

HIGH PEAK BOROUGH COUNCIL

Report to Housing Select

14 January 2016

TITLE:	Syrian Refugees Resettlement Programme
PORTFOLIO HOLDER:	Cllr Julie McCabe – Housing
OFFICER:	Roger Burnett – Head of Customer Services
WARDS:	All

Appendices:

- Appendix A – Home Office Syrian Resettlement Fact Sheet**
- Appendix B – Support services to be provided**
- Appendix C – Syrian Resettlement Scheme Funding Process**
- Appendix D – Resettlement Process Map**
- Appendix E – UNHCR Registration Form**

1. **Reason for the Report:** To update Housing Select on the council's contribution to the national programme for the resettlement of Syrian refugees.

2. **Recommendation**
 - 2.1 That the committee notes the content of the report and makes any comments on the steps outlined in the report to assist with the resettlement of up to five refugees within High Peak Borough Council.

3. **Executive Summary**
 - 3.1 In September the UK government announced an expansion to the existing Syrian Vulnerable Persons Resettlement Scheme to resettle 20,000 Syrian refugees in need of protection over a five year period.
 - This is equivalent to 27 refugees per top-tier authority, for instance County councils, per year, although no formal quota is set.
 - The scheme is funded by government grant taken from the overseas aid budget with no additional cost to local tax payers.

- The refugees will be given 5 years humanitarian leave to remain in the UK.
- Refugees will be screened for health issues and security cleared in the refugee camps in Lebanon, Jordan and Turkey before being accepted by the UK government
- We are working jointly with Derbyshire County Council and the other districts within Derbyshire.
- Our role is to identify suitable available accommodation and we will offer to house up to five single older refugees in vacant and hard-to-let properties from within the council's own stock in the first year of the programme.
- Support and resettlement including the move to employment will be provided at County level.
- Derbyshire County will act as clearing house for nominations from the Home Office and will nominate families to the districts taking into account factors such as existing family in the area, school places and closeness to medical facilities where needed.
- This council will make the final decision on whether to nominate a family for housing.

4. **How this report links to Corporate Priorities**

- 4.1 A constructive engagement with this government initiative would assist the Council to meet its corporate objectives of working well with our strategic partners and achieving value for money from increased occupation of the council housing stock.

5. **Options and Analysis**

- 5.1 Participation in the resettlement programme is voluntary although Home Office officials have suggested that mandatory quotas could be set in the event there are not enough places available nationally.
- 5.2 It would therefore be possible for the council not to participate, taking the risk that a quota could be imposed at a later date.

6. **Implications**

6.1 Workforce

None.

6.2 Equality and Diversity/Equality Impact Assessment

Although there is significant goodwill and a wish to help these refugees in the community there is also a small risk of victimisation

or harassment for any new arrivals. Because of this the location of the resettled refugees will not be made public. We are proposing that Derbyshire County Council will take the lead on press enquiries and publicity will be issued in the context of the Derbyshire-wide scheme.

6.3 Financial Considerations

The Home Office will allocate a grant of £8,520 towards the resettlement costs of each refugee in a household. This will be claimed by Derbyshire County Council but can be drawn on in the event this council incurs costs.

The bulk of the funding will be used to pay for the resettlement support service as specified in Appendix B. Derbyshire County Council will manage this contract.

Costs for us are unlikely but could be incurred, for instance, if there was a shortfall in housing benefit meeting a family's rent or if minor works were needed in a property before it could be let.

The grant is funded by a transfer from the UK overseas aid budget. There is no additional cost to the local taxpayer. Funding details are attached as Appendix C.

6.4 Legal

None.

6.5 Sustainability

None.

6.6 Internal and External Consultation

Lead officers at Derbyshire County Council have been consulted and, in the event families are resettled in High Peak Derbyshire Police will be consulted.

6.7 Risk Assessment

Not applicable.

7. Detailed considerations

7.1 As detailed in Appendix A the government has committed to resettling 20,000 Syrian refugees over a 5 year period. There are no quotas or targets set but this equates to some 136 people for each top tier authority over the 5 year period – for instance 27 a year for Derbyshire.

7.2 The scheme is based on processing applications for asylum in the UNHCR refugee camps in Turkey, Lebanon, Iraq, Jordan and Egypt to eliminate the incentive to undertake a dangerous journey and potential exploitation by people traffickers. The applicants for UK asylum will be identified by UNHCR who will take into account languages spoken and any family links before nominating to a country participating in settlement. However the UK government will process the applications and undertake security screening. A copy of the UNHR registration form which will be forwarded to the relevant UK local authority is attached at Appendix E.

7.3 Applicants selected for onward travel to the UK will have refugee status awarded in the camps, they will be health and security screened and will be allocated National Insurance numbers and biometric residence permits before they travel. This will take an estimated time of 42 days, including a typical 3 weeks for an exit visa to be granted by the country hosting the camp. A flowchart showing the process is attached at Appendix D.

