
- New sewage treatment plant for foul drainage to upper part of the site (River Garden is not connected to mains drainage)

### Capital projects

Gardeners cottage

- Works are almost complete in renovating and modernizing the Gardeners Cottage, currently awaiting sub-station being brought on line to allow residents to move in
- Four bedrooms for female accommodation and 1 overnight peer / support worker bedroom

### Bothy Building

- Bothy Residence complete and self contained 3 bedroom apartment
- Bothy Family Accommodation – 2x2 bedroom family units now complete, enabling

family overnight stays as residents rebuild family relationships as part of their recovery journey.

### **Wood shop**

- Social enterprise now almost complete, currently awaiting sub-station being brought on line to allow training and operation of enterprise to commence
- State of the art wood working equipment

### **RecRoom and Existing Residents Accommodation**

- Comprehensive upgrade, modernization and extension to rec room to create a new dining and social space as phase 1 of rec room, Phase 2 will be a commercial kitchen and main space being dining room for 75 residents.
- Comprehensive upgrade, modernization and extension to residents accommodation to provide an additional 7 bed spaces, (14 in total), including an accessible bedroom and accessible shower room plus 4 shower rooms and a laundry.

There has been significant progress across other areas which do not form part of the grant award, however these include:

- Re-roofing of Bothy building and replacement of existing single glazed windows with new double glazed sash + case windows.
- New access path is being constructed connecting the cafe terrace and gardens, providing access to all to our gardens.
- New garden training room/workshop
- The Bothy Café continues to flourish and River Garden Events, one of our social enterprises continues to develop
  - Extended café opening hours, now Wednesday to Sunday and this will be extended to Mondays from April
  - Regular calendar of events including evening ticketed events
- The garden has also been an area of focus as we look to expand this social enterprise
  - Produce area doubled in size

Revenue – the grant funding has enabled staff numbers to be expanded to 11 as we prepare to grow to 24 residents by end March '24.

## **5. Achievement of Objectives**

Please detail the progress you have made towards the achievement of your Objectives listed in your grant offer:

**Objective 1:** being delivered in line with accelerated programme as per point 2.

**Objective 2:** We are a recovery community who accept people who are motivated to leave addiction behind for good. If residents just want to tick a box to say they have "done rehab", River Garden is not the place for them. Whether they've tried to get into recovery before, or are just starting their journey, River Garden will challenge them but provide the support from which they can grow and ultimately thrive. In order to join the River Garden community, we require prospective residents to go through a structured application process. This involves getting clean and sober for an agreed period and working with RGA staff to arrange both a day and overnight visit. In the run up to their admission we also require potential residents to keep in touch and keep us informed of their progress and show a level of commitment to the application process. The Application / Referral process begins with the individual (or someone acting on their behalf) reaching out to us via the "Applications" area of our website.

We have 5 residents who have graduated from River Garden, all now living in their own homes, developing their own relationships and interests, and all in employment with skills and learnings gained through their own personal recovery journeys at River Garden. These former residents are now beginning to unlock their potential and to contribute fully and positively to society. All of the graduates remain connected to River Garden, often visiting to spend time sharing their own learnings with current residents who are embarking on their own personal

recovery programme, with one also working as a part-time weekend peer worker from time to time.

The impact on the families of those suffering from addiction is often the untold story. The families of our graduates have become tremendous ambassadors for River Garden, their lives being similarly positively transformed through the recovery and growth of our graduates. The reality is that not all those who embark on their recovery journeys at River Garden will complete the programme. We have an Unplanned Leaver Protocol which attempts to safeguard these individuals; which includes handing them over to a responsible organisation or person (i.e. family member) and provision of a Naloxone kit. For those who leave the programme early for whatever reason, we will strive to maintain contact with them and point them in the direction of an alternative programme that is more suitable for their individual needs. We have established a wide network across all sector providers and this facilitates our ability to make the right match/connection for the individual. We are currently recruiting for a new Operations Manager; and their involvement in the fortnightly meetings (via Teams) of the Residential Rehabilitation Recovery Providers Group will ensure we continue to extend our knowledge of providers.

As the number of residents increase, the number of peer workers supporting them through our 3 year programme will grow commensurately. One of our current sessional peer workers is still a resident at River Garden and is in the last six months of his residency. His aspiration is to stay on at River Garden in that role; no longer a resident and living outside of River Garden but supporting those who are undergoing the programme. He will have a total understanding of what they are going through and the ability to guide them on the right path towards successful completion of the programme.

Training on Trauma informed practice will be delivered by NHS staff in May 23 to staff and residents, covering all aspects of trauma and the impact on the mental health of former addicts and those looking to rid themselves of the scourge of addiction. This training will open the door for further sessions to build on this essential element of our support mechanism. This training is all the more urgent as we look to admit our first female residents.

### **Objective 3: Effective monitoring and evaluation**

We have rich learnings from our first 5 graduates, healthy critique from our 2 volunteer on-site SanPa graduates and a women's advisory group with deep knowledge actively engaged. As we scale up at River Garden and grow to 24 residents by end March '24 we will continue to build learnings and data points through this time to inform evolution of the River Garden model and potential for scalability to other location(s).

We appreciate the opportunity to submit quarterly reports to the Scottish Government to provide updates on progress, milestones and KPIs.

With the imminent arrival of our first female residents, and the opportunity provided by our newly refurbished family accommodation for overnight visits of family members, there is an increased likelihood that children will be part of those visits. This will provide a wonderful opportunity to help rebuild broken relationships caused by the addiction issues which brought their family member to River Garden. It is therefore vital that we embrace the principles of The Promise, Getting it Right for Every Child (GIRFEC) and United Nations Convention on the Rights of the Child (UNCRC). We intend to arrange training on GIREC in the near future to reflect our belief in the provision of the right support at the right time for all children, young people and their families.

## **6. Contributions**

Please detail the progress of your project to date in relation to contributions your

Programme has made to the aims and objectives of the Scottish Government, these are the National Outcomes listed above:

**Children and Young People:** 'In our children we see the best and the worst of ourselves now and in the future'. At RGA, our residents through their 3-year recovery programme (re) learn the essential conditions of love, respect, and understanding which enable them to rebuild and repair relationships with existing children and young family members and for those residents who subsequently recover and go on to have children in the future who in turn grow up loved, safe and respected. One of our residents has formed a close relationship with a child he previously had no knowledge of. Another recent graduate from RGA is now to become a dad for the first time from a position of health and sobriety after completing the 3 year recovery programme and also now studying to enter university whilst working part-time.

Rebuilding relationships with families is a key element of the recovery journey and all families are engaged and will visit residents at River Garden. The opening of the family accommodation will now facilitate overnight stays, including children.

**Economy:** RGA is an entrepreneurial social enterprise which is inclusive by design and practice. Work and enterprise, nurturing creativity and innovative ideas are fully integral elements of the recovery journey of our residents, improving the lives of all our people with improved skills and access to labour markets and jobs on completion of the 3 year programme. All our 5 graduates have entered employment immediately upon leaving RGA with skills and qualifications gained whilst resident at RGA. These former residents were previously excluded from the gaining employment due to the terrible impact of addiction.

The regeneration of River Garden is having a positive economic benefit locally. Across our building activities we have awarded works to local contractors through competitive processes sustaining local jobs, created new opportunities for local producers e.g. our bread comes from an artisan bakery in Ayr (we plan one day to have our own on site bakery), ice cream from a family business in Mauchline, meats and cheeses are sourced locally, and many of our soft drinks are purchased from small scale producers across Scotland. In addition, we have 7 employees at River Garden. We do plan to undertake an economic impact assessment as River Garden expands alongside measuring the primary impact of our resident recovery journeys and societal impact.

