Fitzpatrick Associates with Ecotec and NTDI

Monitoring Indicators under the EHRDOP and Equality Monitoring

Fitzpatrick Associates Economic Consultants with Ecotec Research and Consulting, and NTDI

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Supported by

Equality Studies Unit, Measure 33A of the EHRDOP

FOREWORD

The Equality Authority is pleased to present this report to the Employment and Human Resources Development Operational Programme Monitoring Committee. The focus for the Equality Studies Unit covers four groups – older people, people with disabilities, minority ethnic groups (in particular refugees) and Travellers. It was prepared by the Equality Studies Unit (Measure 33A Technical Assistance). *Monitoring Indicators under the Employment and Human Resources Operational Programme and Equality Monitoring* is the first of a series of reports which seek to enhance equality outcomes across all measures under the EHRDOP(OP).

The focus of this report is on the collection of data and the development of indicators. The availability of data on groups experiencing inequality is essential for the pursuit of equality and indeed for the effectiveness of labour market measures. There is a need for further data to monitor participation and track the progress of groups experiencing inequality across the measures funded by the EHRDOP. In order to achieve this data gathering systems will need to be evolved further.

The objective of the study was to identify existing data deficits and the changes needed to address these so that participation in measures can be tracked and analysed with reference to four groups: people with disabilities; membership of the Traveller community; minority ethnic groups (in particular refugees) and older people.

This report sets out the situation with regard to the availability of programme data under the OP for these four groups. It identifies gaps in the availability of data and proposes ways to develop the capacity of data collection systems to capture the situation for the above four groups and to develop indicators to track their progress.

The report makes recommendations for the production of output, result and impact indicators for measures where data is already collected in relation to the four groups. It recommends the evolution of data gathering systems where such data is not being collected so that the necessary indicators can be produced for these measures. Implementing bodies are recommended to develop implementation plans for the production and analysis of monitoring indicators across the four groups. The Equality Authority would be happy to support this process. The Equality Authority will also develop concise guidelines in relation to the collection and storage of data on membership of the four groups.

We would like to thank Fitzpatrick Associates for their work in preparing the report and the Equality Studies Management Committee for their contributions. The Committee draws together implementing agencies, social partners and equality interests. We would also like to thank all the implementing bodies for taking the time to participate in the study. The Equality Authority looks forward to building on existing good practice in the area of data collection by supporting the evolution of more equality data gathering systems across the measures and sub-measures funded by the EHRDOP.

Niall Crowley

Niall Crowley
Chief Executive Officer
Equality Authority

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EXECUTIVE SUMMARY

Study Objectives

This is the technical report of a project for the Equality Authority on *Monitoring Indicators Under the EHRDOP and Equality Monitoring*. The report was prepared by Fitzpatrick Associates, Economic Consultants with ECOTEC Research and Consulting and the National Training and Development Institute.

The Equality Authority is implementing the Equality Studies Unit (ESU) sub-measure, a technical assistance sub-measure of the EHRDOP of the National Development Plan 2000-2006. The ESU research programme focuses on the situation and implications of labour market policy for older people, people with disabilities, minority ethnic groups (in particular refugees) and members of the Traveller community. This report was guided by the Equality Studies Unit Management Committee, which includes representatives of Government Departments/Agencies delivering measures under the EHRDOP, Congress, IBEC and representation from the four groups of interest to the ESU.

The EHRDOP notes that *"the identification and reporting of suitable indicators is an essential management element in the Community Support Framework and its operational programmes."* Such indicators are required at measure/sub-measure level at regular intervals over the implementation period, are reported to the Monitoring Committee and are included in regular reports. Regarding gender equality, gender mainstreaming was incorporated into the preparation of the NDP 2000-2006. Investments have to be gender proofed and indicators are reported disaggregated by gender (and by NUTS II region).

The importance of incorporating wider equality considerations, i.e. equality grounds in addition to gender, is increasingly recognised. So too is the importance of data on education, training and labour market status of members of the equality groups to support "evidence based policy making". Within this context the overall objective of this report is to identify data deficits and the changes needed to address these:

"so that participation in measures under the Employment and Human Resource Development Operational Programme (EHRDOP) can be tracked and analysed with reference to four grounds: people with disabilities; members of the Traveller Community; members of an ethnic minority group; older people."

Key Study Issues

Three types of programme monitoring indicators are used under the EHRDOP:

- **output indicators:** represent the product of the operators' activity or more precisely that which is obtained in exchange for public expenditure. An example in the case of a training intervention is the number of people partaking in a training course;

- **result indicators:** represent the immediate advantage of an intervention for the direct addressees. An example in the case of a training intervention is the number of participants who achieve certification;

- **impact indicators:** represent the consequences of an intervention beyond its direct and immediate interaction with addressees. An example in the case of a training intervention is the number of graduates from a programme who are in employment one year following graduation.

The objective of this technical report is to outline the changes needed so that monitoring indicators (i.e. output, result and impact) across measures under the OP could be produced for each of the four grounds. This objective can be "de-composed" into four key issues:

- **Issue 1:** what is the focus or nature of current monitoring indicators? A prerequisite for the monitoring of participation across the four grounds is that current monitoring indicators involve direct beneficiaries of a measure, i.e. they refer to the numbers of people rather than another unit of analysis such as numbers of schools or companies;

- **Issue 2:** what is the approach to collection of data on the personal characteristics of beneficiaries? Information on whether beneficiaries are members of the four groups can only be collected systematically if beneficiaries are asked to reveal relevant personal characteristics. Hence, a second key issue is whether beneficiaries are currently asked to reveal such personal characteristics, or whether data on the personal characteristics of beneficiaries is based on observation by measure deliverers;

- **Issue 3:** does the data currently collected allow production of monitoring indicators for the four grounds? i.e. where information on their personal characteristics is currently collected from beneficiaries, are they asked whether they are members of the four groups;

- **Issue 4:** following from the above what changes are needed to produce monitoring indicators across the four grounds?

A total of 38 EHRDOP measures were examined for the study (for ease of expression the term "measures" is used to refer to "measures and sub-measures"). The following section outline the study findings and conclusions in relation to each of the four key issues.

Focus of Indicators

A prerequisite for production of monitoring indicators for the grounds is that indicators relate to direct beneficiaries. Output indicators that relate to direct beneficiaries have been defined for 34 measures, result indicators for 19 measures and impact indicators for 15 measures (see Figure 1.a). Thus they are appropriate, in principle, for the monitoring of participation in respect of the four groups. In the case of three measures, indicators have been defined but they do not relate to direct beneficiaries, and hence could not be used to monitor participation by members of the four groups.

Figure 1a: Do Indicators Relate to Beneficiary Numbers?

Legend: Output Indicator, Result Indicator, Impact Indicator

Values — Relates to Beneficiaries: 34, 19, 15; Do Not Relate to Beneficiaries: 2, 1, 3; Not Defined: 2, 18, 20.
y-axis: no. of measures
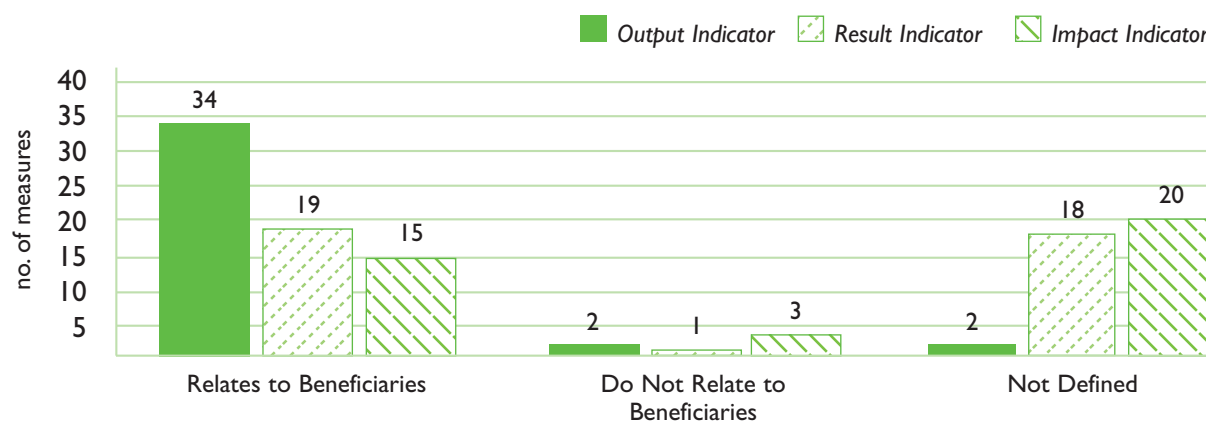
Approach to Collection of Data

The production of indicators across the four grounds further requires collection of information as to whether beneficiaries are members of the four groups. This information can only be collected systematically if beneficiaries reveal their personal characteristics, i.e. state whether they are an older person, whether they have a disability and so on, when completing registration, application or claim forms, or when responding to follow-up surveys.

The collection of data for impact indicators requires a follow-up survey of measure leavers and a survey by implication requests beneficiaries to reveal their personal characteristics. The collection of data for output and result indicators requires the collection of information on measure participants. Across the measures reviewed there are two different approaches to the collection of information on the personal characteristics of beneficiaries for output and result indicators (see Figure 1b).

For the majority of measures (28) beneficiaries provide information on their personal characteristics (typically gender and age) when completing registration, application or claim forms. Measures that produce output and result indicators relating to direct beneficiaries, and which collect information by asking beneficiaries to reveal their personal characteristics, typically collect this information only once. The information in such cases is typically stored on a "relations database", where each beneficiary has an individual information field and a unique identifier. Beneficiary information collected and stored in this way can be used in the production of both output and result indicators.

For a number of measures (10) deliverers (e.g. trainers, company representatives or school principals) gather information on the personal characteristics of beneficiaries (e.g. gender) by using a head-count system or by inference from routine administrative data. The measures that currently produce output and result indicators relating to direct beneficiaries, and that collect information on the personal characteristics by observation, typically collect this information on beneficiaries twice – once in the production of output indicators and a second time in the production of result indicators.

Figure 1b: What are the Approaches to the Collection of Information on Beneficiaries?

Values — Beneficiaries reveal personal characteristics: 28; Observation of measure deliverers: 10.
y-axis: no. of measures
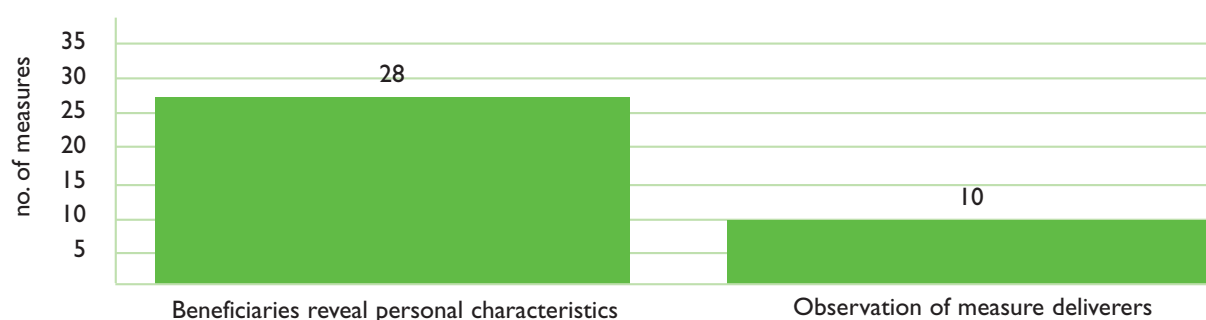
Availability of Data to Produce Current Indicators for the Four Grounds

In a considerable number of cases data currently collected would allow the production of indicators in respect of specific grounds (see Figure 1c). Specifically, data currently collected in respect of older people would allow the production of output indicators for 17 measures, result indicators for ten measures and impact indicators for five measures. Current data on people with a disability would allow the production of output indicators for 11 measures and of result indicators for six measures. Existing data on members of the Traveller community would allow the production of output indicators for eight measures and of result indicators for six measures. Finally, existing OP data on members of an minority ethnic group would enable the production of output indicators for nine measures and of result indicators for six measures. (As indicated in the text, implementing agencies collate data on nationality, country of origin and refugee status).

The share of planned expenditure accounted for by those measures where appropriate indicators have been defined and for which data is currently available across all four grounds provides an indication of the extent and significance for equality monitoring of the data that is already available. Seven measures out of the 38 measures/sub-measures for which we have information, collect data required to produce output indicators for all four grounds. These amount to €3,981.96mn or 35.3% of planned expenditure. Six of these also collect data needed to produce result indicators for each of the four grounds. These measures account for €3,648.61mn or 32.3% of planned expenditure. Data is currently not collected for any measure/sub-measure that would allow the production of impact indicators across the four grounds. Nevertheless, this situation may change in light of the NDP/CSF Evaluation Unit commissioned report *"Review of Arrangements for the Design of Follow Up Participant Surveys Under the EHRDOP".*

Figure 1c: Is Data Available to Produce Current Indicators?
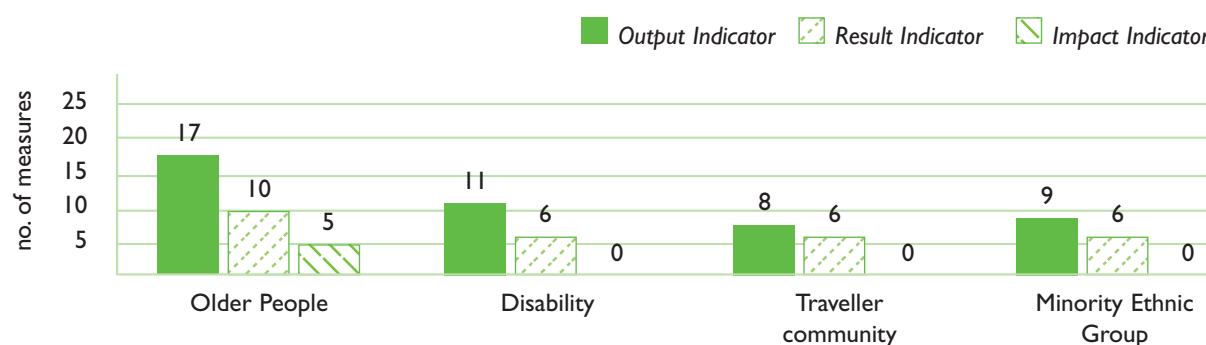
Changes Required to Data Collection Systems

The production of monitoring indicators for the four grounds requires that, in each measure, indicators are defined that relate to direct beneficiaries and that information is collected as to whether beneficiaries are members of the four groups. This information can only be collected systematically if beneficiaries are asked to reveal their personal characteristics i.e. through participants filling out forms that include the relevant questions. The nature of the changes required so that participation under the EHRDOP could be monitored for each of the four grounds depends on which of the above requirements have already been met.

