



Sunderland Community Led Local Development Programme

Guidance on European Social Fund - Outputs and results: Definitions and monitoring requirements

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(ESF-CO01) Participants that are unemployed, including long-term unemployed	
Terms	Definitions
Unit of measurement	Participants (male/female/other).
Count criteria: Who can be recorded against this indicator?	<p>The following definition (see (i) below) should be used by all ESF opt-in organisations and direct-bid organisations except DWP Opt-In / DWP Opt-in providers. Please note that the Department for Work and Pensions (DWP) opt-in organisation will use a separate definition (see definition (ii) below) which is consistent with the Jobseekers Allowance and Universal Credits regime)</p> <p>(i) Unemployed Definition (to be used by non DWP opt-in funded providers and direct bid providers etc.).</p> <p>The following definition should be used by all ESF opt-in organisations and direct-bid organisations (NB DWP opt-in organisation will use a separate definition which is consistent with the Jobseekers Allowance and Universal Credits benefits regimes)</p> <p>(The employment status is determined on the date of entering the ESF operation.)</p> <p><i>Unemployed are persons without work, available for work and actively seeking work.</i></p> <p>(Long term unemployed is defined in the next indicator section)</p> <p>Source of definition http://ec.europa.eu/eurostat/documents/3859598/5935673/KS-GO-13-002-EN.PDF The wording in italics is identical to the LMP definition. This entails both the Labour Force Survey definition of unemployed plus registered unemployed.</p> <p>(ii) Unemployed definition (only to be used by DWP Opt-In Organisation and its providers).</p>

	<p>Participants who start and leave an ESF operation co-financed by the Department for Work and Pensions opt-in organisation should be counted under the Department for Work and Pensions (DWP) definition of 'unemployed' where this is applicable (see below).</p> <p>DWP defines unemployed as: "Persons out of work, available for work and actively seeking work who are registered as a Job Seeker Allowance (JSA) claimant or Universal Credit (UC) claimant whose circumstances place them in the All Work Related Requirements (AWRR) – Intensive Work Search Regime. This includes persons who are registered as unemployed but have a small part-time job.</p> <ul style="list-style-type: none"> • For JSA participants a small part-time job equates to employment under 16 hours per week; and • For UC claimants, a small part-time job equates to employment that does not move the claimant out of the All Work Related Requirements (AWRR) – Intensive Work Search Regime.
<p>Count Threshold: What is the threshold or minimum requirement for recording (one count) of this indicator?</p>	<p>For the purpose of reporting to the European Commission, a participant should be counted only once in any given operation. An individual may be counted as a participant in more than one operation, but never more than once per operation (for output indicators).</p> <p>Current guidelines from the European Commission state that a participant who returns to an operation after leaving cannot be counted as a "new" participant. On a second participation at the same operation, the initial leaving date and data relating to result indicators should be updated to reflect the latest results only.</p>
<p>Count Exclusions: Which people cannot be counted against this indicator?</p>	<p>People who are economically 'inactive' or 'employed'.</p>
<p>Additional Information Required for Indicator</p>	<p>The definitions described above (i.e. the non-DWP definition and the DWP definition are mutually exclusive and cannot be 'mixed and matched').</p> <p>Full-time students, even if they fulfil the criteria for unemployed as set out in this definition, are considered as "inactive".</p> <p>People with maternity or paternity-related entitlement while unemployed are always considered as "unemployed".</p> <p>The employment status is determined on the date of entering the ESF operation.</p> <p>Data for this indicator has to be broken down by category of region.</p>
<p>Relationship to other</p>	<p>Indicator CO02 (long term unemployed) will be a subset of this indicator.</p>

