Common Advice Performance Management Reporting Framework Summary 2018/19

Dundee City Council













The Common Advice Performance Management Reporting Framework (CAPMRF) has been developed in consultation with local authorities and other key stakeholders. It aims to measure key performance indicators for welfare and money advice services funded by local authorities on both an in-house and commissioned basis. This is a summary of the key findings from the data returns for 2018/19 for the CAPMRF for Dundee City Council.

This is the second year in which the data has been collected in relation to both welfare and money advice services, making it possible to begin to identify changes over time at both local and national levels. Prior to 2017/18, three iterations, covering 2014/15 through to 2016/17, covered money advice only. Therefore, longer term trends can be examined for indicators covering money advice. The information received from individual local authorities has been collated in order to produce a Scotland-wide analysis reflecting the significant impact of welfare and money advice services at a national level. This should be considered in conjunction with this local summary. The key findings are detailed below:

Key Points:

- The total number of clients accessing the services increased 2% from 10,720 in 2017/18 to 10,958 in 2018/19.
- The most common reason recorded as the first reason for contacting the agency was benefit entitlement checks which made up 33% of those recorded.
- There was a small decrease (1%) in the total amount owed by debt clients. This reduced from $\pounds 3,747,438$ in 2017/18 to $\pounds 3,696,935$ in 2018/19.
- A total of £15,256,005 financial gain was secured for clients in 2018/19. This has increased 26% since the previous year.
- In 2018/19 there was a total of 1,212 welfare benefit claims made, 287 mandatory reconsiderations and 124 appeals.

	Services,	Investment and	Volume		
		Dunde	ee City	Scotland	Dundee City
Ref	Indicator	2017/18	2018/19	2018/19	% Change 2017/18 to 2018/19
C1	Number of services in the LA area In-House Money advice Welfare rights Combined ¹ External Money advice Welfare rights Combined ² Case management system/s	- - 1 - - 2 MACS, Castle	- - 1 - 2 Council - MACS, CAB - CASTLE,	3 11 15 5 1 65	0%
	Number of FTE staff		Brooksbank Centre - Advice Pro		
11	In-House External Number of Volunteer FTE staff In-House External	23.5 8.0 - 5.6	23.5 12.0 - 5.6	466 443 10 563	0% 50% 0%
12	Local Authority Funding In-House External Other Sources of Funding Scottish Legal Aid Board Scottish Government Big Lottery Fund European Social Fund Other	£908,418 ³ £331,285 - - - - £149,590 ⁴	£1,482,640 _ ⁵ £76,863 £232,305 ⁶	£14,753,814 £11,143,981 £771,398 £545,522 £290,094 £459,223 £1,977,490	-63%

¹ Council Advice Services

² Dundee Citizens Advice Bureau (CAB) and Brooksbank Centre & Services

³ This figure only includes funding for Money Advice

⁴ Includes £29,615 NHS Tayside, £29,578 Poppy Scotland, £5,198 SCVO, £54,715 Citizens Advice Scotland, £30,484 Voluntary Action Fund

⁵ Figures excluded as funding from external providers has also been included in this figure

⁶ Includes £29,431 NHS, £84,426 DWP, £32,445 Poppy Scotland, £4,791 SCVO, £39,819 Citizens Advice Scotland WM, £30,000 Impact Funding, £11,213 Citizens Advice Scotland Financial Health Checks

	Services, I	nvestment and	Volume		
		Dund	ee City	Scotland	Dundee City
Ref	Indicator	2017/18	2018/19	2018/19	% Change 2017/18 to 2018/19
	Volume Contacts Total Clients New Clients	- 10,720 -	3,302 ⁷ 10,958 1,286 ⁸	307,511 244,637 61,652	2%
	Contacts by channel Face-to-face Telephone Email Web Webchat	- - - -	- - - -	103,407 56,566 22,286 4,739 833	
	Number of benefit entitlement checks carried out	*	557°	44,416	
	Referrals Self-referral Local authority:	-	-	77,897	
A1	Housing	-	-	4,181	
	Social Services	-	-	8,357	
	Revenues	-	-	1,264	
	Employability Other	-	-	1,847 6,558	
	Primary Health Care	_	_	12,202	
	Third Sector	-	-	5,790	
	Other	-	-	11,972	
	Open SNSIAP cases Type I Type II Type III			8,774 20,667 7,885	
	Closed SNSIAP cases Type I Type II Type III	- - -	- 1,577 2,690	15,432 25,043 5,210	

