

Executive Board – April 2022

Subject:	Household Support Fund, April – September 2022
Corporate Director(s)/Director(s):	Catherine Underwood, Corporate Director for People
Portfolio Holder(s):	Cllr Eunice Campbell-Clark, Portfolio Holder for Leisure, Culture and Schools
Report author and contact details:	Jennifer Hardy Jennifer.hardy@nottinghamcity.gov.uk
Other colleagues who have provided input:	
Subject to call-in: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Key Decision: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Criteria for Key Decision:	
(a) <input checked="" type="checkbox"/> Expenditure <input checked="" type="checkbox"/> Income <input type="checkbox"/> Savings of £750,000 or more taking account of the overall impact of the decision	
and/or	
(b) Significant impact on communities living or working in two or more wards in the City <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Type of expenditure: <input checked="" type="checkbox"/> Revenue <input type="checkbox"/> Capital If Capital, provide the date considered by Capital Board Date:	
Total value of the decision: £3,566,933	
Wards affected: All	
Date of consultation with Portfolio Holder(s): 5 April 2022	
Relevant Council Plan Key Outcome:	
Clean and Connected Communities	<input type="checkbox"/>
Keeping Nottingham Working	<input type="checkbox"/>
Carbon Neutral by 2028	<input type="checkbox"/>
Safer Nottingham	<input type="checkbox"/>
Child-Friendly Nottingham	<input checked="" type="checkbox"/>
Healthy and Inclusive	<input type="checkbox"/>
Keeping Nottingham Moving	<input type="checkbox"/>
Improve the City Centre	<input type="checkbox"/>
Better Housing	<input type="checkbox"/>
Financial Stability	<input checked="" type="checkbox"/>
Serving People Well	<input checked="" type="checkbox"/>
Summary of issues (including benefits to citizens/service users):	
Nottingham City Council has been allocated £3,556,933 in the latest Household Support Fund (HSF), which aims to support citizens with rising household costs. The Council, governed by guidance from the Department for Work and Pensions, can choose how to allocate this funding to residents.	
Does this report contain any information that is exempt from publication? No	

Recommendation(s):	
1	To accept the £3,556,933 grant from the Government for HSF grant allocation and enter into any associated grant agreement with the Government.
2	To approve the existing working group make recommendations about how the grant should be allocated and to take these recommendations to Leadership Group for consideration and agreement
3	To delegate authority to the Corporate Director for People to allocate the grant, in accordance with recommendation 2, which will be subject to the Council's Contract Procedure Rules and in accordance with the grant conditions from government
4	To approve the purchase of supermarket vouchers via the Crown Commercial framework.

1. Reasons for recommendations

- 1.1 The HSF replaced the Covid Household Support Grant in 2021, and aims to provide those in need with financial support. The Department for Work and Pensions devolve this finding to Local Authorities as we are best placed to understand the needs of our citizens.
- 1.2 A working group was established in 2020 to look at how these grants could be allocated with representatives from Finance, Catering, Customer Services, Education, People's, Communities and Marketing and Communications. This will be expanded for the latest fund to ensure more groups are represented and that the interaction with other grants are known and considered.
- 1.3 It is proposed to continue with this working group model and again delegate approvals relating to this grant to the Corporate Director for People.
- 1.4 Throughout the lifetime of these grants we have administered vouchers which can be redeemed in supermarkets and it is proposed to continue with this arrangement again, using the framework RM6255, to procure any supermarket vouchers in time to support this scheme.

2. Background (including outcomes of consultation)

- 2.1 In the Spring Statement, the Chancellor announced the continuation of the Household Support Fund and Nottingham City has been allocated £3.556m to support households between April and September 2022.
- 2.2 Stipulations for this funding are that a third must be spent on supporting households with children and a third must be spent supporting pensioners, with a greater emphasis on support with energy bills than with previous grants.
- 2.3 Nottingham was allocated £3.556m through the HSF for the period October 2021 – March 2022. This was spent on providing supermarket vouchers to families in receipt of free school meals and residents in receipt of Council Tax relief, supporting young people who live alone and providing energy vouchers to those who need them. Nottingham City Council also allocated funding to food banks to support them with increased demand.

3. Other options considered in making recommendations

- 3.1 Nottingham City Council does not have to accept this funding, but this is not an option we would consider because this support is needed by Nottingham residents.

4. Consideration of Risk

Risk	Mitigation
Funding does not reach those in need	The working group has been established to mitigate against this. Those involved have a great understanding of Nottingham's residents and the challenges they face
The funding is not enough to support everyone adequately	Signposting to other areas of support is a key part of allocating this grant and will be part of our marketing and communications.

5. Finance colleague comments (including implications and value for money/VAT)

- 5.1 Nottingham's allocation of £3.556m for the period April – September 2022 is the same value as that allocated October 2021 – March 2022.
- 5.2 The allocation of this grant is still be determined in accordance with cross organisational input and will be presented through the appropriate channels for agreement. The allocation recommendations will:
- Align to the grant conditions;
 - Where appropriate, will follow procurement procedures;
 - Ensure alignment with other inter linking grants, providing a coordinated approach in the use of additional funding to support the citizens of Nottingham.
 - Minimise any risk associated to the organisation.
 - Enable an Equality Impact Assessment to be undertaken.

Ceri Walters
Head of Commercial & Transformation Finance
12 April 2022.

6. Legal colleague comments

This report seeks approval to accept and allocate additional household support grant funding received from the Government.

The City Council must ensure that it complies with any terms and conditions specified by the Government in its funding agreement, otherwise it will be at risk of clawback.

It is understood that the funding will be used to purchase supermarket vouchers using a CCS framework, which will enable an efficient and swift method of

obtaining the vouchers. The award of the contract with the chosen provider for these vouchers must be in accordance with the provisions and requirements of that framework to ensure compliance.

Should part of the money be used other than to procure vouchers as detailed in the report, a clear process must be established for future allocations in terms of recipients and value of award. This must also be within the parameters of the Council's Contract Procedure Rules and in accordance with any conditions imposed upon the Council from the Government. Further advice from legal and procurement colleagues may need to be sought.

Dionne Screaton, Senior Solicitor, Commercial, Employment and Education, 8th
April 2022

7. Other relevant comments

7.1 Procurement

The proposal involves using a framework to purchase the vouchers. The framework has specific call-off terms for awarding contracts. Provided the framework process is followed, the award of contract would be compliant with procurement law and therefore there would be no significant Procurement concerns Advice provided by Paul Ritchie (Procurement Manager) on 08/04/2022.

8. Crime and Disorder Implications (If Applicable)

8.1 None

9. Social value considerations (If Applicable)

9.1 None

10. Regard to the NHS Constitution (If Applicable)

10.1 None

11. Equality Impact Assessment (EIA)

11.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because:

This decision does not relate to a new service.

12. Data Protection Impact Assessment (DPIA)

12.1 Has the data protection impact of the proposals in this report been assessed?

No



A DPIA is not required because:

The Council will not be entering in to any data sharing arrangements with third parties.

13. Carbon Impact Assessment (CIA)

13.1 Has the carbon impact of the proposals in this report been assessed?

No



A CIA is not required because:

It is not relevant to this decision.

Yes



Attached as Appendix x, and due regard will be given to any implications identified in it.

14. List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)

14.1 None

15. Published documents referred to in this report

15.1 None