Indicators	<p>This indicator contributes towards the ESF programme's performance framework targets and equality target (male / female).</p> <p>Validation tests for data at the level of the participation record:</p> <p>(i) An individual can only be counted in one of the situations: "unemployed"; "inactive"; or "employed".</p> <p>(ii) No individual can be both male and female.</p> <p>(iii) An individual recorded under any of the YEI result indicators on "unemployed" should be recorded under the common output indicator "unemployed".</p>
(ESF-CO02) Participants that are long-term unemployed	
Terms	Definitions
Unit of measurement	Participants (male//female/other)
<p>Count criteria: Who can be recorded against this indicator?</p>	<p>Long-term unemployed participants (see definition below)</p> <p>Definition: The definition of long-term unemployed varies with age:</p> <ul style="list-style-type: none"> • <i>Youth long-term unemployed (<25 years of age) = more than 6 months continuous spell of unemployment</i> • <i>Adult long-term unemployed (25 years of age or more) = more than 12 months continuous spell of unemployment</i> <p>You should also refer to definitions of unemployment in indicator CO01 above. The age / duration split apply to both non-DWP and the DWP definition of `unemployed`.</p> <p>Source of definition: Eurostat, labour market policy database (LMP) http://ec.europa.eu/eurostat/documents/3859598/5935673/KS-GQ-13-002-EN.PDF</p> <p>The wording in italics is identical to the LMP definition.</p>
<p>Count Threshold: What is the threshold or minimum requirement for recording (one count) of this indicator?</p>	<p>For the purpose of reporting to the European Commission, a participant should be counted only once in any given operation. An individual may be counted as a participant in more than one operation but never more than once per operation (for output indicators).</p> <p>Current guidelines from the European Commission state that a participant who returns to an operation after leaving cannot be counted as a "new" participant. On a second participation at the same operation, the initial leaving date and data relating to result indicators should be updated to reflect the latest results.</p>
<p>Count Exclusions: Which people cannot be counted against this indicator?</p>	<p>Full-time students, even if they fulfil the criteria for unemployed as set out in the definition are not considered as unemployed.</p>

Additional Information Required for Indicator	<p>The age of the participant is calculated from his/her date of birth and is based on the participant's age on date of entry to the operation. So, for example, if a person is under 25 when joining operation, but over 25 on leaving an operation, they will need to be treated according to the long-term unemployed definition of long-term unemployed for youth.</p> <p>Data for this indicator has to be broken down by category of region.</p>
Relationship to other Indicators	<p>This indicator is a sub group of Indicator 1 above</p> <p>Validation tests for data at the level of the participation record:</p> <p>(i) An individual who is "long term unemployed" must also be "unemployed".</p> <p>(ii) An individual can only be in one of the situations: "unemployed"; "inactive" or "employed".</p> <p>(iii) No individual can be both "male" and "female".</p> <p>(iv) An individual recorded under any of the YEI result indicators on "long term unemployed" should also be recorded under the common output indicators "unemployed" and "long term unemployed (ESF CO02)".</p>
(ESF-CO03) Participants that are inactive	
Terms	Definitions
Unit of measurement	Participants (male//female/other)
Count criteria: Who can be recorded against this indicator?	<p>Inactive participants (see definition below)</p> <p>The following definition – see (i) below - should be used by all ESF opt-in organisations and direct-bid organisations – except DWP opt-in organisations who will use a separate definition - see (ii) below - which is consistent with the Jobseekers Allowance and Universal Credits regime)</p> <p>(i) Definition of `inactive' to be used by non-DWP Opt-in organisations and direct bid organisations.</p> <p><i>"Inactive" are persons currently not part of the labour force (in the sense that they are not employed or unemployed according to the definitions provided).</i></p> <p>Source: Eurostat</p> <p>The wording in italics is identical to the LMP definition.</p> <p>(ii) Definition of `inactive' to be used by DWP Opt-In organisation and its providers.</p> <p>Participants who start and leave an ESF operation co-financed by the Department for Work and Pensions opt-in organisation should be counted under the national Department for Work and Pensions (DWP) definition of `inactive' where this applies (see below).</p> <p>The Department for Work and Pensions consider persons who fall into the following groups as being `inactive':</p>