Where indicators have been defined relating to beneficiaries and relevant data is already collected, the change required is to utilise the available data to produce the current indicators across the four grounds. Where appropriate indicators have been defined but data on the grounds is not collected, it is necessary to collect new data across the four grounds either by (a) adding relevant questions to existing data collection forms (completed by beneficiaries) or survey forms or (b) where existing monitoring data is collected by observation by developing new forms which include the relevant questions on the grounds (to be answered by beneficiaries), and the development of associated systems for data storage and analysis. Where there is no appropriate indicator, the change required is to define appropriate indicators and produce these indicators for the grounds.

We can, therefore, broadly distinguish three types of changes or steps that might be required: producing current indicators where equality data is already available, collecting data to produce current indicators where relevant data is not already available, and defining and producing appropriate indicators where they have not yet been defined. The combination of steps needed differs from measure to measure depending on which of the above requirements have already been met.

Finally, implementing the changes required to current data collection systems would have implications not just for the data collection systems but also for data storage and analysis systems of Agencies and Departments. Therefore a number of mechanisms to support the production of monitoring indicators across the four grounds are required.

INTRODUCTION

1.1 Study Objectives and Terms of Reference

This is the technical report of a project for the Equality Authority on "Monitoring Indicators Under the EHRDOP and Equality Monitoring". The report was prepared by Fitzpatrick Associates, Economic Consultants with ECOTEC Research and Consulting and the National Training and Development Institute.

The Equality Authority is implementing the Equality Studies Unit (ESU), a technical assistance sub-measure of the EHRDOP of the National Development Plan 2000-2006. The ESU research programme focuses on the labour market situation and implications for labour market policy of older people, people with disabilities, minority ethnic groups (in particular refugees) and members of the Traveller community. This report was guided by the Equality Studies Unit Management Committee, which includes representatives of Government Departments/Agencies delivering measures under the EHRDOP, Congress, IBEC and representation from the four grounds.

The EHRDOP notes that "the identification and reporting of suitable indicators is an essential management element in the Community Support Framework and its operational programmes." Such indicators are required at measure/sub-measure level at regular intervals over the implementation period, are reported to the Monitoring Committee and are included in regular reports. Regarding gender equality, gender mainstreaming was incorporated into the preparation of the NDP 2000-2006. Investments have to be gender proofed and indicators are reported disaggregated by gender (and by NUTS II region).

The importance of incorporating wider equality considerations, i.e. equality grounds in addition to gender, is increasingly recognised in the NDP and, in particular, in the EHRDOP. So too is the importance of data on education, training and labour market status of members of the equality grounds to support "evidence based policy making". Within this context the overall objective of this report is to identify data deficits and the changes needed to address these:

"so that participation in measures under the Employment and Human Resource Development Operational Programme (EHRDOP) can be tracked and analysed with reference to four grounds: people with disabilities; members of the Traveller Community; members of an ethnic minority group; older people."

The Terms of Reference outline five analytical tasks that should be undertaken by the study:

  i. review existing monitoring indicators and outline how they could be improved from the point of view of monitoring participation under the OP by the four groups above;
  ii. outline the situation with regard to the availability of programme data for the four grounds above;
  iii. identify gaps on the availability of programme data for the four grounds;
  iv. review current programme data collection systems;
  v. outline appropriate ways to develop programme data collection systems to enable the collection of data required to produce monitoring indicators for the four grounds above.

Table 1.1: Study Coverage

Department/Agency Measure/Sub-measure		% of Total Planned Expenditure	Planned Expenditure 2000-2006 €mn
Department of Education and Science			
4	Early Education	0.89	103.11
5	School Completion Initiative	0.89	102.97
6	Early Literacy	0.14	16.04
7	Traveller Education	0.11	13.48
8	School Guidance	1.17	134.80
9	3rd Level Education	1.12	129.07
10	Schools Modern Language	0.28	31.77
11B	Early School Leavers	2.82	324.65
12C	Sectoral Entry Training	0.78	88.91
17	Refugee Language Support Unit	0.42	4.79
21	Lifelong Learning – Back to Education Initiative	10.26	1,183.01
22	Lifelong Learning – National Adult Literacy Strategy	0.88	101.16
23	Lifelong Learning – Further Education Support Services	0.42	48.58
24G	On-Going Sectoral Training – Tourism Training	0.18	20.90
25	Middle Level Technician / Higher Level Technician Business	13.72	1581.93
26	Undergraduate Skills	1.02	117.51
27	Postgraduate Conversion	0.55	63.94
	Sub-total	36.40	4066.62
FÁS			
1	Action Programme for the Unemployed	7.59	875.24
2	National Employment Service	2.39	275.98
3	Active measures for the Long-Term Unemployed and the Socially Excluded	17.51	2,018.39
11A	Early School Leavers – Progression	2.72	313.39
13	Skills Training for Unemployed & Redundant	1.58	182.43
14A	Apprenticeships/Traineeships	8.39	967.53
14B	Apprenticeships – Education	1.044	120.35
16	Vocational Training and Pathways to Employment for People with Disabilities.	2.088	240.69
18A	In-company Training	1.27	146.53
19A	Social Economy – Programme	2.88	331.86
19B	Social Economy – Local Social Capital	0.17	19.96
20	Lifelong Learning	0.13	15.57
	Sub-total	47.80	5507.92
CERT			
12A	Sectoral-Entry Training – Tourism School Leavers.	0.65	75.70
12B	Sectoral-Entry Training – Tourism Education	0.43	49.61
24F	On-going Sectoral Training Tourism	0.20	23.58
	Sub-total	1.28	148.89

	Teagasc		
12D	Sectoral Entry Training – Agriculture	0.71	81.78
24E	On-Going Sectoral Entry Training – Agriculture	0.07	8.45
	Sub-total	0.78	90.23
	Department of Communications, Marine and Natural Resources		
24B	On-going Sectoral Entry Training – Seafood	0.12	13.76
24C	On-going Sectoral Entry Training – Forestry	0.15	17.01
	Sub-total	0.27	30.77
	Enterprise Ireland		
18B	In-company Training	1.03	118.89
	Sub-total	1.03	118.89
	Údarás na Gaeltachta		
24A	On-going Sectoral Entry Training – On-going Sectoral Training – Culture, Gaeltacht & Film	0.26	30.86
	Sub-total	0.26	30.86
	Department of Agriculture and Food		
24D	On-going Sectoral Entry Training – Equine Institute	0.17	1.92
	Sub-total	0.17	1.92
	Department of Social and Family Affairs		
15	Employment Support Services	13.25	1526.58
	Sub-total	13.25	1526.58
	Total	**100%**	**€11,522.68m**

The Terms of Reference ask that the study examine training, education and employment schemes under the EHRDOP. There are 40 education, training and employment measures/sub-measures under the EHRDOP. Insufficient information was provided in relation to two measures (measure 4 Early Education and measure 8 School Guidance Service) to enable complete incorporation into the study. However, these measures are incorporated into the recommendations.

Table 1.1 lists the measures/sub-measures grouped according to the Department or Agency with principal responsibility for provision of monitoring data. It shows that the measures span four Departments and five Agencies. Responsibility of monitoring data for 28 (70%) of the measures rests with either the Department of Education and Science or FÁS, and these two bodies together account for 83% of planned expenditure. The Department of Social and Family Affairs is responsible for one measure which accounts for a further 13.25% of expenditure. It is also important to note that the measures/sub-measures vary considerably in scale, indicated here by the wide variation in planned expenditure.

1.2 Monitoring Indicators Under the EHRDOP

Under the EHRDOP indicators are required at three levels:

- **programme indicators:** a programme indicator relates only to the proportion of the population reached by a programme. Under the EHRDOP a standard set of four programme indicators are used for all measures and sub-measures. See Figure 1.1 below;

- **context indicators:** a context indicator does not apply to the implementation of a programme and to its effect, rather it relates to an entire population or group e.g. the labour force participation rate of women;

- **priority indicators:** a number of priority indicators are also used. These priority indicators are a combination of both programme indicators (aggregated from individual measures/sub-measure) and wider context indicators.

Figure 1.1 below shows that four types of programme indicators are used according to a "logical framework", i.e. resource (financial); output (physical "volume" of what is produced); result (direct and immediate effects resulting); impact (medium or long-term effects).

Figure 1.1 EHRDOP Types of Programme Monitoring Indicators

Resource Indicators	Provide information on the financial, human, material, organisational or regulatory means used by operators for implementing the programme.
Output Indicators	Represent the product of the operators' activity or more precisely that [which] is obtained in exchange for public expenditure. An example in the case of a training intervention is the number of people partaking in a training course.
Result Indicators	Represent the immediate advantage of an intervention for the direct addresses. An example in the case of a training intervention is the number of participants who achieved certification.
Impact Indicators	Represent the consequences of an intervention beyond its direct and immediate interaction with addresses. An example in the case of a training intervention is the number of graduates from a programme who are in employment one year following graduation.

Source: CSF Evaluation Unit, CSF Performance Indicators: Proposals for 2000-2006 Programming Period

As stated in the Terms of Reference this study focuses on programme monitoring indicators that relate to direct beneficiaries or people, i.e. output, result and impact indicators.

1.3 Key Study Issues and Approach

The objective of this technical report is to outline the changes needed so that monitoring indicators (i.e. output, result and impact) across measures under the OP could be produced for each of the four grounds. This objective can be "de-composed" into four key issues:

- **Issue 1:** what is the focus or nature of current monitoring indicators? A prerequisite for the monitoring of participation across the four grounds is that current monitoring indicators involve direct beneficiaries of a measure, i.e. they refer to the numbers of people rather than another unit of analysis such as numbers of schools or companies;

- **Issue 2:** what is the approach to collection of data on the personal characteristics of beneficiaries? Information on whether beneficiaries are members of the four groups can only be collected systematically if beneficiaries are asked to reveal relevant personal characteristics. Hence, a second key issue is whether beneficiaries are currently asked to reveal such personal characteristics, or whether data on the personal characteristics of beneficiaries is based on observation by measure deliverers;

- **Issue 3:** does the data currently collected allow production of monitoring indicators for the four grounds? i.e. where information on their personal characteristics is currently collected from beneficiaries, are they asked whether they are members of the four groups;

- **Issue 4:** following from the above what changes are needed to produce monitoring indicators across the four groups?

The study gathered information from consultations from Departments/Agencies and from relevant literature. Each Department and Agency was consulted, using a checklist of standardised questions in relation to the availability of programme data for the four grounds, current data collection systems and current monitoring indicators, and possible developments of these. See Annex A.

Relevant literature was reviewed such as the EHRDOP and accompanying Programme Complements, data collection forms used by Departments/Agencies, and material in relation to good practice in the provision of indicators and data, e.g. CSF Evaluation Unit *"CSF Performance Indicators: Proposals for 2000-2006 Programming Period"* and the European Commission *"MEANS Collection: Evaluating Socio-economic programmes"*.

This report consists of five chapters. Each chapter is designed to address one or more of the key study issues. The structure of the report is as follows:

- Chapter 2 reviews the focus of current monitoring indicators for equality monitoring;

- Chapter 3 discusses approaches to data collection used in the measures and outlines where data is already collected that would allow the production of current monitoring indicators for any of the four groups;

- Chapter 4 outlines where changes would be needed to current data collection systems to enable the production of measure indicators for the four groups;

- Chapter 5 reviews international evidence on developing monitoring indicators and factors that should be considered in the collection of data on the personal characteristics of target groups.

2

FOCUS OF MONITORING INDICATORS

2.1 Introduction

This Chapter deals with the first key study issue of the "focus" of current monitoring indicators. "Focus" here refers to whether the indicator focuses on number of people or on another unit of analysis.

The importance of this issue reflects the fact that a prerequisite for the monitoring of participation in measures across the four grounds is that monitoring indicators relate to direct beneficiaries (i.e. people) and so could in principle be produced for each of the four grounds. In an examination of the issue a three-way classification of measures is used:

- **indicators relate to direct beneficiaries:** e.g. the number of people partaking in a measure or the number of people completing a measure, i.e. so monitoring indicators could in principle be produced for the four grounds;

- **indicators do not relate to direct beneficiaries:** e.g. where the indicator relates to the number of schools benefiting rather than the number of pupils, i.e. indicators have been defined but do not relate to direct beneficiaries and so it would not be possible to monitor participation across the four grounds using current indicators;

- **indicators are not defined:** indicators of any kind have not been defined in the Programme Complement of a measure/sub-measure.

Section 2.2 discusses the focus of current output, result and impact indicators. Section 2.3 outlines the focus of indicators by Department/Agency and details the objectives and indicators of each measure in a tabular format.

2.2 Focus of Current Indicators

Figure 2.1 outlines the focus of current output indicators for the monitoring of participation by the four grounds. It shows that current output indicators are appropriate in the vast majority of cases, i.e. for 34 of the 38 measures/sub-measures reviewed, as they relate to direct beneficiaries and if produced for the four grounds could be used to monitor participation by members of the groups. However, there are two measures/sub-measures where indicators have been defined but the measures do not include indicators that relate to direct beneficiaries. Hence, it would not be possible to monitor participation by the four grounds with the current indicators under measures 5 – School Completion Initiative and 6 – Early Education. Furthermore, there is one measure (22 Lifelong Learning National Adult Literacy Strategy) and one sub-measure (11B Early School Leavers – Youthreach and Travellers) where output indicators are not defined in the Programme Complements.

