



Department  
for Work &  
Pensions

My address: Rebecca Bryning, Head of the  
LA Grants Team, Local  
Authority Partnership,  
Engagement and Delivery (LA-  
PED) division

Date: 26 March 2024

By email

Chief Executive Officers  
Chief Finance Officers  
LA Single Points of Contact

Dear colleagues

## **Household Support Fund Extension (from 1 April 2024 until 30 September 2024)**

On 6 March 2024 in the Spring Budget the Chancellor announced that the Household Support Fund (HSF) would be extended for a further six months, from 1 April 2024 to 30 September 2024, with a further £421m of funding. As has been done for previous schemes, the fund will be made available to County Councils and Unitary Authorities in England to support those most in need.

As part of the support package, the Devolved Administrations have also been allocated funding in parallel as a result of the Barnett Formula to spend at their discretion.

Included in the guidance for this extension are a number of changes from previous versions, so it is strongly recommended that even those familiar with previous iterations of the HSF familiarise themselves with this new guidance. We bring to your attention some key differences:

- Funding for evaluation activities, including data collection (for example, quantitative surveying and/or qualitative interviewing with recipients of the fund) and analysis and report writing, will now be considered eligible spend as an administrative cost.
- It is mandatory that in any publicity material for the scheme, including via online channels and media releases, Authorities make clear that this funding is being provided by the UK Government. This requirement extends to other public bodies (for example, District Councils) delivering the scheme on behalf of the Authority.
- Delivery plans must be signed off by your Section 151 Officer and include the information of the Section 151 Officer and responsible Cabinet Member before submission to DWP.

The fund can be used to provide support with food, energy and water, essentials linked to energy and water, and wider essentials. Authorities can also use funding to support households with housing costs where existing housing support does not meet this need, and to supplement support with signposting and advice.

As with previous iterations of the HSF, Authorities are unable to carry forward any underspends from previous schemes. This is because this is a new grant with different conditions.

This HSF scheme will be distributed as usual by County Councils and Unitary Authorities in England. Shire Councils must work closely with District Councils and other local partners to identify a broad range of vulnerable households across their local area. The scheme runs from 1 April 2024 to 30 September 2024 and Authorities should aim to have arrangements in place as quickly as possible to support vulnerable households throughout the grant period.

Authorities will be required to provide two management information (MI) returns outlining their grant spend and the volume of awards:

- an interim MI return for the period 1 April 2024 to 30 June 2024 will be due by 19 July 2024
- a FINAL MI return and delivery record for the period 1 April 2024 to 30 September 2024 will be due by 25 October 2024.

Grant payments will be made to Authorities in arrears on receipt of a fully completed, compliant and verified MI return.

The funding for this grant has been allocated to Authorities using the population of each Authority weighted by a function of the English Index of Multiple Deprivation. Authority allocations are shown in **Annex B**.

Authorities are asked to provide the Department for Work and Pensions (DWP) with a summary of how you are planning to spend the additional funding during the period 1 April 2024 to 30 September 2024.

The delivery plan template has been issued with this letter asking authorities to outline their spending plans. Please complete and return to [lawelfare.pdt@dwp.gov.uk](mailto:lawelfare.pdt@dwp.gov.uk). **Do not amend the delivery plan template format or add lines as this causes issues with its uploading.** Any questionnaire that has had its format changed will need to be returned to the Authority to recomplete.

Authorities are required to complete an Interim and Final MI reporting template. The MI template has been updated and any changes are covered in the new guidance document. Additionally, MI must be returned on the MI template provided and copied to your Section 151 Officer/CFO. **No local versions or PDF copies are acceptable, and any received will be returned to the Authority.**

DWP will continue to share the Universal Credit, Pension Credit and Employment and Support Allowance (Income Related) customer data to Authorities on a monthly basis. DWP will also continue to provide additional data for customers who are in receipt of Housing Benefit only and are not in receipt of a means tested benefit. Authorities may find this useful in targeting support to vulnerable households.

Authorities must ensure that they have signed the Memorandum of Understanding (April 2023) and sign the revised version when it is issued later this year in order to receive the data.