	<ul style="list-style-type: none"> • Full time students (even if registered unemployed) • Employment Support Allowance (ESA), Incapacity Benefit (IB) and Income Support (IS) claimants; • Universal Credit claimants who are placed in: the Work Preparation Requirement or Work Focused Interview Requirement conditionality groups; • People not in receipt of benefits • People who are distant from the labour market that need additional support, skills and/or confidence to enable them to move towards employment.
Count Threshold: What is the threshold or minimum requirement for recording (one count) of this indicator?	<p>For the purpose of reporting to the European Commission, a participant should be counted only once in any given operation. An individual may be counted as a participant in more than one operation but never more than once per operation (for output indicators).</p> <p>Current guidelines from the European Commission state that a participant who returns to an operation after leaving cannot be counted as a “new” participant. On a second participation at the same operation, the initial leaving date and data relating to result indicators should be updated to reflect the final operation.</p>
Count Exclusions: Which people cannot be counted against this indicator?	<ul style="list-style-type: none"> • People registered as unemployed, including / long-term unemployed. • Self-employed (including helping family members) are not considered as ‘inactive’. • Employed people.
Additional Information Required for Indicator	<p>“Inactive” are people who are not currently part of the labour force (in the sense that they are not employed or unemployed according to the definitions provided above).</p> <p>Full-time students are considered as “inactive”.</p> <p>People on full-time parental leave (understood as absences from work to bring up a child of young age for a period which does not fall under the classification of maternity or paternity leave) should be considered as inactive, unless already registered as unemployed. In this latter case, they should be counted as “unemployed”.</p> <p>"Self-employed" (including helping family members) are not considered as "inactive".</p> <p>The employment status is determined on the date of entering the ESF operation.</p> <p>Data for this indicator has to be broken down by category of region.</p>
Relationship to other Indicators	<p>The total number of participants for CLLD purposes = sum of indicators CO01 + CO03.</p> <p>This indicator contributes towards the ESF programme’s performance framework target (s) and also contributes to the programmes equality</p>

	<p>target for gender (male / female)</p> <p>Validation tests for data at the level of the participation record:</p> <p>(i) An individual can only be in one of the following situations: “unemployed”, “inactive” or “employed”</p> <p>(ii) An individual who is “inactive, not in education or training” must also be recorded as inactive</p> <p>(iii) No individual can be both “male” and “female”</p> <p>(iv) An individual recorded under any of the YEI result indicators on “inactive participants not in education or training” should be recorded in the common output indicators “inactive” and “inactive, not in education or training”.</p>
(ESF-CO16) Participants with disabilities	
Terms	Definitions
Unit of measurement	Participants (male /female/other)
Count criteria: Who can be recorded against this indicator?	<p>EC Definition:</p> <p>“Participants with disabilities” are persons who are registered disabled according to national definitions</p> <p>Source: LMP http://ec.europa.eu/eurostat/documents/3859598/5935673/KS-GQ-13-002-EN.PDF</p> <p>National Definition</p> <p>Disability: The main national definition is as defined in the Equality Act 2010. See link. https://www.gov.uk/definition-of-disability-under-equality-act-2010.</p> <p>You’re disabled under the Equality Act 2010 if you have a physical or mental impairment that has a ‘substantial’ and ‘long-term’ negative effect on your ability to do normal daily activities.</p> <ul style="list-style-type: none"> • ‘substantial’ is more than minor or trivial - e.g. it takes much longer than it usually would to complete a daily task like getting dressed • ‘long-term’ means 12 months or more – e.g. a breathing condition that develops as a result of a lung infection <p>However experience has shown that there are some ESF provision types where it has proved difficult to measure. We therefore will allow beneficiaries to alternatively count where the participant discloses a disability that limits the ability to work (as this is often used in questionnaires by the Office for National Statistics).</p> <p>We will also allow use of information on people that are in receipt of the core disability benefits but only those where being in receipt of the benefit is confirmation that that they have met the above definitions: this is not alternative criteria.</p> <p>An individual participant may be recorded under a number of ‘disadvantage’ – related indicators.</p>
Relationship	Contributes to ‘participants with disabilities’ output targets in Priority Axis