Figure 2.1: Focus of Current Output Indicators
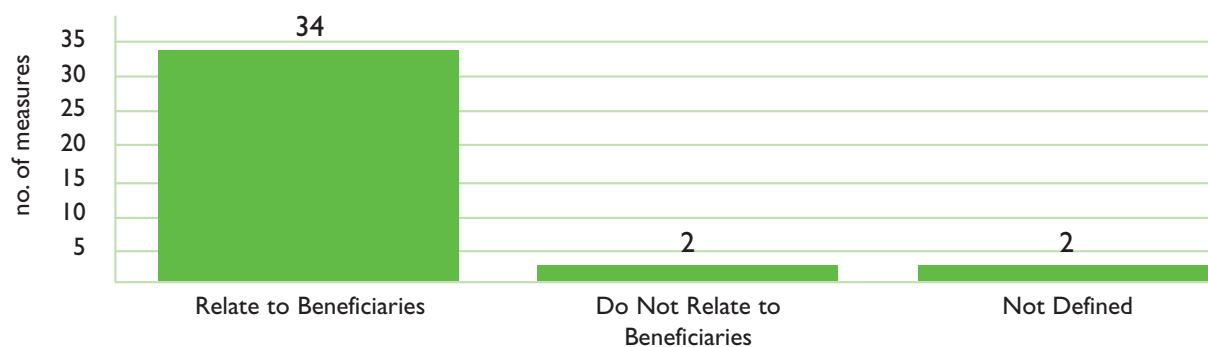
Figure 2.2 outlines the focus of current result indicators for the monitoring of participation by the four grounds. It shows that current result indicators are appropriate in 19 of the 38 measures/sub-measures reviewed, as they relate to direct beneficiaries and if produced for the four grounds could be used to monitor participation by members of the groups. However, there is one sub-measure where indicators have been defined but the measure does not include a result indicator that relates to direct beneficiaries namely sub-measure 18A – In-company Training – FÁS. Hence, it would not be possible to monitor participation by the four grounds with the current indicators for measure 18A. Furthermore, there are a relatively large number of measures/sub-measures where result indicators are not defined in the Programme Complements, 18 out of the 38 reviewed.

Figure 2.2: Focus of Current Result Indicators
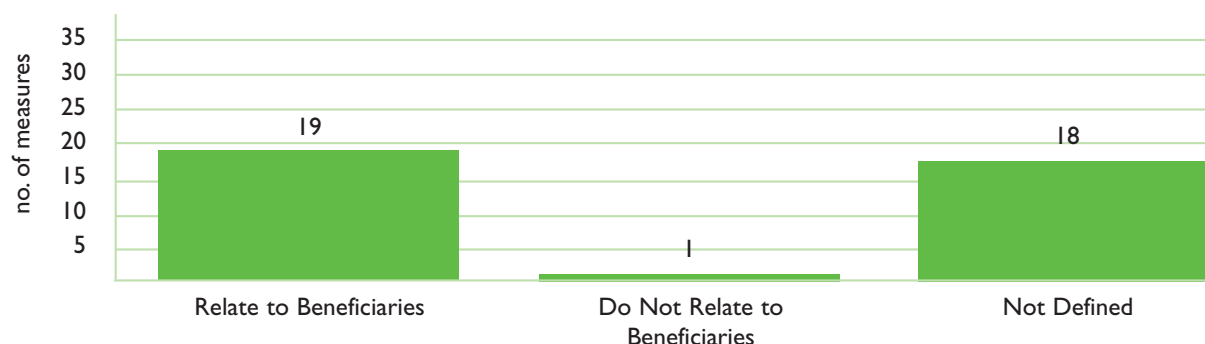
Figure 2.3 outlines the focus of current impact indicators for the monitoring of the four grounds. It shows that current impact indicators are appropriate for 15 of the 38 measures/sub-measures reviewed, as they relate to direct beneficiaries and if produced for the four grounds could be used to monitor participation by members of the groups. However, there are 3 measures/sub-measures where indicators have been defined but the measures/sub-measures do not include an impact indicator that relates to direct beneficiaries. Hence, it would not be possible to monitor participation by the four grounds with the current indicators under measures/sub-measures 18A – In-company Training – FÁS, 18B In-company Training – Enterprise Ireland and 19B Social Economy. Furthermore, a majority of the measures/sub-measures do not have impact indicators defined in the Programme Complements, 20 out of the 38 reviewed.

Figure 2.3: Focus of Current Impact Indicators
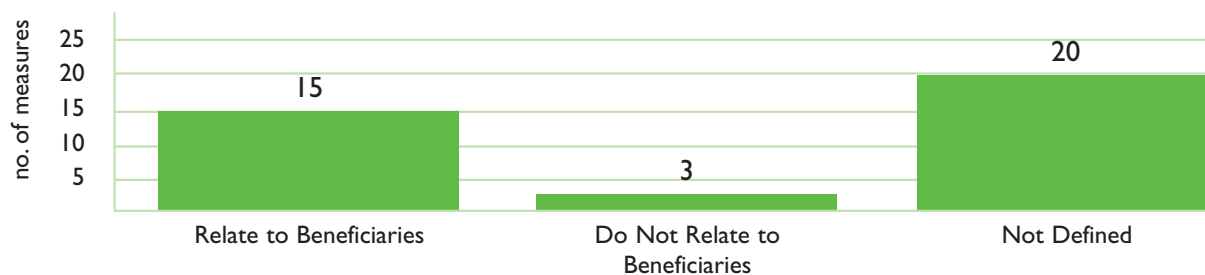
2.3 Current Monitoring Indicators by Agency

Department of Education and Science (DES)

Table 2.1 shows the focus of the current monitoring indicators in the fifteen measures/sub-measures implemented by the Department of Education and Science. It shows that output indicators for 11 of the 15 measures/sub-measures are appropriate for monitoring of participation by the four grounds as they relate to the direct beneficiaries. However, there are two measures where indicators have been defined that do not relate to direct beneficiaries, namely School Completion Initiative and Early Literacy. There is one measure (22 Lifelong Learning National Adult Literacy Strategy) and one sub-measure (11B Early School Leavers – Youthreach and Travellers) where output indicators are not defined in the Programme Complements.

Table 2.1: DES – Focus of Current Indicators in 15 measures

	Related to Beneficiaries	Do not Relate to Beneficiaries	Not Defined
Output Indicator	11	2	2
Result Indicator	5	0	10
Impact Indicator	5	1	9

Table 2.2 outlines the objectives and indicators of each measure/sub-measure implemented by the Department of Education and Science.

Table 2.2: DES – Measure Objectives and Monitoring Indicators

5: School Completion Initiative	
Goal/Objective	To seek to retain pupils to completion of senior-cycle post-primary education
Output Indicator	No. of schools participating in the 8-15 Early School Leavers Initiative
	No. of schools participating in the SSRI
Result Indicator	Not defined
Impact Indicator	Proportion of entrants to second-level education who sit the Leaving Certificate in any of its three forms
6: Early Literacy	
Goal/Objective	To improve the level of reading in the population by increasing public awareness of the importance of reading and by improving the quality of the teaching of reading.
Output Indicator	No. of local groups throughout the country who publicise and run their own Reading Initiatives with grant aid
	No. of training packages for teachers produced and number of training sessions to deliver courses using that package
Result Indicator	Not defined
Impact Indicator	Proportion of entrants to second-level education who sit the Leaving Certificate in any of its three forms
7: Traveller Education	
Goal/Objective	Improving participation in the Education/Training System and the retention of Traveller pupils to completion of Post-Primary Senior Cycle
Output Indicator	No. of Travellers enrolled in post-primary schools
	No. of Travellers enrolled in post-primary schools as a % of the number of Travellers in the relevant age cohort
Result Indicator	Not defined
Impact Indicator	Not defined

Table 2.2: DES – Measure Objectives and Monitoring Indicators (Contd.)

9: ESF Third Level Access	
Goal/Objective	To facilitate and improve access to the labour market by promoting participation of students with disabilities, students from disadvantaged backgrounds and mature "second chance" students, in third-level and Post-Leaving certificate (PLC) courses.
Output Indicator	No. of children benefiting from the disability fund
	No. of students benefiting from the financial hardship fund
	No. of students benefiting from the mature "second-chance" fund
Result Indicator	Increased participation by students with disabilities
	Increased participation by students from disadvantaged backgrounds
	Increased participation by mature "second-chance" students
Impact Indicator	Not defined
10: Schools Modern Languages	
Goal/Objective	To increase the number of primary schools teaching modern languages and broaden the range of modern languages taught by post-primary schools (e.g. Spanish, Italian and Japanese).
Output Indicator	No. of primary schools involved in Primary Modern languages strand
	No. of (primary) Pupils in Primary Modern Languages strand
	No. of post-primary schools offering Japanese , Italian and/or Spanish at Junior Certificate, Leaving Certificate Applied (LCA), Transition Year and ab Initio courses in the 1999/2000 academic year.
	No. of post-primary pupils studying Japanese, Italian and/or Spanish at Junior Certificate, Leaving Certificate Applied (LCA), Transition Year and ab Initio courses in the 1999/2000 academic year.
Result Indicator	Not defined
Impact Indicator	Not defined
11B: Early School Leavers	
Goal/Objective	To provide second-chance education for early school leavers and Travellers, with minimal or no educational qualifications
Output Indicator	Not Defined
Result Indicator	Not defined
Impact Indicator	No. of trainees on full-time Youthreach and Traveller Training courses
	Progression of trainees on full-time Youthreach and Traveller Training courses, to employment/education/ training
12C: Sectoral Entry Training	
Goal/Objective	To provide a professional and skilled workforce meeting the existing and emerging needs of the sector and to enhance the quality of the tourism sector
Output Indicator	No. of students on sectoral-entry CERT programmes in the education sector
Result Indicator	No. of students graduating from sectoral-entry CERT programmes in the education sector
Impact Indicator	Not defined

Table 2.2: DES – Measure Objectives and Monitoring Indicators (Contd.)

21: Lifelong Learning – Back to Education Initiative	
Goal/Objective	To address the needs of those with minimal/no educational qualifications and provide a re-entry route for those who wish to upgrade their skills in line with emerging needs through flexibly delivered and timed provision allowing reconciliation with family/employment responsibilities.
Output Indicator	No. of full-time trainees
	No. of part-time trainees
Result Indicator	No. of completions with certification (full-time trainees)
	No. of completions with certification (part-time trainees)
Impact Indicator	Progression to employment/further education/training (full-time trainees)
	Progression to employment/further education/training (part-time trainees)
22: Lifelong Learning – National Adult Literacy Strategy	
Goal/Objective	To provide increased access to literacy, numeracy and basic education for adults whose skills are inadequate for participation in modern society.
Output Indicator	No. of participants availing of literacy services
Result Indicator	Not defined
Impact Indicator	No. of participants availing of literacy services
	No. of centres providing courses leading to formal certification
23: Lifelong Learning – Further Education Support Services	
Goal/Objective	Support for successful deployment of large scale literacy and re-education measures through assistance to those experiencing difficulties while engaged in the measures.
Output Indicator	No. of trainees benefiting from guidance service
Result Indicator	Not defined
Impact Indicator	Not defined
249: Ongoing Sectoral Training – Tourism Education	
Goal/Objective	A more skilled and professional tourism workforce through ongoing training and education for sector staffs.
Output Indicator	No. of trainees graduating from ongoing sectoral tourism (CERT) programmes in the education sector
	No. of trainees on ongoing sectoral tourism (CERT) programmes in the education sector
Result Indicator	No. of trainees graduating from ongoing sectoral tourism programmes in the education sector
Impact Indicator	Not defined
17: Refugee Language Support Unit	
Goal/Objective	To promote equal opportunities for refugees by seeking to ensure that the school-going refugee cohort acquire sufficient competency to enable them to be absorbed into the education system and to provide sufficient competency to those not of school-going age.
Output Indicator	No. of adult refugees availing themselves of language training programmes under the auspices of the refugee language support unit.
Result Indicator	Not defined
Impact Indicator	Not defined

Table 2.2: DES – Measure Objectives and Monitoring Indicators (Contd.)

25: Middle Level Technician/Higher Level Technical & Business Skills	
Goal/Objective	To enhance competitiveness, contribute to economic growth and maximise sustainable employment by providing initial third level education and training
Output Indicator	No. of students participating on the MLT/HLTBS Programme
Result Indicator	Not defined
26: ESF Undergraduate Skills	
Goal/Objective	Meeting the recurrent costs of the additional third level places being provided to meet the identified skill shortages in the economy
Output Indicator	No. of additional Student places in universities
	No. of additional Student places in technological sector
Result Indicator	Not defined
Impact Indicator	Universities – Student throughput (i.e. those who complete at least 75% of the course)
	Technological Sector – Student throughput (i.e. those who complete at least 75% of the course)
27: Postgraduate Conversion Courses	
Goal/Objective	To alleviate skills shortages in the economy through graduate conversion programmes
Output Indicator	Annual intake of postgraduates onto Postgraduate Conversion Programme
Result Indicator	Not Defined
Impact Indicator	Post-training status of graduates
	Relevance of skills acquired

FÁS

The focus of current monitoring indicators in the 12 measures/sub-measures implemented by FÁS is outlined in Table 2.3. It shows that output indicators for all 12 measures/sub-measures focus on direct beneficiaries. Result and impact indicators are appropriate for nine of the 12 measures. However, there is one measure where the result indicator does not relate to direct beneficiaries and two measures where result indicators have not been defined. There are also two measures where the impact indicator does not relate to direct beneficiaries, In-company Training and Social Economy – Local Social Capital, and the impact indicator for measure 19A, Social Economy Programme, has not been defined.

Table 2.3: FÁS – Focus of Current Indicators in 12 Measures

	Related to Beneficiaries	Do not Relate to Beneficiaries	Not Defined
Output Indicator	12	0	0
Result Indicator	9	1	2
Impact Indicator	9	2	1

Table 2.4 outlines the objectives and indicators of each measure/sub-measure implemented by FÁS.

