



Department  
for Work &  
Pensions

My address: Clare Elliott, Head of Local  
Authority, Partnership,  
Engagement and Delivery (LA-  
PED) division

Date: 30 September 2022

By email

Chief Executive Officers  
Chief Finance Officers  
LA Single Points of Contact

Dear colleagues

## **Household Support Fund extension (from 01 October 2022 until 31 March 2023)**

On 26 May 2022 the government announced, as part of a number of measures to provide help with global inflationary challenges and the significantly rising cost of living, that the £421m Household Support Fund (HSF) would be extended from 01 October 2022 to 31 March 2023. 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.

The Barnett formula applies in the usual way and so the devolved administrations will receive up to £79 million (£41 million for the Scottish Government, £25 million for the Welsh Government and £14 million for the Northern Ireland Executive). It will be for the devolved administrations to decide how to allocate this additional funding.

There have been a number of changes to the guidance compared with previous schemes, so it is strongly recommended that even those familiar with previous iterations of the HSF familiarise themselves with this new guidance. The first, is that there will be no ringfence of any proportion of funding for any particular cohort of people. Also amongst the changes is a requirement for all Authorities to operate at least part of their scheme on an application basis. This means residents should have the opportunity to come forward to ask for support. There is also an expectation of Authorities to particularly consider those groups who may not have benefitted from any of the recent cost of living support. Please note that the FINAL guidance has been updated following issue in DRAFT to include a new paragraph about supporting disabled people (paragraph 5 in the FINAL guidance document).

In terms of type of support, energy bills may be of particular concern to low-income households during the period of the scheme, and Authorities should prioritise supporting households with the cost of energy. The fund can also be used to provide support with food, essentials linked to energy and water, wider essentials. It can also be used to support housing costs in exceptional cases of genuine emergency.

As with previous iterations of the Household Support Fund, 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 October 2022 to 31 March 2023 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 01 October 2022 to 31 December 2022 will be due by 25 January 2023
- final MI return and delivery record for the period 01 October 2022 to 31 March 2022 will be due 28 April 2023

The FINAL MI return date has been extended by 1 week as we are aware processing of the return may be impacted by leave over the Easter holidays.

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

Both interim and FINAL payments will be made in 2 tranches if required. Tranche 1 will be for all authorities who have submitted fully compliant MI by the return date. Tranche 2 will be made after we have received the last submitted compliant MI.

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 FINAL allocations are shown in **Annex A**. Authorities are able to add their own funding or partner contributions from local organisations on top of the grant, including seeking match funding from local community foundations.

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 October 2022 to 31 March 2023.

The planning questionnaire has been issued with this letter asking authorities to outline their spending plans. Please complete and return this questionnaire to [lawelfare.pdt@dwp.gov.uk](mailto:lawelfare.pdt@dwp.gov.uk) by 28 October 2022. **Do not amend the questionnaire 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. At the end of the scheme, we will also ask for a summary of spend against the original delivery plan.

Authorities are required to complete a quarterly MI reporting template. The MI template has been updated and any changes are covered in the guidance document. Additionally, MI must be returned on the MI template provided. No local versions or PDF copies are acceptable and will be returned to the Authority.

DWP will continue to share the Universal Credit, Pension Credit and Employment Support Allowance (income related) customer data to LAs on a monthly basis. DWP also plan to provide additional data for customers who are in receipt of Housing Benefit only and aren't in receipt of a means tested benefit, on which further details will follow as soon as possible. Authorities may find this useful in targeting support to vulnerable households.

Authorities must ensure that they have signed the financial year ending March 2022 Memorandum of Understanding and sign the revised version when it is issued later this year in order to continue to receive the data.

The Authority must, as appropriate and practical, reference that the grant is funded by DWP or the UK Government in any publicity material, including online channels and media releases. Local Authorities must also make public their plans for the fund, for example on their Authority website.

Following feedback from authorities we have decided to hold a number of 'Drop in' sessions throughout October where you are encouraged to attend to raise any questions you may have or to share good practice. Each session is scheduled for 1 hour. Full details of these sessions are at **Annex B**.

### **Urgent next steps for Authorities**

The grant period runs from 01 October 2022 and Authorities are asked to start making immediate preparations to administer The Fund and deliver the support to vulnerable households as soon as possible. Please complete and return your planning questionnaire to [lawelfare.pdt@dwp.gov.uk](mailto:lawelfare.pdt@dwp.gov.uk) by 28 October 2022.

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

Yours faithfully



Head of LA-PED

**FINAL**  
**Household Support Fund 01 October 2022 to 31 March 2023 allocations.**

<b>County Councils and Unitary Authorities</b>	<b>DWP allocation of £421 million</b>
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
Cumbria	£3,690,234.69
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	£2,465,491.77
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	£2,599,628.73
West Sussex	£4,870,362.11
Westminster	£1,951,507.12
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>

## County Councils and Unitary Authorities Drop in sessions

<b>Title</b>	County Councils and Unitary Authority Household Support Fund 3 Drop in sessions
<b>Event call time</b>	Every Friday throughout October at 11.00am
<b>Link and dial in details</b>	<h3>Microsoft Teams meeting</h3> <p><b>Join on your computer, mobile app or room device</b> <a href="#">Click here to join the meeting</a> Meeting ID: 330 886 839 193 Passcode: jTsTaQ <a href="#">Download Teams</a>   <a href="#">Join on the web</a></p> <p><b>Or call in (audio only)</b> <a href="#">+44 20 3787 4277,,737333081#</a> United Kingdom, London Phone Conference ID: 737 333 081# <a href="#">Find a local number</a>   <a href="#">Reset PIN</a> <a href="#">Learn More</a>   <a href="#">Meeting options</a>   <a href="#">Legal</a></p>

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