

**Sevenoaks District Council  
UK Resettlement Scheme Policy**

1. This policy sets out how Sevenoaks District Council acting in their capacity as the local Housing Authority will support the resettlement of refugee families within the Sevenoaks District, as part of the Government's UK Resettlement Scheme (The Scheme).
2. When making a decision under this Policy the Council will have regard to:
  - a. South East Strategic Partnership for Migration (SESPM) Statement of Outcomes (at pages 2-3);
  - b. Signed Memorandum of Understanding with Kent County Council;
  - c. Sevenoaks District Council Safeguarding Children, Young People and Vulnerable Adults Flowchart Summary (at page 4).
3. Any identified properties, which may be suitable for refugee families as part of The Scheme, will be inspected and considered by this Council for suitability and other local needs. Only properties that are unable to meet a local need will be considered for use under The Scheme. An assessment of affordability will be made by Sevenoaks District Council against Local Housing Allowance rates when considering the suitability of properties.
4. Portfolio Holder responsible for Housing, following consultation with local Members, has delegated powers to offer properties to the Home Office.
5. In line with the Memorandum of Understanding (MOU), on acceptance of a family and property, a local Steering Group will be set up to co-ordinate the pre and post arrival arrangements. This will include appropriate representatives from Sevenoaks District Council, Kent County Council and the commissioned support service provider.
6. The Steering Group will ensure compliance with the SESPM Statement of Outcomes (as set out on pages 2-3) and co-ordinate support and communication across Sevenoaks District Council and Kent County Council when involved in:
  - a. Decision making on accepting cases
  - b. Pre-arrival planning
  - c. Financial planning
  - d. Post arrival support
  - e. Ongoing support
  - f. Planning for years 2-5 and exit

## South East Strategic Partnership for Migration - Statement of Outcomes

### 1. Section 1 - Delivery Outcomes

- 1.1 The SRP is made up of two elements:
  - 1.1.1 **Pre arrival** - Provision of medical and travel services enabling the migration of accepted Beneficiaries to the UK; and
  - 1.1.2 **Post arrival** - Housing provision, initial reception arrangements, casework and orientation support including English language provision.
- 1.2 This Statement of Outcomes describes the **post arrival outcomes** to be achieved.

### 2. Post Arrival Outcomes

#### Provision of accommodation:

- 2.1 The Recipient will arrange accommodation for the arriving Beneficiaries which meets local authority standards and which will be available on their arrival and is affordable and sustainable.
- 2.2 The Recipient will ensure that the accommodation is furnished appropriately. The furniture package should not include luxury items. This means that funding received through this Instruction should be used for food storage, cooking and washing facilities but should not include the provision of other white goods or brown goods, i.e. TV's, DVD players or any other electrical entertainment appliances. This shall not preclude the Recipient from providing Beneficiaries with additional luxury, white or brown goods through other sources of funding.
  - 2.2.1 The Recipient will ensure that the Beneficiaries are registered with utility companies and ensure that arrangements for payments are put in place (no pre pay/card accounts).
  - 2.2.2 The Recipient will provide briefings on the accommodation and health and safety issues for all new arrivals including the provision of an emergency contact point.

#### Initial Reception Arrangements:

- 2.3 The Recipient will meet and greet arriving Beneficiaries from the relevant airport and escort them to their properties, briefing them on how to use the amenities.
- 2.4 The Recipient will ensure that Beneficiaries are provided with a welcome pack of groceries on their arrival - the content of this pack should take into account the culture and nationality of the Beneficiary(ies).
- 2.5 The Recipient will provide an initial cash allowance for each Beneficiary of £200 - this is to ensure they have sufficient funds to live on while their claim for benefits is being processed.

