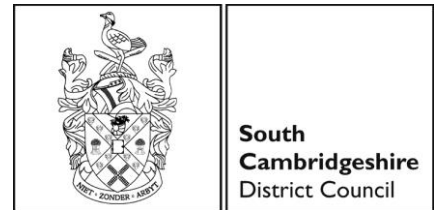


South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA

t: 01954 713000
f: 01954 713149
www.scambs.gov.uk



20 March 2023

To: Chair – Councillor Stephen Drew
Vice-Chair – Councillor Graham Cone
Members of the Scrutiny and Overview Committee – Councillors
Anna Bradnam, Tom Bygott, Libby Earle, Sue Ellington, Peter Fane,
Sally Ann Hart, James Hobro, Helene Leeming, Judith Rippeth,
Richard Stobart and Dr. Aidan Van de Weyer

Quorum: 4

Substitutes:	Councillors Heather Williams, Dr. Richard Williams, Bunty Waters, Mark Howell, Lina Nieto, Annika Osborne, Paul Bearpark, Carla Hofman, Dr Lisa Redrup and William Jackson-Wood
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There is a pre-meeting session at 5pm the day before the meeting, for members of the Committee only, to plan their lines of enquiry.

Dear Councillor

You are invited to attend the next meeting of **Scrutiny and Overview Committee**, which will be held in the **Council Chamber - South Cambs Hall** on **Tuesday, 28 March 2023** at **5.20 p.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution ***in advance of*** the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully
Liz Watts
Chief Executive

The Council is committed to improving, for all members of the community, access to its agendas and minutes. If you have any specific needs, please let us know, and we will do what we can to help you.

Agenda

1. Chair's announcements

Pages

2. **Apologies for absence**
To receive apologies for absence from committee members.
3. **Declarations of Interest**
4. **Minutes of Previous Meeting** 7 - 12
To authorise the Chairman to sign the Minutes of the meeting held on 28 February 2023 as a correct record.
5. **Public Questions**
If you would like to ask a question or make a statement, then please refer to the

[Document called Public Speaking Scheme \(Physical Meetings\)](#)

and contact the Scrutiny and Governance Adviser in Democratic Services by no later than 11.59pm on Wednesday 22 March.
6. **Homes for Ukraine project status and future challenges** 13 - 20
7. **Work Programme** 21 - 36
8. **To Note the Date of the next meeting**
Tuesday 25 April 2023 at 5.20pm.

Exclusion of Press and Public (if needed)

The law allows Councils to consider a limited range of issues in private session without members of the Press and public being present. Typically, such issues relate to personal details, financial and business affairs, legal privilege and so on. In every case, the public interest in excluding the Press and Public from the meeting room must outweigh the public interest in having the information disclosed to them. The following statement will be proposed, seconded and voted upon.

"I propose that the Press and public be excluded from the meeting during the consideration of the following item number(s) in accordance with Section 100(A) (4) of the Local Government Act 1972 on the grounds that, if present, there would be disclosure to them of exempt information as defined in paragraph(s) of Part 1 of Schedule 12A of the Act."

If exempt (confidential) information has been provided as part of the agenda, the Press and public will not be able to view it. There will be an explanation on the website however as to why the information is exempt.

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- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the fire brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

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Recording of Business and Use of Mobile Phones

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You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. Failure to do so, will result in the Chairman suspending the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared. The meeting will be suspended until order has been restored.

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Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. You are not allowed to bring food or drink into the meeting room.

DECLARATIONS OF INTEREST

As a Councillor, you are reminded of the requirements under the Council's Code of Conduct to register interests and to disclose interests in a meeting. You should refer to the requirements set out in the Code of Conduct which are summarised in the notes at the end of this agenda frontsheet.

Disclosable pecuniary interests

A "disclosable pecuniary interest" is an interest of you or your partner (which means spouse or civil partner, a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners) which falls within the categories in [Table 1 of the code of conduct, which is set out in Part 5 of the Constitution](#).

Where a matter arises at a meeting which directly relates to one of your disclosable pecuniary interests you must:

disclose the interest;
not participate in any discussion or vote on the matter; and
must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.

It is a criminal offence to:

fail to notify the monitoring officer of any disclosable pecuniary interest within 28 days of election
fail to disclose a disclosable pecuniary interest at a meeting if it is not on the register
fail to notify the Monitoring Officer within 28 days of a disclosable pecuniary interest that is not on the register that you have disclosed to a meeting
participate in any discussion or vote on a matter in which you have a disclosable pecuniary interest
knowingly or recklessly provide information that is false or misleading in notifying the Monitoring Officer of a disclosable pecuniary interest or in disclosing such interest to a meeting.

Other registerable interests

These are categories of interest which apply to the Councillor only (not to their partner) and which should be registered. Categories are listed in [Table 2 of the code of conduct, which is set out in Part 5 of the Constitution](#). Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your Other Registerable Interests, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter; and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Disclosure of non-registerable interests

Where a matter arises at a meeting which directly relates to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in Table 1) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Where a matter arises at a meeting which affects – a. your own financial interest or well-being; b. a financial interest or well-being of a relative or close associate; or c. a

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Agenda Item 4

South Cambridgeshire District Council

Minutes of a meeting of the Scrutiny and Overview Committee held on
Tuesday, 28 February 2023 at 5.20 p.m.

PRESENT: Councillor Stephen Drew – Chair
Councillor Graham Cone – Vice-Chair

Councillors: Paul Bearpark (substitute) Anna Bradnam
Libby Earle Peter Fane
Sally Ann Hart James Hobro
Helene Leeming Richard Stobart
Dr. Aidan Van de Weyer Heather Williams (substitute)

Officers in attendance for all or part of the meeting:

Gareth Bell (Communications and Communities Service Manager), Peter Campbell (Head of Housing), Aaron Clarke (Democratic Services Technical Officer), Bode Esan (Head of Climate, Environment & Waste), Heather Jones (Strategic Lead 3C Building Standards), Peter Maddock (Head of Finance), Ian Senior (Scrutiny and Governance Adviser) and Liz Watts (Chief Executive)

Councillor John Williams (Lead Cabinet Member for Resources) was in attendance.