to other Indicators	1 and IP 2.1 Validation tests for data at the level of the participation record: (i) No individual can be both “male” and “female”
(ESF-O4) Participants over 50 years of age	
Terms	Definitions
Unit of measurement	Participants (male/female/other)
Count criteria: Who can be recorded against this indicator?	Definition: The age of the participant is calculated from the date of birth and determined on the date of entering the ESF operation.
Count Threshold: What is the threshold or minimum requirement for recording (one count) of this indicator?	See above definition.
Count Exclusions: Which people cannot be counted against this indicator?	Participants aged 50 or younger (on the date they joined the operation) should not be counted for this indicator.
Additional Information Required for Indicator	The Managing Authority anticipates that the ESF / ERDF MI database will calculate this indicator based on date of birth and start dates supplied by the project. The database has yet to be developed at time of writing. The approach described above may change – if this happens, this guidance will be amended accordingly. Data for this indicator has to be broken down by category of region.
Relationship to other Indicators	This is a programme-specific output indicator and supports the ‘over 50’ output targets in Priority Axis 1 and IP 2.1
(ESF - O5) Participants from ethnic minorities	
Terms	Definitions
Unit of measurement	Participants (male/female/other)
Count criteria: Who can be recorded against this indicator?	Definition: The ESF Managing Authority has agreed with the European Commission that in line with the guidance the England ESF programme will use the national definition of ‘ethnic minority group’ in-line with guidance from the Office of National Statistics. This indicator will be used as a ‘proxy’ for the indicator ‘migrants, people with a foreign background, minorities (including marginalised communities such as Roma)’ as set out in Annex I of the ESF Regulations. What the ONS has to say about defining ‘ethnic group’

	<p>ONS Guidance and Methodology Measuring Equality, Ethnic Group, National Identity and Religion</p> <p>“Collecting data on ethnic group is complex because of the subjective, multi-faceted and changing nature of ethnic identification. There is no consensus on what constitutes an ethnic group and membership is something that is self-defined and subjectively meaningful to the person concerned.</p> <p>Terminology has changed markedly over time and tends to evolve in the context of social and political developments. Ethnic group is also very diverse, encompassing common ancestry and elements of culture, identity, religion, language and physical appearance.</p> <p>ONS guidance on what instruction should be used when asking the ethnic question face-to-face interviewer led survey and self-completion survey:</p> <p>It is recommended that the ethnic group question will be asked in a way that allows the respondent to see all possible response options before making their decision. Therefore, in face-to-face interviewer-led surveys, a single show card should be used that presents all response options. The interviewer should then ask the respondent to select the option that best describes their ethnic group or background. Similarly, a self-completion survey (e.g. paper based) should use the single question (as above).</p> <p>The instruction ‘please describe’ should follow ‘other’ response options.</p> <p>ONS recommends gathering ethnic data according to the categories listed below in England.</p>
	<p>What is your ethnic group?</p> <p>Select one option (from groups 1-18 below) that best describes your ethnic group or background.</p> <p>(Groups 3 and 5-18 will be counted as “ethnic minorities” when the ESF Managing Authority provides aggregated monitoring data to the European Commission. However, individual ESF providers must gather data and record it against each relevant group below so that a full and detailed split of ethnic group data can also be monitored / reported).</p> <p>White</p> <ol style="list-style-type: none"> 1. English/Welsh/Scottish/Nothern Irish/British 2. Irish 3. Gypsy or Irish Traveller or ROMA 4. Any other White background

