**Local Authority Consent Form for Community Sponsorship**

Please note that this form must be copied onto your Local Authority Letterhead, or inserted to the body of an email which contains the e-signature of the person providing Local Authority consent.

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| --- | --- | --- | --- |
| Name of Local Authority |  | | |
| Unitary or Two Tier Authority Area |  | | |
| If dual area, name of other Local Authority |  | | |
| Have you, or do you currently participate in the resettlement scheme? (VPR/VCR, UKRS or ACRS/ARAP) |  | | |
| Name of Group applying |  | | |
|  |  | | |
| Your name (a) |  | | |
| Your position |  | | |
| Your contact information | | | |
| Email |  | | |
| Phone |  | | |
|  | | | |
| If different from above, please provide contact details of the assigned individual who will be involved in the Community Sponsorship programme |  | | |
| Are you satisfied with the Group’s level of engagement with yourselves? | | Yes  No | |
| Have the Group given you the opportunity to view their Application Form? | | Yes  No | |
| Are you satisfied that the Group are prepared to welcome a refugee family (b) | | Yes  No | |
| Have the Group given the Local Authority Safeguarding Team the opportunity to view their Safeguarding Policy? (c) | | Yes  No | |
| Are you satisfied that the Group’s Safeguarding Policy meets your local criteria? | | Yes  No – we will not be reviewing the policy | |
| Has the Local Authority inspected the property found/will inspect the property prior to full approval? (d) | | Yes  No | |
| Does the property meet local housing standards? | | Yes  No | |
| If remedial work is required to the property, please detail these here | | | |
|  | | | |
| Do you have any concerns or points to note whilst the Home Office consider this application? The Home Office will decide whether to approve the application or not. | | | |
|  | | | |
| I confirm that: | | | |
| That the local authority will step in to support the resettled family should the resettlement and sponsor agreement fail, with applicable funding made available for up to five years following the arrival of the family. | | |  |
|  | | |  |
|  | | |  |
| The local authority will work with the Community Sponsorship Group to accept a family through the UK Resettlement Scheme (e) | | |  |
| The local authority understands the funding that is available to support the refugee family who will be resettled (f) | | |  |
| I have the authority to agree for the Group to proceed in their application on behalf of the Local Authority | | |  |
| Signature: | | | |
| Date of consent: | | | |
| Please return this form to the Community Sponsorship Group and [communitysponsorship@homeoffice.gov.uk](mailto:communitysponsorship@homeoffice.gov.uk) | | | |

**Guidance notes**

Please double click on check boxes to indicate your choice.

[The consent to proceed](https://resetuk.org/node/1477) must be provided by someone with sufficient responsibility in the Local Authority to make this decision.

In order to be approved for the Community Sponsorship scheme, the Group must have a charity or CIC number, fundraise sufficient funds to support a refugee family, secure sustainable housing for a 24 month period, and fulfil their sponsor obligations. See the [funding instruction](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/764990/2018-12-04_Community_Sponsorship_Guidance.pdf) for further information

The Local Authority must be invited to review the Safeguarding policy of the Community Sponsorship Group to ensure that it meets local safeguarding criteria. If your Local Authority does not check Safeguarding policies, it will be checked by the Home Office Safeguarding Team.

Sponsor groups are required to invite the local authority to inspect the property. The local authorities may wish to assess its health and safety, i.e. whether or not it complies with local authority guidance on occupation levels, is in a proper state of structural repair, has safe electricity and/or gas supplies, adequate ventilation and lighting, etc. Groups are also asked to contact the Police Safer Neighbourhood Team to ensure it is appropriate to house a refugee family in the area. Local Authorities may also be able to provide assistance with background checks, and will often have local knowledge which may be relevant to assessing the suitability of the proposed housing area. The rent should ideally be set at or below the Local Housing Allowance rate to enable the family to afford it with the social welfare income they receive. Where the LHA rate does not meet the full rental cost, groups would need to show that they had considered the available funds and potential expenditure, and had budgeted accordingly.

Once approved, the Home Office will provide the local authority and the sponsoring group with case and medical notes about a proposed family via the secure IT system MOVEit. Where the sponsorship arrangement is in a council area where there are no other resettled refugees, the council will need to contact the Home Office to be given access to MOVEit. This responsibility can fall to the county council or the district council and is for the local authorities to decide for their area. Before the sponsorship can proceed, the local authority must agree to accept the proposed refugee family, as must the sponsoring group. Liaison with key partners may be necessary to make an assessment of whether the family’s needs can be met.

Funding for Local Authorities is available on a case by case basis after the end of the Sponsor Agreement should additional support be required for the family who are resettled.

Grounds on which a local authority might object to a proposed refugee family are:

a medical condition that requires specific treatment that is not available within a reasonable distance;

lack of school places within a reasonable distance;

other specific needs that cannot reasonably be met in the local area.

The local authority will also want to take into consideration any interventions that the sponsoring group themselves might be able to put in place.

The Local Authority are able to claim funds for the support offered to the family. This includes funding for Schools and ESOL costs. In addition, Clinical Commissioning Group or Health Boards are able to claim for registration of patients and some healthcare costs. The available funding is detailed [here](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/877261/2020-2021_LA_Funding_Instruction_v1.0_-_Final1.pdf)

The consent you provide will be valid for a 6 month period from the date of signing. If the Group do not fulfil their conditions for approval, or it is not possible to allocate a family to the Group within this time, you will be asked to reconfirm their consent via email, which will be requested by the Home Office Community Sponsorship Team.

For further advice in providing your consent, please visit the [Local Authority Toolkit](https://resetuk.org/la-toolkit)