7.4 The Home Office will then nominate individual refugees to particular local authorities, again taking into account any factors such as family connections and whether people have previously lived in an urban or rural environment. The expanded programme is based on an existing scheme for vulnerable people although with larger numbers it is expected that vulnerable people will comprise about 20% of the intake. Priority will be given to the most vulnerable according to the following categorisation:-

Profile for prioritisation	Description
Women and girls at risk	Women and girls who are heads of household with no effective adult male support or protection; or who have other protection risks related to their gender.
Survivors of violence and/or torture	Survivors or witnesses of torture, violence, severe mistreatment, or SGBV.
Refugees with legal and/ or physical protection needs	Individuals who face serious threats to their physical security, particularly due to political opinion or belonging to a minority group, for whom the authorities are unable to provide protection.
Refugees with medical needs or disabilities	Individuals with medical conditions or disabilities who fall within the medical needs resettlement category.
Children and adolescents at risk	Children and adolescents who face serious protection risks.
Persons at risk due to their sexual orientation or gender identity	Lesbian, Gay, Bisexual, Transgender and Intersex refugees at risk. UNHCR submits cases under Legal and Physical Protection Needs category.

(actual or perceived)	
Refugees with family links in resettlement/ HAP countries	Refugees who have family links in a resettlement country, or are in need of family reunification, recognising the definition of family based on the principle of dependency.

7.5 Once County receive a nomination they will look to allocate to one of the Derbyshire districts. In doing this they will take into account household size against accommodation school places, ease of access to hospital if needed and places of worship.

7.6 It is at this point we may receive nominations to take up our pledge of 5 homes. These have been identified from within our own housing stock. The properties identified are of reasonable quality and suitable for single people over 55 years of age. We will have about 2 weeks from the Home Office nominating refugees to an authority and their arrival on a charter plane in the UK.

7.7 The first tranche of refugees from the expanded programme have already arrived in the UK for resettlement by Scottish local authorities. We expect the first call to made on Derbyshire from February 2016.

7.8 Once the refugees arrive the support package starts. They will be transported to their new home from the airport and shown how door locks and the basic appliances provided operate. Accounts with the utilities will be set up and people will be helped complete benefit claims, register with schools and the tax authorities, doctors, dentists and so on. They will be given orientation with their neighbourhood including the location of essential shops.

7.9 Following arrival an assessment of their employment and language skills will take place. Where refugees have professional or highly skilled backgrounds the aim is to offer conversion courses to enable them to practice or trade in the UK. Otherwise skills and language training will be arranged to enable entry to the Labour market within the first year, except where medical conditions prevent this.

7.10 Once the initial resettlement has taken place and people have achieved independence they have a right to move where they choose within the UK. It has been a feature of similar resettlement schemes (for instance the Vietnamese refugees in the 1980s and 90s) that after an early dispersed period when support is needed people have generally moved to the larger cities.

7.11 After an initial intake of up to 5 refugees officers will review the operation of the scheme and report to Members before committing to further arrivals.

Roger Burnett
Head of Customer Services



Syrian Resettlement Programme

How many additional people will you resettle?

- The Government will expand the existing Syrian Vulnerable Person Scheme and intends to resettle 20,000 Syrians in need of protection during this Parliament.
- The UK is at the forefront of the response to the crisis in Syria and this expansion is part of our comprehensive approach designed as far as possible to help refugees in the region but recognising that for some vulnerable people the only solution is to bring them to countries like the UK.

How will the arrival of 20,000 be spread out?

- It will take several months to reach full capacity but when we do we would expect to bring in roughly several hundred refugees each month over the course of the Parliament, subject to continuing need and capacity.

How else is the Government supporting Syrians in need of protection?

- Our priorities are on continuing to provide humanitarian aid to those most in need in the region and actively seeking an end to the crisis. We believe this approach is the best way to ensure that the UK's help has the greatest impact for the majority of refugees who remain in the region and their host countries.
- As the brutal conflict continues in Syria, millions of people continue to be in need. Hundreds of thousands have been killed in the conflict between the Assad regime, extremist groups and moderate opposition groups. In response to the crisis, the UK has allocated over £1.1 billion since 2012 to meet the immediate needs of vulnerable people in Syria and of refugees in the region – more than any other country in the world except the United States. The UK is the only major country in the world that has kept its promise of spending 0.7% of our national income on aid and we should be proud of this. By the end of March 2015, UK support had delivered over 18 million food rations, each of which feeds one person for one month, provided access to clean water for 1.6 million people (peak month), and over 2.4 million medical consultations in Syria and the region.

How will the expansion of the programme operate?

- We already have significant experience of resettling vulnerable people and our existing domestic resettlement mechanisms provide a basis for a relatively quick increase in numbers. And we are already working with existing partners to ensure that we can begin to increase numbers as quickly as possible. Over the coming weeks and months, we will work with local authorities, the UNHCR and others to put in place the full structures to ensure we can scale up the current arrangements so that we can meet the aim of bringing up to 20,000 Syrians over the lifetime of this Parliament and deliver on the expansion that has been announced.

How long will the expansion take?

- Although we have simplified the process as much as we can the UNHCR must still assess each individual case before referring them to the Home Office. The Home Office must conduct visa checks and at the same time a place must be found in a local authority. We do all this already but it is important we get it right and scaling up a system like this in a way that protects the interests of all concerned, including local communities, will take a little bit of time.

How do you choose who comes to the UK?

- The Syrian VPR is based on need. It prioritises those who cannot be supported effectively in their region of origin: women and children at risk, people in severe need of medical care and survivors of torture and violence amongst others. We work closely with the UNHCR to identify cases that they deem in need of resettlement and we will continue this work to ensure we deliver our commitment to provide refuge to 20,000 Syrians.
- The UNHCR identifies people in need of resettlement based on the following criteria: women and girls at risk; survivors of violence and/or torture; refugees with legal and/or physical protection needs; refugees with medical needs or disabilities; children and adolescents at risk; persons at risk due to their sexual orientation or gender identity; and refugees with family links in resettlement countries.