Table 2.4: FÁS – Measure Objectives and Monitoring Indicators

1: Action Programme for the Unemployed	
Goal/Objective	To prevent persons on the live register from drifting into Long Term Unemployment (LTU)
Output Indicator	Number of EAP, clients completing FÁS programmes during period.
Result Indicator	Number of Completions With Certification
	% of throughput that obtain employment at end of course
Impact Indicator	% of throughput that are not on the Live Register at the time of the follow-up survey.
	% of throughput satisfied with the EAP process/programmes (at time of follow-up survey)

2 ESF: National Employment Service	
Goal/Objective	To meet the needs of employers, job-seekers and job-changers via expanded guidance and counselling services and close tracking of client progress
Output Indicator	No. of Persons registering during period (FÁS Monthly)
	No. of Vacancies Notified
	No. of People who register with Job Clubs in the period
Result Indicator	% of Persons Placed in Jobs or FÁS Programmes (FÁS Qtrly)
	% of notified vacancies filled (employers survey, FÁS annual)
	% of Job Club registrants who successfully complete the formal group training sessions (FÁS Qtrly)
Impact Indicator	% of Live Registrants with FÁS who leave the Live Register (FÁS Tracking Annual)
	% of FÁS Registrants that achieved a positive result (employers survey, FÁS annual)
	% of those who register with Job Clubs who progress to employment, further training and education (FÁS Qtrly)

3 ESF: Active Measures for the LTU & Socially Excluded	
Goal/Objective	To provide labour market programmes which will assist the LTU and socially excluded to make a contribution to society and improve their prospects of obtaining "regular" employment.
Output Indicator	No. of persons completing programme at FÁS Annually
	% of Programme participants who attend CE Core Skill Training
Result Indicator	% of Training Programme participants placed at end of Programme (FÁS Qtrly)
	No. of Training Programme Completions with Certification
Impact Indicator	% of Training Programme participants in employment or further education/ training at time of FÁS Follow-up Survey
	% of CE Participants in employment or further Education/Training at time of follow-up survey

Table 2.4: FÁS – Measure Objectives and Monitoring Indicators (Contd.)

11A ESF: Early School Leavers	
Goal/Objective	To try and reduce the extent of early school leaving with the aim that 90% of young persons complete second-level education by developing foundation and progression places and services
Output Indicator	No. of Completions
	No. of Early School Leaver beneficiaries on FÁS programmes during the year
	% of those who commence the engagement process with FÁS who are successfully supported through existing or tailor-made programmes and longitudinal supports.
Result Indicator	Not defined
Impact Indicator	% of beneficiaries on FÁS programmes that complete the programme and proceed to employment, education or further training.
	No. of participants who achieve a recognised improvement in their literacy and/or numeracy levels.

13 ESF: Skills training for the Unemployed	
Goal/Objective	To provide training to unemployed and redundant workers so as to assist them in obtaining employment and employers in obtaining skilled recruits
Output Indicator	No. completing training during the year
Result Indicator	Placement % at end of course (FÁS Qtrly.)
	No. completing with certificate
Impact Indicator	% in employment or further education/training at time of follow-up survey
	Satisfaction of trainees with programme

14A: Apprenticeships/Traineeships – FÁS	
Goal/Objective	To provide high-quality, relevant, initial vocational training, in co-operation with the social partners, to meet the needs of individuals and employers for skilled persons
Output Indicator	No. of Apprentices Completing phase 2 training in FÁS
	No. of persons completing traineeship during year.
	No. of Agreed National Frameworks for Traineeship (with A social Partners) in particular sectors or groups of occupations
Result Indicator	Balanced intake of trainees across educational, age and gender criteria
	No of Apprentices Awarded National Craft Certificates
	Placement at end of traineeship programme
	No. of traineeship completions achieving Certification
Impact Indicator	% in employment one year after completion

14B: Apprenticeships/Traineeships – Education	
Goal/Objective	To provide skilled crafts persons to meet the skills needs of the economy
Output Indicator	No. of registered apprentices participating on phases 4 & 6 of the Technological Sector
Result Indicator	Not defined
Impact Indicator	No. of apprentices that complete their training in the Institutes of Technology and certain VECs

Table 2.4: FÁS – Measure Objectives and Monitoring Indicators (Contd.)

16: Vocational Training & Pathways to Employment for people with Disabilities.	
Goal/Objective	To provide training and employment programmes and services to assist persons with disabilities to seek and obtain employment
Output Indicator	No. of participants on specific training programmes for persons with disability benefit
	No. of persons with disabilities attending FÁS mainstream training programmes
Result Indicator	No. of Completions Gaining Certification (Annual Follow-Up Survey)
	% of trainees exiting Programme proceeding to open employment (FÁS Qtrly)
	% of trainees exiting Programmes proceeding to other positive outcomes
Impact Indicator	% of persons who exited training who were in open employment at the time of the survey (Annual Follow-Up Survey)
	% of persons who exited training who were in other positive outcomes at the time of the survey (Annual Follow-Up Survey)
18A: In-company training	
Goal/Objective	To enhance the productivity and competitiveness of indigenous Irish Industry through Human Resources Development
Output Indicator	No. of Companies in Receipt of FÁS support during year (FÁS Quarterly)
	No. of Employees trained with FÁS support during year (FÁS Quarterly)
Result Indicator	No. of Companies with recognised, High-Quality Training Systems at end of period. Excellence through people or similar (FÁS Qtrly)
	% of Financial Support going to Small Companies (under 50) (FÁS Qtrly)
Impact Indicator	% of Company payroll Spent on Training Courses (1994 EU CUTS Survey)
	No. of registration of approved training companies during the year (FÁS Qtrly)
19A: ESF Social Economy	
Goal/Objective	To support the development and operation of enterprises that engage in economic activity between the private and public sectors in order to meet social objectives and in so doing, create sustainable employment.
Output Indicator	No. of Social Economy Enterprises supported during period
	No. of persons supported in Social Economy Enterprises at end of period
Result Indicator	% of grant-aided employees receiving training during period. (FÁS Quarterly)
	% of grant-aided employees who progress to non-grant-aided employment or training/ education (FÁS Quarterly)
	% of grant-aided period (employees receiving)
Impact Indicator	Not defined
ESF Social Economy	
Goal/Objective	To promote employment and social cohesion through productive micro-enterprise start-up projects
Output Indicator	No. of projects supported under the measure
	No. of persons supported in projects under the measure
Result Indicator	No. of projects completed under the measure
	No. employed on completion of projects.
Impact Indicator	No. of projects in operation one year after completion

Table 2.4: FÁS – Measure Objectives and Monitoring Indicators (Contd.)

20: Lifelong Learning – General Training	
Goal/Objective	To provide more open, flexible opportunities for acquiring/upgrading skills using existing multimedia.
Output Indicator	No. of persons trained
	No. of trainees with below-leaving certificate qualifications
Result Indicator	% of persons gaining recognised certification (FÁS Qtrly)
	No. of trainees with below-leaving certificate qualifications (FÁS Qtrly)
Impact Indicator	% of Employed Persons in receipt of Education / Training (CSO Labour Force Survey)

CERT

Table 2.5 shows the focus of current monitoring indicators in the three measures/sub-measures implemented by CERT. The output indicators for all three measures/sub-measures are appropriate for equality monitoring. This is also true of result indicators for two of the measures/sub-measures, but for the On-going Sectoral Training – Tourism Education sub-measure the result indicator is not defined. Impact indicators have not been defined for any of the three sub-measures.

Table 2.5: CERT – Focus of Current Indicators in 3 measures

	Related to Beneficiaries	Do not Relate to Beneficiaries	Not Defined
Output Indicator	3	0	0
Result Indicator	2	0	I
Impact Indicator	3	0	3

Table 2.6 outlines the objectives and indicators of each measure/ sub-measure implemented by CERT.

Table 2.6: CERT – Measure Objectives and Monitoring Indicators

12A: Sectoral Entry Training	
Goal/Objective	To provide school leavers with the necessary range of technical and personal skills required for initial entry into skilled-level jobs in the tourism industry and to provide the industry with a stream of highly qualified personnel.
Output Indicator	Target Numbers to be trained (CERT Annual)
Result Indicator	Job Placement rates (On completion of training – annual)
Impact Indicator	Not defined
12B: Sectoral Entry Training	
Goal/Objective	To provide elementary hospitality training at national, regional and local levels for the unemployed and the long-term unemployed, to equip them with technical, interpersonal and other skills necessary.
Output Indicator	Target Numbers to be trained over the period 2000 – 2006 on Elementary Skills and Return to Work Programmes (CERT Annual)
Result Indicator	Job Placement rate on completion of training (CERT Annual)
Impact Indicator	Not defined

Table 2.6: CERT – Measure Objectives and Monitoring Indicators (Contd.)

24F: On-going Sectoral Training	
Goal/Objective	To provide the tourism and hospitality industry with the necessary Human Resource Management and Operational skills to facilitate business becoming self-sustaining in terms of recruiting, retaining and developing staff and in improving competitiveness.
Output Indicator	Target numbers to be trained over the period.
Result Indicator	Not defined
Impact Indicator	Not defined

Teagasc

Table 2.7 outlines the focus of current indicators for the two sub-measures for which Teagasc is responsible. The output indicators for both sub-measures, Sectoral Entry Training – Agriculture and On-going Sectoral Training – Agriculture, relate to beneficiaries and are appropriate for equality monitoring. However, result and impact indicators have not been defined for either of these sub-measures.

Table 2.7: Teagasc – Focus of Current Indicators in 2 measures

	Related to Beneficiaries	Do not Relate to Beneficiaries	Not Defined
Output Indicator	2	0	0
Result Indicator	0	0	2
Impact Indicator	0	0	2

Table 2.8 outlines the objectives and indicators of each measure/sub-measure implemented by Teagasc.

Table 2.8: Teagasc – Measure Objectives and Monitoring Indicators

12D: Sectoral Entry Training	
Goal/Objective	Ensure entrants to farming have necessary skills and entrants to part-time farming have the appropriate skills
Output Indicator	No. of young people obtaining a certificate in farming
Result Indicator	Not defined
Impact Indicator	Not defined
24E: On-going Sectoral Training	
Goal/Objective	The aim is to update the technical and business knowledge and skills of practising farmers and horticulturists and to meet the specific training needs of rural women and of people engaged in or considering diversified rural enterprises.
Output Indicator	Number undertaking courses (Teagasc Annual)
Result Indicator	Not defined
Impact Indicator	Not defined

Department of Communications, Marine and Natural Resources (DCM)

Table 2.9 details the focus of the indicators for monitoring the participation of the four grounds in the two sub-measures, On-going Sectoral Training – Seafood and On-going Sectoral Training – Forestry, implemented by Department of Communications, Marine and Natural Resources.

Table 2.9:DCM – Focus of Current Indicators in 2 Measures

	Related to Beneficiaries	Do not Relate to Beneficiaries	Not Defined
Output Indicator	2	0	0
Result Indicator	I	0	I
Impact Indicator	0	0	2

As shown, the output indicators for both sub-measures relate to beneficiaries and therefore are appropriate for monitoring participation for the four grounds. For one of the sub-measures (On-going Sectoral Training – Forestry), the result indicator has been defined and participation can be measured, but for the other sub-measure, On-going Sectoral Training – Seafood, no result indicator has been defined. Impact indicators have not been defined for either of the two sub-measures.

Table 2.10 outlines the objectives and indicators of each measure/sub-measure implemented by the Department of Communications, Marine and Natural Resources.

Table 2.10: DCM – Measure Objectives and Current Monitoring Indicators

24B: On-going Sectoral Training – Seafood	
Goal/Objective	To improve progression options and the balance of sector activity through improved skill levels.
Output Indicator	No. of Trainee places (BIM)
Result Indicator	Not defined
Impact Indicator	Not defined
24C: On-going Sectoral Training – Forestry	
Goal/Objective	The measure is designed to provide training to landowners and other persons involved in forest establishment and forest management, along with those involved in the downstream, processing and marketing sectors.
Output Indicator	No. of participants attending courses (Training Bodies Quarterly)
Result Indicator	Proportion of participants obtaining certified training (Training Bodies Quarterly)
Impact Indicator	Not defined

Department of Agriculture and Food (DAF)

Table 2.11 outlines the objectives and indicators in one sub-measure, On-going Sectoral Training – Equine Institute, implemented by Department of Agriculture and Food. Both the output and result indicators for this sub-measure relate to direct beneficiaries, therefore participation can be monitored for the four grounds. However, no impact indicator has been defined for the On-going Sectoral Training – Equine Institute sub-measure.

Table 2.11: DAF – Measure Objectives and Current Monitoring Indicators

24D: On-going Sectoral Training	
Goal/Objective	To accelerate the development of the equine industry in all its facets and to provide education and training opportunities to satisfy the needs of new entrants and those already involved in the equine and related industries.
Output Indicator	No. of people in receipt of training
Result Indicator	No. of people receiving certification (D/AFRD Annual)
Impact Indicator	Not defined

Department of Social and Family Affairs (DSFA)

Table 2.12 outlines the objectives and indicators for the Employment Support Services measure (15). The output indicators for this measure relate to beneficiaries, and are appropriate for equality monitoring. Result and impact indicators have not been defined.

Table 2.12: DSFA – Measure Objectives and Current Monitoring Indicators

15: Employment Support Services	
Goal/Objective	To assist unemployed people, particularly long-term unemployed, to return to the active labour market either by taking up employment or by becoming self-employed
Output Indicator	BTWAS-No. of persons in programme at end of year (D/SFA)
	BTEAS-No. of persons in programme at start of academic year. (D/SFA)
Result Indicator	Not defined
Impact Indicator	Not defined

Enterprise Ireland (EI)

The objectives and indicators for monitoring in the In-company Training – Enterprise Ireland sub-measure are outlined in Table 2.13. The output and result indicators for this sub-measure can be produced for the four grounds, as they relate to direct beneficiaries, whereas the impact indicator, although defined, does not relate to beneficiaries.

Table 2.13: EI – Measure Objectives and Monitoring Indicators

18B: In-company Training	
Goal/Objective	To provide financial support and advice to firms, in particular, SMEs to up-skill employees, and to assist firms to develop their management and staff skills, improve Business Competitiveness, Quality and Productivity.
Output Indicator	No. of companies receiving direct financial support for Human Resource Development
	No. of people trained
	No. of HRD "High Performers" (Agency BIS Quarterly) i.e. training expenditure equal to at least 5% of labour costs
Result Indicator	No. of companies with a recognised high quality training system (e.g. excellence through people)
	% of trainees receiving Certification
	Approx. company spend on training
Impact Indicator	Average company expenditure on training (Annual Survey)

Údarás na Gaeltachta

Table 2.14 outlines the objectives and indicators in one sub-measure, On-going Sectoral Training – Culture, Gaeltacht and Film. The output indicator relates to beneficiaries and is appropriate for equality monitoring. However, neither result nor impact indicators have been defined for this sub-measure.

