



## **Leeds City Council Homes for Ukraine Rematching guidance for guests and hosts**

### **Introduction**

This guidance has been developed for Ukrainian guests on the Homes for Ukraine scheme (HfU) and their hosts on the rematching process in Leeds. It goes through the steps to be taken to support guests to find a new host or their own independent accommodation, either social housing or privately rented.

Hosts commit to hosting their guests for at least 6 months from the date of their arrival. They can host for as long as they want and can claim thank you payments for up to three years under current guidelines.

Working with their guests, hosts should determine a suitable time when they would like the guests to move out. This could be for numerous reasons, but usually it is because the 6 month period has passed, the guests are ready to move on, or the hosts require their space/accommodation back. Once a date has been decided, the following process should be followed.

### **Advising that a rematch is required**

The host or guest informs the Homes for Ukraine team of the need for rematching. This can be done via email at [homesforukraine@leeds.gov.uk](mailto:homesforukraine@leeds.gov.uk) or in person at the Reginald Centre.

If you want to discuss this with a member of the team beforehand, please feel free to email us, and we can discuss this further.

Ideally, we would require at least 2 months' notice of the guests' anticipated moving date, though in some cases we appreciate this will not be possible. This timeline allows the team to find a suitable host and initiate checks, all of which should be successfully completed before the move.

### **Finding a new host**

The HfU team will then discuss the guests' needs when considering potential new hosts and will look to identify the most suitable rematch. Wherever possible the team will try to identify a rematch location accessible to guests' child's current school, employment etc., however, no guarantee is given that a rematch will be made in the requested area. If guest(s) are at risk of becoming homeless, the team will rematch them as quickly as possible with a suitable host regardless of location.

We currently have a small number of people signed up to be hosts under the scheme and the housing market is very challenging, so we have adopted a 'two strikes policy.' If a guest rejects our initial offer of a rematch, they will be advised that they must accept the second offer, otherwise they will have to make their own arrangements without the HfU team's support.

New hosts are subject to the same checks as the initial hosts (DBS, Police, Housing, Safeguarding), and we will ensure that these are completed before the guest is offered their accommodation.

Once checks are complete and clear, the HfU team will inform the guest, current host, and new host. The team will gain consent to share contact details between the new host and the guest so arrangements can be made between them to meet and arrange a move in date. This consent should be provided via email using [homesforukraine@leeds.gov.uk](mailto:homesforukraine@leeds.gov.uk).

The guest(s) and the new host will mutually agree and arrange for the move to take place and the new host should notify the HfU team of the move in date. Once the guest(s) has moved into the new host's accommodation, the HfU team will arrange a welfare check with the new host and guest.

On full completion of all checks and move in, the host will be sent a self-declaration form to complete and return before arrangements are made to release the monthly thank you payments. This payment will commence from the date the guest(s) moved in and any arrears will be paid with the first instalment. Thank you payments for the previous host will cease from the same date.

The HfU team remain available for guests and hosts if further information or support is needed whilst both parties continue to be under the HfU scheme.

### **Finding independent accommodation**

We are supporting increasing numbers of Ukrainian guests to find their own independent accommodation, either social housing/housing association, or privately rented.

We work closely with Leeds Housing Options with dedicated Housing Advisers who can support guests to find their own accommodation. Guests and hosts are encouraged to visit the [Reginald Centre](#) on Mondays, Wednesdays, and Fridays where housing staff can offer assistance. They can also visit [Merrion House](#), Monday to Friday.

Housing Advisers will support guests to register a [Leeds housing application](#). All guests should register on arrival in Leeds as this is a requirement for any future housing support. We strongly recommend that guests be encouraged to do this at the earliest opportunity, regardless of whether they are due to be moving out or not. This will mean Housing staff can support them well in advance of any move out date. It will also help them with their chances of being successful in finding independent accommodation.

Housing Advisers can assist with

- Registering a housing application and ensuring guests have the correct priority based on eligibility and assessed need.
- Searching for properties, contacting landlords/letting agents and arranging visits.
- Support with paying for the bond/deposit for a rented property, accessing support for furniture, white goods and other costs (if required).
- Regular check ins with guests to see how they are doing with their applications.
- Advising the most suitable properties to apply for, to maximise guests' chances of securing accommodation.
- Referring guests to other services such as [Welfare Support](#), to ensure they are receiving all the benefits and assistance they are entitled to.

For more information on Leeds Housing Options and the support available, please visit <https://www.leeds.gov.uk/housing>

### **Emergency and Temporary Accommodation**

Emergency and Temporary accommodation is not readily available and is not suitable for most guests due to the nature of the accommodation offered. It will only be offered in exceptional circumstances where the guest has to move out of their accommodation at short notice.

### **Useful links**

Government guidance on Rematching - <https://www.gov.uk/guidance/finding-a-new-host-rematching-homes-for-ukraine>

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