With the café (opened July '21) on track to hit FY sales 22/23 > £225k and an average spend of £8, this translates to c 28,000 visits. The café is now further expanding into a boutique events centre with our first 4 recent 'paid for' events selling out at 65 tickets each. We anticipate in 23/24 our residents organising one event per month. All of this activity, alongside further enterprise development, will have a multiplier effect across the local economy including jobs.

## 7. Fair Work

Where applicable, please provide details of the progress made to date on each of your organisation's Fair Work First commitments. Your specific commitments will be set out in your grant offer letter under "Schedule 1B". Guidance on Fair Work First can be found [here](#).

**Fair Work and Business:** RGA is developing innovative social enterprises with our residents playing a full part alongside staff with appropriate support, guidance, training and skills development. Relationships are being developed with Ayrshire College and UWS that will facilitate residents and staff undertaking both in-situ and college-based training to gain skills and work towards recognized qualifications enabling access to work and also further education.

**International:** RGA is learning from recovery models globally and in particular San Patrignano in Italy. Our former chair, project architect and a former resident visited SanPa in 2022 for a 3 day deep immersion visit. 2 recent graduates from SanPa are now working at RGA as we look



to share and learn.

**Communities:** We have learned through the development of River Garden that not only are our residents benefiting enormously from peer to peer mentoring and through working alongside volunteers; River Garden has become a 'hub' for the local community, a 'safe-space' meeting point which is non-judgmental and welcoming to all. Stigma around addiction has been confronted 'head-on' given the very open and accessible nature of the River Garden site and the local community have clearly said 'we love this place'. This is very different from when River Garden was first announced in the local press as a 'place for junkies'. So the narrative around addiction and the systemic impact is significant through positive and authentic communication and broader collaboration across the community. Our staff are often asked to give talks to groups such as local Round tables, schools, church congregations and other community based organisations. Our residents (voluntarily) often also attend and share their own journey in life and just what recovery means to them. The impact can be profound, removing stigma, building awareness, generating support, and most importantly growing self-confidence and pride in our residents.

RGA won the 2022 Ayrshire Chamber of Commerce Community Business Award, testament to the hard work of our residents and the community ethos underpinning the entire project. All our buildings, whether new build or the refurbishment of existing (often listed) buildings are sensitively designed and are warm and welcoming spaces, whether to live in or to visit. These warm, welcoming spaces are often the first such that our residents who often come from a place of despair and poverty have accessed for a considerable time. RGA affords unlimited access to greenspace, nature and other leisure activities for residents, staff, volunteers and visitors. Local walking groups, horticultural and historical societies, church prayer groups and a local children's nature-based nursery are amongst the many frequent visitors to RGA gardens which is now a fantastic focal point for the community.

**Education:** our mission statement is to remove stigma, save lives, grow people. For all our residents (and staff), fully participating in our social enterprise model of recovery enables learning and growth as individuals, with all residents encouraged to develop their own curiosity and skills. RGA is working with external partners including colleges and universities, business and enterprise to ensure our residents can be the best they can be as they go through their own recovery journey and a future fully reintegrated back into wider society. Our latest RGA events enterprise has been fully developed by our residents, to include the entire events management process from booking artists, ticketing, marketing and social media. Professional musicians have been engaged to support our residents and to nurture their inherent creativity and talent.

**Health:** At RGA as a community we target harmful health behaviors including a zero tolerance to alcohol and drug use. All food is home cooked in a community setting, as residents gain cooking skills and with a balanced diet. Much of our produce is home grown and otherwise locally sourced where practical. All residents have physical work-based activities in the gardens as part of their individual work based recovery programmes. Residents also participate in hill walking, 5 a side football (with strips donated by a local opticians) and regular gym sessions at a local gym.

We are currently reviewing the potential to further introduce external partners with expertise in the areas of health and wellness to further upskill and train our residents and staff. Residents have access to health and dental services with the support of our staff as necessary to attend appointments.

The resident community meetings (Mondays and Wednesdays) at River Garden are fundamental to the healing process of each of our residents in terms of their mental health. These meetings provide the opportunity to and importance of unloading on feelings, sharing worries and concerns around their individual recovery journeys; helping them to learn how to be more open rather than secretive; to understand how their fellow residents are dealing with their own demons; and working hard at learning coping mechanisms. Ultimately the key

aspiration for residents is to regain health and wellness and life and employment skills to become independent and full stakeholders in society.

**Poverty:** through the 3-year recovery programme, residents at RGA regain health and life skills that enables them to fully participate in society, to gain the skills to enjoy financial security, have a decent job, home and good life. Our first 5 graduates all successfully gained employment immediately upon leaving RGA and all have their own homes and independence.

**Culture:** the arts and culture are an important part of the recovery journey at RGA, bringing pleasure and new experiences to our residents alongside being an important revenue stream through RGA events. All our residents are encouraged to enjoy culture in all its forms, this has included a group visit to see the RSNO in Glasgow through to individual resident one to one art classes at RGA. The RGA events enterprise established in autumn 2022 has now hosted events incl across music, drama and book reading.

**Environment:** the natural landscape and gardens at RGA are a centre piece of the entire project, providing a place for our residents to have space within which to recover and heal, our visitors from the wider community to have access to nature and green space. Walkways and paths have been upgraded and wildflower meadows planted to encourage biodiversity. We are currently advertising to recruit a therapeutic gardener as we look to further leverage the garden to meet the physical, psychological, social and spiritual needs of our residents, staff, volunteers and visitors. We are commencing the process for organic certification across our gardens.

Our historic listed buildings are being carefully and sensitively upgraded to include modern building standards including insulation, heating systems, LED lighting. EV charging points are being installed and a feasibility study is now complete on a solar farm that would power the entire site, commercial viability now being reviewed. All new buildings are efficiently designed, with air source heat pumps.

**Human Rights:** RGA is a person centred recovery community, based on the principles of abstinence, trust, firm boundaries, mutual support, social enterprise, respect for life and responsibility. RGA is a community free from discrimination with each resident treated with dignity, equality and respect. Over the 3 years they are here, our residents are key partners in a model of social entrepreneurship, of education, of rehabilitation and the opportunity for transformative change. Their opinions matter, they are listened to and play an active role in the decision-making process. Every resident plays a full part in the community and can influence outcomes through participation. RGA through its very accessible environment to the surrounding community has undoubtedly contributed to a greater understanding of addiction and through this aided the growth in personal dignity and respect of our residents

IFDAS/River Garden is committed to addressing the Scottish Governments flagship policy in this area and to this end we have instituted the following practices:

- All staff supported to join the Scottish Social Services Council in order to access diverse training opportunities and a portal for airing concerns over service provision or standards.
- Clear “Whistleblowing” policies.
- Evidence of commitment to staff development and training.
- No zero hours contracts in place.
- No differentiation in pay for different genders.
- Payment of the National Minimum Wage with annual reviews as to our aspiration to move to the “Real Living Wage”.

## 8. Risks

Have any of the risks identified in your original application been realised over the

course of the grant? If so, which ones and what actions have been taken in response and how have these impacted on the overall achievement of objectives and final outcomes:

Original funding application highlighted that a number of projects were subject to further detailed costing and review. The majority of these risks have now been worked through and with the agreed acceleration programme and additional infrastructure funding capital and infrastructure are still aligned to our funding and the on-going risk here is currently low but that remains subject to market conditions and external factors.

No allowance for NI & Pension in original revenue submission:

- One area of risk previously highlighted was the oversight on behalf of IFDAS/River Garden to allow for the above in our salary revenue budget. Whilst we have largely mitigated this in the current year from donations/unrestricted funds, it is a problem for us which compounds with each year.
- We would appreciate ScotGov guidance as to whether there might be any other funding pots we can apply to in order to bridge the gap.
- This shortfall incorporates an amount to afford the costs involved in a female admission programme where female cover will be required 24/7. Our desire to fully embark upon this development relies upon us securing sufficient funds for the 24/7 cover.