Table 2.14: Údarás na Gaeltachta – Measure Objectives and Monitoring Indicators

24A: On-going Sectoral Training	
Goal/Objective	Gaeltacht training aims to enhance the competitiveness of companies in Gaeltacht areas. Cultural training aims to maximise the tourism potential of the cultural sector through the provision of trained personnel capable of adding value and interest to the product. Film training aims to keep pace with technological advances, increase training in script development and composite measure.
Output Indicator	No. of people in receipt of Údarás Training
Result Indicator	Not defined
Impact Indicator	Not defined

AVAILABILITY OF MONITORING DATA FOR THE FOUR GROUPS

3.1 Introduction

This Chapter deals with the second and third key study issues. It discusses approaches to data collection used in the measures and outlines where data is already collected that would allow the production of current monitoring indicators for any of the four groups.

As discussed in Chapter 2, a prerequisite for production of monitoring indicators for the grounds is that indicators relate to direct beneficiaries. The production of indicators across the four grounds further requires collection of information as to whether beneficiaries are members of the four groups. This information can only be collected systematically if beneficiaries reveal their personal characteristics, i.e. state whether they are an older person, whether they have a disability and so on, when completing registration, application or claim forms.

However, some measures do not have such forms and do not ask beneficiaries to provide information on their personal characteristics, relying instead on measure deliverers to gather information on the personal characteristics of beneficiaries by using a head-count system or by inference from routine administrative data. Section 3.2 discusses these two approaches to the collection of data on beneficiaries. This discussion concerns approaches to information collection on current measure participants, i.e. information required for output and result indicators. The collection of data for impact indicators requires a follow-up survey of measure leavers and a survey by implication requests beneficiaries to reveal their personal characteristics.

The remainder of the Chapter outlines whether any data on membership of the four groups is currently collected across measures that would enable the production of current monitoring indicators. Section 3.3 outlines questions used by Implementing Bodies to collect information across the four grounds. Section 3.4 outlines where data is already available that could be used for the production of current output, result and impact indicators across any of the four grounds. Section 3.5 gives some indication of the significance of available data by considering the share of planned expenditure accounted for by those measures which already collect data for all four grounds. Section 3.6 outlines the availability of data by Department/Agency. Finally, Section 3.7 presents the key Chapter conclusions.

3.2 Overview of Approaches to Data Collection on Beneficiaries

Across the measures reviewed there are two different approaches to the collection of information on the personal characteristics of beneficiaries for output and result indicators.

One approach is where information is collected by requesting beneficiaries to reveal their personal characteristics. For the majority of measures beneficiaries provide information on their personal characteristics (typically gender and age) when completing registration, application or claim forms, see Figure 3.1. Where output and result indicators are produced for measures beneficiary information is typically stored on a "relationship database", where each beneficiary has an individual information field and a unique identifier, as beneficiary information collected and stored in this way can be used to produce both output and result indicators.

Thus measures that produce output and result indicators relating to direct beneficiaries, and which collect information by asking beneficiaries to reveal their personal characteristics, typically collect this information only once.

For these measures when a person participates in a course, or obtains certification, this information is inputted into their individual file in the database. For example, the output indicator "the number of males and females partaking in a course" is generated from the database by cross-tabulating the number of people on the course and the gender of participants. Similarly, the result indicator "the number of people who achieved certification" is generated from the database by cross-tabulating the number of people certified in the course and gender.

A second approach is where information on beneficiaries is collected through observation by measure deliverers. In a number of cases measure deliverers (e.g. trainers, company representatives or school principals) gather information on the personal characteristics of beneficiaries (e.g. gender) by using a head-count system or by inference from routine administrative data, see Figure 3.1. The measures that currently produce output and result indicators relating to direct beneficiaries, and that collect information on the personal characteristics by observation, typically collect this information on beneficiaries twice – once in the production of output indicators and a second time in the production of result indicators.

For example, to produce the output indicator "the number of males and females partaking in a course" a deliverer conducts a head-count of the number and the gender of the people attending the course, and to produce the result indicator "the number of people who achieved certification" the deliverer infers the gender of beneficiaries from a list of names.

Figure 3.1 outlines the number of measures falling into the two categories above. It shows that 28 measures collect information on beneficiaries by requesting beneficiaries to reveal their personal characteristics.

Figure 3.1: Approaches to the Collection of Information on Direct Beneficiaries
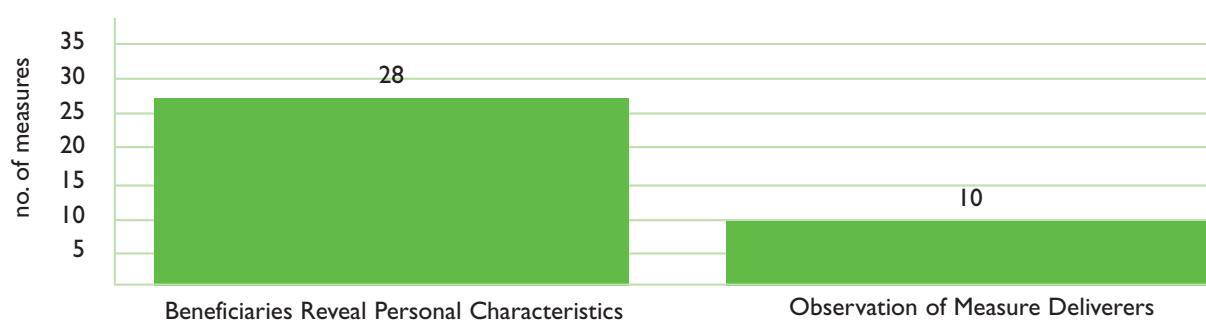
3.3 Questions Used to Collect Information on Four Groups

Overview

This section outlines the questions that are used to collect information on whether beneficiaries under the EHRDOP are members of the four groups; i.e. older people, people with a disability, members of the Traveller community or members of an minority ethnic group. Information on membership of the four groups may be collected when beneficiaries register for, attend or complete a scheme. This section outlines questions used to collect information on whether beneficiaries are members of the four equality groups.

Older People

Beneficiaries are not asked the question "Are you an older person?" for any of the measures reviewed. However, beneficiaries are asked to state their date of birth for a number of measures and from this information it is possible to compute whether a beneficiary is an older person or not, i.e. aged 50 or over.

Figure 3.2 shows the question typically asked to collect information on age, the Implementing Bodies that collect this information and the measures for which this information is collected.

Figure 3.2: Question Used to Collect Information on Age

Question on application/registration form
Date of Birth
Agency and Measure   **FÁS:** AP U (1), ACTIVE MEASURES FOR THE LONG TERM UNEMPLOYED AND THE SOCIALLY EXCLUDED (3), EARLY SCHOOL LEAVERS-PROGRESSION (11A), A/T SKILLS TRAINING FOR UNEMPLOYED AND REDUNDANT (13), (14A), APPRENTICESHIPS-EDUCATION (14B), VT-PEPD (16)   **DES:** TRAVELLER EDUCATION (7), VT-PEPD (16)   **TEAGASC:** SET-Ag (12D), OG SET-Ag (24E)   **DSFA:** ESS (15)   **CERT:** (12A), SET-T-ED (12B)

People with a Disability

A number of different questions are used by Implementing Bodies to collect information as to whether beneficiaries have a disability or not. Figure 3.3 shows that for four measures implemented by FÁS, beneficiaries are asked "Do you consider yourself to have a disability?".

In addition, if a FÁS registrant is in receipt of a disability allowance, this information is also recorded. There are three measures where data on the disability status of beneficiaries is held although beneficiaries are not directly asked "Do you consider yourself to have a disability?". Information is collected for one measure implemented by the Department of Social and Family Affairs on whether beneficiaries are in receipt of a social welfare disability allowance. For the two remaining measures (implemented by Teagasc) beneficiaries complete a medical statement, signed by a guardian, stating if they have any special needs as a result of a disability.

Figure 3.3: Methods Used to Collect Information on the Disability Status of Beneficiaries

Question on Application/Registration Form

Do you consider that you have a disability?   Yes ☐

No ☐

If yes, please specify any special needs, which may need to be addressed if you are to avail of training and employment.

. . . .

There is also a record in their file if they receive a social welfare disability allowance.

Agency and Measures
FÁS: AP U (1), ACTIVE MEASURES FOR THE LONG-TERM UNEMPLOYED AND THE SOCIALLY EXCLUDED (3), SKILLS TRAINING FOR UNEMPLOYED AND REDUNDANT (13), VT-PEPD (16)

Medical Statement
A medical statement is completed by all applicants and signed by the guardian. There is no direct question on disability on the application form.

Agency and Measures
TEAGASC: SET-AG (12D), OG SET-AG (24E)

Question on Form

In receipt of the social welfare disability allowance   Yes ☐

No ☐

Agency and Measure
DSFA: ESE (15)

Note: Measure 16 Vocational Training and Pathways to Employment for People with Disability is not included in this table as it exclusively targets people with a disability.

Membership of the Traveller Community

FÁS collects information of whether beneficiaries are members of the Traveller community for a number of measures, see Figure 3.4.

Figure 3.4: Question Used to Collect Information on Membership of the Traveller community

Question on registration form

If you are a member of the Traveller Community, please tick the box ☐

Agency and Measure
FÁS: AP U (1), ACTIVE MEASURES FOR THE LONG-TERM UNEMPLOYED AND THE SOCIALLY EXCLUDED (3), EARLY SCHOOL LEAVERS-PROGRESSION (11A), A/T SKILLS TRAINING FOR THE UNEMPLOYED AND REDUNDANT (13), VT-PEPD (16)

Note: Measure 7, Traveller Education is not included in this table as it exclusively targets people who are members of the Traveller community.

Membership of a Minority Ethnic Group

No measures collated direct information on ethnicity. Information on the nationality of beneficiaries is collected by FÁS and the Department of Communications, Marine and Natural Resources. In addition FÁS asks beneficiaries the question, "If you are a refugee, please tick the category of status, programme refugee, refugee/convention refugee or leave to remain", see Figure 3.5.

Figure 3.5: Question Used to Collect Data on Membership of a Minority Ethnic Group

Question on Application/Registration Form

Nationality
 	
 If you are a refugee, please tick category of status
     -    *programme refugee*
     -    *refugee/convention refugee*
     -    *leave to remain*
 	
 Agency and Measure
 FÁS: AP U (1), ACTIVE MEASURES FOR THE LONG-TERM UNEMPLOYED AND THE SOCIALLY EXCLUDED (3), EARLY SCHOOL LEAVERS-PROGRESSION (11A), A/T SKILLS TRAINING FOR THE UNEMPLOYED AND REDUNDANT (13), VT-PEPD (16)
 	
 Question on application/registration form
 	
 Nationality
 	
 Agency and Measure
 Department of Communications, Marine and Natural Resources: OG SET (24B)
 	
 Note: Measure 17, Refugee Support Language Unit is not included in this table as it is specifically targeted at refugees.

3.4 Availability of Data For Current Indicators

Overview

Where indicators relating to direct beneficiaries have been defined and where relevant data on any of the grounds is collected it is possible to produce the current indicators for the ground(s) by manipulating the existing data. In this section we outline where data is already collected that could be used for the production of current output, result and impact indicators across any of the four grounds.

As we saw earlier, data on membership of the groups for current will usually only be available where measures use application or claim forms to collect information on beneficiaries (the exception is where measures are ground specific). In these cases where output and result indicators are produced beneficiary data is typically only collected once. However it is important to note here that in some instances relevant data is currently collected, but appropriate indicators have not been defined (this issue is discussed in Chapter 4). It is therefore still useful to consider output, results and impact indicators separately here.

Chapter 2 outlined that 34 measures have output indicators relating to direct beneficiaries. Figure 3.6 shows the availability of data required to produce these output indicators for each of the four grounds.

Figure 3.6: Availability of Data to Produce Current Output Indicators for each of the Four Groups
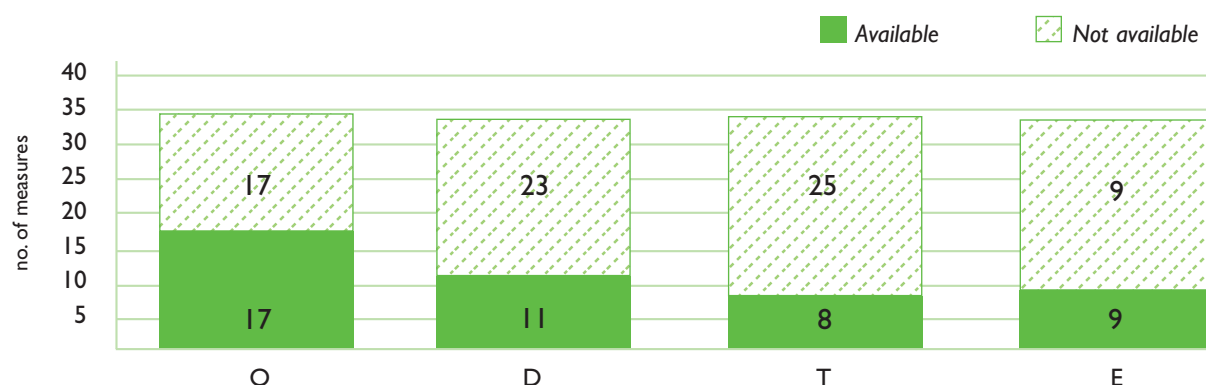
O = Older People; D = People with a Disability; T = Members of the Traveller community; E = Minority Members of Ethnic Groups. *Measures relate to direct beneficiaries*

Figure 3.6 shows that:

- **older people:** data for this ground is the most widely collected of all four groups as data on the age of participants is collected for 17 of the 34 measures/sub-measures

- **people with a disability:** data for this group is collected for 11 of the 34 measures/sub-measures collect data as to whether participants have a disability or not

- **members of the Traveller community:** data for this group is collected for only eight of the 34 measures/sub-measures

- **members of a minority ethnic group:** data for this group is collected for nine of the 34 measures/sub-measures

- **all four groups:** seven of the 34 measures collect data to produce output indicators for the four grounds

Chapter 2 outlined that 19 measures have result indicators that relate to direct beneficiaries. Figure 3.7 shows the availability of data to produce these result indicators for each of the four groups.