Following the success of the Knowledge-Share events and 'Drop In' sessions we held over the last 12 months, we have decided to hold further sessions throughout this scheme where you are encouraged to attend to raise any questions you may have or to share good practice. Full details of these will be made available in due course.

## Urgent next steps for Authorities

The grant period runs from 1 April 2024 and Authorities are asked to start making immediate preparations to administer the Fund and deliver the support to vulnerable households as soon as possible. Following feedback from Authorities and due to the length of the scheme and the number of Bank Holidays in the planning period the deadline for the return of the Delivery plan has been extended.

**Please complete and return your planning questionnaire to [lawelfare.pdt@dwp.gov.uk](mailto:lawelfare.pdt@dwp.gov.uk) by 10 May 2024.**

You or your nominated single point of contact should dial into a County Councils and Unitary Authorities all-LA MS Teams call on 18 April 2024 at 11:00-12:00. The purpose of this call is to discuss the grant arrangements and give Authority representatives the opportunity to ask any questions or raise any points of clarification. Dial-in details are attached in **Annex A**.

If you have any additional questions, contact [LA-PED.lagrantsprojectteam@dwp.gov.uk](mailto:LA-PED.lagrantsprojectteam@dwp.gov.uk)

Yours faithfully



Rebecca Bryning

Head of the LA Grants Team, LA-PED

## County Councils and Unitary Authorities all LA MS Teams call on 18 April 2024

<b>Title</b>	County Councils and Unitary Authority Household Support Fund 5 information event
<b>Speaker(s)</b>	Rebecca Bryning, Will Walker-Lane, Lorraine Pearson
<b>Event call time</b>	18 April 2024 at 11:00am – 12:00pm (60 minutes) (Dublin, Edinburgh, Lisbon, London)

### Link and dial in details

## Microsoft Teams meeting

**Join on your computer, mobile app, or room device**

[Click here to join the meeting](#)

Meeting ID: 331 903 436 192

Passcode: rLBtVS

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## Household Support Fund 1 April 2024 to 30 September 2024 allocations.

County Councils and Unitary Authorities	DWP allocation of £421 million
Barking and Dagenham	£2,162,051.52
Barnet	£2,455,182.90
Barnsley	£2,351,263.96
Bath and North East Somerset	£966,860.28
Bedford	£1,201,485.00
Bexley	£1,542,309.65
Birmingham	£12,791,135.04
Blackburn with Darwen	£1,618,526.59
Blackpool	£1,745,857.53
Bolton	£2,780,316.57
Bournemouth, Christchurch and Poole Council	£2,653,367.04
Bracknell Forest	£555,468.03
Bradford	£5,694,487.83
Brent	£2,781,222.28
Brighton and Hove	£2,140,360.89
Bristol, City of	£4,039,965.11
Bromley	£1,867,882.58
Buckinghamshire	£2,399,190.54
Bury	£1,534,200.05
Calderdale	£1,833,003.46
Cambridgeshire	£3,581,424.56
Camden	£2,006,931.89
Central Bedfordshire	£1,483,073.82
Cheshire East	£2,203,892.10
Cheshire West and Chester	£2,290,047.45
City of London	£63,080.28
Cornwall	£4,528,569.87
Coventry	£3,224,222.30
Croydon	£3,013,689.49
Cumberland	£2,167,439.16
Darlington	£913,853.75
Derby	£2,224,711.41
Derbyshire	£5,404,080.90
Devon	£5,064,876.12
Doncaster	£2,989,273.08
Dorset	£2,294,941.45
Dudley	£2,625,519.07
Durham	£4,676,099.65
Ealing	£2,658,804.97
East Riding of Yorkshire	£2,061,832.61
East Sussex	£3,896,783.88
Enfield	£2,847,994.64
Essex	£9,436,542.83