Councillors Sue Ellington (Committee member), Bunty Waters, Henry Batchelor (Lead Cabinet Member for Environment), John Batchelor (Lead Cabinet Member for Housing) and Brian Milnes (Deputy Leader) were in attendance remotely.

1. Chair's announcements

The Chair made several brief housekeeping announcements.

2. Apologies for absence

Councillor Tom Bygott and Councillor Judith Rippeth (both members of the Scrutiny and Overview Committee) sent apologies. Their substitutes were Councillor Heather Williams and Councillor Paul Bearpark respectively.

Apologies were also received from Councillor Dr. Tumi Hawkins (Lead Cabinet Member for Planning) and Councillor Bridget Smith (Leader of the Council).

3. Declarations of Interest

Councillor Peter Fane declared an interest as a Director of Shire Homes. Councillor Fane said he would take no part in the debate and would refrain from voting or otherwise affirming the Committee's conclusions relating to any matter connected with that organisation.

Councillor James Hobro declared an interest as a Non-Executive Director of Ermine Street Housing. Having discussed the nature of his interest with the Council's Monitoring Officer, Councillor Hobro said he would take part in the debate but refrain from voting or otherwise

affirming the Committee's conclusions relating to any matter connected with that organisation.

Councillor Richard Stobart declared an interest as a Director of both the South Cambridgeshire Investment Partnership LLP and South Cambridgeshire Projects LLP. Having discussed the nature of his interests with the Council's Monitoring Officer, Councillor Stobart said he would take part in the debate but refrain from voting or otherwise affirming the Committee's conclusions relating to any matter connected with those two organisations.

Councillor Heather Williams declared an interest as a member of the Greater Cambridge Partnership Joint Assembly.

4. Minutes of Previous Meetings

The Committee authorised the Chair to sign, as a correct record, the minutes of the meeting held on 15 December 2022 subject to an amendment being made to show Councillor Helene Leeming as having been present in the Chamber.

The Committee authorised the Chair to sign, as a correct record, the minutes of the meeting held on 12 January 2023 subject to an amendment being made to show Councillor Heather Williams as having been present in the Chamber.

The Committee authorised the Chair to sign, as a correct record, the minutes of the meeting held on 19 January 2023.

5. Public Questions

There were no public questions or statements.

Daniel Fulton (Fews Lane Consortium) had expressed an interest in making a statement. His request was made after the deadline for registration had expired and was rejected by the Chair.

6. Investment Strategy

The Scrutiny and Overview Committee considered a report on the review of the existing Investment Strategy in the context of wider economic conditions, including changes in the rules governing the Public Works Loan Board. The Committee reviewed a refreshed version of the Strategy.

Committee members expressed concern at the robustness of the risk register regarding the returns on investments, and the ethical framework of the proposed strategy. The Lead Cabinet Member for Resources confirmed that all of the investments entered into by South Cambridgeshire District Council were consistent with its Policies and Business Plan.

Committee members noted the location and tenancy strength of current and proposed investments. The Lead Cabinet Member for Resources said that, while local authorities were expected to diversify income generation, there remained an emphasis on commercial regeneration within the district and support for local businesses.

The Vice-Chair highlighted Section 5 of the Strategy document about capacity, skills, and the use of external advisors. His concern was that those involved in identifying investment opportunities to make the subsequent recommendations and decisions should have

received appropriate training to qualify them to do so. The Lead Cabinet Member for Resources welcomed this point and suggested that a similar level of training should be required for those responsible for scrutinising investment proposals and decisions.

Committee Members noted the increase in Green Investment projects, the differing rates of return, and the new Public Works Loan Board rules prohibiting new investment purely for income generation. However, they also noted that green projects that benefitted residents would be supported under the new rules.

Committee Members commented on the process for determining investments in commercial properties, and the impact that changes to the Public Works Loan Board had had on the 'pipeline' of future projects. The Chief Executive and Lead Cabinet Member for Resources said that these changes had prompted the Council to focus on supporting local projects, such as the Northstowe Enterprise Zone.

There were comments on the prudential indicators and the need to make sure that all data within the Strategy was sufficient to empower Members and Officers with regard to future investments. The Council's Investment Team should continue to benchmark against other local authorities and monitor the impact caused by changes to the Public Works Loan Board. The Head of Finance confirmed that sections 8.4.1 and 8.4.4 would be amended prior to submission of the Investment Strategy to Cabinet.

Having considered the report presented to it, and the Investment Strategy attached at Appendix A, the Scrutiny and Overview Committee noted the Investment Strategy by affirmation but recommended that Cabinet ask officers to ensure that training provided was sufficiently robust and offered in future to all Councillors.

7. 2022-23 Quarter Three Performance Report

The Scrutiny and Overview Committee considered a report on the Council's Quarter Three (Q3) position regarding its operational Key Performance Indicators (KPIs).

Councillor Helene Leeming referred to AH211 (Housing, average days to re-let all housing stock), noting the improvement in performance. She did however question the viability of the target of 17 days. The Head of Housing and the Lead Cabinet Member for Housing informed the Committee that this Indicator was to be broken down into its component parts and that work was ongoing to assess how the re-let period could be improved.

Regarding AH204 (Housing, percentage of tenants satisfied with responsive repairs), Councillor Heather Williams drew a distinction between major and minor repairs asking that future reports should differentiate between the two. The Head of Housing and the Lead Cabinet Member for Housing informed the Committee that a new methodology for collecting data for this KPI was currently being developed.