Figure 3.7: Availability of Data to Produce Current Result Indicators for each of the Four Groups
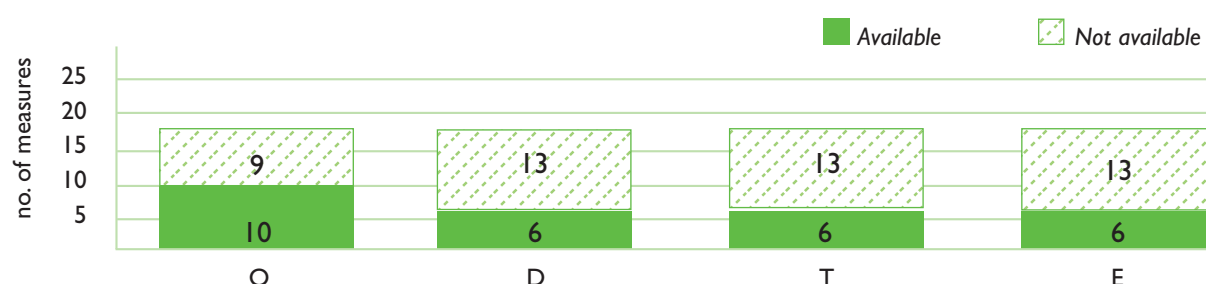
O = Older People; D = People with a Disability; T = Members of the Traveller community; E = Members of Minority Ethnic Groups. *Measures relate to direct beneficiaries*

Figure 3.7 shows that:

- **older people:** data for this ground is the most widely collected of all four groups as data of participants is collected for ten of the 19 measures/sub-measures

- **people with a disability:** six out of the 19 measures collect data on this group

- **members of the Traveller community:** six out of the 19 measures collect data on this group

- **members of a minority ethnic group:** six out of the 19 measures collect data on this group

- **all four groups:** of the 19 measures/sub-measures, six collect data to produce result indicators for the four groups

Chapter 2 outlined that 15 measures have impact indicators that relate to direct beneficiaries. The collection of data for impact indicators requires a follow-up survey of measure leavers. While a survey by implication requests beneficiaries to reveal their personal characteristics, to date such surveys have not collected data on any of the grounds except, in some cases, age. Figure 3.8 shows the availability of data to produce impact indicators for each of the four groups.

Figure 3.8: Availability of Data to Produce Current Impact Indicators for each of the Four Groups
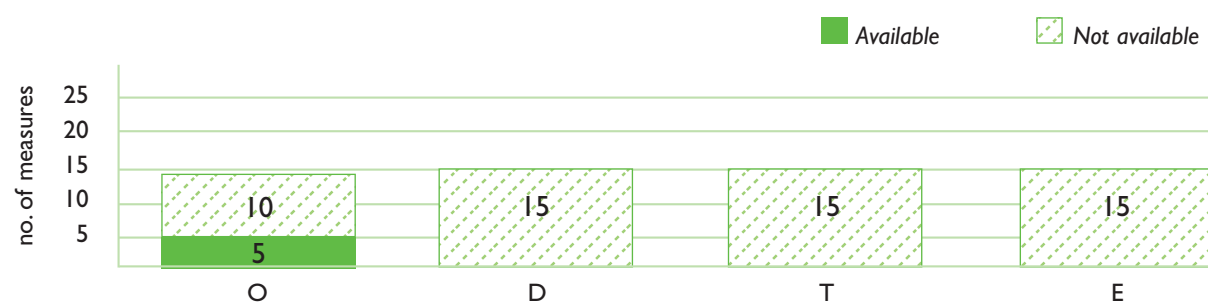
O = Older People; D = People with a Disability; T = Members of the Traveller community; E = Members of Minority Ethnic Groups. Measures relate to direct beneficiaries

Figure 3.8 shows that:

- **older people:** this is the most common group for data collection as five measures out of the 15 measures/sub-measures collect data on age

- **people with a disability:** data is not collected for any of the 15 measures

- **members of a minority ethnic group:** data is not collected for any of the 15 measures

- **members of the Traveller community:** data is not collected for any of the 15 measures

- **all four groups:** data for all four groups is not collected for any of the 15 measures/sub-measures with impact indicators

3.5 Data Availability and Planned Expenditure

Figure 3.9 shows the proportion of measures and planned expenditure for which data is available to produce current monitoring indicators for all four grounds. It somewhat underestimates the extent and significance of available equality data as it includes only those measures that currently collect data for all four grounds, even though a larger number of measures collect data for some of the grounds but not all four of the grounds.

Figure 3.9: Data Output and Result for all Four Groups
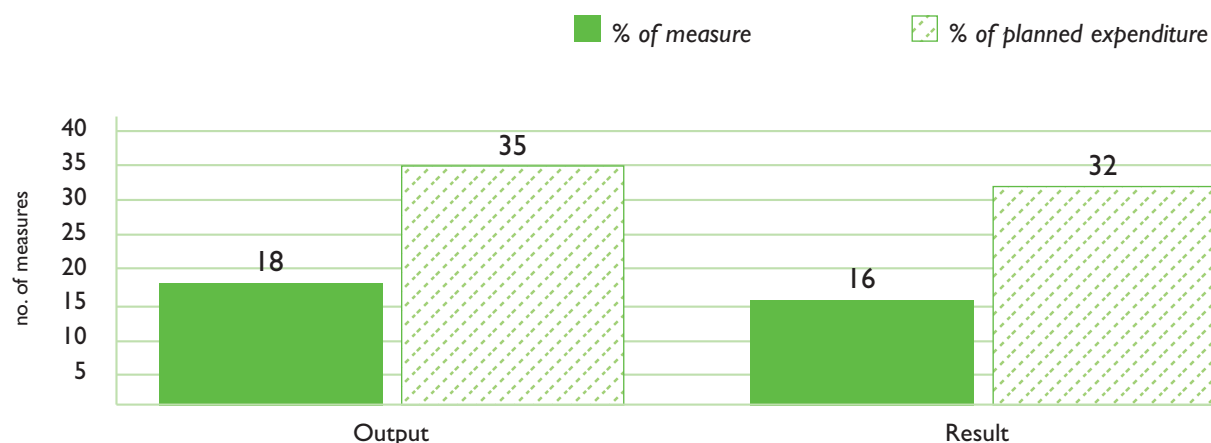
Note: Planned expenditure relates to the 38 measures reviewed, as insufficient information was provided for two measures, Early Education (4) and School Guidance Service (8).

Figure 3.9 shows that:

- **output indicators:** seven measures out of the 38 measures/sub-measures for which we have information at present, collect data required to produce output indicators for the four grounds. These amount to €3,981.96mn or 35.3% of planned expenditure. The seven measures are: Action Programme for the Unemployed (1), Active Measures for Long-Term Unemployed and Socially Excluded (3), Early School Leavers (11A), Skills Training for the Unemployed (13), Vocational Training & Pathways to Employment for People with Disabilities (16), Social Economy – Programme (19A) and Social Economy – Local Social Capital (19B);

- **result indicators:** six measures out of the 38 measures/sub-measures, collect data needed to produce result indicators for each of the four grounds. These measures account for €3,648.61mn or 32.3% of planned expenditure. The six measures are the same measures as above with the exception of Early School Leavers (11A);

- **impact indicators:** data is not collected for any measure/sub-measure that would allow the production of impact indicators across the four grounds.

3.6 Availability of Data Required for Monitoring Indicators By Agency

Table 3.1 shows the number of measures/sub-measures implemented by the Department of Education and Science and whether data is currently collected that would enable the production of current monitoring indicators for each of the four grounds.

Department of Education and Science

None of the 11 measures/sub-measures implemented by the Department of Education and Science currently collect data that would allow the production of monitoring indicators for all of the four grounds. However, there is one measures that collects information on the date of birth of participants that would allow the production of output indicators for older people, namely measure 17 – Refugee Language Support Unit. Monitoring indicators for members of the Traveller community could be produced from data currently collected for measure 7 – Traveller Education and members of a minority ethnic group could also be produced from data currently collected for measure 17 – Refugee Language Support Unit.

Table 3.1: Availability of Data per Agency to Produce Current Indicators for the Four Groups

	No. of measures	O	D	T	E
Department of Education and Science					
Output Indicator	11	1	0	1	1
Result Indicator	5	0	0	0	0
Impact Indicator	5	0	0	0	0
FÁS					
Output Indicator	12	9	7	7	7
Result Indicator	9	7	6	6	6
Impact Indicator	9	5	0	0	0
CERT					
Output Indicator	3	2	0	0	0
Result Indicator	2	2	0	0	0
Impact Indicator	0	0	0	0	0
Teagasc					
Output Indicator	2	2	2	0	0
Result Indicator	0	0	0	0	0
Impact Indicator	0	0	0	0	0
Department of Communications, Marine and Natural Resources					
Output Indicator	2	1	1	0	1
Result Indicator	1	0	0	0	0
Impact Indicator	0	0	0	0	0
Department of Agriculture, Food and Rural Development					
Output Indicator	1	1	0	0	0
Result Indicator	1	1	0	0	0
Impact Indicator	0	0	0	0	0
Department of Social and Family Affairs					
Output Indicator	1	1	1	0	0
Result Indicator	0	0	0	0	0
Impact Indicator	0	0	0	0	0
Enterprise Ireland					
Output Indicator	1	0	0	0	0
Result Indicator	1	0	0	0	0
Impact Indicator	1	0	0	0	0
Údarás na Gaeltachta					
Output Indicator	1	0	0	0	0
Result Indicator	0	0	0	0	0
Impact Indicator	0	0	0	0	0

O = Older People; D = People with a Disability; T = Members of the Traveller community; E = Members of Minority Ethnic Groups.

FÁS

Data on the four grounds is currently collected which would enable the production of output and result indicators for seven and six of the measures/sub-measures respectively. Data for the above seven measures is collected through FÁS's central registration system and the measures are: 1 – Action Programme for the Unemployed, 3 – Active Measures for Long-Term Unemployed and Socially Excluded, 11A – Early School Leavers (11A – it is possible to produce output indicator but not result indicator), 13 – Skills training for the unemployed and 16 – Vocational Training & Pathways to Employment for people with Disabilities, 19A – Social Economy Programme and 19B Social Economy Local Social Capital.

CERT

None of the three measures/sub-measures implemented by CERT currently collect data that would allow the production of monitoring indicators for all of the four grounds. However, there are two measures/sub-measures that collect information on the date of birth of participants that would allow the production of output and result indicators for older people, namely measures 12A – Sectoral Entry Training – Tourism School Leavers and 12B – Sectoral Entry Training – Tourism.

Teagasc

Neither of the two measures/sub-measures implemented by Teagasc currently collect data that would allow the production of monitoring indicators for all of the four grounds. However, the measures/sub-measures do collect information on the date of birth of participants that would allow the production of output indicators for older people, namely measures 12D – Sectoral Entry Training – Agriculture and 24E – On-going Sectoral Training – Agriculture.

Department of Communications, Marine and Natural Resources

Neither of the two measures/sub-measures implemented by the Department of Communications, Marine and Natural Resources currently collect data that would allow the production of monitoring indicators for all of the four grounds. However, measure 24B On-going Sectoral Training – Seafood, collects information on the date of birth of participants, whether participants have a disability and if they are a member of a minority ethnic group. This would allow the production of output indicators for the three grounds mentioned.

Department of Agriculture and Food

Data is not currently collected on the four grounds that would allow the production of monitoring indicators for all of the four grounds under measure 24D – On-going Sectoral Training – Equine Institute, implemented by the Department of Agriculture, Food and Rural Development. However, data on the date of birth of participants is collected and it would be possible to produce output and result indicators for older people from data currently collected.

Department of Social and Family Affairs

Data is not currently collected on the four grounds that would allow the production of monitoring indicators for all of the four grounds under measure 15 – Employment Support Service, implemented by the Department of Social and Family Affairs. However, data on the date of birth of participants and whether participants have a disability is collected and it would be possible to produce output indicators for older people and for people who have a disability from data currently collected.

Enterprise Ireland

Data is not currently collected on the four grounds that would allow the production of monitoring indicators for all of the four grounds under measure 18B In-company Training-Enterprise Ireland.

Údarás na Gaeltachta

Data is not currently collected on the four grounds that would allow the production of monitoring indicators for all of the four grounds under measure 24A On-going Sectoral Training – Culture, Gaeltacht & Film.

3.7 Chapter Conclusions

The production of indicators across the four grounds requires the collection of information as to whether beneficiaries are members of the four groups. This information can only be collected systematically if beneficiaries reveal their personal characteristics, i.e. state whether they are an older person and so on, when completing registration, application or claim forms, or when responding to follow-up surveys.

The collection of data for impact indicators requires a follow-up survey of measure leavers and a survey by implication requests beneficiaries to reveal their personal characteristics. The collection of data for output and result indicators requires the collection of information on measure participants. Across the measures reviewed there are two different approaches to the collection of information on the personal characteristics of beneficiaries for output and result indicators.

For the majority of measures (28) beneficiaries provide information on their personal characteristics when completing registration, application or claim forms. For a number of measures (10) deliverers gather information on the personal characteristics of beneficiaries by using a head-count system or by inference from routine administrative data.

Data currently collected in respect of older people would allow the production of output indicators for 17 measures, result indicators for ten measures and impact indicators for five measures. Current data on people with a disability would allow the production of output indicators for 11 measures and of result indicators for six measures. Existing data on members of the Traveller community would allow the production of output indicators for eight measures and of result indicators for six measures. Finally, existing OP data on members of a minority ethnic group would enable the production of output indicators for nine measures and of result indicators for six measures.

There are seven measures for which output indicators and six measures for which result indicators have been defined and for which data is currently available across all four grounds, accounting for 35.3% (€3,981.96mn) and 32.3% (€3,648.61mn) of planned expenditure. Data is currently not collected for any measure that would allow the production of impact indicators across all four grounds. Nevertheless, this may change in light of the NDP/CSF Evaluation Unit commissioned report *"Review of Arrangements for the Design of Follow Up Participant Surveys Under the EHRDOP".*

4

IMPLICATIONS FOR DATA COLLECTION

4.1 Introduction

This Chapter deals with the fourth key study issue and identifies changes required to current data collection practices so that participation under the EHRDOP could be monitored for each of the four grounds across all of the measures reviewed (i.e. output and result indicators produced for each of the four grounds for each measure).[1]

The production of monitoring indicators for the four grounds requires that in each measure, indicators are defined that relate to direct beneficiaries and that information is collected as to whether beneficiaries are members of the four groups. This information can only be collected systematically if beneficiaries are asked to reveal their personal characteristics, i.e. through participants filling out forms that include the relevant questions. The nature of the changes required so that participation under the EHRDOP could be monitored for each of the four grounds depends on which of the above requirements have already been met.

