

## Edinburgh's Employer Recruitment Incentives 2021/22

**Definition of barriers** (highlighted barriers are given priority during the application process)

Barrier	Definition
<b>Disabled and or D/deaf person (includes those experiencing mental health issues and those who have an impairment or long-term health condition)</b>	<p>"Participants with disabilities" are persons who are registered disabled according to national definitions. (European Commission Monitoring and Evaluation Guidance: Annex C1)</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"> <li>'substantial' is more than minor or trivial, eg it takes much longer than it usually would to complete a daily task like getting dressed</li> <li>'long-term' means 12 months or more, eg a breathing condition that develops as a result of a lung infection</li> </ul>
<b>Care Experienced</b>	<p>Under the provisions of the Children (Scotland) Act 1995, 'Looked After Children' are defined as those in the care of their local authority. The majority will come into one of these categories:</p> <ul style="list-style-type: none"> <li>Looked after at home</li> <li>Looked after away from home</li> </ul> <p><a href="http://www.gov.scot/Topics/People/Young-People/protecting/lac/about">http://www.gov.scot/Topics/People/Young-People/protecting/lac/about</a></p> <p>This definition also includes young people leaving care up to and including the age of 25. Children and Young People (Scotland) Act 2014 <a href="http://www.gov.scot/Topics/People/Young-People/legislation">http://www.gov.scot/Topics/People/Young-People/legislation</a></p>
<b>Lone Parent</b>	<p>"An 'adult' is a person above 18 years of age"</p> <p>"Dependent children refers to individuals aged 0-17 years and 18-24 years if inactive and living with at least one parent."</p>
<b>Person with a Conviction (including CPO's)</b>	<p>This relates to any individual who has a criminal conviction that:</p> <ul style="list-style-type: none"> <li>Is not 'spent'</li> <li>is exempt from becoming 'spent'</li> <li>remains a barrier to progressing within the labour market e.g. gaps in c.v.</li> </ul> <p>Supplementary Information The Rehabilitation of Offenders Act 1974 (ROA) states that anyone who has been convicted of a criminal offence and sentenced to less than two and a half years in prison can be regarded as rehabilitated after a specified period with no further convictions. After the specified period the original conviction is spent. The specified period varies between 6 months and 10 years depending on the length of sentence. Convictions involving sentences of over 2.5 years are never spent. However, some types of jobs are exempt from this Act – this means that individuals have to disclose spent convictions as well as unspent ones. These jobs include:</p> <ul style="list-style-type: none"> <li>working with children and vulnerable adults, such as elderly and disabled people</li> <li>senior roles in banking and the financial services industry</li> <li>certain posts connected to law enforcement, including the judiciary and the police</li> <li>work involving national security</li> <li>certain posts in the prison service</li> </ul>