The Committee discussed the disparity between the satisfaction with emergency repairs (SH322) and responsive repairs (AH204) with the Lead Cabinet Member for Housing stating that levels of feedback on AH204 were low and that the aforementioned methodology changes were expected to remedy this.

Regarding ES418 (household waste sent for reuse, recycling, and composting (cumulative)) Councillor James Hobro noted that the overall trend from July 2021 to date appeared to be going down. The Deputy Leader and Lead Cabinet Member for the Environment explained that there was an increase in the target figures and that increased recycling, reduced contamination of residual waste, and behavioural change were all

essential. The Head of Climate, Environment & Waste said that the challenge being faced by South Cambridgeshire District Council was replicated throughout the UK and assured Members that the Council would collaborate with other local authorities, including Cambridgeshire and Peterborough Combined Authority in seeking ways to manage waste and take other steps to improve performance.

The Deputy Leader and Lead Cabinet Member for the Environment explained that the Shared Waste Service frequently audited the waste collection process which measured what was being put in bins, but a specific KPI would be considered.

The Head of Climate, Environment & Waste explained that although waste as a whole was not tracked, a national target would be coming into force which would help set a target for South Cambridgeshire District Council.

The Committee highlighted and briefly discussed the subsidised home composting scheme that was available to all residents, the difficulties in obtaining accurate figures for dry recycling and composting, and the Food Waste trial.

The Chair commended managers for their support of staff working for the Shared Waste Service (SF786a (Staff sickness days per FTE - Shared Waste Service only)).

The Committee noted the improvement regarding CC305 (percentage of formal complaints resolved within timescale (all SCDC)). The Chief Executive outlined the measures that had been taken, including the creation of 'complaints champions' in every Council service.

Having reviewed the Key Performance Indicator results and narrative at Appendix A and being satisfied with the comments made by Lead Cabinet Members and officers in response to Members' questions, the Scrutiny and Overview Committee **noted** the report and by affirmation supported its submission to Cabinet.

8. Further support for cost-of-living crisis for South Cambridgeshire residents

The Scrutiny and Overview Committee reviewed the draft Cabinet report.

Committee members discussed the use of warm hubs and the impact of social isolation. They highlighted the availability of Parish hardship funds.

Councillor Anna Bradnam asked that all available data (both internal and external) should be analysed so that the Council could give evidence-based justification for continuing support and focus such support on those people in greatest need. Officers were able to provide limited data during the meeting.

Members wondered whether residents using warm hubs were being surveyed about their experiences and suggestions for enhancement. The Communities and Communications Service Manager said that monitoring was ongoing, and that more data would be obtained in the coming months.

Progress reports on cost-of-living support for residents would be presented to Cabinet every six months. These reports would enable Cabinet to decide whether any additional support was required, such as self-help initiatives.

The Scrutiny and Overview Committee noted the report and, by affirmation, **supported** its submission to Cabinet for approval with data-driven and evidence-based justification.

Should such data not be available in time, the Committee recommended that Cabinet asks officers to continue **their analysis and provide an update in due course.**

9. Work Programme

Members noted the Scrutiny and Overview Committee work programme attached to the agenda.

10. To Note the Date of the next meeting

The next Scrutiny and Overview Committee meeting had been scheduled to take place on Tuesday 28 March 2023 at 5.20pm.

The Meeting ended at 7.37 p.m.

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Agenda Item 6



Report to:	Scrutiny & Overview Committee	28 March 2023
Lead Cabinet Member:	Councillor Bill Handley	
Lead Officer:	Liz Watts, Chief Executive	

Homes for Ukraine project status and future challenges

Executive Summary

1. This report sets out a short description of the Homes for Ukraine project as it has operated over the last 12 months and raises some of the challenges now faced by the project. South Cambridgeshire District Council (SCDC) has played a nationally recognised role in the Homes for Ukraine Scheme, partly due to the high numbers of Ukrainian guests housed in the area, but also due to successful partnership working and innovative approach to some elements of the scheme.

Recommendations

2. This report is written at the request of the Scrutiny and Overview Committee Chair and Vice-Chair, and the committee is recommended to note and provide feedback to the Homes for Ukraine project team on its content.

Overview

Scheme Launch

3. Following the Russian invasion of Ukraine, on Friday 18 March 2022, the Homes for Ukraine scheme was launched by The Home Office. National guidance was published for Local Authorities as the onus was placed on them to manage the scheme at a local level. The upper tier authority receives a £10,500 tariff per arrival into the area. They must work in partnership with local district councils and agree locally how funding will be utilised and shared with partners. A national online system was set up to help manage and process the data records of both UK hosts and Ukrainian guests who had applied to join the scheme. SCDC received access to this system on the 28 March 2022, and combined with in-house datasets, use this system to record activity within the scheme.

South Cambridgeshire District Council's role in the scheme

4. The Government's Homes for Ukraine guidance set out clear expectations and duties for local councils to ensure sufficient checks were in place to protect hosts and guests. The detail that underpins the national guidance has developed considerably over time, but those core elements and mandatory checks remain. SCDC worked in partnership with Cambridgeshire County Council, and the voluntary sector to agree

who was best placed to carry out each role. Most of the local checks were agreed to be undertaken at a district level. SCDC's role covered the following areas:

- **Accommodation checks** – to check host accommodation was suitable.
 - **DBS (Disclosure and Barring Service) checks** – carried out on hosts and all people over 18 living with them. This was to ensure there was not a clear reason why a guest should not be placed with the host's family.
 - **Welfare checks** – to ensure both Ukrainian guests and guests were settled and safe once living together.
 - **Payments** – an initial one-off payment to guests upon arrival, and monthly 'thank you' payments to hosts.
 - **Data processing** – to manage and process data, including daily interaction with Government databases, to ensure the smooth running of the scheme.
 - **Community related activities** – to ensure needs of guests and hosts are considered and met using tariff funding.
 - **Rematching and homelessness cases** – responsibility for emerging homelessness cases arising from the Homes for Ukraine Scheme if host/guest relations break down. This includes rematching to a new host where necessary.
 - **Communications** – to keep guests, hosts, councillors, parish and town councils, community support groups and the wider community informed and updated.
5. Liz Watts (Chief Executive) as Senior Responsible Officer (SRO) appointed Gareth Bell (Communications and Communities Service Manager) to oversee and manage the project. Due to the scale of the project, specialist teams were formed with leads who had relevant expertise. These teams were able to quickly mobilise due to the urgency of the project. The teams created were:
- Accommodation (led by Rory Cosgrove, Environmental Health)
 - DBS (led by Rachael Jackson, Licensing)
 - Welfare checks and homelessness (led by Susan Hinawski, Housing)
 - Payments (led by Lynda Hayward, Benefits)
 - Data (led by Jason Clarke, Communities)
 - Community (led by Kathryn Hawkes, Communities)
 - Communications (led by Tom Horn, Communications)

Following an initial period of redeploying existing SCDC officer resources to ensure each team had sufficient resources, each team lead assessed the resources required for a longer-term project and additional fixed term and temporary staff were employed. The manager overseeing the project spoke regularly with team leads, and teams interacted daily with one another. Team leads were empowered to make the necessary decisions to ensure the best use of resources and a swift and effective service was provided. More formal weekly meetings were set up to ensure the corporate project was fully joined up across the sub-teams and departments.

6. Officers have supported the Department for Housing, Communities and Levelling Up, the Home Office, Central Government, and their software partners to enhance and shape their systems, learning from our experience and solid handle on our cases, processes, data, and our communities. Housing colleagues also being involved in policy conversations to help shape the national programme of funding to increase the number of homes for refugees.

Current statistics

7. Throughout the scheme, South Cambridgeshire has remained one of the Local Authorities with the highest number of Ukrainian arrivals. This shows how South Cambridgeshire residents were keen to support and provide homes for Ukrainian refugees. The key statistics to demonstrate the local response in South Cambridgeshire so far, are:

- **995 visa applications** by Ukrainians (Gov data 28/02/23).
- **894 visas granted** in South Cambridgeshire (Gov data 28/02/23).
- **408 hosts** have received **787 Ukrainian guests** into their homes.
- **914 DBS checks** have been completed.
- **405 welfare visits** have been made.
- **516 home checks** have been completed.
- **747 payments (totalling £261,450)** have been made to guests upon arrival.
- **3,353 thank you payments (totalling £980,000)** have been made to hosts.
- **232 hosts** are currently housing **475 guests** (as of 10 March 2023).

Communications and community support

8. Regular communication with hosts and guests was an important factor in the success of the project. A regular newsletter was created updating hosts, summarising relevant information from the previous week and upcoming changes or opportunities. This was also provided to councillors, parish and town councils and people who signed up for updates.
9. Web pages were developed to provide an online welcome pack and resource centre for hosts and guests. This approach made it easier information to be translated into the guests' first language and to ensure as the national scheme changed our information remained up to date and current. Translation services were set up for those who needed it and Facebook groups were set up for hosts and guests to promote conversation, learning and interaction.
10. Some early decisions were made by the council around payments. The initial £200 payment to help guests through their first weeks in the UK was increased to £350 to make sure they had enough money until they found work or applied for, and received, Universal Credit. This was funded through the Government tariff. An additional £150 opt-in payment was also offered to hosts each month from 29 September 2022. This was in addition to the £350 per month thank you payment set by the national scheme. The change was due to host feedback on cost pressures due to the cost-of-living crisis. Our communication channels allowed us to make decisions that were informed by effective conversations and feedback.
11. The Communities team also researched the needs of guests and launched several schemes to support them, which included:
- **Bus tickets** – 10 free day tickets as an initial welcome, arranged by Cambridgeshire County Council in partnership with Stagecoach
 - **Free bikes** – over 200 bikes to guests in partner organisations Owl Bikes, Tag Bikes and CamTrust (organisations that recycle bikes for reuse)
 - **Bikeability cycle training** – 12 sessions have been held so far
 - **English lessons** – over 100 guests have received ESOL English lessons through our partners, A Learning Place and CamRuss

- **Cambridge Russian School activities** – funding for 11 children to attend to carry out a range of activities to improve their health and wellbeing
- **Small grant fund** – funding allocated for bids from local projects to improve integration and wellbeing of guests. 20 funded so far.
- **Free devices to get online** – 243 laptops/tablets/phones have been provided to guests through Cambridge Refugee Resettlement Campaign
- **Outdoor wellbeing programme** – 5 Ukrainian children have been provided places on outdoor mental health programme
- **Forest school** – 10 children have been provided places at Forest School which provides inclusive outdoor fun sessions to improve their health and wellbeing
- **Mental wellbeing support for hosts** – 26 hosts have attended monthly sessions provided by the Association of Family Therapy
- **Cambridge Botanical Gardens** – 105 guests have received a free pass
- **Pantomime tickets** – 71 guests were provided with free local pantomime tickets
- **Information events** – 60 people attended information events aimed at supporting guests and hosts, and a further 67 are signed up for upcoming sessions related to supporting guests to consider moving on to more independent living.

