

Accommodation check guidance

The accommodation that you are providing for your guests will be subject to a property check. The following is information to help you understand what is required, and possibly more importantly, what we will be checking when the property check is carried out, please note this is not a pass or fail checklist.

For this the accommodation should have the following:

Have adequate space and furniture for the guests*

As a guide to adequate bedroom sizes ideally you should have sufficient space for all necessary bedroom furniture i.e. adequate no. of bed(s) provision and storage for clothes. If you are unable to accommodate these items, it is possible that a room could be too small.

Be kept clean and in a reasonable state;

It should be free from any defects that may affect your guests whilst living at the accommodation.

Have adequate kitchen and bathroom space;

Do guests have access to kitchen and bathroom facilities at all times? If sharing, a ratio of 1:5 can be used as a guide for toilet provision for example.

Have access to drinking water;

Water should be via mains, if a private supply i.e. bore hole then certification should be provided to show that it has been tested.

Have a working smoke detector on each floor of the property and other fire safety precautions suitable for the building.

Preferably the detection should be mains operated, but if battery operated check to see if it is of the lithium 10yr type, but more importantly check that it is working.

Have a working carbon monoxide detector in any room containing a solid fuel burning or gas appliance (e.g. a coal fire, wood burning stove, gas boiler or cooker);

Please check the manufacturers instructions for where best to place it in a room.

Have sufficient heating to keep the property at a comfortable temperature;

All habitable rooms i.e. bedrooms and living spaces should have the means to be heated via an adequate heating system. Depending on the accommodation being provided it may be necessary to consider the cost of running such heating systems.

Have safe gas appliances, fittings and flues and have undertaken a Gas Safety check within the last year (see more information);

It is preferable that any gas appliances should have a gas safety certificate, but where one doesn't exist a recent gas service document would suffice. **Please have your certificate/service document available.**

Have safe and working electrics, which a qualified electrician can help with if you are unsure;

Electrical certificates are a good way to show how safe the electrics are, but we would have a general look around to make sure that sockets and switches aren't broken, and everything is working. **If applicable, please have any certificates available.**

Be almost entirely free of damp or mould;

Any home can suffer from damp and mould problems, but it is the more serious problems that may need solutions.

Have doors and windows at entry level that lock properly;

Doors and windows that can be accessed easily from ground level should be capable of being securely fastened to prevent unauthorised entry.

Be easy and safe to move around in, without excessively steep staircases that may cause harm.

Are there any steps that could cause injury, ideally there should be handrail provision to steps and stairs.

** Note: Two people should not be in one room unless they are: adult cohabiting partners; a parent and child; two siblings of the same gender if aged over 10; two siblings regardless of gender if aged under 10. Individuals who didn't previously know each other should not be given the same room.*

What else should be considered in deciding whether the accommodation is suitable?

What sort of room/accommodation is required?

The most important thing is that you're able to provide at least 6 months of stable accommodation. This can be anything from an empty room to an unoccupied home, as long as it's safe, heated and free from health hazards, and gives your guests adequate access to bathroom and kitchen facilities.

What about a sofa bed in my sitting room?

We are asking for sponsors who can at least offer an empty room, to ensure the safety and privacy of guests. A bed in a shared space would not be an appropriate offer of accommodation for 6 months.

What else should I consider before

You should consider whether your accommodation is suitable for someone with a young child, the elderly or someone with a disability. You may want to consider if you are able to accommodate someone with pets.

If you would like the housing officer to undertake an identification check in connection with your DBS application please have the following ID ready.

For the basic DBS check applicants must show 2 documents – 1 from group 1 and 1 further document from group 1, 2a or 2b. A combination of these documents must confirm name, dob and current address. If this can't be achieved within 2 documents a third can be selected.

For the enhanced or standard DBS check applicants must show 3 documents – 1 document from Group 1, and 2 further documents from Group 1, 2a or 2b

Group 1 Primary Identity Documents	Group 2b Financial & Social History Documents
Passport any current and Valid Passport Biometric Residence Permit UK Current Photocard Driving Licence (Full or Provisional) Birth Certificate (Issued within 12 months of birth) Adoption Certificate	Mortgage Statement Bank/Building Society Statement Bank/Building Society Account Opening Confirmation Letter Financial Statement e.g. pension/endowment/ISA Credit Card Statement P45 or P60 Statement Council Tax Statement Utility Bill (not mobile phone) Benefit Statement e.g. Child Allowance/Pension Document from Government Department e.g. DWP/HMRC/Job Centre EEA National ID Card Irish Passport Card Card carrying the PASS accreditation logo Letter from Headteacher of College Principal
Group 2a Trusted Government Documents	
Current Photocard Driving Licence (Full or Provisional) Current Paper Version Driving Licence (Full or Provisional) Birth Certificate (Issued after time of birth) Marriage / Civil Partnership Certificate HM Forces ID Card (UK) Fire Arms Licence Immigration document, work permit or VISA	

Please note that the DBS checks are per adult in the existing household. If anyone is not present at the property visit, or you need additional advice about the DBS process please contact homesforukraine@cornwall.gov.uk to seek further advice.

For weekly updated information please do look at the Cornwall Council website [Help for Ukraine - Cornwall Council](#)

Additional advice may be found through [Homes for Ukraine - Cornwall Refugee Resource Network \(crn.org.uk\)](#)