## 9. Issues

Have you experienced any other issues/problems? Let us know what actions have been taken in response if you have:

### CAPITAL + INFRASTRUCTURE

Since the original grant award in November 2021 the construction industry, along with all sectors of society has gone through a period of significant turmoil with labour costs, labour availability, energy costs, material availability and inflation driving huge uncertainty when costing and programming projects. In order to mitigate much of this an accelerated build programme was proposed and agreed, as per revised grant letter dated 23<sup>rd</sup> November 2022. This acceleration, together with a reduction on the overall number of separate buildings, has allowed the anticipated inflationary costs to be mitigated.

The other risk identified was the condition of the existing infrastructure. A report highlighting this was produced and additional funding secured from ScotGov / SIP to meet these originally unforeseen costs.

Please refer to Appendix 1 (ScotGov Capital and Infrastructure end of year report March 2023) for full details on the infrastructure and capital projects.

No allowance for NI & Pension in original revenue submission:

- One area of risk previously highlighted was the oversight on behalf of IFDAS/River Garden to allow for the above in our salary revenue budget. Whilst we have largely mitigated this in the current year from donations/unrestricted funds, it is a problem for us which compounds with each year.
- We would appreciate ScotGov guidance as to whether there might be any other funding pots we can apply to in order to bridge the gap.
- This shortfall incorporates an amount to afford the costs involved in a female admission programme where female cover will be required 24/7. Our desire to fully embark upon this development relies upon us securing sufficient funds for the 24/7 cover.

One resident has left under a very challenging situation – this has been fully communicated

with the Scottish Government to keep all relevant parties firmly in the loop. In accordance with our Unplanned Leaver Protocol, he was placed into the safe custody of his mother.

## 10. Expenditure Breakdown

Please provide a detailed breakdown of actual expenditure which this final report relates, compared to the planned expenditure detailed in your grant offer letter.

<b>Original Grant Amount</b>	<b>£6056654</b>
------------------------------	-----------------

<b>Expenditure Category</b>	<b>Planned Expenditure</b>	<b>Actual Expenditure</b>
<b>Capital</b>		
Infrastructure	£359007	£75700
Rec Room Accm Phase 1	£1268763	£484402
<b>TOTAL CAPITAL</b>	<b>£ 1627770</b>	<b>£ 560102</b>
<b>TOTAL REVENUE</b>	<b>£251,500</b>	<b>£264763</b>

Comment: We have abridged the overspend (£13,263.00) from our own unrestricted funds.

## 11. Expenditure Breakdown – Continued

Please comment on the breakdown of expenditure in Question 9 above, particularly explaining any significant disparities between planned expenditure and actual expenditure: [An end of year financial monitoring report should be attached]

**Please see attached** Financial monitoring report detailing spend profile. There are disparities between both FY22/23 projects, however the vast majority of this, circa £500,000.00 will be expended in April over both projects, this is to align with contractual payment dates. In addition, delays to start dates due to supplier issues and value engineering exercises to ensure value for money caused a delay in the timing of the expenditure. However, it must be stressed that value for money is paramount and that there are no issues foreseen in the funds being expended, simply the timing. Dialogue is continually progressing between all stakeholders to mitigate any delays and provide completed projects in the most time and cost effective manner possible. Furthermore, the above totals are the agreed contract value for both projects, which exceeds the funding cap for the financial year, therefore it was essential to split the projects between FY22/23 and 23/24. Please note this was as a result of the accelerated programme which was proposed to mitigate both inflationary challenges and volatile market forecasts.

## 12. Underspend:

Was any underspend reported? Let us know why and the cause of this:

Whilst there is an apparent underspend of £341,985 as noted within the previously issued grant monitoring record templates in relation to the RRRCP, we refer to the statement above which is in relation to valuation timescales. The value of works completed within the financial year expends the full funding allocation for the financial year, however the contractually agreed valuation/payment dates fall in the month of April (based on site start dates). We expect valuation values across the site for RRRCP projects to be in the range of £500,000.00, therefore the remaining Financial Year 22/23 funding package will be expended and paid to relevant parties in April 2023 in line with the relevant construction contracts. This has been intimated to relevant funders and stakeholders in advance of the end of the financial year.

### 13. Future Funding

Where applicable, please attach a breakdown of the Project expenditure for the next funding year if this is a multiple year award.

Expenditure Category	Planned Expenditure
<b>Capital</b>	
<b>Site-wide Infrastructure Phase 2</b>	<b>£300000</b>
Turkey Shed Phase 1	£450000
Additional accommodation Units & Rec Room Phase 1 continuation	£1349000
<b>TOTAL CAPITAL</b>	<b>£2099000</b>
<b>TOTAL REVENUE</b>	<b>£365875</b>

Comment – Again the issue of no NI & Pension costs comes into the equation. Whilst the budget is allocated as £268,500.00 we anticipate having to find £365,875.00 to cover:

- The previously agreed budget
- The commensurate NI & Pension costs (£43,165.00)
- The increase in admin support as we grow
- The extra requirements involved in 24/7 cover for the advent of our female residents admission programme.
- We are a social enterprise and starting to generate funds from said enterprise and also attract a broad range of other donors and funders for the planned developments, however, we would seek to engage with ScotGov around possible ways of funding the NI & Pension (£43,165.00) omission.

### 14. The Positive Impacts

Please give us a short narrative demonstrating the positive impact(s) the grant funding has had. Please make any further comments you feel might help illustrate your progress:

The ScotGov grant funding has enabled the building and infrastructure activity to accelerate and hence opening of residential accommodation bed space to meet the needs in line with the stated aims of the RRRCP, alongside the funding for staff positions as we look to build a great team to support our growing community of residents in recovery.

This funding has also enhanced the credibility of the entire project and enabled additional funding (incl pro bono) to be leveraged from private individuals, charitable trusts and the business community local to Ayrshire, across Scotland and indeed further afield.

#### **A MUM'S VIEW**

As a Mum, protecting your children is all you want to do. Seb was a 'hyperactive' child, always on the go, but no one saw as he grew up he was suffering from ADHD. He was never a bad child he just did everything at 100mph and usually without thinking. Having 2 children, one boy and one girl I just always thought boys were 'wilder'. As he grew into an adult, he became the 100mph man. Sadly, he was driven into addiction in an attempt to deal with the undiagnosed ADHD. The daily struggle of having a thousand & one thoughts going on in his head at once. Not knowing any different, he believed this was something normal to everyone... it was just that he was failing to handle it.

As his addiction got a hold, things were hard on all of us. The rollercoaster was never-ending, making my health suffer as well. Seb did try everything from counsellors, life coaches, hypnosis, meetings and even 3 months of residential rehab. My heart broke as everything failed and we were back to square one or worse. I felt I was always on alert, having to have my phone with me in case he called or needed me. My stomach was in knots 24hrs a day. My family were concerned about my health as they could see the stress was taking its toll on me.

My sister was my strength as she was my voice of reason, when I was in despair she was the one that talked to me and calmed me down. I tried all sorts of things from trying to distance myself from him, being angry, being firm and being loving. I always knew Seb was struggling, and he would often sit with me saying how he hated the way he was. Seb never wanted to be an addict, but we now know he was trying to self-medicate the symptoms of ADHD which led to him becoming one. Covid struck and lockdown hit us all hard but seemed to hit Seb even harder.

In 2020 he had had enough, he felt he couldn't go on. This was the turning point. I knew something had to change and so did he. He said himself he didn't want to die, just didn't want the life he was living. It was at this point we found out about River Garden, I still clearly remember the first time we got in touch asking about an available place. Seb was asked to send in the application form and was then invited for a visit. He started volunteering at River Garden, I still remember that first day volunteering, he came back sounding so positive. He liked the people and the place, Seb himself was confident that River Garden could provide the help he knew he desperately needed. Thankfully, just before getting offered a place at River Garden he was officially diagnosed with Combined ADHD and started treatment. The wheels were in motion to the start of a new life.