How does the process work?

- UNHCR refer cases to the Home Office. We check they meet our eligibility criteria and carry out medical and security checks. We arrange exit visas from the host country and entry visas into the UK. At the same time, we pass the cases to a local authority who has asked to participate in the scheme. The Local Authority is asked to accept or reject cases. The referral forms give detail on family make up, age and specific needs. Further detail on any medical needs will follow shortly after via a full medical health assessment report. On accepting a case, local authorities then need to arrange housing, school places etc. In parallel we would agree an arrival date. We are working to make this process as quick as possible.

What if an area is new to resettlement?

- Local authorities will need to think carefully about whether they have the infrastructure and support networks needed to ensure the appropriate care and integration of these refugees. It would be worth speaking to existing resettlement areas to learn best practice. Regional Strategic Migration Partnerships can put you in touch.

How can local authorities find out more about the profiles and needs of the refugees they will be hosting?

- All cases will differ and it is very difficult to generalise. We do not have detail of the cases before UNHCR refer them to us. As soon as a local authority wants to participate, we will send these referrals that give detailed information on the individual cases. If authorities want a particular make up of cases, they should state this and we will do our best to match cases.

Will the 20,000 be on top of existing schemes?

- The Government will expand the existing Syrian VPR Scheme and we expect to resettle up to 20,000 Syrians in need of protection during this Parliament. This is in addition to those we resettle under Gateway and Mandate and the thousands who receive protection in the UK under normal asylum procedures.

How will these people be accommodated? Where will they go when they are here?

- The UK has been operating resettlement schemes for many years and we already have established and effective networks to accommodate and support resettled people. However, we recognise that the increase in numbers will require an expansion of current networks and the impact on local communities and infrastructure will need to be managed carefully. That is why we are working with a wide range of partners including local authorities and civil society organisations to ensure that people are integrated sensitively into local communities.
- Our existing dispersal policy is aimed at ensuring an equitable distribution of refugees across the country so that no individual local authority bears a disproportionate share of the burden. We are working closely with local authorities to ensure that this remains the case.

How will you ensure refugees are dispersed fairly and in a way that manages the impacts on local communities and services?

- We are determined to ensure that no local authority is asked to take more than the local structures are able to cope with. That is why we will be talking to local authorities and other partners over the coming weeks to ensure that capacity can be identified and the impact on those taking new cases can be managed in a fair and controlled way.

How will schools be supported to provide language support for refugee children?

- Financial support for English as an Additional Language (EAL) pupils is a matter for local discretion. The funding arrangements enable local authorities to allocate a proportion of their funding to schools on the basis of the number of pupils in each school who have EAL and who have been in the school system for a maximum of three years. The pupil rate for this is also decided locally and can therefore reflect specific challenges in the area. Schools can also use the additional money they receive through the pupil premium to raise the attainment of disadvantaged EAL pupils.
- Local authorities have the freedom to take account of high migration in their local funding formula, to address the additional costs of having a large number (over 10%) of pupils arriving at unusual times in the school year.
- Schools can access information about good practice in meeting the needs of EAL pupils - Ofsted has published some case studies showing good practice at schools with high proportions of pupils with EAL. Resources are also available from the National Association for Language Development in the Curriculum, an organisation that seeks to promote effective teaching and learning for EAL pupils in UK schools.

How will you ensure that there are enough schools places in areas where refugees are resettled?

- We have committed to investing £7bn on new school places over the next six years, and in the last Parliament funding for school places doubled to £5bn to create 445,000 additional places. Local Authority's are allocated funding for school places based on their own local data on school capacity and pupil forecasts, in which they take account of factors including rising birth rates, housing development, trends in internal migration and migration to England from elsewhere in the United Kingdom and from overseas. We continue to work with LAs to make sure that every child has a school place.

How can I become a foster carer for a refugee child?

- We are not expecting the refugees arriving in the first months of the scheme to include unaccompanied children, but if you are interested in finding out more about fostering, you might wish to contact your local authority. They can provide you with details about applying to foster for them. You can also find out more about fostering by contacting Fosterline, a government funded service providing independent advice and support for people considering becoming foster carers. In addition, you might wish to look at information about applying to foster that Fostering Network give on their website at: <http://www.couldyoufoster.org.uk/>.
- Further information for foster carers is also available on GOV.UK : <https://www.gov.uk/foster-carers>. This page sets out the process people should follow and explains how much financial support and training foster carers can get.

I am interested in adopting an unaccompanied refugee child?

- We are not expecting the refugees arriving in the first months of the scheme to include unaccompanied children. Even if we do support unaccompanied children in the future it is unlikely that adoption will be an appropriate option for these children. The United Nations and other humanitarian charities advise that no new adoption applications should be considered in the period after a disaster or from a war zone before the authorities in that State are in a position to apply the necessary safeguards. This is especially true when civil authority breaks down or temporarily ceases to function.
- It is not uncommon in an emergency or unsettled situation for children to be temporarily separated from their parents or other family members who may be looking for them. Moreover, parents may send their children out of the area for their safety. Premature and unregulated attempts to organise the adoption of such a child abroad should be avoided and resisted with efforts to reunite children with relatives or extended family being given priority. So whilst some lone refugee children may come to the UK for temporary care, we would wish to support them to be reunited with their parents or other relatives where this is possible.