	<p>Mixed/Multiple ethnic groups</p> <p>5. White and Black Caribbean 6. White and Black African 7. White and Asian 8. Any other Mixed/Multiple ethnic background</p> <p>Asian/Asian British</p> <p>9. Indian 10. Pakistani 11. Bangladeshi 12. Chinese 13. Any other Asian background</p> <p>Black/African/Caribbean/Black British</p> <p>14. African 15. Caribbean 16. Any other Black/African/Caribbean background</p> <p>Other ethnic group</p> <p>17. Arab 18. Any other ethnic group.</p>
<p>Count Threshold: What is the threshold or minimum requirement for recording (one count) of this indicator?</p>	See guidance above.
<p>Additional Information Required for Indicator</p>	<p>An individual should be recorded against one ethnic group selected from groups 1-18 above.</p> <p>Data for this indicator has to be broken down by category of region.</p>
<p>Relationship to other Indicators</p>	<p>Common output indicator and contributes to output targets (ethnic minorities) in Priority Axis 1 and IP 2.1</p> <p>Internal data consistency check (common output indicators):</p> <p>(i) No individual can be both “male” and “female”.</p>
(ESF-CR02) Participants in education / training upon leaving	
Terms	Definitions
Unit of measurement	Participants (male/female/other)
Count criteria: Who can be recorded	Definition: Persons who have received ESF support and who are newly engaged in education (lifelong learning, formal education) or training activities (off-

<p>against this indicator?</p>	<p>the-job/in-the-job training, vocational training, etc.) immediately upon leaving the ESF operation.</p> <p>Education or training is defined as a structured and agreed programme of: lifelong learning; formal education; educational and/or vocational training activities (this may include on the job and/or off the job vocational training or a combination of the approaches listed).</p> <p>`Mandatory' training (e.g. job-search related / CV writing) and other non-vocational / non-educational support such as confidence building, life-skills and personal effectiveness support cannot be considered as `education' or `vocational training' (even though such activities may, of course, be useful and important support measures).</p> <p>"upon leaving" is to be understood as up to four weeks after the exit date of the participant.</p> <p>Source: ESF Monitoring and Evaluation Guidance on Cohesion Policy June 2015.</p>
<p>Count Threshold: What is the threshold or minimum requirement for recording (one count) of this indicator?</p>	<p>See definition above</p>
<p>Count Exclusions: Which people cannot be counted against this indicator?</p>	<p>Participants not meeting criteria above</p>
<p>Additional Information Required for Indicator</p>	<p>Additional Information This indicator is to be understood as a change in the situation upon leaving, compared to the situation when entering the ESF operation (with the participant not being in education/training when entering the ESF operation). The reference population is: all participants, except participants who were engaged in education/training upon entering.</p> <p>The source of funding of the ensuing training is not relevant.</p>
<p>Relationship to other Indicators</p>	<p>This immediate result indicator supports the ESF programme's result target indicator "Participants in education or training on leaving" (IPs 1.1, 1.4 and 1.5)</p> <p>Internal consistency check for data : An individual recorded under any of the YEI immediate result indicators on "in education/training , gain a qualification or are in employment, including self-employment, upon leaving", should be recorded at least in one of the three common immediate result indicators "participants in education/training", "participants gaining a qualification upon leaving" and "participants in employment, including self-employment, upon leaving".</p>

(ESF-R1) Unemployed participants into employment (including self-employment) on leaving	
Terms	Definitions
Unit of measurement	Unemployed participants (male/female/other)
Count criteria: Who can be recorded against this indicator?	<p>Definition: Persons who have received ESF support and who are newly engaged in education (lifelong learning, formal education) or training activities (off-the-job/in-the-job training, vocational training, etc.) immediately upon leaving the ESF operation.</p> <p>This programme-specific immediate result indicator is a sub-set of the `common immediate result' indicator ""Participants in employment, including self-employment, upon leaving". It is a subset because it only counts the participants who were `unemployed' when they started at the operation.</p> <p>Unemployed is defined in indicator C1 " Unemployed, including long term unemployed""</p> <p>"In employment, including self-employment" is defined as in the indicator `Employed including self-employed'(C5)</p> <p>"On leaving / upon leaving" is understood to mean the situation on the leaving date or within 4 weeks of the leaving date.</p> <p>Source: ESF Monitoring and Evaluation Guidance on Cohesion Policy June 2015.</p>
Count Threshold: What is the threshold or minimum requirement for recording (one count) of this indicator?	See definition above
Count Exclusions: Which people cannot be counted against this indicator?	Participants not meeting above criteria
Additional Information Required for Indicator	<p>Additional Information This indicator is to be understood as a change in the situation upon leaving, compared to the situation when entering the ESF operation (with the participant not being in education/training when entering the ESF operation).The reference population is: all participants, except participants who were engaged in education/training upon entering.</p> <p>The source of funding of the ensuing training is not relevant.</p>