#### Casework Support:

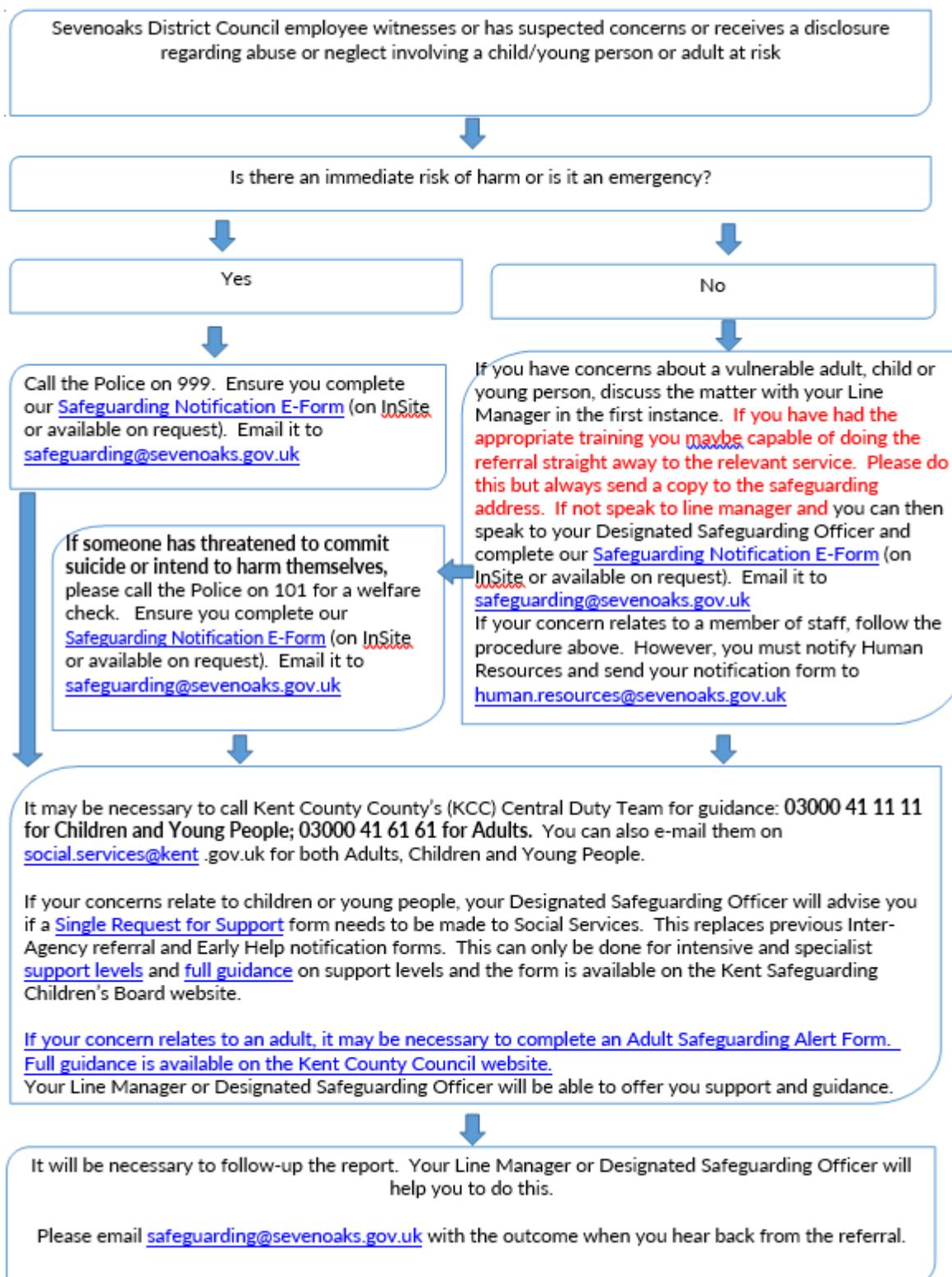
- 2.6 The Recipient should ensure that Beneficiaries are provided with a dedicated source of advice and support to assist with registering for mainstream benefits and services, and signposting to other advice and information giving agencies - this support includes:

- 2.6.1 Assisting with registration for and collection of Biometric Residence Permits following arrival
- 2.6.2 Registering with local schools, English language and literacy classes
- 2.6.3 Attending local Job Centre Plus appointments for benefit assessments
- 2.6.4 Registering with a local GP
- 2.6.5 Advice around and referral to appropriate mental health services and to specialist services for victims of torture as appropriate
- 2.6.6 Providing assistance with access to employment.
- 2.7 The Recipient shall develop an overarching (or framework) support plan and bespoke support plans for each family or individual for the first 12 month period of their support to facilitate their orientation into their new home/area.
- 2.8 The Recipient shall undertake an assessment with each Beneficiary of their English language capability to determine appropriate support arrangements through provision of English for Speakers of Other Languages (ESOL) or equivalent. The purpose of the language tuition is to ensure that each Beneficiary is able to carry out basic transactions within the communities in which they have been placed. Beneficiaries should be able to access such classes within one month of their arrival and they should be made available until such time as suitable mainstream provision becomes available or until 12 months after arrival (whichever is sooner).
- 2.9 Any language support provision should be delivered by an accredited provider.
- 2.10 Throughout the period of resettlement support the Recipient will ensure interpreting services are available.
- 2.11 The above outcomes will be provided through a combination of office based appointments, drop in sessions, outreach surgeries and home visits.
- 2.12 The Recipient shall collate such casework information as is agreed to enable the Authority to monitor and evaluate the effectiveness of the Programme's delivery.

**Requirements for Beneficiaries with special needs/assessed community care needs:**

- 2.13 Where Beneficiaries are identified as potentially having special needs/community care needs the Authority will ensure, as far as possible that these needs are clearly identified and communicated to the Recipient six (6) weeks prior to the arrival of the Beneficiaries.
- 2.14 Where special needs/community care needs are identified only after arrival in the UK, the Recipient will use its best endeavours to ensure that care is provided by the appropriate mainstream services as quickly as possible.
- 2.15 Where sensitive issues (including safeguarding issues or incidents of domestic abuse, violence or criminality) are identified pre-arrival by the Authority, the Authority will notify the Recipient immediately, and not longer than 24 hours, after its receipt of the information.
- 2.16 Where sensitive issues such as the above are identified post-arrival by the Recipient, the Recipient shall notify the Authority within 24 hours, setting out what procedures are to be put in place to mitigate the situation.

## Sevenoaks District Council Summary of Safeguarding Policy (Flowchart Summary)



For full details please see the Sevenoaks District Council's Safeguarding Policy and related forms at: [https://www.sevenoaks.gov.uk/downloads/file/3/safeguarding\\_policy\\_for\\_children\\_and\\_vulnerable\\_adults](https://www.sevenoaks.gov.uk/downloads/file/3/safeguarding_policy_for_children_and_vulnerable_adults)

Alternatively email the Safeguarding Leads: [safeguarding@sevenoaks.gov.uk](mailto:safeguarding@sevenoaks.gov.uk)