- 8 Figure only includes CAB
- 9 Figure only includes CAB

⁷ Figure only includes CAB

	Services, In	ivestment and	Volume		
		Dund	ee City	Scotland	Dundee City
Ref	Indicator	2017/18	2018/19	2018/19	% Change 2017/18 to 2018/19
	First reason for contacting agency ¹⁰		20	701	
	Benefit Overpayment Council Tax arrears	-	29 116	721	
	Credit, store and charge card debts	-	96	2,189 1,612	
	Catalogue debts	-	38	666	
	PPI	-	-	457	
	Payday Loan /High cost credit	-	39	367	
	Unsecured personal loan (except	-	68	1,110	
	payday loans)				
	Bank and Building society	-	50	676	
	overdrafts				
A1	Mortgage arrears	-	17	337	
	Rent arrears	-	61	2,989	
	Help with appealing welfare benefit decision	-	72	3,297	
	Assistance with making initial	_	_	6,271	
	benefit application			0,271	
	Sanctioned	-	13	249	
	Benefits entitlement check	-	457	28,582	
	Issue relating to right to reside	-	76	199	
	Seeking to access other funds (i.e.	-	5	1,461	
	grants)				
	Other (Please specify)	10,720	266	25,736	-98%

		Client Demogr	aphics			
			Dund	ee City	Scotland	Dundee City
Ref	Demographic	Categories	2017/18	2018/1911	2018/19	% Change 2017/18 to 2018/19
	Sex	Male Female Not recorded Prefer not to answer	- - *	1,399 993 8,566 -	79,041 98,580 39,814 2,330	
	Age	0-15 16-24 25-34 35-44 45-59 60-64 65-70 71+ Not Recorded Prefer not to answer	- - - * * *	- - - - - - 10,958 -	803 13,350 26,767 31,774 41,754 20,258 12,890 21,652 38,752 9,365	
C2	Ethnicity	White Any Mixed or Multiple Ethnic Groups Asian, Asian Scottish or Asian British African Caribbean or Black Other Ethnic Group Not Recorded Prefer not to answer	- - - - - - - -	- - - - - 10,958 -	137,977 951 3,261 1,727 500 1,831 60,983 4,661	
	Disability or long-term condition	Yes No Not Recorded		- - 10,958	60,955 51,966 64,289	
	Income	£6,000 or less £6,001-£10,000 £10,001-£15,000 £15,001-£20,000 £20,001-£25,000 £25,001-£30,000 £30,001-£40,000 Over £40,000 Not Recorded Prefer not to answer	- - - - - - - - - - -	- - - - - - 10,958 -	18,256 13,954 11,306 7,647 3,579 2,324 1,316 640 92,673 4,138	

¹¹ The MACS system is not able to consistently report on this data at present. The development of the Council's new Mosaic database is being set up to include this information within reporting but it will not be reportable until at least part way through 2020/21. Brooksbank are not at present fully reporting all demographic outcomes from Advice Pro.

		Client Demogra			Continue	Dundee
	_		Dundo	ee City	Scotland	City
Ref	Demographic	Categories	2017/18	2018/1911	2018/19	% Change 2017/18 to 2018/19
	Economic Status	Self employed Employed full time Employed part time Looking after the home or family Permanently retired from work Unemployed and seeking work At school In further/higher education Gov't work or training scheme Permanently sick or disabled Unable to work because of short-term illness or injury Other Not recorded	- - - - - - - - - - - -	- - - - - - - - - - 10,958	3,477 16,169 13,548 5,116 17,358 18,157 729 1,097 816 26,733 8,114 3,401 80,313	
C2	Housing Tenure	Prefer not to answer Owner occupied Social rented Private rented Temporary accommodation Homeless Other Not recorded Prefer not to answer	* - - * * - *	- - - - - - 10,958 -	5,734 23,012 54,932 13,782 2,717 1,475 9,619 85,407 6,530	
	Household Composition	Single adult (non-pensioner) Single pensioner Small single parent (1 or 2 children) Large single parent (3 or more children)	- - *		34,748 4,476 11,406 747	
		Young single parent (1 adult under 25, and 1 or more children) Family (2 adults, and 1 or more	*	-	556 10,633	
		children) Large family (2 adults, and 3 or more children) Adult family (2 or more non-	*	-	1,036 16,485	
		Pensioners, and no children) Older adult family (contains at least 1 pensioner)	-	-	6,038	
		Not recorded Prefer not to answer	- *	10,958 -	84,338 10,422	