Relationship to other Indicators	<p>This immediate result indicator supports the ESF programme's result target indicator "Participants in education or training on leaving" (IPs 1.1, 1.4 and 1.5)</p> <p>Internal consistency check for data:</p> <p>An individual recorded under any of the YEI immediate result indicators on "in education/training, gain a qualification or are in employment, including self-employment, upon leaving", should be recorded at least in one of the three common immediate result indicators "participants in education/training", "participants gaining a qualification upon leaving" and "participants in employment, including self-employment, upon leaving".</p> <p>It excludes those participants who were inactive upon entry to the operation.</p>
(ESF-R2) Inactive participants into employment or job search upon leaving	
Terms	Definitions
Unit of measurement	Inactive participants (male/female/other)
Count criteria: Who can be recorded against this indicator?	<p>Definition:</p> <p>This programme-specific indicator combines the 'common' immediate result indicator "Inactive participants engaged in job search upon leaving" (ESF CR01) with any inactive participants counted under "the common immediate result indicator "Participants in employment, including self-employment upon leaving" (ESF CR04). In this latter case, inactive participants will be a sub-set of participants counted under CR04).</p> <p>Unemployed or inactive persons who have received ESF support, and who are in employment, including self-employment, immediately upon leaving the ESF operation, whereby "Unemployed" is defined as in the indicator "Unemployed, including LTU".</p> <p>"Inactive" is defined as in the indicator "Inactive" (The reference population is ESF CO03).</p> <p>"in employment, including self-employment" is defined as in the indicator "Employed, including self-employed".</p> <p>"On leaving / upon leaving" is understood to mean the situation on the leaving date or within 4 weeks of the leaving date.</p>
Count Threshold: What is the threshold or minimum requirement for recording (one count) of this indicator?	See above definition
Count Exclusions:	Participants who do not meet the above criteria:

Which people cannot be counted against this indicator?	<ul style="list-style-type: none"> • Employed upon entry • Unemployed or inactive upon leaving
Additional Information Required for Indicator	<p>Additional Information</p> <p>This indicator is to be understood as a change in the employment status upon leaving, compared to the situation when entering the ESF operation (with the participant being unemployed or inactive when entering the ESF operation).</p> <p>The reference population is ESF CO03.</p> <p>Data for this indicator has to be broken down by category of region.</p>
Relationship to other Indicators	<p>This is an immediate result indicator.</p> <p>This programme-specific indicator combines the ‘common’ immediate result indicator “Inactive participants engaged in job search upon leaving” with any inactive participants counted under the common immediate result indicator “Participants in employment, including self-employment upon leaving”. In this latter case, inactive participants will be a sub-set of participants. However, differently to that indicator, participants who were unemployed at entry are not counted.</p> <p>Validation tests for data at the level of the participation record:</p> <ul style="list-style-type: none"> • An individual recorded under “participants in employment, including self-employment, upon leaving” cannot be recorded in “inactive participants engaged in job searching upon leaving” and vice versa. • An individual recorded under “participants in employment, including self-employment, upon leaving” cannot be recorded under the output indicator “employed, including self-employed” (ESF CO05). • An individual recorded under any of the YEI immediate result indicators on “in education/training , gain a qualification or are in employment, including self-employment, upon leaving”, should be recorded at least in one of the three common immediate result indicators “participants in education/training”, “participants gaining a qualification upon leaving” and “participants in employment, including self-employment, upon leaving.