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	<ul style="list-style-type: none"> <li>• certain professions in areas such as health, pharmacy and the law</li> <li>• private security work.</li> </ul> <p><a href="http://www.gov.scot/Topics/archive/law-order/law/RehabofOffenders">http://www.gov.scot/Topics/archive/law-order/law/RehabofOffenders</a></p>
<b>Primary Carer</b>	Primary carer of a child/children (under 18) or adult.
<b>Person Aged over 50 years</b>	Individuals must be 50 years and above - the age of the participant is calculated from the date of birth and determined on the date of entering the ESF operation.
<b>No or Limited Work Experience</b>	Individuals who have no, or limited, experience of paid employment. This can include individuals who have a notable gap(s) within their work history e.g. due to being inactive from the labour market because of family / caring responsibilities, periods of ill health etc In addition, this can include individuals who have worked for very limited periods of time e.g. Christmas cover.
<b>Early Leavers from the Armed Forces, Veterans and Ex-Forces Personnel</b>	Early Service Leaver - a person discharged from the Armed Forces; either at own request, before completing an initial four years of service; or compulsorily. Veteran - Former member of the UK Armed Forces Ex-forces personnel – a person who has served in any rank(whether as a combatant or non -combatant) in the Armed forces
<b>Long-term Unemployed</b>	Individuals who are registered as unemployed and in receipt of: <ul style="list-style-type: none"> <li>• Jobseekers Allowance/Universal Credit</li> </ul> <p><b>Or</b></p> <ul style="list-style-type: none"> <li>• Employment Support Allowance (Work related Activity Group)</li> </ul> <p><b>But for more than:</b></p> <ul style="list-style-type: none"> <li>• 6 months continuous unemployment (under 25 i.e. up to the age of 24)</li> </ul> <p><b>or</b></p> <ul style="list-style-type: none"> <li>• 12 months continuous unemployment (over 25 i.e. 25 years or more)</li> </ul> <p>(European Commission <i>Monitoring and Evaluation Guidance: Annex C1</i>)</p>
<b>Person Who Has Failed Their ESA Work Capability Assessment</b>	Department for Work and Pensions (DWP) require an individual to have a Work Capability Assessment that focuses on how their illness or condition affects them on a day-to-day basis in order for the individual to claim Employment Support Allowance. A person may 'fail' this assessment for a number of reasons and be declared 'fit to work'.
<b>People from Ethnic Minority Backgrounds and Racial Groups, With a Targeted Approach Informed By Local Population Data</b>	Migrants - Non-national permanent residents in a country, people with a foreign background or nationals from a minority (according to national definitions). (European Commission Monitoring and Evaluation Guidance: Annex C1)
	Minorities - "There is no single definition of a minority group. In general, when linked with disadvantage, the term minority can be taken to refer to any group with personal characteristics that are subject to discrimination, which range from ethnicity or religious belief to sexual preference. The precise definitions adopted for ESF monitoring will, therefore, depend on national definitions. In relation to ethnic minorities, which are likely to constitute the most widely recognised minority groups, the working definitions of previous ESF evaluations may be used: <ul style="list-style-type: none"> <li>• Ethnic minority – individuals with a different cultural tradition or background from the majority of the population.</li> <li>• National minority – individuals from relatively well-established minority groups living in particular EU countries. National minorities have been established for a number of generations in some EU countries, such as Russians and Poles in the Baltic States, and the Hungarian minority in Romania.</li> </ul>

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	<ul style="list-style-type: none"> <li>Indigenous minorities - ethnic groups that are long-standing residents of a particular EU country. They may have a migrant, indigenous or landless nomadic background.</li> <li>(European Commission Monitoring and Evaluation Guidance: Annex D)</li> <li>Foreign background "Similarly, in the absence of a national definition for "people with a foreign background" the term should be understood according to the following international recommendation (UNECE in cooperation with Eurostat): persons with a foreign background are "... persons whose parents were born outside the country. The persons in this group may or may not have directly experienced an international migration"" (European Commission Monitoring and Evaluation Guidance: Annex D)</li> </ul>
<b>Gypsy/Travelling Community</b>	Minorities - "There is no single definition of a minority group. In general, when linked with disadvantage, the term minority can be taken to refer to any group with personal characteristics that are subject to discrimination, which range from ethnicity or religious belief to sexual preference.
<b>Partner of Current or Ex-Armed Forces Personnel</b>	Partner of a person who falls into one of the categories below; Early Service Leaver - a person discharged from the Armed Forces; either at own request, before completing an initial four years of service; or compulsorily. Veteran - Former member of the UK Armed Forces Ex-forces personnel – a person who has served in any rank(whether as a combatant or non -combatant) in the Armed forces
<b>Person Requiring Support with Language, Literacy, or Numeracy, Including Those for Whom English is an Additional Language</b>	
<b>Low Skilled</b>	Individual's highest level of qualification is at SCQF Level 4 or below - <a href="https://scqf.org.uk/about-the-framework/interactive-framework/">https://scqf.org.uk/about-the-framework/interactive-framework/</a>  Individual's highest level of qualification is at ISCED Level 2 or below, or instances where the participant has minimal qualifications at level 3 and their skills level can be deemed a barrier to employment e.g. poor literacy and / or numeracy skills.  A table comparing the Commission ISCED levels to Scottish Qualification levels is available further in this guidance.
<b>A young person who was receiving additional support for learning in school</b>	A child is said to have 'additional support needs' if they need more, or different, support to what is normally provided in schools or pre-schools to children of the same age. Children might need extra help to be able to take part in school or get the most from their education.  Some children may need a lot of support all the way through school. Others may need only a small amount for a short time.
<b>Refugee or other granted leave to stay in the UK</b>	An individual who 'owing to a well-founded fear of being persecuted for reasons of race, religion, nationality, membership of a particular social group, or political opinion, is outside the country of his nationality, and is unable to or, owing to such fear, is unwilling to avail himself of the protection of that country'. (Article 1, 1951 Convention Relating to the Status of Refugees)  A refugee is entitled to the same social and economic rights as any UK citizen. Refugees have full access to medical treatment, education, housing and employment. <a href="http://www.gov.scot/Topics/People/Equality/Refugees-asylum">http://www.gov.scot/Topics/People/Equality/Refugees-asylum</a>  An individual who 'has applied for asylum and is waiting for a decision as to whether or not they are a refugee.' An asylum seeker is someone who has asked a Government for refugee status and is waiting to hear the outcome of their application.  <a href="http://www.gov.scot/Topics/People/Equality/Refugees-asylum">http://www.gov.scot/Topics/People/Equality/Refugees-asylum</a>