Gateshead	£1,836,629.95
Gloucestershire	£3,692,483.14
Greenwich	£2,378,692.91
Hackney	£2,822,258.58
Halton	£1,297,880.42
Hammersmith and Fulham	£1,414,374.97
Hampshire	£7,124,127.25
Haringey	£2,406,671.72
Harrow	£1,476,707.18
Hartlepool	£993,021.25
Havering	£1,648,150.98
Herefordshire	£1,329,601.78
Hertfordshire	£6,172,064.84
Hillingdon	£2,069,342.07
Hounslow	£2,042,396.17
Isle of Wight	£1,131,576.08
Isles of Scilly	£11,130.10
Islington	£2,218,159.62
Kensington and Chelsea	£1,180,369.12
Kent	£11,065,380.80
Kingston upon Hull, City of	£3,038,293.68
Kingston upon Thames	£862,867.15
Kirklees	£3,702,823.27
Knowsley	£1,862,188.67
Lambeth	£2,720,637.01
Lancashire	£9,678,235.22
Leeds	£7,098,648.16
Leicester	£3,429,353.16
Leicestershire	£3,620,038.89
Lewisham	£2,668,537.62
Lincolnshire	£5,464,685.20
Liverpool	£6,054,020.20
Luton	£1,829,274.04
Manchester	£6,453,163.20
Medway	£2,262,463.11
Merton	£1,186,607.26
Middlesbrough	£1,653,614.95
Milton Keynes	£1,792,516.52
Newcastle upon Tyne	£2,898,403.85
Newham	£3,339,194.75
Norfolk	£6,696,806.23
North East Lincolnshire	£1,559,664.65
North Lincolnshire	£1,323,892.77
North Northamptonshire	£2,599,628.73
North Somerset	£1,307,847.79
North Tyneside	£1,609,998.05
North Yorkshire	£3,537,549.92
Northumberland	£2,480,330.00
Nottingham	£3,556,933.83
Nottinghamshire	£5,646,450.03

Oldham	£2,419,369.23
Oxfordshire	£3,361,256.14
Peterborough	£1,824,636.27
Plymouth	£2,294,796.82
Portsmouth	£1,888,214.70
Reading	£1,130,648.94
Redbridge	£1,965,979.20
Redcar and Cleveland	£1,296,381.17
Richmond upon Thames	£836,356.66
Rochdale	£2,337,383.85
Rotherham	£2,489,029.87
Rutland	£157,371.07
Salford	£2,733,899.11
Sandwell	£3,471,442.28
Sefton	£2,435,111.24
Sheffield	£5,203,825.56
Shropshire	£2,088,795.13
Slough	£1,177,691.53
Solihull	£1,408,359.07
Somerset	£3,820,415.56
South Gloucestershire	£1,410,016.31
South Tyneside	£1,484,854.01
Southampton	£2,222,676.23
Southend-on-Sea	£1,413,078.83
Southwark	£2,734,366.02
St. Helens	£1,779,580.89
Staffordshire	£5,506,547.99
Stockport	£2,163,129.71
Stockton-on-Tees	£1,685,873.97
Stoke-on-Trent	£2,686,721.90
Suffolk	£5,106,030.02
Sunderland	£2,673,561.91
Surrey	£5,290,829.72
Sutton	£1,155,788.99
Swindon	£1,515,345.60
Tameside	£2,224,686.33
Telford and Wrekin	£1,514,547.04
Thurrock	£1,295,040.81
Torbay	£1,235,356.81
Tower Hamlets	£2,996,279.40
Trafford	£1,458,074.48
Wakefield	£3,124,926.90
Walsall	£2,819,810.19
Waltham Forest	£2,327,527.60
Wandsworth	£2,069,485.13
Warrington	£1,440,750.42
Warwickshire	£3,472,997.02
West Berkshire	£694,849.63
West Northamptonshire	£2,465,491.77
West Sussex	£4,870,362.11

Westminster	£1,951,507.12
Westmorland and Furness	£1,522,795.52
Wigan	£2,818,234.30
Wiltshire	£2,728,656.41
Windsor and Maidenhead	£587,905.21
Wirral	£3,049,345.09
Wokingham	£525,573.35
Wolverhampton	£2,631,877.25
Worcestershire	£3,949,139.19
York	£1,037,906.47
<b>Total</b>	<b>£421,000,000</b>