How can people help now?

- People can already make donations to charities and volunteer to help local refugee support groups. We would encourage that to continue but we will also be consulting partners on options to do more - including ways to sponsor refugees alongside those supported by the government.
- People can also refer to the Government release on the GOV.UK website <https://www.gov.uk/government/news/syria-refugees-what-you-can-do-to-help--2>

The British Red Cross has created a Crisis Helpline on 0800 107 8727 to triage calls to appropriate organisations.

Key facts and statistics on resettlement

- The UK operates three resettlement routes, Gateway, Mandate and the Syrian Vulnerable Persons Relocation (VPR) Scheme, working closely with the UNHCR on each. The Gateway programme has run for 10 years and has resettled almost 6,400 people in that time, and aims to resettle around 750 people a year.
- On the VPR, we are working closely with the UN High Commissioner for Refugees to identify some of the most vulnerable displaced Syrians and bring them to the UK.
- The scheme is helping those in the greatest need who cannot be supported effectively in the region by giving them protection and support in the UK – the scheme prioritises people requiring urgent medical treatment, survivors of torture and violence, and women and children at risk. The current criteria for acceptance under the scheme will be expanded to ensure more of those in the greatest need are resettled in the UK.
- Since the first arrivals in March 2014 to the end of June 2015 (the last published figures), 216 people were relocated to the UK under the Syrian VPR scheme.
- Since the crisis began in 2011 we have granted asylum or other forms of leave to almost 5,000 Syrian nationals and dependants through normal asylum procedures.
- In response to the increase in asylum claims, the UK introduced a concession in October 2012 for Syrian nationals who are already legally present in the UK, allowing them to extend their leave or change immigration category without leaving the UK. This currently runs to 28 February 2016.

How does the current Syrian Vulnerable Persons Scheme work?

The UK sets the criteria and then UNHCR identifies and submits potential cases for our consideration. Cases are screened and considered on the papers and we retain the right to reject on security, war crimes or other grounds. Once the screening process has been completed a full medical assessment is conducted by the International Organisation for Migration (IOM) in the host country. Full details of the case and medical history are sent to the local authority for assessment of need, including whether suitable accommodation and care are available locally. The local authority then provides details of the estimated costs.

Eligibility is then confirmed and IOM start the visa application process. UK Visas and Immigration International issue UK visas (3 months Leave Outside of the Rules) and on arrival, arrangements are made for Biometric Residence Permits to be issued with 5 years' humanitarian protection.

Worldwide trends

How many refugees are there worldwide?

- The UNHCR reports that by the end of 2014, the number of forcibly displaced individuals worldwide stood at 59.5 million. There are 19.5 million refugees worldwide. 51% of refugees were under 18 years old.

Where do most refugees come from?

- Syria is the world's largest source country of both internally displaced people (7.6 million) and refugees (3.88 million at the end of 2014). Afghanistan (2.59 million) and Somalia (1.1 million) are the next biggest refugee source countries. This is followed by Sudan (648,900) and South Sudan (616,200).

What are the reasons for refugee flows?

- The humanitarian situation in **Syria** continues to deteriorate. The number of people in need of humanitarian assistance now stands at 12.2 million, and four in every five Syrians live in poverty. Flagrant human rights violations, indiscriminate attacks against densely populated areas and targeting of civilian infrastructure, in particular aerial bombardment by the Assad regime, continues in violation of international norms.
- **Afghanistan** remains one of the poorest countries in the world, with 1 in 3 people living below the poverty line and without access to basic services or opportunities to support their families. The ongoing insurgency across many parts of the country means people are facing violence as part of their daily lives and has given rise to a sharp increase in population displacement. As of December 2014, UNHCR listed over 2.5m Afghans as refugees and over 800,000 Afghans are internally displaced.
- **Somalis** are the third largest group, following Eritreans and Sudanese, arriving in Europe from the East African region. They make up 9% of migrants to Europe. The main causes of migration from Somalia are understood to be spikes in insecurity and humanitarian need (driven by conflict and Al-Shabaab activity). There are also likely to be a significant number of 'economic migrants' looking for better economic opportunity than exists in Somalia. Large diaspora communities in the UK (thought to be 3-500,000) and elsewhere in Europe create a pull factor.
- We believe that **Sudan** is primarily a country of transit, though there are refugees fleeing conflict in Darfur. Numbers of economic migrants from Sudan are unknown - if someone claims to be from Darfur it is difficult to prove otherwise. The security services have periodic clamp-downs on Eritreans in Sudan (usually in Khartoum) with some forcible returns for not having the correct paperwork.