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<p><b>Homeless person (including temporary or unstable accommodation)</b></p>	<p>In the absence of a national definition for "homeless or affected by housing exclusion" the term should be understood according to the ETHOS (European Typology of Homelessness and Housing Exclusion) definition which is derived from the physical, social and legal interpretation of what a 'home' means. It classifies the following four living circumstances as homelessness or extreme forms of housing exclusion:</p> <ul style="list-style-type: none"> <li>• Rooflessness (people living rough and people in emergency accommodation)</li> <li>• Houselessness (people in accommodation for the homeless, in women's shelters, in accommodation for immigrants, people due to be released from institutions and people receiving long-term support due to homelessness)</li> <li>• Insecure accommodation (people living in insecure tenancies, under threat of eviction or violence)</li> <li>• Inadequate housing (living in unfit housing, nonconventional dwellings e.g. in caravans without adequate access to public utilities such as water, electricity or gas or in situations of extreme overcrowding)</li> </ul> <p>Adults living with their parents should not be registered under this indicator unless they are all homeless or living in insecure or in inadequate housing.</p> <p>The definition of homeless can also include 'sofa surfing' - the practice of staying temporarily with various friends and relatives while attempting to find permanent accommodation.</p>
<p><b>Person affected by substance misuse</b></p>	<p>The continued misuse of substances (typically alcohol or drugs) that severely affects an individual's physical and mental health, social situation and responsibilities. This can include individuals in recovery where this remains a barrier to progressing within the labour market.</p>
<p><b>Living in a household with children in poverty</b></p>	<p>It should be noted that under Social Inclusion &amp; Poverty interventions, this target group includes Workless Households. As described earlier in the 'Definitions' section, 'Low Income' is defined as: "Income below 60% of the national median equivalised disposable income after social transfers." (European Commission Monitoring and Evaluation Guidance: Annex D) The Scottish Government Analytical Services Division uses the following methodology: 'Total household income (after taxes, benefits and earnings of all household members) is equivalised to take account of household size e.g. a household with two adults and three children would need greater resources than a single adult The poverty threshold is 60% of the UK median – a 'reference household' is a couple with no children. <a href="http://www.gov.scot/Resource/0045/00454875.pdf">http://www.gov.scot/Resource/0045/00454875.pdf</a></p> <p>Based on the 2015 / 2018 figures – the current poverty threshold is £302 a week (or £15,800 a year) for a couple (with no children) <a href="#">Poverty and income inequality in Scotland: 2015-2018</a></p> <p>In certain circumstances, there may be justification for using a higher threshold amount as a result of differences in the local economy e.g. the cost of living may be higher in some areas. In addition, participants who are considered to be experiencing 'Material deprivation' can be considered as being within the 'Low Income' target group.</p> <p>As described earlier in the 'Definitions' section, 'Material Deprivation refers to the situation of people who cannot afford a number of necessities considered essential to live a decent life in Europe. Individuals are considered to be under material deprivation if living in households who lack at least three of the following nine items because they cannot afford them:</p> <ol style="list-style-type: none"> <li>1. to face unexpected expenses;</li> <li>2. one week annual holiday away from home;</li> <li>3. to pay for arrears (mortgage or rent, utility bills or hire purchase instalments);</li> <li>4. a meal with meat, chicken or fish every second day;</li> <li>5. to keep home adequately warm;</li> <li>6. to have a washing machine;</li> </ol>

