

Dear Sponsor,

Ukrainian refugee application - property inspection.

Thank you for supporting the Homes for Ukrainian scheme. As part of the application process, it is necessary that the prospective property is safe and is free from serious hazards.

In due course you will be contacted by an officer (Environmental Health Officer) from the Council who will make an appointment to visit you.

The Council understands the generosity of your application and will do all they can to ensure things are straightforward and prompt. However, the inspector may need to ask some questions of you, relating to your home. Everything that is discussed with the officer is subject to strict data protection law, but it will be shared with relevant personnel at Derbyshire County Council. If you have any questions regarding data sharing or its protection, then please feel comfortable to ask the inspecting officer or to contact the Council. Information on data protection can be found on the Council's website.

[The Data Protection Act 2018 | South Derbyshire District Council](#)

Please find attached a form (reference UIR 1.). Please complete this form and send it back to the Council. The format is both word and pdf so that you can type onto it. Please email this to: environmental.health@southderbyshire.gov.uk.

Alternatively, please post the document to Environmental Health, South Derbyshire District Council, Civic Offices, Civic Way, Swadlincote, Derbyshire, DE11 0AH.

Please find the following some questions and answers regarding the home inspection and what will be required of you, and the inspecting officer.

Officer identification.

In all circumstances the officer will identify themselves with official identification which contains a photograph of that officer.

COVID 19.

If someone tests positive for COVID or is testing positive on the day of the visit, please contact the team on the number above and via email.

What will be needed of the sponsor on the day of the inspection?

The officer will ask you, as the sponsor for formal identification. A passport or driving licence will suffice for this purpose. If you don't have either of these types of identification, then please discuss this with the inspecting officer, who will decide as to other types of identification.

Access will be required to all parts of the property. However, the focus of the inspection will be on common parts of the property and the rooms for use by the refugee/s. These include, bathrooms, kitchen, living rooms and bedrooms. The inspection will not be any more intrusive than necessary and will not involve the officer looking in cupboards or other personal areas. Should it be deemed necessary to do so, then the officer would provide a clear explanation as to why that was necessary and would record that decision on their inspection form.

The following provides a basic overview of the visit.

Fire safety.

Smoke alarms are required on each level/storey of the property. The officer will test the alarms to ensure that they are operative. If the property is over two storeys or has a loft or basement conversion which is to be used to accommodate refugees, please could you notify the Council before the inspection date.

Carbon Monoxide.

If you have an open flue appliance, such as a log burner, open fire, or similar type of appliance, then a Carbon Monoxide detector will be needed. Again, the officer will want to see the detector.

Low windows (risk of falls between levels above ground floor height).

This mostly relates to the protection of small children. In some properties, windows with openers (casements/sashes) are unguarded and can pose a risk to children. Most low windows are provided with restrictor stays or similar safety device. If a restrictor stay is needed, then the officer will advise you and help resolve the problem. Alterations to windows are rare but easily resolved in most cases.

Electrical safety.

An electrical test certificate will not be required for the property survey unless a significant safety issue is found. The officer will want to look at some power points in the bedrooms and other common areas to ensure that they are not broken. The officer may want to take a photograph of the property fuse box/consumer unit.

Room sizes.

The officer may measure a room which is to be used as a bedroom. As a general guide, a room between 6.5 metres squared and 8.36metres squared is suitable for 1 adult and a room over 10.22metres squared is suitable for 2 adults. This is only a basic guide. The officer will want to check that the room has a suitable source of heating, light and ventilation.

Amenities.

The officer will want to ensure that the property has a bathroom and kitchen which is in good order and sufficient to meet the needs of the household. This is a very basic level of amenity and will not require any additional facilities. Again, the officer will discuss with you any improvements considered necessary, but such circumstances are very unlikely.

Animals.

You must notify the Council before the inspection if you have any licensable animals within the premises. The officer may ask you about any animals in the property, including snakes and dogs and matters relating to their behaviour or safe control and containment.

Please feel free to contact the Council if you have any questions. We are here to support you. Once again, please accept our sincere thanks for supporting the Ukrainian home scheme.

Yours faithfully,