The ‘Moving On’ project and the key future challenges

12. Following the initial phase of the Homes for Ukraine project where we worked with partners and got all the core systems, checks and support in place, it was apparent that the biggest challenge would be how we support people to find suitable and affordable accommodation following their stay with a host. A Moving On Team was set up to focus on how to help people understand their options for more independent living. This team is led by Ben Thackray. The Moving On Team works closely with all sub-teams but in particular the existing Welfare team which is led by Susan Hinawski and involves a number of housing colleagues.
13. The initial Government Homes for Ukraine scheme asked hosts to commit to hosting for a minimum of 6 months. As the scheme approached the 6 month point the Government encouraged as many hosts as possible to continue for at least 12 months. Host payments were available for up to 12 months at that point. The Government subsequently announced in December 2022 that thank you payments for hosts would be extended again, this time to 24 months. This has seen the approach for the Moving On Team have to adapt.
14. Reasons for moving on are varied, including guests experiencing relationship breakdowns with their host or coming naturally to the end of the time with their initial host as all hosts have different views on how long they wish to house their Ukrainian guests. Their circumstances also change. The team have managed to collate a list of hosts who are happy with shorter term placements, which is especially helpful in more urgent situations and means the team have another option to avoid homelessness applications and temporary accommodation. These hosts are known as “Interim Hosts”. This form of short-term hosting is far preferable to SCDC needing to use bed and breakfast accommodation. The biggest benefit is that interim hosts

also provide the additional support many guests need during their stay. We are not aware of this innovative approach being implemented widely.

15. The Moving On Team provide a single point of contact (SPOC) for guests who are leaving their hosts and existing hosts who would like us to support their guest move on. The Moving On Team either support guests move into their own accommodation or help them rematch to another host who have expressed an interest in hosting.
16. The Moving On Team pro-actively contact guests and hosts at least 2 months before the point we know the host may be considering whether they are able to continue hosting (this is based on survey feedback and landmarks in the scheme). This ensures a common understanding between hosts and guests, and where necessary the team can then begin a dialogue around their future options in good time.
17. The Moving On Team has processed results from surveys sent out to hosts, capturing how long hosts wish to house their guests. This data forecasting has helped predict when we are likely to see an increase in guests needing support with rematching or moving on to live more independently in their own rented homes. The data shows a peak predicted over May and July 2023 with larger numbers of hosts wishing to end their current arrangement. The Moving On Team proactively support and tailor their approach according on a case-by-case basis.
18. The main moving on options are:
 - **Rematching** – support from the Council to find the guest a new host
 - **Rematching to an interim host** (for shorter term placements)
 - **Applying for social housing**
 - **Renting privately**
 - **Shared Renting with another Ukrainian family** – this makes rental more affordable
 - **Lodging** – remaining with your host under a new agreement
19. The moving on options are supported by schemes SCDC has set up to ensure the same support is available to Ukrainian guests as all other residents who contact SCDC for housing support. The following schemes are funded through the Government tariff:
 - **Rent Deposit Scheme** – providing a one-off payment as a gift to cover the deposit for a rental property (equivalent to a maximum of 5 weeks rent)
 - **Rent in Advance** – providing a one-off payment as a gift to cover one months' rent in advance
 - **Help with essential Items** – we provide up to £2,000 worth of essential furniture and/or white goods to help guests when they transition into their own property
 - **Discretionary Housing Payments (DHP)** - a Ukraine specific DHP fund has been launched which allows guests to apply to the fund if they have a shortfall between the Local Housing Allowance rate and the rent charged on their property, similar to the existing DHP scheme that was already in place
20. All initiatives have parameters to ensure fair and consistent support. The overarching guidance states that if the guest has savings that amount to more than 3 times the value of the market rent of the property they wish to rent, they will not be eligible for support.

21. Other existing support such as Housing Benefit and Council Tax Support is available to guests if they qualify.
22. Due to the proactive nature of the Moving On Team, including the early identification of guests who we know are coming towards the end of their initial stay with their host, nearly all moves are planned. Through this work, the council has worked directly with 170 families or individuals to either rematch them, provide advice on their moving on options, or support them to move on to live more independently. There has been a further 125 families or individuals that have sought their own accommodation, or moved on without support from the council, totalling 295 families or individuals that have now moved on. This data has been tracked by our leavers form which is completed by hosts. You can see below a breakdown of where the 295 families/individuals moved on to:
- **Rematched:** 68 families or individuals
 - **Returned to Ukraine:** 74 families or individuals
 - **Renting privately:** 139 families or individuals
 - **Provided with social housing:** 14 families or individuals
23. Guests still arrive on a weekly basis into South Cambridgeshire under the Homes for Ukraine scheme, normally with three years granted on their visa or biometric residence permit to remain in the UK. The rate of new arrivals is now far lower than in the initial months of the scheme. With no sign of the conflict in Ukraine ending, it appears this programme will continue for the foreseeable future.
24. Although we have seen success in supporting people to move on, and some have moved on with little support and advice, the high private rental costs in this area, lack of rental properties, and the gap between private rent and the Local Housing Allowance means that good quality and affordable housing will remain the greatest pressure we face over the coming months and years.

Implications

25. In the writing of this report, taking into account financial, legal, staffing, risk, equality and diversity, climate change, and any other key issues, the following implications have been considered: -

Financial

26. The Homes for Ukraine scheme costs have been met by the £10,500 tariff received per arrival. Funds are provided to Cambridgeshire County Council and SCDC have been able to request and draw down from these funds to meet all funding and resourcing requirements. The funding has been used to support all of the ongoing activities, and adequately resource the scheme by recruiting additional staff to meet the new demands incurred through the work. There is adequate funding available for all current work, and future work at this time.

Staffing

27. Temporary staff have been recruited to meet the demand of the scheme. Some existing staff have had work reallocated, and some temporarily moved into slightly different positions to allow sufficient time working on the Homes for Ukraine scheme.

Risks/Opportunities

28. The main risk associated with the Homes for Ukraine scheme is the potential to see an increase in homelessness applications, which could in turn result in the need to house Ukrainian guests in temporary accommodation, at a cost to the Council.

Equality and Diversity

29. Appropriate equality impact assessments have been carried out on each element of the scheme to ensure parity and to ensure no one is adversely impacted.