Where indicators have been defined relating to beneficiaries and relevant data is already collected, the change required is to utilise the available data to produce the current indicators across the four grounds. Where appropriate indicators have been defined but data on the grounds is not collected, it is necessary to collect new data across the four grounds either by (a) adding relevant questions to existing data collection forms (completed by beneficiaries) or survey forms or (b) where existing monitoring data is collected by observation by developing new forms which include the relevant questions on the grounds (to be answered by beneficiaries), and the development of associated systems for data storage and analysis. Where there is no appropriate indicator, the change required is to define appropriate indicators and produce these indicators for the grounds.

We can, therefore, broadly distinguish three types of changes or steps that might be required: producing current indicators where equality data is already available, collecting data to produce current indicators where relevant data is not already available, and defining and producing appropriate indicators where they have not yet been defined. The combination of steps needed differs from measure to measure depending on which of the above requirements have already been met.

Sections 4.2 to 4.10 describe for each Department/Agency, using a standard format, current data collection systems and outlines which of the three changes above would be required to enable the production of outcome and result indicators for each ground.

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[1] A separate study commissioned by the NDP/CSF Evaluation Unit, "Review of Arrangements for the Design of Follow-Up Participant Surveys Under the EHRDOP", deals with the collection of data for impact indicators.

4.2 Department of Education and Science

Stay In School Retention Initiative (5)

The School Completion Initiative is made up of two separate initiatives: Stay in School Retention Initiative discussed here and and Early School Leavers Initiative for which no data was available. The current monitoring output indicators relate to the number of schools partaking in the scheme and do not relate to the number of pupils. This is despite the fact that the objective of the measure is to seek to retain pupils to completion of senior-cycle post-primary education. However, data is collected, through the observation of measure deliverers, on the number and gender of beneficiaries involved. This data is stored on a database. To produce indicators for each of the four grounds, indicators would need to be defined relating to beneficiaries and beneficiaries would need to be asked to reveal their personal characteristics. This would require the agreement of indicators and the development of an information form with appropriately designed questions on the four grounds.

Figure 4.1: Stay in School Retention Initiative – Data Collection and Indicators

Data Collection	The programme indicators do not relate to direct beneficiaries, see OI and RI below. Each school in the initiative produces quarterly reports, which are sent to the DES co-ordinators in Crumlin. The quarterly reports contain data on the number and gender of the students in the schools, involved in the initiatives. The data for the schools' quarterly reports is gathered verbally or by visual assessment. This data is then gathered for the quarterly reports and stored by the co-ordinators, on a database in Crumlin CDU.
Output Indicators	The OI does not relate to the beneficiaries: No. of Schools in the SSRI. This is obtained from the database. A new indicator would have to be developed relating to the beneficiaries.
Result Indicators	There are no result indicators defined in the Programme Complements of these schemes and information on the immediate benefit arising from the schemes is not collected.
Implications	An OI and RI would have to be developed relating to the students who are benefiting. Data would have to be gathered for three of the four grounds (older people not applicable in this case), on each student in the schools involved. This could be done by the use of an information form. The additional information gathered could be recorded for the quarterly reports. This extra information could then be stored on the DES database and then the new indicators could be computed.

Early Literacy (6)

Data on direct beneficiaries is not collected for the Early Literacy Measure (6). This is because the objective of the measure is to improve the level of reading in the population by increasing public awareness of the importance of reading and by improving the quality of the teaching of reading. Figure 4.2 outlines how data is currently collected under the measure. However, given that the objective of the measure relates to the "general public" and "teachers", it seems reasonable that data should not be collected on the number of people partaking in the schemes.

Figure 4.2: Early Literacy (6) Data Collection System and Indicators

Data Collection	Data on direct beneficiaries is not collected, as the programme indicators do not relate to direct beneficiaries – see OI and RI below. Data in relation to the number of training sessions is collected through the Primary Curriculum Support Service and the Junior Certificate Support Programme. Data in relation to the number of local groups participating is available directly from the database on the finance given to the groups. Finance has been made available for local groups to run their own initiatives; there exists one local group at present and the DES monitors this pilot programme. There is one other scheme as part of this measure but no indicator exists in the Programme Complement in relation to it. This is called the "Baby-Love Book Scheme": books are given to children when they visit the Health Centres.

Output Indicators	The defined output indicators do not relate to direct beneficiaries. Two indicators are defined: 1) the number of training packages for teachers produced and the number of training sessions to deliver these courses using that package and 2) the number of local groups who run reading initiatives with grant aid (only one at the moment). The former indicator is produced using information collected from the Primary Curriculum Support Service and the Junior Certificate Support Programme and data used to produce the latter indicator is collected by the DES.
Result Indicators	There are no result indicators defined in the Programme Complements of these schemes and information on the immediate benefit arising from the schemes is not collected.
Implications	The programme indicators do not relate to direct beneficiaries and information on direct beneficiaries is not collected. Monitoring the participation by each of the four grounds under this measure would first of all require the definition of programme indicators relating to direct beneficiaries, which could be provided for each of the four grounds. The collection of data on direct beneficiaries (including membership of the four groups) would require the development of a new data collection system (using a paper-based form). In the case of beneficiaries in schools this form could be introduced as part of the Primary Curriculum Support Service and the Junior Certificate Support Programme. In the case of local groups an information form could be completed in relation to those benefiting from the reading initiative. There is no indicator existing for the "Baby-Love Book Scheme", and so an OI and RI would have to be created, giving details on those children benefiting from the scheme. An information form would have to be introduced completed by each Health Centre. Information would have to be stored on a central DCS or a separate DCS (one for each scheme) and indicators could then be computed from this data.

Traveller Education (7)

For the Traveller Education Measure, information on beneficiaries is collected by the principal in each school by inference from routine administrative data, and sent to the Department of Education and Science to produce the output indicator. Through this data collection system, no information is currently collected on the other three grounds. In order to gather the information to enable the production of the output indicator, beneficiaries would need to be asked to reveal their personal characteristics (older people and members of a minority ethnic group not applicable). This could be done by developing a new information form (with the relevant questions), to be completed by beneficiaries.

Figure 4.3: Traveller Education (7) – Data Collection and Indicators

Data Collection	Data on the number of Traveller children enrolled in post-primary school is recorded by the principal in each school and sent to the DES and this is used to produce the output indicators. In this case, data is not collected for the other three grounds (age, members of a minority ethnic group or whether a person has a disability). There is an additional data collection system (Visiting Teachers Service) which gathers more detailed information on the pupil such as date of birth, progression rates etc. This information is used for programme development and monitoring Travellers' progression through school.
Output Indicators	The data collected by DES relates directly to the output indicator (number of children enrolled in post-primary school) and is computed by DES, based on figures sent by schools.
Result Indicators	Not applicable as there is no result indicator in the Programme Complements
Implications	In order to produce the output indicator for the other two grounds, the principal would have to develop a form to record data on age, and whether the person has a disability (older people and members of a minority ethnic group not applicable). This information would then be forwarded to the DES. As there is no result indicator, an appropriate indicator would need to be selected and a new information form (to be completed by each pupil in school) developed.

As shown in Figure 4.3, there is no result indicator defined for the Traveller Education measure. Therefore a result indicator relating to beneficiaries needs to be defined and school children asked to reveal their personal characteristics.

Third Level Access (9)

Information for the co-financed Measure 9 (Third Level Access) is collected by requesting beneficiaries to reveal their personal characteristics. For the two active initiatives under the Third Level Access Measure, beneficiaries are asked to complete registration forms (which collect information on disability for one initiative). This information is held in each individual college, and only the relevant total numbers are sent to the Department of Education and Science to produce the monitoring indicators. The information sent to the Department is stored in an overall spreadsheet. To facilitate the production of the output indicator for the other grounds questions on ethnicity, members of the Traveller community and whether a person had a disability (for one initiative) would need to be added to the application forms used in each college.

Figure 4.4: ESF Third Level Access – Data Collection and Indicators

Data Collection	There are three grant initiatives under this measure, fund for students with disabilities, student assistance access fund and students benefiting from the targeted higher education mature student fund (the higher education mature students' fund is not yet operational). Participants, at the start of the academic year, under this measure complete an application form for the grants (either with the access/information officer or themselves) in the institutions where they are accepted. Data is collected for gender for both initiatives, which are currently operational. With regard to the fund for students with disabilities, data is also collected on disability. The officer in each college collects and analyses the information on the accepted application form and sends the collated figures, together with the completed application forms, to the Department of Education and Science.
Output Indicators	The figures sent by each college to DES are input into an overall spreadsheet. The indicators, which relate to a number of beneficiaries, are computed directly from the overall spreadsheet, e.g. no. of students benefiting from the student assistance/access fund.
Result Indicators	The result indicators, for example, compare mature students (over 23 years) as a % of the population as a whole. This is computed using the data supplied by the colleges.
Implications	In order to produce the output indicators for the relevant grounds, additional questions on whether people are members of the Traveller community, members of an ethnic minority and date of birth would need to be included on the initial application form that is completed in each of the colleges (60+).

The addition of questions on the initial application form on members of the grounds, disability (for 2 initiatives) and members of the Traveller community would enable the collection of data needed for the production of result indicators for the four grounds.

Schools Modern Languages (10)

Information is gathered on the number of primary students, and the number and gender of the post-primary beneficiaries. Data is gathered through observation of measure deliverers. Data in relation to primary schools is stored on paper files at the Kildare Education Centre and data in relation to post-primary schools is stored on a database in the Marino Institute of Education. Indicators are produced from the paper files and data stored on the database. Beneficiaries would need to be asked to reveal additional information in order to produce the output indicators. Result indicators would need to be agreed relating to beneficiaries and students would need to be asked to reveal their personal characteristics. This would require the development of an information form with appropriately designed questions on the four grounds.

Figure 4.5: Schools Modern Languages (Primary) – Data Collection and Indicators

Data Collection	Information is gathered on the number of pupils involved in the modern languages scheme in each school and then sent from the schools to the Kildare Education Centre. The schools send in information on the number of pupils involved in each school. The information is sent on return forms to the Kildare Education Centre and then the data is stored on a database. Data is not collected for any of the four grounds (older people not applicable in this case).
Output Indicators	No. of (primary) Pupils in Primary Modern Languages strand. Information is submitted to the DES on the number of pupils involved in each school (on the return forms). The data is stored on paper files in the DES and the indicator is computed manually. Indicators are not produced for any of the three groups that are applicable.
Result Indicators	There are no result indicators defined in the Programme Complements for this scheme.
Implications	A new result indicator would need to be agreed and created. To produce programme indicators for the four groups, additional Information would need to be collected by the schools and submitted on the annual returns to Kildare Education Centre. The schools would need to record the number of students who have a disability, who are members of the Traveller community and who are part of a minority ethnic group. This information would have to be added to the return forms and sent on to the Kildare Education Centre where it would need to be stored on a database. The output and result indicators could then be computed (for the three grounds that are applicable) from the central database.

Figure 4.6: Schools Modern Languages (Post-Primary) – Data Collection and Indicators

Data Collection	Schools apply to the DES co-ordinating group in Marino Institute of Education by using an application form called the SIJ1. The application forms provide details on the schools and the number of pupils studying modern languages. The data is stored on a DCS in the Marino Institute. The indicator is produced based on the number of pupils studying modern languages at Junior Cert level, Leaving Cert Applied, transition year and ab Initio courses in an academic year.
Output Indicators	No. of post-primary pupils studying Japanese, Italian and/or Spanish at Junior Certificate, Leaving Certificate Applied (LCA), transition year and ab Initio Courses in the 1999/2000 academic year.
Result Indicators	There is no result indicator defined in the Programme Complements.
Implications	A new result indicator needs to be developed in relation to beneficiaries. Additional Information needs to be collected in order to produce indicators for three of the four groups. This could be done by introducing the use of an information form, which could be completed by each individual student taking part in the modern languages scheme (or by the schools administration staff). This additional data gathered could then be sent to the Marino Institute as additional information on the application forms (SIJ1). Then the extra data could be stored on a database in the Marino Institute and the indicators could be computed for three of the four groups (older people not applicable).

Early School Leavers – Youthreach and Travellers (11B)

Information is collected on beneficiaries by requesting beneficiaries to reveal their personal characteristics; this is done by completing enrolment forms. The data collected is then stored on a database in the Department of Education and Science. There are no output and result indicators in the programme complement and so new indicators would need to be defined relating to beneficiaries. Indicators could then be computed from the data currently collected.

Figure 4.7: Early School leavers (Youthreach and Travellers) – Data Collection and Indicators

Data Collection	Programme co-ordinators work in conjunction with trainees in completing enrolment forms for each programme. Data is gathered on gender, age, members of the Traveller community and members of minority ethnic groups. This data is stored on a computer or on paper. The co-ordinators transfer the data to the VECs and the VEC centres store the data on a standard excel file for the DES annual survey. The data on each VEC centre excel file is accumulated by the DES and the data is stored on a data collection system. However, there are no OI or RI's in the programme complements. Information is gathered on gender, older people (not applicable for Youthreach), people with a disability, members of the Traveller community, and members of minority ethnic groups.
Output Indicators	No OI in the programme complement
Result Indicators	No RI in the programme complement
Implications	OI and RI indicators would need to be created relating to beneficiaries. Indicators could then be computed from the information currently collected.

Sectoral Entry Training – Tourism Education (12C), MLT/HLTBS (25)

In this case of the Sectoral Entry Training – Tourism Education (12C) and the Middle Level Technician/Higher Level Technician Business Services Measures (25), each college gathers data on the number and gender of the beneficiaries supported. Information is gathered on beneficiaries by requesting beneficiaries to reveal information when completing college registration forms. Selected data from college registration forms and college records is stored on spreadsheets in the Department of Education and Science. Indicators are generated from the data stored. Additional questions would need to be asked, revealing additional information on the students' characteristics. Then this additional information would need to be inputted on to the current spreadsheets.