General Asylum Statistics

- There were 25,771 asylum applications (main applicants) in the UK in the year ending June 2015. (Including dependants, there were 32,508).
- In recent quarters, we have seen fewer applications from some countries with traditionally higher refusal rates (Pakistan, Bangladesh and Nigeria), and more from countries with higher grant rates (Eritrea, Syria, Sudan).
- In the year ending June 2015, the highest numbers of applications came from Eritrean (3,568), Pakistani (2,302) and Syrian (2,204) nationals (main applicants only). Including dependants, the largest number of asylum applications came from Eritrea (3,624), Pakistan (3,276) and Iran (2,533).
- Compared to the year ending June 2014, the number of initial decisions on asylum applications (main applicants) increased by 107% in the year ending June 2015, to 28,538 from 13,795. (Including dependants, initial decisions increased by 117%, to 38,373 from 17,697).
- The total number of outstanding initial decisions has fallen in recent quarters (main applicants only – Q3 2014: 18,149, Q4 2014: 17,067; Q1 2015: 12,878, Q2 2015: 12,368; main applicants and dependants – Q3 2014: 24,369, Q4 2014: 22,898; Q1 2015: 16,879, Q2 2015: 16,163).
- We are certifying more cases, thus refusing clearly unfounded cases a right of appeal in the UK. In the year ending June 2015, 14% of all refusals for main applicants were certified, unchanged from the year ending June 2014. (Including dependants, 15% of refusals were certified, compared with 14% in the previous year).

Support

- We currently support a total of over 36,000 asylum seekers (main applicants and dependants; sections 95, 98 & 4). At the end of June 2015, 30,457 asylum seekers and their dependants were being supported under Section 95.
- There are over 26,000 asylum seekers in dispersed accommodation, in over 200 local authorities. Our dispersal policy ensures a reasonable spread amongst those local authorities.

UASCs

- There were 2,168 asylum applications from Unaccompanied Asylum-Seeking Children (UASCs) in the year ending June 2015, an increase of 46% from the year ending June 2014 (1,488). These applications represented 8% of all main applications for asylum.
- Despite the recent increase in UASC applications, they remain below the peak of 3,976 in 2008.

Resettlement

- In the year ending June 2015, 166 Syrians were relocated to the UK under the VPR scheme (216 since the scheme began in March 2014). This is in addition to almost 5,000 Syrians (including dependants) who have been granted protection under our normal asylum rules since the crisis began in April 2011.

- In the year ending June 2015, we resettled 640 refugees under the Gateway Resettlement Programme. Since 2004, we have resettled 6,380 refugees under the programme and we met our target in the last financial year (April 2014 to March 2015), resettling over 750 refugees.

Removals

- In the last two years (July 2013 to June 2015) there were over 8,500 enforced removals of people who had sought asylum at some stage (including dependants). In the same period there were over 5,500 voluntary departures of people who had sought asylum at some stage.

International comparisons

- The number of asylum applications to the EU in the year ending June 2015 was the highest it has been since 2002.
- There were an estimated 754,700 asylum applications by main applicants and dependants to the 28 EU countries in the year ending June 2015 (an increase of 65% on the previous year). Of these, the UK received 32,600 (4% of EU asylum intake) compared to 259,300 in Germany, 92,600 in Hungary and 78,400 in Sweden. In 2010, the EU received 241,100 applications for main applicants and dependants, and of this the UK received 22,600 (9% of EU asylum intake).
- The UK had the seventh highest number of asylum applications within the EU in the year ending June 2015 (fifth in year ending June 2014). In the year ending June 2015, Germany, Hungary, Sweden, Italy, France and Austria received more asylum applications than the UK.
- Asylum claims in Germany were eight times those in the UK (259,300 vs 32,600) in the year ending June 2015. Hungary had the second highest number of applications in the year ending June 2015 after being ranked ninth during the previous 12 months.
- When the relative size of resident populations of the 28 EU countries is taken into account, the UK ranked 16th in terms of asylum seekers per head of the population in the year ending June 2015 (it was also 16th in the previous year).

STATEMENT OF REQUIREMENTS

1. Section 1 – Delivery Requirements

- 1.1 The Syrian VPR scheme 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;
 - 1.1.2 **Post arrival** – Housing provision, initial reception arrangements, casework and orientation support including English language provision.
- 1.2 The Authority requires the following deliverables:

2. Post Arrival services

Provision of accommodation:

- 2.1 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
- 2.2 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
- 2.3 The Recipient will ensure that the accommodation is furnished appropriately. The furniture package should not include luxury items. This means that food storage, cooking and washing facilities can be provided but the facilities should not include the provision of other white goods or brown goods, i.e. TV's, DVD players or any other electrical entertainment appliances.
 - 2.3.1 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)
 - 2.3.2 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

Casework support service:

- 2.4 The Recipient will ensure that Beneficiaries are provided with a welcome pack of groceries on their arrival
- 2.5 The Recipient will provide a cash/ clothing allowances for each Beneficiary of £200 – this is to ensure they have sufficient funds to live on while their claim for benefits is being processed.
- 2.6 The Recipient will provide advice and assistance 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 put in place a support plan for each family or individual for the 12 month period of their support to facilitate their orientation into their new home/area.
- 2.8 The Recipient shall put in place arrangements for the provision of English language classes which Beneficiaries should be able to access within one month of arrival. This should be provided following an assessment to determine the appropriate level of provision. This provision should be delivered by an accredited English for Speakers of Other Languages (ESOL) provider. This ESOL provision should be made available until such time as suitable mainstream provision becomes available or until 12 months after arrival (whichever is sooner). The purpose of the language tuition is to ensure that Beneficiaries are able to carry out basic transactions within the communities in which they have been placed.
- 2.9 Throughout the period of resettlement support the Recipient will ensure interpreting services are available.
- 2.10 The above services will be provided through a combination of office based appointments, drop in sessions, outreach surgeries and home visits.

