



Southend-on-Sea
City Council

**Southend on Sea City Council
Council Tax Support Fund
Scheme 2023-2024**

1. Background

On the 19th December 2022, the Department for Levelling Up, Housing & Communities (DLUHC) announced that alongside the provisional Local Government Finance Settlement a further £100m additional funding would be given to local authorities to operate a Council Tax support fund.

The fund would be to provide further financial support to vulnerable in receipt of Council Tax Support.

The Department published guidance and allocation of funds on the 23rd December 2022. Funding to each local authority was based on their Local Council Tax Support caseload in quarter 2 of 2022/2023. Funding will be given to the local authority as a grant under section 31 of the Local Government Act 2003.

2. Commencement and end of the scheme

2.1 Council Tax Support Fund Scheme starts on the 1st April 2023

2.2 The scheme will end on the 31st March 2024, or sooner if funds have been exhausted

3. Eligibility

3.1 Anyone in receipt of Council Tax Support as at the 1st April 2023 will be eligible for an award.

3.2 People who become eligible to Council Tax Support during the financial year 2023-24 will also be entitled until such time as the expenditure granted by DHULC has been exhausted or the 31st March 2024 is reached, whichever is sooner.

4. Applying for an award

4.1 Individuals that fit the eligibility criteria in clauses 3.1 and 3.2 will automatically be awarded from the fund. There will be no need to make an application.

5. Amount of Award and Method of payment

5.1 The award will be a reduction in Council Tax liability of up to £25. This will be calculated based on the remaining Council Tax liability for the 2023/34 financial year after the award of any entitlement to Council Tax Support, discounts or exemptions have been applied

6. Notification of Award

6.1 The additional reduction under the Council Tax Support Fund will be reflected on the Council Tax bill issued to the eligible Council Tax payer

7. Review of the Scheme

7.1 The spend will be monitored throughout the year

7.2 The scheme will be revisited regularly throughout the year to ensure that all expenditure given by DHULC is used to support vulnerable households

8. Complaints

8.1 The Council's 'Complaints Procedure' (available on the Councils website) will be applied in the event of any complaint received about this scheme