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	<p>7. to have a colour TV; 8. to have a telephone; 9. to have a personal car</p> <p>Please note that for the purposes on reporting on EUMIS, 'Low Income (social inclusion and poverty)' should be selected.</p>
<b>Person living in the 15% most employment deprived SIMD geographies (see ESF Scottish Local Authority Employment Deprived Area Postcodes list).</b>	<p>Residing in SIMD 15% most employment deprived geographies (see list). The following link provides details of the 2020 SIMD index and shows the top 15% of Employment deprived areas. and has been updated since the 2016 checker. When using any dataset it should be the one which is live at the time of registering a participant that is utilised. Link to SIMD Postcode Checker: <a href="https://www.gov.scot/publications/european-social-fund-participant-guidance/">https://www.gov.scot/publications/european-social-fund-participant-guidance/</a></p> <p>Only one geographical barrier can be claimed for any participant. Meeting the definitions for 2 or more only count as one barrier.</p>
<b>Person living in an area defined as "rural area" or "very remote rural"</b>	<p>Living in an area defined as "remote rural" or "very remote rural" in the Scottish Government 8 Fold Urban Rural Classification (see 'Rural Area Rating' column on ESF Scottish Local Authority Rural Area Postcodes list). <a href="http://www.gov.scot/Topics/Statistics/About/Methodology/UrbanRuralClassification">http://www.gov.scot/Topics/Statistics/About/Methodology/UrbanRuralClassification</a></p> <p>Only one geographical barrier can be claimed for any participant. Meeting the definitions for 2 or more only count as one barrier.</p> <p>"From rural areas" is to be understood as persons residing in thinly populated areas according to the Degree of urbanisation (DEGURBA category 3) classification. Thinly-populated areas means that more than 50 % of the population lives in rural grid cells. (European Commission Monitoring and Evaluation Guidance: Annex D)</p> <p>Only one geographical barrier can be claimed for any participant. Meeting the definitions for 2 or more only count as one barrier. Please use this classification when eligible and only use Remote Rural Areas for any other areas (see <a href="#">ESF Scottish Local Authority Rural Area Postcodes list</a>).</p>
<b>Living in a jobless household</b>	<p>"Households where no member is in employment i.e. all members are either unemployed or inactive" "A household is defined as a housekeeping unit or, operationally as a social unit:</p> <ul style="list-style-type: none"> <li>• having common arrangements</li> <li>• sharing household expenses or daily needs</li> <li>• is a shared common residence</li> </ul> <p>A household includes either one person living alone or a group of people, not necessarily related, living at the same address with common housekeeping i.e. sharing at least one meal per day or sharing a living or sitting room." (European Commission Monitoring and Evaluation Guidance: Annex C1)</p> <p>Only one jobless household barrier can be claimed for any participant. Meeting the definitions for 2 or more only counts as one barrier.</p>
<b>Young Person at risk of becoming NEET</b>	<p>The Scottish Government defines NEET as individuals between the ages of 16 and 19 who are not in employment, education or training. The main focus of the pipeline is to assist individuals with multiple barriers to employment (and who are the furthest away from the labour market) to progress into or through employment - Lead Partners can therefore work with individuals who are 'working age' or around 6 months prior to the individual reaching 'working age'.</p> <p>For the purposes of ESF, the 'working age' is the same as 'the minimum school leaving age' – since this is generally the earliest point that an individual can leave full-time education.</p> <p>Where someone is in full-time education, they should be recorded as 'Economically Inactive', regardless of whether they have a part-time job.</p>