Seb was grateful for securing a residential place, the day he was moving in, I was so proud of him as this was him taking control and committing to River Garden. The first few weeks were quite hard on me as residents in the initial stage of recovery are not permitted any outside contact. Parents and families of addicts will understand one small text or call, that reassurance they are ok is enough to settle you, even if only for a short period. Mikeal (Operations Manager) at River Garden was amazing and helped me with occasional phone calls confirming that Seb was doing fine. Seb settled in well and as time went on, I started feeling so much calmer. Every visit, to River Garden, I noticed a change, Seb was calmer, happier, and thoughtful. The change was incredible he was taking control and learning new skills. Skills that would help him become the person he was supposed to be, a loving, kind, clever, amazing young man. During Sebs' time at River Garden, I was able to go away on holidays and relax. I didn't need to pretend I was ok, I didn't need to make excuses to check my phone, I was finding when my phone rang I didn't jump or run to it. I knew Seb was doing well and was safe.

When Seb finished his time at River Garden and went back home, I thought my anxiety may return, but it didn't, well not the way it was before. Seb kept in touch occasionally with me to reassure me that he was doing okay. He started full-time employment after passing his exams, while in River Garden, to become a gas engineer. He met a lovely girl and he felt, he was living the life he had always wanted.

So what has River Garden done for me...? I have no more stressful days and nights, no more panic, no more anxiety, no more pretending I was ok, no more dreading what a day will hold and the pleasure of my sons' phone calls telling me about his week. I can simply now enjoy life with my family.

Seb said when he left River Garden, he intended to not waste another second, life now is for living, and I am delighted to say he has not wasted a single second. He has made wonderful friends and has amazing support from the residents past and present and the staff at River Garden. The lovely girl he met has just agreed to become his wife. We, as a family, will be eternally grateful to River Garden. So, I ask, please keep supporting this amazing project, help it to grow and continue assisting addicts to recover and flourish.

Thank you, Ali (Proud Mum of Seb)

## 15. Additional Information

If there is any additional information you would like to provide please do so, including any feedback you would like to give us:

- We are in a fast changing, very live and dynamic world at the moment. The understanding and support we receive from all at ScotGov is not lost upon us and is hugely appreciated as we try to build something quite different here at River Garden. The regular and supportive communication we engage in on a regular and frequent basis continues to inspire us and confirm our held belief that we are being innovative and that that is both obvious to, and supported by those we engage with in the Scottish Office.
- We are similarly engaged in a regular dialogue with our broader range of supporters and donors across business, enterprise, charitable donations and the depth of local community engagement and support with whom we have a wonderful, understanding and supportive relationship.

## Guidance End of Grants Report

Question	Guidance
1. Grants Summary	Provide a brief description of the project that is being delivered.
2. Progress	You may have received a query or comment from the Scottish Government previously to which you are required to respond. If this is the case then please record the comment in the first column. In the second column explain what action you have taken to respond to that comment.
3. Project Focus	If your project has changed significantly in the focus of its delivery since your last report, please explain how and why, attaching copies of all relevant correspondence you have had with the Scottish Government about this.
4. Grant Delivery Activities	Please describe the activities your grant has helped to deliver/achieve during the life of the grant.
5. Achievement of Objectives	Please detail the progress you have made towards the achievement of your Objectives.
6. Contributions	Please describe the progress your project has made over the last 12 months towards the selected national outcomes. It might help you to refer to your grant offer letter.
7. Risks	Comment on any risks that you originally identified that have been realised. Please explain what actions you have taken to address these or what actions you intend to take.
8. Fair Work	Describe the Fair Work First commitments that the grant has helped to deliver. Specific commitments will be set out in each grant offer letter.
9. Issues	Please comment on any issues or problems you have faced over the reporting period, how you addressed them or how you intend to address them.
10. Expenditure Breakdown	Please provide a detailed breakdown of expenditure incurred against expenditure planned over the last 12 months.
11. Expenditure Breakdown - Continued	Please comment on the detailed breakdown attached in Q10, in particular explaining any significant disparities between planned and actual expenditure.
12. Underspend	Please comment on any outstanding amount that is left in the budget and provide an explanation for why it has not been spent, bearing in mind that you should have previously alerted the Scottish Government if you were expecting to have an underspend at the end of the financial year. You will need to include a proposal for how you will spend any remaining budget.
13. Future Funding	Please provide a breakdown of your planned expenditure for the next year of your grant.



<b>Question</b>	<b>Guidance</b>
14. Positive Impact	We would be interested to hear any stories that illustrate the positive impact the Programme has had. Please include any further information or comments you feel are important but not covered in this form, that might facilitate the effective monitoring and evaluation of the progress made on your Programme.
15. Additional Information	If there is any additional information you would like to provide please do so in this text box.



# RRRCP - Grant Monitoring Template - 2023-24 - River Garden

## RRRCP Grant Monitoring Template: 2023-24

**Organisation:** River Garden

This template should be completed by the grant recipient in order to provide a breakdown of expected expenditure for this project in each quarter of the above financial year. Details of projected spend by month should be entered alongside a breakdown of estimated costs. This template will be used to measure actual claims submitted throughout the 2023-24 financial year, and will form the basis of discussions between the grant recipient and the Scottish Government during quarterly grant management meetings.

2023-24 Grant Entitlement: **£2,367,500**

Type of activity to be completed	Actual Costs			Estimated Costs									TOTAL
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Completion of infrastructure phase 1, completion of Female Accommodation (gardener's Cottage), Progression of Rec Room & Accommodation Extension Phase 1.	£800,950												£800,950
Staff salaries & employer on-costs (NI & Pension)	£67,125												£67,125
													£0
													£0
													£0
													£0
													£0
													£0
													£0
													£0
													£0
													£0
<b>Total</b>	<b>£868,075</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£868,075</b>
<b>Quarterly Projection</b>	<b>£868,075</b>			<b>£0</b>			<b>£0</b>			<b>£0</b>			

**From:** [REDACTED – S38(1)(b)]

**Sent:** Sunday, May 21, 2023 6:47 PM

**To:** [REDACTED – S38(1)(b)]@gov.scot>; [REDACTED – S38(1)(b)]@gov.scot>

**Cc:** [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]

**Subject:** Re: Scottish Government / River Garden: 2023-24 Grant Management Requirements

[REDACTED – S38(1)(b)]

I appreciate [REDACTED – S38(1)(b)] sent the form - **RRRCP - Final Actual Cost Profile 2022-23 - River Garden** - as also attached below.

There was also some narrative as per [REDACTED – S38(1)(b)] email that clarified the spend profile and confirmation of spend within April 2023.

In regards to projected expenditure, and as per [REDACTED – S38(1)(b)] note below we are currently reviewing this and will endeavour to get this to you asap and hopefully within the next week or so.

I trust this is to your satisfaction and look forward to catching up soon.

Many regards

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)]

On 19 May 2023, at 13:00, [REDACTED – S38(1)(b)] wrote:

[REDACTED – S38(1)(b)],

Further to the below, please see attached completed actual cost monitoring template with actual costs incurred up to and including 31<sup>st</sup> March 2023 for both the RRRCP and SIP funded projects.

Within the RRRCP section, there is a discrepancy of **£227,357** between the costs incurred and the agreed funding amount. However, we can confirm the following amounts were expended within the month of April.

- £130,825.00 gross payment in valuation for April on infrastructure dated 14<sup>th</sup> April 2023.
- £127,707 Gross Payment in Valuation Nr3 for the Rec Room and Accommodation Phase 1 dated 24<sup>th</sup> April 2023.
- Total April 2023 RRRCP payments **£258,532**

This in essence shows all the remaining funding from the RRRCP grant being expended within 21 days of the FY end (5<sup>th</sup> April). A major factor in this is the contractual timescales set out for payments and valuations as standard procedure within construction works, and which we are contractually obligated to adhere to as part of the contract documents signed by IFDAS as the Employer.