			Money Adv	ice Indicators				
				Dundee Cit	у		Scotland	Dundee City
Ref	Indicator	2014/15	2015/16	2016/17	2017/18	2018/19	2018/19	% Change 2017/18 to 2018/19
	Number of clients							
	Total	-	-	-	2,890	778	43,593	-73%
	Benefit overpayment	-	-	-	-	18	1,845	
	Council Tax arrears	-	-	-	-	45	5,174	
	Utility Arrears	-	-	-	-	28	4,055	
	Credit, store, and charge card debts	-	-	-	-	69	5,452	
	Rent to own	-	-	-	-	10	455	
	Catalogue	-	-	-	-	33	2,183	
	Unsecured personal loan	-	-	-	-	56	3,528	
	Payday Loan / High Cost Credit	-	-	-	-	46	1,694	
	Overdrafts	-	-	-	-	27	2,689	
	Mortgage arrears	-	-	-	-	4	674	
	Rent arrears	-	-	-	-	17	5,667	
C3	Others	-	-	-	2,890	425	10,177	-85%
CS	Amount of debt owed by client							
	Total		£0	£0	£3,747,438	£3,696,935	£186,250,137	-1%
	Benefit overpayment		£0	£0	-	£43,592	£6,283,913	
	Council Tax arrears		£0	£0	-	£126,019	£20,075,954	
	Utility Arrears		£0	£0	-	£25,691	£3,214,671	
	Credit, store, and charge card debts		£0	£0	-	£415,578	£34,926,764	
	Rent to own		£0	£0	-	£41,254	£2,015,158	
	Catalogue		£0	£0	-	£68,629	£3,858,004	
	Unsecured personal loan		£0	£0	-	£344,810	£23,273,669	
	Payday Loan / High Cost Credit		£0	£0	-	£136,631	£3,306,422	
	Overdrafts		£0	£0	-	£53,014	£4,553,239	
	Mortgage arrears		£0	£0	-	£98,420	£17,668,282	
	Rent arrears		£0	£0	-	£21,613	£8,197,951	
	Others		£0	£0	£3,747,438	£2,321,683	£58,876,109	-38%

			Money Adv	ice Indicators				
					Scotland	Dundee City		
Ref	Indicator	2014/15	2015/16	2016/17	2017/18	2018/19	2018/19	% Change 2017/18 to 2018/19
OP1	Breakdown of debt strategy agreed with client ¹² Sequestration Debt Arrangement Scheme Trust Deed Awaiting sequestration Token payments Pro rata offers Moratorium Debt written off Repayment plan Nil Payments/Offers Consolidation Loan Mortgage to rent/Shared equity Did not agree a debt strategy Still awaiting outcome	- - - - - - - - - - - - - - - - - - -	- - - - - - - - - - - - - - - - - - -	- - - - - - - - - - - - - - - -	- - - - - - - - - - - - - - - - - - -	25 1 - 3 15 3 1 - - - - - - -	1,722 886 134 341 1,161 1,469 263 355 643 295 19 62 1,058 2,550	
OC1	Other: please specify Financial gain Financial gain from money advice Financial gain from any other welfare benefits Total of ALL verified financial gain Total of ALL unverified financial gain		_		- * * £12,061,949 *	4 £306,474 £15,256,005	2,595 £30,217,870 £8,179,848 £323,876,347 £47,195,664	26%