SCQF Levels	National Courses	Higher Education	SVQs / MAs	ISCED Levels	Definitions of UNESCO
12		Doctorate	Professional Apprenticeship	Level 8	<b>DOCTORAL OR EQUIVALENT</b> are designed primarily to lead to an advanced research qualification. Programmes at this level are devoted to advanced study and original research and typically offered only by research-orientated tertiary educational institutions such as universities.
11		Masters Degree	Professional Apprenticeship SVQ 5	Level 7	<b>MASTERS OR EQUIVALENT</b> are designed to provide participants with advanced academic and/or professional knowledge, skills and competencies, leading to a second degree or equivalent qualification.
10		Honours Degree	Professional Apprenticeship	Level 6	<b>BACHELOR OR EQUIVALENT</b> are often designed to provide participants with intermediate academic and/or professional knowledge, skills and competencies, leading to a first degree or equivalent qualification. Traditionally offered by universities and equivalent tertiary educational institutions.
9		Ordinary Degree	Technical Apprenticeship SVQ 4		
8		HND	Technical Apprenticeship SVQ 4	Level 5	<b>SHORT CYCLE EDUCATION</b> programmes are often designed to provide participants with professional knowledge, skills and competencies. Typically these are practically based, occupationally specific and prepare students to enter the labour market. However programmes may also provide a pathway to other tertiary education programmes. Programmes at this level have more complex content than programmes at ISCED L3 & 4, but they are shorter and usually less theoretically orientated than ISCED L6 programmes.
7		HNC	Modern Apprenticeship SVQ 3		
	N/A	N/A		Level 4	<b>POST SECONDARY NON TERTIARY</b> education provides learning experiences building on secondary education and preparing for labour market entry as well as tertiary education. It aims at the individual acquisition of knowledge, skills and competencies below the high level of complexity characteristic of tertiary education. Programmes at this level are typically designed to provide individuals who complete ISCED L3 with non-tertiary qualifications that they require for progression to tertiary education or for employment when their ISCED L3 qualification does not grant such access.
7	New Advanced Higher Advanced Higher Scottish Baccalaureates		Modern Apprenticeship SVQ 3	Level 3	<b>UPPER SECONDARY</b> education programmes are typically designed to complete secondary education in preparation for tertiary education, or to provide skills relevant to employment or both. Programmes at this level are more varied, specialised and in-depth instruction than programmes at ISCED Level 2. They are more differentiated, with an increased range of options and streams available.
6	New Higher Higher Skills for Work Higher		Modern Apprenticeship SVQ 3		
5	National 5 (Intermediate 2) Skills for Work National 5 (Credit Standard Grade)		Modern Apprenticeship SVQ 2		
4	National 4 (Intermediate 1) Skills for Work National 4 (General Standard Grade)		SVQ 1	Level 2	<b>LOWER SECONDARY</b> education programmes typically designed to build upon learning outcomes from ISCED L1. Usually the educational aim is to lay the foundation for lifelong learning & human development on which education systems may systematically expand further educational opportunities
3	National 3 Access 3 Skills for Work National 3 (Foundation Standard Grade)				
2	National 2 Access 2				
1	National 1 Access 1				

ISCED 1 – Primary School Education  
ISCED 0 – Early Learning and Childcare