In relation to the SIP works, we have agreed a GMP (guaranteed Maximum Price) for the garden training room works. The contractor has progressed with the works however these are not yet complete. We have received a quotation for the remainder of the works as per schedule 2 of the Contract in use for the works, which are to be instructed into our existing contract with ISG. This is

under review by M&A in our role as cost consultants and we are working with the Contractor to ensure maximum value for money is realised within the set budgets. Once this review is complete and agreement is reached, the works will be formally instructed into the contract and will progress asap. An important point to note is the delay in receiving the quotation, which was due to planning objections on the works. A quotation could not be submitted until the planning committee convened to review the objections and rule on the outcome, which we are happy to confirm has been approved for planning with the objections rejected.

With regards to the projected costs for the remainder of the financial year, M&A are currently finalising cost plans for the remainder of works to be completed. Once the cost plans are finalised this will allow a programme of works and resulting cashflow to be produced based on benchmarked construction figures. We can confirm this will be finalised and projections calculated prior to the end of Q1 as requested and are working to resolve this asap. M&A will also continually update these projections based on current project progress as well as updating as and when projects are agreed commercially with the preferred contractors.

We trust all of the above is in order, however, should you have any queries we would be happy to discuss in more detail.

Kind Regards,  
[REDACTED – S38(1)(b)]

**From:** [REDACTED – S38(1)(b)]@gov.scot  
**Sent:** Tuesday, May 16, 2023 8:48 AM  
**To:** [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]  
**Cc:** [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]@gov.scot  
**Subject:** RE: Scottish Government / River Garden: 2023-24 Grant Management Requirements

Good morning all,

Following the below update regarding grant monitoring arrangements for 23-24, I am sending a reminder to please return the template with the estimated costs for River Garden for this period. Our finance colleagues will use this to plan budget allocations for this year, so require this indicator as early as possible before the end of the Q1 period. We are also looking for a full profile of actual costs incurred in 22-23 to be returned, as outlined in the below email.

I have re-attached both forms for ease of reference.

Many thanks

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)] (she/her) | Residential Rehabilitation Team | Drugs Policy  
Division | Scottish Government | 3E St Andrews House | Regent Road | Edinburgh | EH1  
3DG

**From:** [REDACTED – S38(1)(b)]  
**Sent:** 04 May 2023 14:41

**To:** [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]

**Cc:** [REDACTED – S38(1)(b)]; [REDACTED – S38(1)(b)]@gov.scot>

**Subject:** Scottish Government / River Garden: 2023-24 Grant Management Requirements

Good afternoon all,

As part of our end of year process, we reviewed our current grant monitoring arrangements and, in order to better structure work updates for River Garden in 2023-24, we are now asking that a work progress form be completed alongside the regular finance monitoring template for each quarter (both attached). Please ensure that the information provided in the work progress form is detailed and accurately reflects the work completed in the preceding quarter. The form also includes a milestones section, which has been pre-populated with some key expectations for this year – please add to this table if there are other milestones which you expect to complete before March 2024. I will issue a placeholder in diaries for a first meeting at the start of July to go over key updates from the first quarter of this financial year (April – June). If the suggested date/time does not work with availability please let me know and I will change accordingly.

The attached work progress form and actuals update won't be required until the meeting in July, but if you could please return an estimated breakdown of your 2023-24 costs as soon as you are able via email this will allow our finance colleagues to budget accordingly for future claims. I have already added the claim submitted this month, if the corresponding tab can be completed to give more detail as to what these amounts were used for. As a final requirement for the previous financial year, please also provide a profile of the total actual costs incurred for River Garden in 2022-23 and return to us using the attached template. This will allow us to formally bring that year to a close.

As shared on our recent call with board members [REDACTED – S38(1)(b)] and [REDACTED – S38(1)(b)], I understand that [REDACTED – S38(1)(b)] will be soon taking over from [REDACTED – S38(1)(b)] as General Manager at River Garden. Grateful if this email and the following meeting series could please be shared with [REDACTED – S38(1)(b)] once she starts.

Many thanks

[REDACTED – S38(1)(b)]

[REDACTED – S38(1)(b)] (she/her) | Residential Rehabilitation Team | Drugs Policy  
Division | Scottish Government | 3E St Andrews House | Regent Road | Edinburgh | EH1  
3DG

RRRCP: 2022-23: End of Year Actual Cost Profile: River Garden

**RRRCP Grant Monitoring Template: 2022-23**

**Organisation:** River Garden

Total award on grant schedule: £1,246,850

Total amount claimed: £1,246,850

Description of works / type of activity to be completed	Resource/Capital	Actual Cost (£)												TOTAL	
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Rec Room Phase 1 & Accomodation Extension	Capital	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£123,485	£70,000	£396,018	£589,503
Infrastructure Works	Capital	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£85,227	£85,227
Site Surveys & Professional Fees i.e. Architect/QS/Engineer etc	Revenue	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£6,667	£80,000
RGA Staff costs	Revenue	£17,440	£20,136	£23,737	£17,302	£20,097	£24,698	£22,766	£27,502	£22,982	£22,701	£22,701	£22,701	£22,701	£264,763
															£0
															£0
															£0
															£0
															£0
															£0
															£0
															£0
															£0
															£0
															£0
															£0
<b>Total</b>		<b>£24,107</b>	<b>£26,803</b>	<b>£30,404</b>	<b>£23,969</b>	<b>£26,764</b>	<b>£31,365</b>	<b>£29,433</b>	<b>£34,169</b>	<b>£29,649</b>	<b>£152,853</b>	<b>£99,368</b>	<b>£510,613</b>	<b>£1,019,493</b>	

Revenue

Capital

## Residential Rehabilitation Rapid Capacity Programme (RRRCP)

### Quarterly Grant Monitoring Report

The purpose of this form is to provide a written update to the Scottish Government on the progress made by the following project: **River Garden Auchincruive** against the four milestones listed the most up to date grant letter, dated **14/12/2022**.

This form should be completed for **each quarter** of the following financial year: **2023-24**. The form should be submitted to the Scottish Government ahead of grant management meetings, alongside the corresponding actual spend profile (template attached separately).

Completion by : [REDACTED – S38(1)(b)], General Manager, River Garden, Auchencruive.

### **Key highlights:**

Please provide a brief overview below of the main developments made on the project over the last quarter:

The main developments for the project has been the construction and planning of the new accommodation. Residents have been involved in discussions, received copies of the plans and a development day took place to look at the changes this would bring to residents and the delivery of the programme/model. SG1 architects have applied for funding for the EV car chargers at the front of the new accommodation and were successful .

### **1. Grant objectives**

.

Please provide an update on progress made against each of the project's four objectives over the last quarter:

Objective 1) ***Scaling up of accommodation and infrastructure: To increase the capacity at the River Garden facility from 7 residents to 56 residents by 2026, including the introduction of facilities specifically for women.***

The residents accommodated are currently 11, with a view to them moving in to the new accommodation at Nellies Gate on the 13<sup>th</sup> July 2023. We currently have capacity for one more resident and looking for them to access soon. The dining/rec room will be available near end of July creating a new opportunity to widen residents skills and approach to managing their own kitchen and space and further meetings regarding this will take place. It will allow them a space to meet and eat in their own accommodation without all having to walk down to the café, a



welcome addition especially come winter. The residents will move from the old accommodation in to the new and then back to the renovated accommodation in approximately 7 weeks time.