Requirements for Beneficiaries with special needs/assessed community care needs

- 2.11 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 6 weeks prior to the arrival of the Beneficiaries.
- 2.12 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

3. General Requirements

Hours of operation:

- 3.1 The Recipient shall note that the Authority's offices perform normal business during the hours times of 09.00 to 17.00 on Working Days
- 3.2 The Programme as defined in the Statement of Requirements (SoR) shall be provided on each Working Day. The Authority recognises that in the interests of efficiency the exact availability and timings of the various service elements will vary. It is envisaged that some Out of Hours provision will be required from the Recipient
- 3.3 All premises used to deliver the Programme elements should meet all regulatory requirements and be suitable for the purpose.
- 3.4 The Recipient and/or its Delivery Partners shall develop, maintain and implement the following procedures:
 - 3.4.1 A procedure for Beneficiaries to complain about the service provided by the Recipient.
 - 3.4.2 A procedure for managing and reporting critical incidents. The Authority must

be advised of such incidents as soon as reasonably possible, but in any event by the end of the next Working Day

Personnel standards:

- 3.5 The Recipient shall ensure that the recruitment, selection and training of its Staff, including persons employed by or as agents or sub-contractors to the Recipient, are consistent with the standards of service required for the performance of the service. The Recipient will fully equip and train staff to ensure they are able to fulfil their roles and ensure that appropriate and sufficient security provisions are made for all staff undertaking face-to-face activities. Also, the Recipient shall ensure that staffing levels are appropriate at all times for the purposes of the service and ensure the security and well-being of all Beneficiaries, dependent children and its staff.
- 3.6 The Recipient shall ensure that all applicants for employment in connection with the Requirement are obligated to declare on their application forms any previous criminal convictions subject always to the provisions of the Rehabilitation of Offenders Act 1974.
- 3.7 In addition, the Recipient shall ensure that all Staff (including volunteers and sub-contractors):
 - 3.7.1 employed or engaged have the right to work in the United Kingdom under applicable immigration Law
 - 3.7.2 Disclosure and Barring Service checks are undertaken on any potential Staff member. The results of such checks must be known before any employee undertakes duties requiring contact. Where such checks reveal prior criminal convictions that might reasonably be regarded as relevant to the appropriateness of the individual to have unsupervised access, particularly to children under the age of 18, or where such checks are not possible because of identification issues, the Recipient shall follow its internal policy and carry out an appropriate risk assessment before an offer of employment is made.
 - 3.7.3 who are likely to have unsupervised access to children under the age of 18 have been instructed in accordance with National Child Protection Guidelines and Area Child Protection Committee guidance and procedures.
 - 3.7.4 Providing immigration advice should be known to the Office of the Immigration Services Commissioner (OISC) in accordance with the regulatory scheme specified under Part 5 of the Immigration & Asylum Act 1999. The Recipient shall use all reasonable endeavours to ensure that Staff do not provide immigration advice or immigration services unless they are “qualified” or “exempt” as determined and certified by OISC.
- 3.8 The Recipient shall, on request, provide the Authority with details of all staff (and volunteers and sub-contractor agents) delivering the service in this schedule.
- 3.9 The Recipient shall, on request, provide the Authority with CVs and/or job descriptions for all members of staff selected to work on the project.
- 3.10 The Recipient shall use all reasonable endeavours to comply with the requirements of the Computer Misuse Act 1990.
- 3.11 The Recipient shall implement the Programme in compliance with the provisions of the Data Protection Act 1998.

Information sharing:

- 3.12 The Authority expects the Recipient to share relevant information on the delivery of the Programme and on Beneficiaries by signing a Sharing of Information Protocol with relevant deliverers of the Programme.
- 3.13 Beneficiaries will be expected to sign a consent form to confirm their willingness to share personal data with executive bodies and relevant deliverers of the programme. The Recipient will retain these forms and will allow inspection by the Authority as requested.



Syrian Resettlement Scheme - Funding Process

Year 1

The principle is that first year costs are covered. To make the scheme workable for 20,000 refugees rather than a few hundred, as well as multiple local authority hosts, we have done some detailed work to move to a unit cost approach. The costs are based on data drawn from all the current resettlement schemes we operate – Gateway, the VPR, and our Afghan resettlement programme. However, these are significantly smaller than the proposed extension to the VPR and do not always provide helpful data to allow us to set a unit cost at a level which gives us confidence that partner organisations are reimbursed appropriately for specific costs. This is particularly true for additional medical and educational requirements and for social care costs. We are therefore proposing a) that local authorities can be flexible between elements of the unit cost and to pool them (i.e. to offset overspends in one area with underspends in another, and b) while a uniform approach is needed to deliver the scheme as quickly and effectively as possible, there will be instances where further discussion may be necessary and some costs effectively topped up.

