

## Cambridgeshire County Council Overseas Relocation Guidance

We are really pleased you're looking to join us as a Social Worker in Children's Social Care!

If you're successful, to help you settle into your role and move to the UK, we will meet the necessary and reasonable costs of relocation to a maximum of £8000, this scheme is run in accordance with His Majesty's Revenue and Customs guidelines (HMRC) and can only be claimed once per household.

You will be required to have the funds to support your relocation and associated fees upfront and will be able to claim these funds back once you have arrived in Cambridgeshire. This reimbursement will be paid through a monthly salary so we would ask that you plan for this accordingly.

This relocation allowance is for you as an individual so that you can make the most of it, meaning you cannot use the allowance for the relocation expenses of your family or dependents.

You will be able to claim back fees associated with pre-employment checks including:

- Police Clearance Costs
- Tuberculosis Test Costs
- Social Work England Scrutiny Fee
- International English Language Testing System (IELTS) Fee
- Travel Costs to get to and from the above

In addition to the above, you will be able to claim back fees incurred of:

- Transportation - including economy flight, transport from the airport, and to and from property viewings
- Temporary accommodation costs
- Essential living items (we support individuals to buy second-hand or recycled items as part of our corporate aims and understand that not all items will come with a receipt)

Records of purchases (receipts) will need to be kept and maintained by yourself in order for claims to be made for up to 12 months from your contractual start date.

You should be aware that if you leave employment with us within 3 years, you will be required to reimburse us for any allowances received, calculated on a monthly reducing basis.

In addition to the relocation allowance, we will offer you a loan of up to £2000 to support with securing long-term accommodation. This loan is to be used for the deposit only when renting. Landlords may additionally request an amount of rent be paid upfront which you must fund yourself. You can pay this loan back to Cambridgeshire County Council in monthly instalments of your choosing, up to 3 years, through deductions in your monthly salary.

If successful in securing a role, there is a full relocation agreement which you will need to sign before proceeding. If there are any questions about the contents of this guidance, please email [overseas.recruitment@cambridgeshire.gov.uk](mailto:overseas.recruitment@cambridgeshire.gov.uk).

We wish you the best of luck in your application!