Health & Wellbeing

30. Health and wellbeing has been at the heart of the Homes for Ukraine operation, and the report details in section 6, the many ways SCDC has been able to support and help guests and residents during the scheme.

Alignment with Council Priority Areas

Growing local businesses and economies

31. The scheme has supported some local businesses and charitable organisations through some of the community-based work that has been undertaken. Ukrainian guests are free to work in the UK, and we are aware that many guests have sought their own employment within South Cambridgeshire and Cambridgeshire. The initial bus ticket scheme helped many of these guests travel to work in the early stages of their employment.

Housing that is truly affordable for everyone to live in

32. The Moving On project assists guests moving into rented accommodation, and ensures support is available to make the move affordable.

Being green to our core

33. The project has promoted reuse and recycling of bikes, laptops, phones and other items to support Ukrainian guests.

A modern and caring Council

34. A corporate priority on our Business Plan (A Modern and Caring Council 6d and 6dii) explains how we will coordinate the homes for Ukraine scheme and ensure support for hosts and guests is available especially around moving out of initial hosted accommodation. This report covers how we are achieving this objective.

Background information

Decision notices on schemes in place – please see the below links that lead to decision notices regarding support packages for the Homes for Ukraine scheme.

19 December 2022:

[Issue details - Discretionary Housing Payment scheme - Homes for Ukraine \(modern.gov.co.uk\)](#)

19 December 2022:

[Decision - Homelessness Prevention Fund - Homes for Ukraine \(modern.gov.co.uk\)](#)

7 February 2023

[Decision - Essential items support policy - Homes for Ukraine \(modern.gov.co.uk\)](#)

Report Authors:

Gareth Bell - Communications and Communities Service Manager

Jason Clarke - Programme Delivery Manager

Ben Thackray - Development Officer

Telephone: (01954) 713070 (Communities Team)

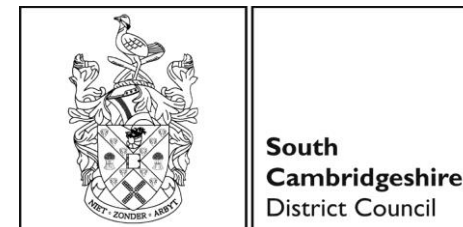
Scrutiny and Overview Committee Work Programme 2022-23

Meeting date	Potential Agenda item (subject to prioritisation by Chair and Vice Chair)		
	Pre-Scrutiny	Scrutiny review by Committee	Task and Finish Groups
25 April 2023	<ul style="list-style-type: none"> • New Collection Rounds (might be T&F Group) 	-	-
11 May 2023		-	-
8 June 2023	<ul style="list-style-type: none"> • Quarter 4 Performance report • Annual Equality Scheme Update and Progress Report 	<ul style="list-style-type: none"> • Planning engagement with Town and Parish Councils (provisional) 	<ul style="list-style-type: none"> • Final report with recommendations from the Young People T&F Group
20 June 2023 (Local Plan)	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
7 September 2023	-	-	-
19 October 2023	<ul style="list-style-type: none"> • Community Facilities at Northstowe (at the 	-	-

	earliest)		
16 November 2023	-	<ul style="list-style-type: none"> • Update – the future use of South Cambs. Hall 	-
18 January 2024		<ul style="list-style-type: none"> • 	
15 February 2024		<ul style="list-style-type: none"> • 	
21 March 2024		<ul style="list-style-type: none"> • 	
16 May 2023		<ul style="list-style-type: none"> • 	
Unscheduled	-	<ul style="list-style-type: none"> • Civil Parking Enforcement 	-

Notice of Key and Non-Key Decisions

To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from 1 March 2023



Notice is hereby given of:

- Key and Non-Key decisions that will be taken by Cabinet, individual Lead Cabinet Members or Officers
- Confidential or exempt executive decisions that will be taken in a meeting from which the public will be excluded (for whole or part)

A Key Decision is a decision by the Cabinet, or an individual Cabinet Member or officer, which is likely to either incur significant* expenditure or make significant savings, or to have a significant impact on those living or working in 2 or more wards.

*A decision to:

1. Incur expenditure or savings in excess of £200,000; or
2. Acquire or dispose of land or property with a value in excess of £1,000,000 shall be treated as significant for these purposes. However, a decision to invite a tender or award a contract shall not be treated as a key decision where the purpose of the contract is to fulfil the intention of any policy or scheme included in the policy framework or budget or involves a continuation of an existing policy or service standard.

A notice / agenda, together with reports and supporting documents for each meeting will be published at least five working days before the date of the meeting. In order to enquire about the availability of documents and subject to any restriction on their disclosure, copies may be requested from Democratic Services, South Cambridgeshire District Council, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA. Agenda and documents may be accessed electronically at www.scambs.gov.uk

Formal notice is hereby given under the above Regulations that, where indicated (in column 4), part of the meetings listed in this notice may be held in private because the agenda and reports for the meeting will contain confidential or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. See overleaf for the relevant paragraphs.

Where two meetings (for example, Cabinet and Council) are listed for a particular item, the first will be making a recommendation to the second, which will then make a final decision.