The working unit costs per refugee are:

Children under the age of 3	Unit cost = £10,720
Children aged 3-4	Unit cost = £13,970
Children aged 5-18	Unit cost = £16,220
Adults in receipt of mainstream benefits	Unit cost = £23,420
Other adults	Unit cost = £10,720

This is broken down as follows:

UNIT COST FOR SYRIA VPR SCHEME					
	Adult Benefit Claimant	Other Adults	Children 5- 18	Children 3-4	Children U-3
	£	£	£	£	£
Local Authority Costs	8,520	8,520	8,520	8,520	8,520
Education	0	0	4,500	2,250	0
Special Educational Needs	0	0	1,000	1,000	0
DWP Benefits	12,700	0	0	0	0
Primary medical care	200	200	200	200	200
Secondary medical care	2,000	2,000	2,000	2,000	2,000
TOTALS	23,420	10,720	16,220	13,970	10,720

Local authorities will therefore receive the following unit costs:

Children under the age of 3	Unit cost = £8,520
Children aged 3-4	Unit cost = £11,770
Children aged 5-18	Unit cost = £14,020
Adults in receipt of mainstream benefits	Unit cost = £8,520
Other adults	Unit cost = £8,520

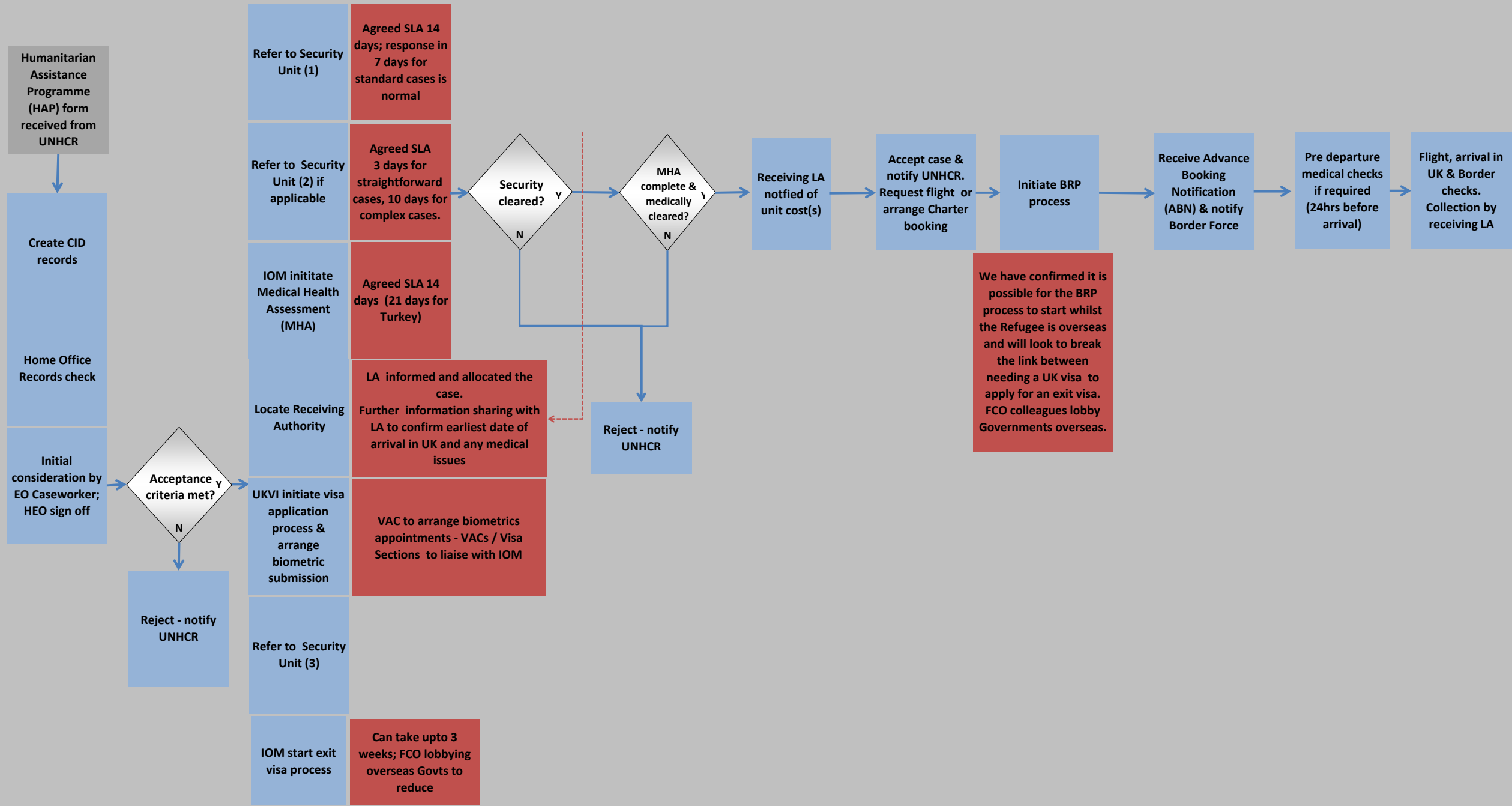
Some points to note:

- Local authority costs cover management of the scheme, housing, and cultural integration including English language provision as per the current scheme
- There is an element included in the local authority costs for social care also – any cases where social care costs cannot be accommodated within this figure would need to be topped up separately
- For SEN, the provision is expected to cover an assessment, and any specific needs identified would then need topping up separately per child
- Medical care costs are split into two – the cost of registering a new arrival with a GP, which is minimal, and secondary medical costs for refugees with more serious medical needs, which are potentially more expensive. Legitimate costs above this would be covered
- Benefits are paid directly by us to the DWP and health costs are paid directly to Clinical Commissioning Groups.

