

August 2022

INZ 1274



Settlement Plan Form

Community Organisation Refugee Sponsorship Category

See the Community Organisations Guide (INZ 1273) for information on how to complete this form.

This Settlement Plan form must be included with the Approved Community Organisation Application (INZ 1238).

Section A Accommodation: Sourcing suitable housing for the refugee family

Outcome 1: Housing

A1 Suitable private accommodation is available for use by the refugee family.

Detailed explanation of how requirements will be met.

A2 The housing must be available to the resettled family at a cost that is affordable and sustainable, considering any income support, including Accommodation Supplement, the family will receive.

Detailed explanation of how requirements will be met.

A3 The property provides adequate privacy.

Detailed explanation of how requirements will be met.

A4 Consider compliance with the healthy homes standards.

Detailed explanation of how requirements will be met.

A5 Assistance is provided to register with utility companies and appropriate arrangements are made for payment.

Detailed explanation of how requirements will be met.

A6 Information is provided to the family on the accommodation and health and safety, and who will act as an emergency contact point. *Detailed explanation of how requirements will be met.*

A7 The property is adequately connected to public services, transport, and the local community.

Detailed explanation of how requirements will be met.

A8 The house has safe electricity and/or gas supplies with adequate ventilation and lighting.

Detailed explanation of how requirements will be met.

Section B**Resettled individuals feel welcome in Aotearoa New Zealand****Outcome 2: Resettled family members feel supported by and integrated into their new community**

B1 The arriving family are met and welcomed at the airport and escorted to their accommodation. They are briefed on how to use the amenities. *Detailed explanation of how requirements will be met.*

B2 Connections have been made between the Community Organisation and iwi in your local area to discuss opportunities to connect former refugees with Te ao Māori and share cross cultural understanding.

Detailed explanation of how requirements will be met.

B3 A welcome pack is provided, the contents of which should take account of the likely culture and nationality of the resettled family. *Detailed explanation of how requirements will be met.*

B4 On arrival, sufficient cash is provided per person (adults and children) for initial expenses including groceries, toiletries, clothes, while their claim for benefits with Ministry of Social Development is being processed. Initial support payments should be at the same level as social welfare payment entitlements.

Detailed explanation of how requirements will be met.

B5 Information is provided on budgeting assistance if required. *Detailed explanation of how requirements will be met.*

B6 Assistance is provided to set up a bank account for relevant family members.
Detailed explanation of how requirements will be met.

B7 Information and support is provided to access local shops and transport.
Detailed explanation of how requirements will be met.

Section C Establishing a life in Aotearoa New Zealand – Resettled individuals have freedom to explore and grow as a person

Outcome 3: Establishing a life in Aotearoa New Zealand

C1 The family are assisted to register for an IRD number within one week of arrival in Aotearoa New Zealand.
Detailed explanation of how requirements will be met.

C2 The family are assisted to register their child/ren with local schools as soon as possible – commencing prior to arrival and concluding registration no later than 2 weeks after arrival. Identify what additional supports may be available to assist the child/ren, especially during the first 6- 12 months in school.

Detailed explanation of how requirements will be met.

C3 English language tuition is arranged for adults as soon as possible and within one month of arrival. Formal English language tuition is provided by a suitably qualified ESOL teacher. Formal English language tuition is supplemented on a regular basis by less formal conversational English practice.

While it is recognised that progress will differ between individuals, there is an expectation of reaching an adequate level of English (in speaking and listening, reading, and writing) over the course of the year.

Detailed explanation of how requirements will be met.

C4 The Community Organisation has completed a safeguarding risk assessment in relating to children and vulnerable adults, consultation with their Umbrella organisation. The Community Organisation has developed a clear child protection policy and procedures which are in place to manage the risks identified. The child protection policy is in line with the Children’s Act 2014.

Each group member has completed the e-learning module, and will provide proof of completion. Each group member is familiar with the group’s reporting procedures and policies, in accordance with their child protection policy. The group has appointed a point of contact in relation to the child protection policy and process.

Detailed explanation of how requirements will be met.

C5 An opportunity is provided to obtain an English language qualification at the appropriate level, where this will support access to employment and education. *Detailed explanation of how requirements will be met.*

C6 The family members are assisted to attend the local Work and Income office within the first week of arrival. *Detailed explanation of how requirements will be met.*

C7 The family are assisted to register with a local General Practitioner within one week of arrival. The family are assisted to register with a local dentist. *Detailed explanation of how requirements will be met.*

C8 Appropriate mental health services and specialist services are identified in your region, where available, such as for victims of torture, and gender-based violence. *Detailed explanation of how requirements will be met.*

C9 Assistance is provided regarding access to employment, including development of a curriculum vitae, and education, recognition of qualifications etc. *Detailed explanation of how requirements will be met.*

C10 The family are assisted to access mobile phone services and the internet.
Detailed explanation of how requirements will be met.

C11 Adult family members are made aware of how to obtain a New Zealand driving licence, if required.
Detailed explanation of how requirements will be met.

C12 The family is aware of, and supported to attend, local community activities, both with and without the members of the Community Organisation, such as children's playgroups, coffee mornings, local clubs, local events, etc.
Detailed explanation of how requirements will be met.

C13 Places of worship are identified in the area. *Detailed explanation of how requirements will be met.*

C14 Orientation support is provided by the Community Organisation. *Detailed explanation of how requirements will be met.*

C15 Appropriate interpreting services are provided, as required. *Detailed explanation of how requirements will be met.*

Additional Resources

- Information on MSD benefits payments: www.workandincome.govt.nz/map/deskfile/main-benefits-rates/index.html
- Citizens Advice Bureau (CAB): www.cab.org.nz
- Other health information available at HealthPoint: www.healthpoint.co.nz
- After hours and emergencies: National Telehealth services whakarongorau.nz and the 1737 for mental health support and counselling.