	Welfare Rights Ad	vice Indicat	ors		
		Dund	ee City	Scotland	Dundee City
Ref	Indicator	2017/18	2018/19 ¹³	2018/19	%Change 2017/18 to 2018/19
	Total No. claims		1 212	67.240	
		-	1,212 322	67,249	
	No. awards made/maintained	-		55,436	
	Financial gain from awards made/maintained	£0	£1,191,591 287	£222,533,895	
	No. Mandatory Reconsiderations (MRs) No. MRs won	-	287	8,891	
	No. MRS worr No. MRS lost	*	-	2,063	
	No. appeals		124	2,626 10,826	
	No. appeals won	-	33	6,483	
	No. appeals lost	*	14	2,004	
	Financial gain from MRs/appeals	£0	£205,808	£44,553,543	
	Attendance Allowance				
	No. claims	-	67	7,367	
	No. awards made/maintained	-	13	7,245	
	Financial gain from awards made/maintained	-	£46,650	£29,556,233	
OP2,	No. Mandatory Reconsiderations (MRs)	-	16	190	
OP3,	No. MRs won	*	-	119	
OC1	No. MRs lost	*	-	37	
	No. appeals	-	2	58	
	No. appeals won	*	2	42	
	No. appeals lost	*	-	26	
	Financial gain from MRs/appeals	-	£4,544	£1,959,706	
	Bereavement Benefits		_	10.0	
	No. claims	-	5	190	
	No. awards made/maintained	-	-	129	
	Financial gain from awards made/maintained	-	-	£561,487	
	No. Mandatory Reconsiderations (MRs)	-	2	4	
	No. MRs won	*	-	-	
	No. MRs lost	·	-	-	
	No. appeals	-	4	5	
	No. appeals won	*	-	-	
			-	- 02	
	No. appeals lost Financial gain from MRs/appeals	-	-	£0	

	Welfare Rights Ad	vice Indicat	ors		
		Dund	ee City	Scotland	Dundee City
Ref	Indicator	2017/18	2018/19 ¹³	2018/19	%Change 2017/18 to 2018/19
	Carers Allowance No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs won No. MRs lost No. appeals No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals Child Benefit No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs)	- - * * * * - - - -	32 6 £17,952 2 - - - £0 47 12 £17,022 2	1,766 1,393 £4,194,118 22 9 1 1 1 1 5 £63,942 842 554 £880,829 18	
OP2,	No. Mandatory Reconsiderations (MRS) No. MRs won No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals	- * * * *	2 - 3 1 2 £1,789	18 4 1 8 7 3 £61,321	
OP3, OC1	Child Tax Credit No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs won No. MRs lost No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals	- - * * * *	24 3 £22,300 29 - - 10 - - - - -	1,469 579 £3,185,276 112 20 14 37 14 3 £196,224	
	Cold Weather Payments and Winter Fuel Payments No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs won No. MRs lost No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals	- - * * *	6 - - 1 - - - - - - - 2 0	40 15 £2,592 3 1 - - - 5 2300	

	Welfare Rights Ad	vice Indicat	ors		
		Dund	ee City	Scotland	Dundee City
Ref	Indicator	2017/18	2018/19 ¹³	2018/19	%Change 2017/18 to 2018/19
	Contributory Benefits No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs lost No. appeals No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals Disability Living Allowance No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs lost No. appeals No. appeals won No. appeals won No. appeals won No. appeals won No. appeals won No. appeals lost	- - - * * * - - - - * * * - - * * *	202 43 £156,131 65 - - 59 - - - - 30 12 £62,298 13 - - 17 6 11	1,265 569 £2,632,769 309 86 50 257 192 30 £1,354,155 2,473 3,591 £6,146,411 329 90 119 493 291 110	
OP2, OP3, OC1	Financial gain from MRs/appeals Discretionary Housing Payments No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs won No. MRs lost No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals	- - - * * * *	£46,377 10 - £0 - - - - - - - £0	£2,730,061 834 1,327 £1,308,618 20 10 1 1 - - - £11,654	
	Funeral Expenses No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs won No. MRs lost No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals	- - * * * *	5 - - - - - - - - - 20	84 39 £52,282 9 1 - 1 - £4,178	

	Welfare Rights Ad	vice Indicat	ors		
		Dund	ee City	Scotland	Dundee City
Ref	Indicator	2017/18	2018/19 ¹³	2018/19	%Change 2017/18 to 2018/19
OP2, OP3, OC1	Industrial Injuries Disablement Benefit No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs won No. MRs lost No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals Maternity Allowance No. claims	- - * * * *	5 - £0 - - - - - £0	73 35 £122,385 13 1 3 30 6 11 £20,126	
	No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs lost No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals	- - * * * *	- £0 - - 2 2 2 - £41,410	45 31 £157,684 - - 4 2 1 £87,865	
	Pension Credit No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs lost No. appeals No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals	- - * * * *	26 12 £27,836 - - - - - - 2 50	1,334 2,156 £6,997,890 30 9 5 10 3 4 £87,623	
	Personal Independence Payment No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs lost No. appeals No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals	- - * * * *	293 89 £285,621 102 - - 15 14 1 £78,426	21,856 13,324 £66,356,434 3,796 688 1,299 5,177 2,979 1,064 £19,563,811	