Year 2 onwards

You will I hope have seen the Minister's letter to Chief Executives confirming that we will also provide additional funding to assist with costs incurred in future years, and that these arrangements will be applied to all cases since the 20,000 expansion was announced. The detail of this is still being worked through.

Syrian Vulnerable Persons Resettlement To Be Process Map



1. Case-related Data

UNHCR case number:

Embassy file number:

HQ Reference number:

Submission Priority: -

Case size:

Primary Submission Category: -

Secondary Submission Category: -

Arrival:

Country of Asylum:

Cross referenced cases:

Registration:

Refugee Status:

Address:

2. Individual Bio Data localhost proGres v3.0.3.0_Std

(If NOT currently living with Principal Applicant, explain under Section 7 - Additional Remarks)

Relationship to PRA

UNHCR Registration Number:

Alias Names:

Sex:

DOB:

Est.

Age:

Marital Status:

Country of Origin:

Citizenship:

Place and Country of Birth:

Religion:

Name of Father:

Ethnic Origin:

Name of Mother:

Education:

Occupation/Skill:

Languages:

Specific Needs:

3. Relatives of principal applicant and spouse not included in this submission

ALL OTHER CLOSE RELATIVES OF THE APPLICANTS in the country of origin, the country of refuge / asylum or any other country. *Note: Record at least all immediate biological and legal parents, spouses, children and siblings, including step and half relationships, of each person listed in Section 2. Where possible include any other relatives (e.g. more distant relatives residing in a country of resettlement) if the relationship is important in the context of the resettlement submission (e.g. sole surviving relative). People in a relationship of dependency to anyone listed in Section 2, but who are unable to be included in the submission under Section 2, must be recorded. In the case of separated and/or unaccompanied children in Section 2, include all known family members.*

Name: Sex: DOB: Est. Age:

Relative of:

Relationship:

Place and Country of Birth:

Country of Residence:

Legal Status:

Marital Status:

Comments:

4. REFUGEE CLAIM

(Including: events and reasons leading to the granting of refugee status/reasons for a continued need for international protection. If relevant, an exclusion analysis should be included and indicate activities/events e.g., involvement in armed struggle, previous convictions, military service. The claim(s) of other family member(s) which may be different from the PRA's should likewise be included in order to improve the prospects of acceptance for the entire family. Also, countries and dates of transit in other countries should be included, if applicable, as well as information on detention. See Resettlement Handbook, Chapter 3 and Handbook on Procedures and Criteria for Determining Refugee Status)

- **4.1 Summary of the Basis of the Principal Applicant's Refugee Recognition**
- **4.2 Summary of Legal Analysis**
- **4.3 Summary of Exclusion Analysis**
- **4.4 Concluding Statement of Eligibility**
- **4.5 (If applicable) Summary of Other Dependent Adult Family Members' Individual Refugee Claims**

5. NEED FOR RESETTLEMENT (see Resettlement Handbook, Chapter 5, 6 and 7.2)

- **5.1 Lack of Prospects for Voluntary Repatriation to the Country of Origin or Local Integration in the Country of Asylum**
- **5.2 Resettlement Submission Category and Prioritization**
- **5.3 If the Priority is Emergency or Urgent, Clearly Set out the Reasons for the Prioritization**

6. SPECIFIC NEEDS ASSESSMENT * (Including: specific information about the physical or mental health condition, specific needs or vulnerability of the PRA and others included in the submission with particular regard to the possible need for support services in the country of resettlement. See Resettlement Handbook, Chapter 5 and 7.5.1)

* Pursuant to the declaration under Section 8 of the RRF, the government authority receiving this resettlement submission from UNHCR is encouraged to share information contained in Section 6 with an appropriate settlement agency (either government or non-governmental) in order to provide for effective on-arrival services.

7. ADDITIONAL REMARKS (e.g. explanations of dependency links of adults included on the case and of cross-referenced cases, distant relatives including friends in resettlement countries, residence of family members in locations different from PRA, changes in marital status including dates and supporting documentation available, explanations of discrepancies and any other information for resettlement authorities).

8. DECLARATION

I/We, the undersigned, authorize UNHCR to share all information and any documents pertaining to me/us and my/our family/dependants in the context of a resettlement submission with officials of Governments other than my/our own. In this connection, I/we authorize the Government authority receiving this resettlement submission from UNHCR to share information contained in Sections 1-3 and 6-7 with an appropriate settlement service agency (either governmental or non-governmental) provided a confidentiality agreement exists between the agency and the Government authority to protect the confidentiality of that information. Furthermore, I/we authorize UNHCR to receive any information relating to a resettlement submission on my/our behalf from such Government authority. This includes, in particular, my/our agreement that the reasons for a decision relating to a resettlement submission are shared with UNHCR. All persons affirm that the information provided to UNHCR for the purpose of this submission is correct and truthful to the best of their knowledge.

Place and Date

Place and Date

Signature of UNHCR Interviewer

Name:

Title:

Place and Date

Signature of Interpreter (if applicable)

Name:

Person to be contacted for any possible clarification or further information (if not same as interviewer):

Name:

Title:

9. ATTACHMENTS (Please list all attachments and ensure that each document is labeled. If the documents have been, or will be, sent separately from the RRF, record the reference numbers and the actual or anticipated mailing or transmission date on the list of documents.)

- a)
- b)
- c)
- d)
- e)
- f)
- g)