If you have any queries relating to this Notice, please contact
Ian Senior on 01954 713028 or by e-mailing ian.senior@scambs.gov.uk

**Paragraphs of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended)
(Reason for a report to be considered in private)**

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
6. Information which reveals that the authority proposes:
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an Order or Direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

The Decision Makers referred to in this document are as follows:

Cabinet

Councillor Bridget Smith	Leader of the Council
Councillor Brian Milnes	Deputy Leader
Councillor Henry Batchelor	Environment
Councillor John Batchelor	Housing
Councillor Bill Handley	Communities
Councillor Tumi Hawkins	Planning
Councillor Peter McDonald	Economic Development
Councillor Brian Milnes	Environment
Councillor John Williams	Resources

Key and non-key decisions expected to be made from 1 April 2023

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report being considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
South Cambs Limited t/a Ermine Street Housing Business Plan Update 2022/23 - 2031/32	That Cabinet accepts the latest iteration of the Business Plan.	Cabinet Council	20 March 2023 30 March 2023	Report is public but the Business Plan contains commercially sensitive information	Lead Cabinet member for Housing Duncan Vessey, Head of Ermine Street Housing	Report publication expected on 10 March 2023
Investment Strategy	Annual review of the strategy to be adopted by the Council.	Cabinet Council	20 March 2023 30 March 2023		Lead Cabinet member for Resources Anne Ainsworth, Chief Operating Officer	Report publication expected on 10 March 2023
2022/2023 Revenue and Capital Budget Monitoring (Quarter 3) Non-Key	Consider the monitoring data and trends in respect of the 2022/23 budgets and issues.	Cabinet	20 March 2023		Lead Cabinet member for Resources	Report publication expected on 10 March 2023

Key and non-key decisions expected to be made from 1 April 2023

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Quarter 3 Performance report Non-Key	Review Key Performance Indicator results and comments recommending any actions required to address issues identified.	Cabinet	20 March 2023		Deputy Leader Kevin Ledger, Senior Policy and Performance Officer	Report publication expected on 10 March 2023
Compliance Policy Key Page 26	To consider the policy	Cabinet	20 March 2023		Lead Cabinet member for Planning Heather Jones, Strategic Lead 3C Building Standards	Report publication expected 10 March 2023
Cost of living - options to continue support Key	To consider options for continuing support for those experiencing hardship because of rising costs and inflation.	Cabinet	20 March 2023		Lead Cabinet Member for Communities Gareth Bell, Communications and Communities Service Manager	Report publication expected on 10 March 2023
Response to Cambridge Water's Water Resources Management Plan Non-Key	To agree the Council's response to Cambridge Water's Water Resources Management Plan	Cabinet	Not before 20 March 2023		Lead Cabinet member for Planning Jonathan Dixon, Planning Policy Manager	Report publication expected on 10 March 2023

Key and non-key decisions expected to be made from 1 April 2023

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Making of Fulbourn Neighbourhood Plan	Full Council will need to formally adopt the neighbourhood plan if it has a successful referendum. Referendum date not set yet	Council	30 March 2023		Lead Cabinet member for Planning Jenny Nuttycombe, Principal Planning Policy Officer	Report publication expected on 22 March 2023
Pay Policy Statement Non-Key		Council	30 March 2023		Lead Cabinet member for Resources Jeff Membery, Head of Transformation, HR and Corporate Services	Report publication expected on 22 March 2023
Rural Shared Prosperity Fund Non-Key	Review, approve or amend the policy, application criteria and determination process for the Rural Shared Prosperity grant scheme	Cabinet	Not before 15 May 2023		Lead Cabinet Member for Economic Development Katherine Southwood, Business Support Projects Team Leader	Report publication expected on 4 May 2023
Street Naming and	The Street Naming	Cabinet	15 May 2023		Lead Cabinet	Report publication

Key and non-key decisions expected to be made from 1 April 2023

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Numbering Policy Non-Key	and Numbering Policy has been reviewed for the three councils and we have aligned all existing policies into one.				member for Planning Heather Jones, Strategic Lead 3C Building Standards Kathryn Brennan - Technical Consultancy Manager	expected on 4 May 2023
New Collection Rounds Non-Key	Outputs of periodic (3 – 5 yr) review of collection rounds to optimise operations and re-balance rounds taking into account growth, new practices, vehicles, etc	Cabinet	15 May 2023		Lead Cabinet member for Environment Michael Parsons, Waste Operations Manager, Alex Snelling-Day, Policy, Climate and Environment Team Manager, Bode Esan, Head of Climate, Environment & Waste	Report publication expected on 4 May 2023)
Joining the Oxford to Cambridge Pan Regional Partnership	SCDC will join the partnership.	Cabinet	15 May 2023		Leader of Council Liz Watts, Chief Executive	Report publication expected on 4 May 2023

Key and non-key decisions expected to be made from 1 April 2023

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Key						
Annual Equality Scheme Update and Progress Report Key		Cabinet	27 June 2023		Lead Cabinet member for Resources Kevin Ledger, Senior Policy and Performance Officer	Report publication expected on 19 June 2023
2023/2024 Revenue and Capital Budget Monitoring (Quarter 1) Non-Key	Consider the monitoring data and trends in respect of the 2023/24 budgets and issues.	Cabinet	26 September 2023		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 18 September 2024
2022/23 Provisional General Fund Revenue and Capital Outturn	2022/23 Provisional General Fund Revenue and Capital Outturn	Cabinet Council	26 September 2023 05 October 2023		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 18 September 2024
2022/23 Provisional Housing Revenue	Reports the HRA outturn position for	Cabinet	26 September 2023		Lead Cabinet member for	Report publication expected on 18

Key and non-key decisions expected to be made from 1 April 2023

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Account (HRA) Outturn Non-Key	the financial year 2022/23				Resources Peter Maddock, Head of Finance	September 2023
Medium Term Financial Strategy (First Submission) Non-Key	Review and ensure that Council is aware of the financial challenges over the medium-term.	Cabinet	26 September 2023		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 18 September 2023
Fees & Charges Key	Annual review and determination of fees and charges to be set by the Council from April 24.	Cabinet	07 November 2023		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 30 October 2023
2023/2024 Revenue and Capital Budget Monitoring (Quarter 2) Non-Key	Consider the monitoring data and trends in respect of the 2023/24 budgets and issues.	Cabinet	05 December 2023		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 27 November 2023
Capital programme Update & New Bids	Report Council's Capital Programme and new Capital bids	Cabinet	05 December 2023		Lead Cabinet member for Resources	Report publication expected on 27 November 2023