	Welfare Rights Ad	vice Indicat	ors		
		Dund	ee City	Scotland	Dundee City
Ref	Indicator	2017/18	2018/19 ¹³	2018/19	%Change 2017/18 to 2018/19
OP2, OP3, OC1	Scottish Welfare Fund No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs lost No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals State Pension No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs lost No. appeals No. appeals lost Financial gain from MRs/appeals Sure Start Maternity Grant No. claims No. awards made/maintained Financial gain from MRs/appeals	- - - * * * * * * * * * * * * * * * * *	71 3 £398 4 - - - 50 28 13 £119,648 - - - - - - - 50.00 13 & \$23,961 -	2,111 1,068 £859,970 68 14 7 8 11 7 £21,285 177 154 £1,400,568 3 - 4 - 4 - 50.00 80 77 £73,311 2	
	No. MRs won No. MRs lost No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals	* - * *	- - - - - £0.00	- - 1 2 - £1,000.00	
	Universal Credit No. claims No. awards made/maintained Financial gain from awards made/maintained No. Mandatory Reconsiderations (MRs) No. MRs won No. MRs won No. MRs lost No. appeals No. appeals won No. appeals lost Financial gain from MRs/appeals	- - * * *	288 82 £341,154 41 - - 3 3 - £5,585.74	4,098 3,604 £16,699,608 456 94 72 347 203 51 £1,115,462.61	

	Welfare Rights Advice Indicators								
		Dundee City		Scotland	Dundee City				
Ref	Indicator	2017/18	2018/19 ¹³	2018/19	%Change 2017/18 to 2018/19				
	Other								
	No. claims	-	60	21,147					
	No. awards made/maintained	-	26	19,547					
	Financial gain from awards made/maintained	-	£90,618	£81,345,429					
	No. Mandatory Reconsiderations (MRs)	-	10	3,508					
	No. MRs won	*	-	917					
	No. MRs lost	*	-	1,012					
	No. appeals	-	9	4,389					
	No. appeals won	*	5	2,730					
	No. appeals lost	*	-	689					
	Financial gain from MRs/appeals	-	£27,677	£17,274,829					

Softer Outcomes								
	Indicator	Aberdeen City		Scotland	Aberdeen City			
Ref		2017/18	2018/19	2018/19	%Change 2017/18 to 2018/19			
OC2	Number of service users self-reporting improved health and wellbeing as a direct result of getting advice/support from the service							
	l've been feeling more relaxed Agree Disagree		-	1,554 183				
	l've been feeling physically better Agree Disagree		-	304 5				
	l've been feeling better about myself Agree Disagree		-	329 7				
	l've been feeling more optimistic about the future Agree Disagree		-	324 12				
	l've been getting on better with others Agree Disagree		-	292 2				
	Number of service users self-reporting improved capacity and ability to cope as a direct result of getting advice/support from the service							
	l am thinking more clearly Agree Disagree	-	-	347 14				
	l feel more in control of my life Agree Disagree		-	351 5				
OC3	I am more able to make decisions Agree Disagree		-	1,644 76				
	I am more able to cope with day to day issues/problems Agree Disagree		-	346 12				
	l know when to seek support and where to get it Agree Disagree			356 4				

Softer Outcomes							
		Aberdeen City		Scotland	Aberdeen City		
Ref	Indicator	2017/18	2018/19	2018/19	%Change 2017/18 to 2018/19		
	Number of service users self-reporting increased financial stability and resilience as a direct result of getting advice/support from the service						
	l recognise when I need help to sort out my money Agree Disagree			356 2			
OC4	I am confident that I am getting all the benefits/help to which I am legally entitled Agree Disagree	-		360 2			
	I know how much money I have to spend Agree Disagree		-	359 2			
	l can better manage my money Agree Disagree	-		1,393 156			
	l would be better able to cope if I had an unexpected expense Agree Disagree	-		339 12			