Discussion and training around alarms, fire safety etc will take place. The final certification will allow us to apply for HMO status for another individual accommodation. This in turn will allow us to apply for housing benefits and further security for future funding, there are some residents who may also apply for the discretionary housing payment through the Scottish Government grant with housing for purpose of residential stay. The women's accommodation is referred to throughout this document and the ongoing electricity legal issues hindering progression. It has not stopped ongoing discussion with women seeking to be admitted and their relatives for support. We have made contact with local women's recovery and Women's Aid services to highlight the coming accommodation.

**Objective 2) *Improving pathways and integration:*** *To develop and improve pathways into and from River Garden including reducing barriers to access and improving integration with detox services and mental health services.*

A recent meeting with Finola McDaid, Psychologist around the national trauma training and related work has led to a programme of initial training through national trauma training event's and webinars. We have discussed this also for volunteers and indeed for resident's who are further on in the programme and who take a lead role. This will be progressed with the intake of new staff.

Engagement with detox services have not been as successful from them as we would have liked, this requires further local discussions with services. Relationships with other residential services is good and building all the time in respect of individual's receiving a detox elsewhere and working in partnership to transfer straight to River Garden. We have had group visits from other residential facilities. Relationships with 3<sup>rd</sup> sector services has been of a high standard, we have had 2 successful admission's to negotiate safe alcohol/drug reductions and subsequent admissions pathways.

**Objective 3) *Effective monitoring and evaluation:*** *To build and improve River Garden's evidence base through monitoring and evaluation of the services offered.*

In preparation for the Care Inspectorate surveys and questionnaires have been carried out with staff and volunteers as a baseline for future action and reporting.

The Outcome Star is being used now, however, we are also looking at the World Health Organisation , Quality of Life Assessment questionnaire.

We have made contact with local SFAD and are looking at the potential of hosting a family support group in the evenings in our café. We are expecting our first family in our family support accommodation this week.

## 2. Milestones plan

Please update the below project milestones table each quarter with progress made and / or indicative completion dates for the following financial year: **2023-24**.

Key project milestones: 2023-24	Date Expected
Increase capacity to 14 beds	April 2023
Q1 Update:	Time scales have slipped due to the knock on effect of not having electricity supplies completed
Complete Care Inspectorate registration	Given the requirements of the Care Inspectorate and initial work and assessment of the service to be evidenced to the Care Inspectorate we will now commence the process as staffing structure will be evident following recruitment. This will also allow the accommodation to be completed and the increased capacity and length of stay evidenced and assessed more clearly in terms of our procedures.
Completed and a Q1 Update:	We have registered under Housing Support and are taking forward.
Complete refurbishment of Gardener's Cottage (women's accommodation)	

<p>Q1 Update:</p>	<p>The Gardeners Cottage has been in the main completed and decorated. The issue re the electricity remains and the issue in relation to this.</p> <p>This of course has prevented some work taking place for contractors given the requirement for electricity to complete work.</p> <p>There will also be a time element applied to the preferred provider then to River Garden and electricity contract which is 4 weeks.</p>
<p>Complete first referrals of women into the service</p>	
<p>Q1 Update:</p>	<p>We currently have 5 females who have registered their interest in being assessed for the for River Garden Gardeners Cottage.</p> <p>1 female is currently in a rehabilitation for 3 months and wishes to be transferred.</p> <p>We have made contact with Women's Aid and other recovery initiatives in Ayrshire to promote the forthcoming availability.</p> <p>We have been advised from our lawyer's that SPEN are still progressing the agreement and access to services.</p>

### 3. Issues / blockers

Please advise of any issues experienced which may have resulted in delays to progress on the above objectives, and what mitigations have been / are being put in place to address these:

The site remains a challenge in relation to historical infrastructure issues and impact on the site and the functioning of the site, this includes the legal issues with SPEN and lawyers regarding boundary sites and the provision of electricity to the gardener's cottage and the woodshed.

This has resulted in unscheduled costs for a generator as the site has grown to accommodate new buildings.

An e mail to our lawyers regarding SPEN protracted period of non-progress and risk to the organisations reputation and Scottish Government funding was highlighted and concern over costs and the impact of this reinforced.

An assurance was given from SPEN that they were progressing and an update would be given.

Failing this in the next couple of weeks a formal letter of complaint in relation to their vulnerability policy as below will be sent.

SPEN's definition of vulnerability **Vulnerability** is when personal circumstances combined with a situation arise to make a citizen more likely to suffer detriment. The situation can be both energy and non-energy related and can be both permanent or temporary.

**RRRCP: 2023-24: Q1: Completed Actual Spend Profile: River Garden**  
**RRRCP Grant Monitoring Template: 2023-24**

Organisation: River Garden

This template should be completed by the grant recipient in order to provide a breakdown of expected expenditure for this project in each quarter of the above financial year. Details of projected spend by month should be entered alongside a breakdown of estimated costs. This template will be used to measure actual claims submitted throughout the 2023-24 financial year, and will form the basis of discussions between the grant recipient and the Scottish Government during quarterly grant management meetings.

2023-24 Grant Entitlement (Capital):	£1,799,000
2023-24 Grant Entitlement (Additional Infrastructure (Capital):	£300,000
2023-24 Grant Entitlement (Revenue):	£268,500
<b>2023-24 Grant Entitlement (Total):</b>	<b>£2,367,500</b>
Amount drawn down to date (Capital):	£1,529,319
Amount drawn down to date (Revenue):	£134,250
<b>Amount drawn down to date (Total):</b>	<b>£1,663,569</b>
Amount remaining to claim (Capital):	£569,681
Amount remaining to claim (Revenue):	£134,250
<b>Amount remaining to claim (Total):</b>	<b>£703,931</b>

Type of activity to be completed	Actual Costs			Estimated Costs									TOTAL	
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Gardener's Cottage - 95% complete - completion achievable within 4 weeks of power availability - based on September start as per latest contractor programme	£0	£0	£21,421			£42,474								£63,895
Rec Room & Accommodation Phase 1 - Based on Estimated Final account and completion date of 19th September 2023 as per latest contractor programme	£106,725	£152,025	£171,500	£203,495	£203,495	£203,495								£1,040,735
Accommodation Block 1 (16nr beds) - Anticipated site start August 23 - . Costs to be agreed and contract awarded, based on standard S curve cash flow forecast meantime.	£0	£0	£0	£0		£70,918	£155,007	£160,302	£185,400	£118,398	£75,855	£20,118		£786,000
Professional Fees - consultants/survey works and the like - estimated costs are based on percentage value of works to be completed as per RICS Guidelines.	£2,914	£2,914	£2,914			£4,491	£4,491	£4,491	£4,491	£4,491	£4,491	£4,491	£4,491	£40,181
Staff Revenue costs	£22,375	£32,526	£32,526	£22,375	£22,375	£22,375	£22,375	£22,375	£22,375	£22,375	£12,224	£12,224		£268,500
Groundworks/foundations/initial strip out for Social hub Phase 1 and Accommodation Block 2. Completion of public realm element & infrastructure for accommodation blocks. Based on cash flow forecast meantime. Costs to be agreed and contract awarded.												£176,930		£176,930
Infrastructure Phase 1 ongoing works - sitewide infrastructure including drainage, electrical installations and landscaping works. Actual costs incurred as per valuation payments each month	£108,775	£67,882	£55,604											£232,261
Bothy Family Rooms - Final account payment to Contractor only			£32,285											£32,285
<b>Total</b>	<b>£240,789</b>	<b>£255,347</b>	<b>£316,250</b>	<b>£225,870</b>	<b>£225,870</b>	<b>£343,754</b>	<b>£181,874</b>	<b>£187,169</b>	<b>£212,266</b>	<b>£145,265</b>	<b>£92,571</b>	<b>£213,763</b>		<b>£2,640,787</b>
<b>Quarterly Projection</b>	<b>£812,386</b>			<b>£795,494</b>			<b>£581,309</b>			<b>£451,599</b>				