Key and non-key decisions expected to be made from 1 April 2023

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Non-Key	from 2024/25				Peter Maddock, Head of Finance	
Bids and Savings Non-Key	Consider new Revenue bids and savings for 2024/2025.	Cabinet	05 December 2023		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 27 November 2023
General Fund Budget 2024/25	Consider the General Fund Revenue Budget for 2024/25	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Review of Revenue Reserves and Provisions	Review the Council's Revenue Reserves and Provisions as part of the 2024/2025 budget setting process.	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Medium Term	Review and ensure	Cabinet	06 February 2024		Lead Cabinet	Report publication

Key and non-key decisions expected to be made from 1 April 2023

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Financial Strategy 2024-29	that Council is aware of the financial challenges over the medium-term	Council	27 February 2024		member for Resources Peter Maddock, Head of Finance	expected on 29 January 2024
Local Council Tax Support	Review the Localised Council Tax Support (LCTS) scheme for 2023/24 and agree the LCTS scheme for 2024/25	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Capital Strategy	Consider a refreshed version of the Strategy for adoption by the Council.	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Treasury Management Strategy	Consider a refreshed version of the Strategy for adoption by the Council.	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources	Report publication expected on 29 January 2024

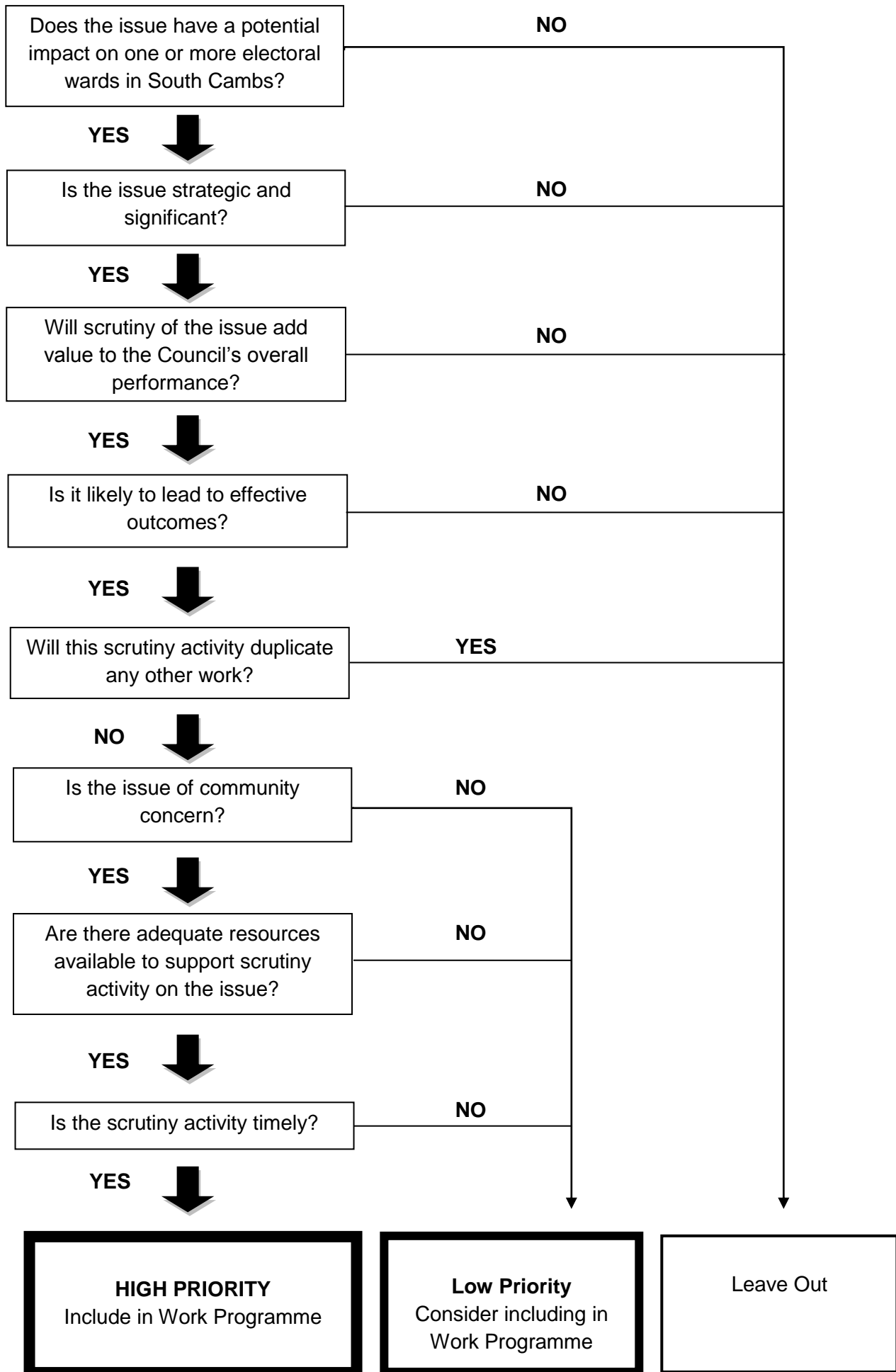
Key and non-key decisions expected to be made from 1 April 2023

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
					Peter Maddock, Head of Finance	
Capital Programme 2024/25 - 2028/29	Consider the Council's Capital Programme	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Housing Revenue Account Budget 2024/25	Consider the Housing Revenue Account Budget for 2024/25	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Council Tax Resolution 2024-25	Consider the Council Tax Resolution for 2024/25	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024

Key and non-key decisions expected to be made from 1 April 2023

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
2023/2024 Revenue and Capital Budget Monitoring (Quarter 3) Non-Key	Consider the monitoring data and trends in respect of the 2023/24 budgets and issues.	Cabinet	12 March 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 4 March 2024

Scrutiny Work Programme Prioritisation Tool



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