Claims

Q1 Claim Paid (Advance - Capital):	£800,950													
Q1 Claim Paid (Advance - Revenue):	£67,125													
<b>Q1 Claim Paid (Advance - Total):</b>	<b>£868,075</b>													
Q2 Claim Paid (Advance - Capital):					£728,369									
Q2 Claim Paid (Advance - Revenue):					£67,125									
<b>Q2 Claim Paid (Advance - Total):</b>					<b>£795,494</b>									
Q3 Claim Paid (Advance - Capital):														
Q3 Claim Paid (Advance - Revenue):														
<b>Q3 Claim Paid (Advance - Total):</b>														
Q4 Claim Paid (Advance - Capital):														
Q4 Claim Paid (Advance - Revenue):														
<b>Q4 Claim Paid (Advance - Total):</b>														

NOTES & OVERVIEW	
1	Costs now included for infrastructure Phase 1. This contract was signed in FY22/23, however payment terms and delays on site due to unforeseen variations have extended the programme, therefore payments are now included within FY23/24.
2	Despite payments within the FY appearing to exceed grant amount, this is due to valuation payment dates and delayed timescales as alluded to above. <b>The funds available within the Financial Year are sufficient to complete the above works as intended.</b>
3	As a result of the above, costs depicted are actual costs incurred within the development as a whole. Projection costs are costs to be incurred within the upcoming quarter for FY23/24 projects totalling value of drawdown requested.
4	As a result of the above, costs depicted are actual costs incurred within the development as a whole. Utilisation in Q1 of previous funds can explain variance between total spend within FY and Grant allocation.



## **Residential Rehabilitation Rapid Capacity Programme (RRRCP)**

### Quarterly Grant Monitoring Report

The purpose of this form is to provide a written update to the Scottish Government on the progress made by the following project: **River Garden Auchincruive** against the four milestones listed the most up to date grant letter, dated **14/12/2022**.

This form should be completed for **each quarter** of the following financial year: **2023-24**. The form should be submitted to the Scottish Government ahead of grant management meetings, alongside the corresponding actual spend profile (template attached separately).

Completion by : [REDACTED – s38(1)(b)], General Manager, River Garden, Auchencruive.

The main developments for this quarter have been the completion of phase 1 of the Nellies Gate Accommodation providing 7 new bed spaces. Residents have moved into this, allowing the refurbishment of the existing building to take place. In parallel with this has been the refurbishment of the Rec Room providing dining and lounge facilities. The Rec Room, refurbished accommodation and externals will be complete by the end of October 2023. Allowing resident use of a purpose-built recreation, study and event space. Our Gardener's Cottage for women's accommodation will also be commissioned then. The launch of this phase of RGA development will be Saturday November 4<sup>TH</sup>.

RGA will be in a position to offer a capacity of 20 residents places and two staff sleep-over places. We have initiated an admissions plan to fill our new capacity within this calendar year. This will include our first female residents. We have accelerated our new staff development plan to achieve this position. This will be an extremely challenging time and resident welfare, both existing and new intake must be prioritised

The electricity supply, which was subject to months of delay with SPEN, was completed and with the new sub-station energised in late September. This has allowed works to progress with completion of the Gardeners Cottage, (due to be completed in November 2023)

Grant Funding from Energy Saving Trust has allowed provision of EV car chargers at the front of the new accommodation and Rec Room.

Residents have been involved in discussions, received copies of the plans and a development day took place to look at the changes this would bring to residents and the delivery of the programme/model

## Key highlights:

Please provide a brief overview below of the main developments made on the project over the last quarter:

### 4. Grant objectives

Objective 1) **Scaling up of accommodation and infrastructure:** *To increase the capacity at the River Garden facility from 7 residents to 56 residents by 2026, including the introduction of facilities specifically for women.*

1) As above we will increase our capacity to 20 residents, including women's places due to completion of works and ongoing workforce development

2) Purpose-built recreation, study and events space completed for residents

3) Launch and commissioning of RGA Wood and Woodshed

Objective 2) **Improving pathways and integration:** *To develop and improve pathways into and from River Garden including reducing barriers to access and improving integration with detox services and mental health services.*

1) Increased capacity and staff training over the quarter will allow a new approach to admissions. Given historic difficulties with Detoxification Services, RGA will focus on building referral relationships with residential rehabilitation services and community alcohol; and drug services. We aim to integrate RGA into the pre-existing network of Residential Rehab. Services as an aftercare or continuation option for suitable service-users.

2) We have engaged with Care Inspectorate and pending our registration as HMO will seek further integration into their frameworks along with Scotland Excel plans for National Commissioning Process.

3) Extending our relationships with Colleges, Potential Employers and Housing has now become a priority at RGA as we are seeing resident numbers grow and graduation and continuation support ramp up accordingly.

Objective 3) **Effective monitoring and evaluation:** *To build and improve River Garden's evidence base through monitoring and evaluation of the services offered.*

1) All staff trained and using ROS with residents on a 121 basis (Weekly/Monthly)

2) Training on WHO QoL life questionnaire designed and to be implemented in November. (Quarterly)

3) New GM exploring external research opportunities for long-term study of individuals and community within RGA

Please provide an update on progress made against each of the project's four objectives over the last quarter:



Objective 1) **Scaling up of accommodation and infrastructure:** *To increase the capacity at the River Garden facility from 7 residents to 56 residents by 2026, including the introduction of facilities specifically for women.*

Objective 2) **Improving pathways and integration:** *To develop and improve pathways into and from River Garden including reducing barriers to access and improving integration with detox services and mental health services.*

.

Objective 3) **Effective monitoring and evaluation:** *To build and improve River Garden's evidence base through monitoring and evaluation of the services offered.*

## 5. Milestones plan

Please update the below project milestones table each quarter with progress made and / or indicative completion dates for the following financial year: **2023-24**.

<b>Key project milestones: 2023-24</b>	<b>Date Expected</b>
Completion of Phase1 infrastructure Accommodation Block Gardener's Cottage Woodshed Workshop Recreation, Study, Events Space	Nov 1 <sup>st</sup> . 2023
Resident Capacity increasing to 20 places including women	Nov. 2023

--	--

## 6. Issues / blockers

Please advise of any issues experienced which may have resulted in delays to progress on the above objectives, and what mitigations have been / are being put in place to address these:

The site continues to a challenge environment in regards to the condition of the existing infrastructure.

The delays in energising the sub-station have had a knock on affect on the construction programme. The delays have been to the new accommodation, rec room, Gardeners Cottage and infrastructure.

This has also resulted in residents having to utilise the temporary dining and recreation facilities for a longer period than anticipated.

This have also been additional costs for a generator due to the scheduling of the infrastructure works.

Circumstances above have also impacted on ability to accept women residents. This situation is now easing and we are moving towards this goal.

## SCHEDULE 2

### GRANT CLAIM FORM

**Organisation: Independence from Drugs and Alcohol Scotland**

**Bank details:** [REDACTED – S38(1)(b)]

**Project: River Garden Auchincruive**

**Total agreed grant for: 2023/24 £268,500 (Revenue Only)**

**Latest forecast of expenditure of grant for: 2023/24 Revenue (Q3 + January Q4)  
01/10/2023 – 31/01/2024 - £78,312.50**

**Grant claimed to date: £134,250 (Revenue Only)**

**Claim for grant for the period from 01/10/2023 – 31/01/2024 (Q3 & January Q4)  
£78,312.50 (Revenue Only)**

**We hereby claim £78,312.50 grant of £268,500 in respect of the above period in accordance with the terms and conditions of the offer of Grant dated 14/12/2022 and the Schedules attached thereto.**

**Completed by:** [REDACTED – S38(1)(b)]

**Position:** General Manager

**Contact Details:** [REDACTED – S38(1)(b)]

**Date:** 17/01/2024

#### Items of Expenditure

**Please list in the table below all discrete items of expenditure relevant to the above period and the type of documentary evidence that has been submitted to substantiate each amount.**

A	B	C	D
Item	Amount (£)	Paid Invoice [Y/N]	Other (please specify, e.g. certificate of payment in kind)
Revenue Costs (£78,312.50 of £268,500)	£78,312.50	Y	Staff Wages
<b>TOTAL*</b>	<b>£78,312.50</b>		

## 01.17.23 PAYROLL COST Q3 + JANUARY Q4

### Totals Q3 & Q4

October - December Totals - Q3 Payroll				January Totals - Q4 Payroll	
Gross Salary + Employer NI + Employer Pension					
[REDACTED – S38(1)(b)]	£	6,994.87		[REDACTED – S38(1)(b)]	£ 4,950.00
[REDACTED – S38(1)(b)]	£	7,111.17		[REDACTED – S38(1)(b)]	£ 3,663.00
[REDACTED – S38(1)(b)]	£	990.00		[REDACTED – S38(1)(b)]	£ 2,475.00
[REDACTED – S38(1)(b)]	£	8,002.58		[REDACTED – S38(1)(b)]	£ 2,673.00
[REDACTED – S38(1)(b)]	£	1,360.97		[REDACTED – S38(1)(b)]	£ 1,111.97
[REDACTED – S38(1)(b)]	£	2,208.08		[REDACTED – S38(1)(b)]	£ 2,376.00
[REDACTED – S38(1)(b)]	£	3,550.63		[REDACTED – S38(1)(b)]	£ 2,376.00
[REDACTED – S38(1)(b)]	£	5,600.58		[REDACTED – S38(1)(b)]	£ 2,376.00
[REDACTED – S38(1)(b)]	£	1,483.71		[REDACTED – S38(1)(b)]	£ 2,376.00
[REDACTED – S38(1)(b)]	£	2,511.62		[REDACTED – S38(1)(b)]	£ 3,168.00
[REDACTED – S38(1)(b)]	£	7,111.29		[REDACTED – S38(1)(b)]	£ 1,111.97
[REDACTED – S38(1)(b)]	£	3,819.26		Overnights	£ 3,012.21
[REDACTED – S38(1)(b)]	£	3,863.00			
[REDACTED – S38(1)(b)]	£	6,814.20		Q4 Total spend to date	£ 31,669.15
[REDACTED – S38(1)(b)]	£	7,705.20			
[REDACTED – S38(1)(b)]	£	15,221.53			
[REDACTED – S38(1)(b)]	£	5,973.09			
[REDACTED – S38(1)(b)]	£	2,742.07		Q3 Claim in full	£ 67,125.00
[REDACTED – S38(1)(b)]	£	9,190.20		Jan Claim (1/2 of one month)	£ 11,187.50
					£ 78,312.50
	£	102,254.05			

### Gross Salaries Q3

Q3 Payroll		October - December		
Surname	October	November	December	Total
[REDACTED – S38(1)(b)]	£2,255.67	£2,166.72	£2,000.00	£6,422.39
[REDACTED – S38(1)(b)]	£2,083.33	£2,083.33	£2,083.33	£6,249.99
[REDACTED – S38(1)(b)]	£330.00	£660.00		£990.00
[REDACTED – S38(1)(b)]	£2,000.00	£2,083.36	£2,916.96	£7,000.32
[REDACTED – S38(1)(b)]		£595.00	£765.00	£1,360.00
[REDACTED – S38(1)(b)]	£1,360.00	£425.00	£340.00	£2,125.00
[REDACTED – S38(1)(b)]	£3,076.80			£3,076.80
[REDACTED – S38(1)(b)]	£3,083.33	£1,400.96	£459.48	£4,943.77
[REDACTED – S38(1)(b)]	£473.89	£979.28		£1,453.17
[REDACTED – S38(1)(b)]	£1,105.00	£680.00	£595.00	£2,380.00
[REDACTED – S38(1)(b)]	£2,000.00	£2,250.08	£2,000.00	£6,250.08
[REDACTED – S38(1)(b)]	£2,083.33	£1,307.64		£3,390.97
[REDACTED – S38(1)(b)]	£2,000.00	£1,427.78		£3,427.78
[REDACTED – S38(1)(b)]	£2,000.00	£2,000.00	£2,000.00	£6,000.00
[REDACTED – S38(1)(b)]	£2,250.00	£2,250.00	£2,250.00	£6,750.00
[REDACTED – S38(1)(b)]	£4,743.58	£4,166.66	£4,166.66	£13,076.90
[REDACTED – S38(1)(b)]	£1,620.00	£1,944.00	£1,728.00	£5,292.00
[REDACTED – S38(1)(b)]	£814.40	£692.24	£1,170.70	£2,677.34
[REDACTED – S38(1)(b)]	£2,666.67	£2,666.67	£2,666.67	£8,000.01
	£35,946.00	£29,778.72	£25,141.80	£90,866.52

### Employer NI Q3

Q3 Payroll		October - December		
Surname	October	November	December	Total
[REDACTED – S38(1)(b)]	£206.68	£194.40	£171.40	£572.48
[REDACTED – S38(1)(b)]	£182.89	£182.89	£182.89	£548.67
[REDACTED – S38(1)(b)]	£171.40	£182.90	£297.94	£652.24
[REDACTED – S38(1)(b)]			£0.97	£0.97
[REDACTED – S38(1)(b)]	£83.08			£83.08
[REDACTED – S38(1)(b)]	£319.99			£319.99
[REDACTED – S38(1)(b)]	£320.89	£88.73	£0.00	£409.62
[REDACTED – S38(1)(b)]	£0.00	£30.54		£30.54
[REDACTED – S38(1)(b)]	£47.89	£83.73		£131.62
[REDACTED – S38(1)(b)]	£171.40	£205.91	£171.40	£548.71
[REDACTED – S38(1)(b)]	£182.89	£75.85		£258.74
[REDACTED – S38(1)(b)]	£171.40	£92.43		£263.83
[REDACTED – S38(1)(b)]	£171.40	£171.40	£171.40	£514.20
[REDACTED – S38(1)(b)]	£205.90	£205.90	£205.90	£617.70
[REDACTED – S38(1)(b)]	£550.01	£470.39	£470.39	£1,490.79
[REDACTED – S38(1)(b)]	£118.96	£163.67	£133.86	£416.49
[REDACTED – S38(1)(b)]	£7.78	£0.00	£56.95	£64.73
[REDACTED – S38(1)(b)]	£263.40	£263.40	263.4	£790.20
	£3,175.96	£2,412.14	£2,126.50	£7,714.60

### Employer Pension Q3

Q3 Payroll		October - December		
Surname	October	November	December	Total
[REDACTED – S38(1)(b)]	£104.17	£104.17	£104.17	£312.51
[REDACTED – S38(1)(b)]	£100.00	£104.17	£145.85	£350.02
[REDACTED – S38(1)(b)]	£153.84	£0.00		£153.84
[REDACTED – S38(1)(b)]	£154.17	£70.05	£22.97	£247.19
[REDACTED – S38(1)(b)]	£100.00	£112.50	£100.00	£312.50
[REDACTED – S38(1)(b)]	£104.17	£65.38		£169.55
[REDACTED – S38(1)(b)]	£100.00	£71.39		£171.39
[REDACTED – S38(1)(b)]	£100.00	£100.00	£100.00	£300.00
[REDACTED – S38(1)(b)]	£112.50	£112.50	112.5	£337.50
[REDACTED – S38(1)(b)]	£237.18	£208.33	£208.33	£653.84
[REDACTED – S38(1)(b)]	£81.00	£97.20	£86.40	£264.60
[REDACTED – S38(1)(b)]	133.33	133.33	133.33	£399.99
	£1,480.36	£1,179.02	£1,013.55	£3,672.93