Figure 4.8: Sectoral Entry Training – Tourism Education and Middle Level Technician/Higher Level Technician Business Services – Data Collection and Indicators

Data Collection	Each college submits an annual return of the number of participants by gender (gender split taken from Student Registration Forms) in relation to each course to the DES. This information is stored on spreadsheets in DES, ie the spreadsheets contain entries for the total number of participants broken down by gender. DES refines this data for the various sub-measures/measures under the NDP 2000-2006. Data is not collected for the four groups.
Output Indicators	The total number of participants is computed from the DES spreadsheets, by summing the number of participants on courses. Baseline Output Indicators vary according to measure/sub-measure and were compiled from the Annual Returns document and ESF Final Claims data produced in the DES. Progress report data is compiled from the Annual Returns document.
Result Indicators	RI data are based on either throughput data or graduate data depending on the measure/sub-measure. Throughput data is based on numbers completing 75% of courses. This data is calculated from returns made by individual colleges as part of the ESF Final Claims Process. RI throughput indicators are not available under the current DCS in DES. RI data on graduate figures (those who complete 100% of their course) are compiled from individual college returns to DES. These figures are collated in the Institutes from data stored in the Exams Office/ Academic Affairs Office and are recorded on Annual Returns forms forwarded to DES. DES filters these data and records the figures in the Annual Returns document.
Implications	Monitoring the participation on three grounds (MTC, MEMG and Older People +50) in relation to third-level courses under the NDP schemes would require the collection of additional information on the profile of beneficiaries. The gender profile of participants, i.e. output indicator, is currently obtained from Student Registration Forms at collegial level. These data are forwarded to DES and recorded in the Annual Returns document. The breakdown of this data into the three grounds (MTC, MEMG and Older People +50) would require the addition of supplementary questions to the various collegial forms e.g. Student Registration Forms and a revision of the Annual Returns document. The DCS in DES would also need to be updated.

Refugee Language Support Unit (17)

Information on beneficiaries is collected by requesting beneficiaries to reveal their personal characteristics. Data is collected on age and ethnicity using an application form. This data is then stored on a database in the Refugee Language Support Unit. The output indicator is generated from the data stored on the database. Additional questions would need to be asked to reveal their personal characteristics, by adding questions to the application forms. A result indicator would need to be defined relating to beneficiaries.

Figure 4.9: Refugee Support Language Unit – Data Collection and Indicators

Data Collection	Data is gathered through application forms, which collect information on the person's age, and minority ethnic (as the measure is targeted at Refugees) and it is then stored on a database in the Refugee Language Support Unit.
Output Indicators	Indicator on the total number of refugees availing themselves of language training programmes under the Refugee Language Support Unit is computed from the database.
Result Indicators	There are no result indicators defined in the Programme Complements of these schemes.
Implications	In relation to the data collected to produce OI a new question should be added on the application form, addressing people with disabilities. (MTC is not applicable in this case). A new RI should be created and then computed in relation to the number of persons who complete the language courses.

Lifelong Learning Back to Education Initiative (21)

The Back to Education Initiative, measure 21, has not started yet but data collection procedures have been proposed. There are plans to develop an enrolment form, which will ask questions regarding the four grounds. The monitoring indicators do relate to beneficiaries and so in this case a computerised system would need to be put in place in order to compute the indicators for each of the four groups.

Figure 4.10: Lifelong Learning (Back To Education Initiative) – Data Collection and Indicators

Data Collection	Has not started yet. But the proposed data collection system will be as follows: Data collection will be gathered by the use of an enrolment form, and there will be questions on the form on gender, age, whether people have a disability, are members of the Traveller community and are members of minority ethnic groups. Computer system has to be developed.
Output Indicators	No. of part-time trainees and no. of full-time trainees. OI could be produced for the four grounds, as data is collected on older people, people with a disability, membership of the Traveller community and members of minority ethnic groups.
Result Indicators	No. of Completions with certification (full-time and part-time). RI could be produced for the four grounds, older people, people with a disability, members of the Traveller community and members of minority ethnic groups.
Implications	The computerised system needs to be developed so that indicators can be produced for the four grounds when the Initiative starts.

Lifelong Learning National Adult Literacy Strategy (22)

Information is collected on beneficiaries by requesting beneficiaries to reveal their personal characteristics; this is done by completing enrolment forms. Data is gathered on gender and age. The data collected is then stored on a database in the Department of Education and Science. There are no output or result indicators in the programme complement and so new indicators would need to be defined relating to beneficiaries. Additional questions would need to be asked to reveal additional information on beneficiaries.

Figure 4.11: Lifelong Learning (National Adult Literacy Strategy) – Data Collection and Indicators

Data Collection	Programme Co-ordinators work in conjunction with trainees in completing enrolment forms for each programme. Data is gathered on gender and age. This data is stored on a computer or on paper. The Co-ordinators transfer the data to the VECs and the VECs centres store the data on a standard excel file for the DES annual survey. The data on each VEC centre excel file is accumulated by the DES and the data is stored on a database. Indicators can be computed from this data. There is no OI or RI but information is gathered on gender and older people. Data is not collected on people with a disability, members of the Traveller community and members of minority ethnic groups.
Output Indicators	No OI in the programme complement
Result Indicators	No RI in the programme complement
Implications	Data needs to be collected on people with a disability, members of the Traveller community and minority ethnic groups. OI and RI indicators need to be created relating to beneficiaries. Additional questions completed on the enrolment forms could be stored on the DES database. The indicators could then be computed from the information stored on the database.

Lifelong Learning – Further Education Support Services (23)

Data is gathered on the number and age of beneficiaries. Information on beneficiaries is collected by requesting beneficiaries to reveal their personal characteristics through conversation. Data is stored either electronically or on paper and annual figures on the number of trainees involved are transferred to the Department of Education and Science. In order to produce the output indicator for each of the four grounds beneficiaries would need to be asked to reveal additional characteristics relating to the four grounds. A result indicator would need to be defined.

Figure 4.12: Lifelong Learning (Further Education Support Services) – Data Collection and Indicators

Data Collection	Guidance counsellors record information on the number and gender of beneficiaries. Data is stored either electronically or on paper and is transferred to the DES annually. Data is not collected on any of the four grounds.
Output Indicators	No. of trainees benefiting from guidance service.
Result Indicators	No RI available in the programme complement.
Implications	A new RI would have to be created. Additional data on the profile of beneficiaries would need to be collected on older people, people with a disability, members of the Traveller community and members of a minority ethnic group. This could be done by creating an information form and then forwarding the additional data on to the DES. The data could then be stored on a data collection system. Then the OI and the RI could be computed from the central database in the DES.

Ongoing Sectoral Training – Tourism Education 24G

Information is collected through observation of measure deliverers, by inference from routine administrative data. Data is stored on spreadsheets in the Department of Education and Science in relation to beneficiaries' age and gender. Indicators are generated from the spreadsheets. In order to produce the indicators for each of the four groups beneficiaries would need to be asked to reveal their relevant personal characteristics. This would require information forms with appropriately designed questions on each of the four grounds.

Figure 4.13: Ongoing Sectoral Training (Tourism Education) – Data Collection and Indicators

Data Collection	Each College submits an annual return of the number of participants in relation to this sub-measure to the DES. This information is stored on spreadsheets in DES, ie the spreadsheets contain entries for the total number of participants broken down by college and by type of CERT course, eg Day Release, Block Release and Other. Gender breakdown is submitted by individual colleges but is not collated in the Annual Returns document. It is however available in DES.
Output Indicators	The OI relates to the number of trainees participating on ongoing sectoral tourism (CERT) programmes in the third-level technological sector. Note that the targets outlined in the OI are based on projections provided by CERT.
Result Indicators	The RI relates to the number of beneficiaries graduating from ongoing sectoral tourism (CERT) programmes in the third-level technological sector (it should be noted that these trainees are already in employment).
Implications	Monitoring participation rates on the three grounds (MTC, MEMG and Older People + 50) under this sub-measure would require the collection of additional information on the profile of beneficiaries. The Institutes of Technology would have to collect additional information in relation to each trainee and split these data into the three grounds. These data would then have to be stored at collegial level and submitted to DES. Existing OI and RI would need to be further divided/broken down and the DCS in DES would have to be updated.

Undergraduate Training (26)

Information is collected on beneficiaries by requesting beneficiaries to reveal their personal characteristics; this is done by completing registration forms. Data is gathered on gender and age. The data collected is then stored on a database in the Department of Education and Science. In order to produce the output indicators for the four grounds; additional questions would need to be asked to reveal additional information on beneficiaries. There are no result indicators in the programme complement and so new result indicators would need to be defined relating to beneficiaries.

Figure 4.14: Undergraduate Training – Data Collection and Indicators

Data Collection	Each college submits an annual return of the number of participants by gender (gender split taken from Student Registration Forms) in relation to each course to the DES. This information is stored on spreadsheets in DES, i.e. the spreadsheets contain entries for the total number of participants broken down by gender.
Output Indicators	OI's relate to (a) the number of additional student places in designated skill need areas in the Universities and (b) the number of additional student places in designated skill need areas in the technological sector (Additional places only funded under the measure).
Result Indicators	Result Indicators are not available under the current DCS in DES (RI is not available in the Programme Complement).
Implications	Monitoring the participation on the three grounds (MTC, MEMG and Older People +50) under these measures would require the collection of additional information on the profile of beneficiaries. As an undergraduate skills course may comprise both ESF and Non-ESF aided students, it would be necessary to collate information on all students and extrapolate at the level of ESF-aided students based on the general trend in the class group. This could be done by adding questions to the existing registration forms. Existing OI would need to be further divided/broken down and a new RI would have to be developed. The DCS in DES would have to be updated.

Postgraduate Conversion Course (27)

Information is collected on beneficiaries by requesting beneficiaries to reveal their personal characteristics; this is done by completing application forms. Data is gathered on gender and age. The data collected is then stored on a database in the Higher Education Authority. In order to produce the output indicators for the four groups, additional questions would need to be asked to reveal additional information on beneficiaries. There are no result indicators in the programme complement and so new result indicators would need to be defined relating to beneficiaries.

Figure 4.15: Postgraduate Conversion Courses – Data Collection and Indicators

Data Collection	Students apply by application form to the institutes that run the Graduate Skills Conversion Programmes. Data is collected on the number and the gender of beneficiaries. This data is recorded onto a database in each institution. All the institutions are contacted individually, and the registrars compile the data from the student's records and transfer the data to the HEA where it is partly stored on a database and the rest on paper. Data is not collected on the four groups.
Output Indicators	Annual intake of postgraduates onto Postgraduate Conversion Programme: This indicator is generated from the data stored on the HEA database.
Result Indicators	No RI available in the programme complement.
Implications	Monitoring the participation of the four groups on these schemes would require the collection of information on the profile of beneficiaries. Additional questions would have to be added to the application forms and the extra data would need to be recorded by each institution and then transferred on to the HEA in order to produce the OI. As there is no result indicator in the programme complement, an appropriate indicator would need to be selected and computed from the additional data collected.

4.3 FÁS

Action Programme for the Unemployed (1), Active Measures for the LTU & Socially Excluded (3), Early School Leavers (11A), Skills Training for Unemployed (B), Vocational Training & Pathways to Employment for People with Disabilities (16)

FÁS is responsible for 12 Measures reviewed. For five Measures, listed in Figure 4.10 below, information on beneficiaries is collected by requesting beneficiaries to reveal their personal characteristics. Information is currently collected on a person's age, membership of the Traveller community, membership of a minority ethnic group or whether a person has a disability or not. This information is stored in a "relations" database with a unique identifier for each person and output and result indicators are automatically generated from the national database. Therefore, no change to the data collection system is needed as the information on characteristics of beneficiaries across the four grounds is currently collected and could be used to produce monitoring indicators for each of the four grounds. Figure 4.15 provides a more detailed description of the data collection system for these five measures.

National Employment Service (2)

The National Employment Service Measure includes people registering with FÁS (either on-line or manually) and people attending the jobs club. Registrants with FÁS are asked to reveal their personal characteristics and where the standard form is used information is collected across the four grounds. This information is stored in a relationship database and each person has a unique identifier code. Where the on-line registration form is used information is collected on age. In the case of the jobs club, the jobs club leader asks beneficiaries to provide some basic information (informally), and then the relevant total figures (numbers participating) are sent to FÁS every quarter.

Figure 4.16 provides more detail on how the indicators are produced from the information collected.

For people registering with FÁS, where the standard FÁS registration form is used, no changes are needed to the DCS to produce output indicators for the four groups. Where the on-line registration form is used, additional questions on membership of the Traveller community, membership of a minority ethnic group and whether the person has a disability would have to be added on to the on-line form and analysed to produce the output indicator.

In order to produce the output and result indicators by the four grounds, beneficiaries would have to be asked to reveal their personal characteristics. This would require the development of a standard form with questions on their date of birth, membership of the Traveller community, membership of a minority ethnic group and whether the person has a disability.

Figure 4.16: Five FÁS Measures* – Data Collection System and Indicators

Data Collection	When a person registers with FÁS they complete a FÁS Employment Service Registration Form (ESRF), which collects information on the person's age, membership of the Traveller community, membership of a minority ethnic group and whether the person has a disability. Information from the ESRF is stored in a national database using a unique identifier (date of birth) for each person.
Output Indicators	When a person completes a course this information (supplied by the course tutor) is input into their individual file in the national database. Indicators on the total number of completions for each measure/sub-measure are computed from the national database (by cross-tabulating entries for the scheme, for completion and for gender).
Result Indicators	When a person obtains certification on a course this information (supplied by the course tutor) is input into their individual file in the national databases. Indicators on the total number of certifications for each measure/sub-measure are generated automatically from the national database.
Implications	No changes are needed to the DCS to produce output or result indicators for the four grounds (except 11A). FÁS's national database contains information as to whether beneficiaries are members of the four groups so under the current system it is possible to produce output and result indicators for the four groups without the collection of additional information (ie by cross-tabulating entries for the scheme, for completion/certification and for ground). There is no result indicator for sub-measure 11A in the Programme Complement. Therefore a result indicator relating to beneficiaries would have to be developed and the data analysed by the four grounds.

* Measures/sub-measures: 1 Action Programme for the Unemployed, 3 Active Measures for the LTU & Socially Excluded, 11A Early School Leavers, 13 Skills Training for Unemployed, 16 Vocational Training & Pathways to Employment for People with Disabilities

However, although data on beneficiaries is collected for Measure 11A, a result indicator has not been defined.

Figure 4.17: FÁS – National Employment Service – Data Collection and Indicators

Data Collection	This measure covers two main areas: ESO: people registering with and availing of the services of FÁS through their 70+ Employment Services Offices and improving use of technology and the internet. Data on beneficiaries who register with FÁS is collected either by: a) completing the standard FÁS registration form which collects information on age, whether a person has a disability, is a member of the Traveller community or is a member of a minority ethnic group or b) completing the on-line registration form which collects information on age and gender;
Output Indicators	Jobs Club Initiatives: in the case of the jobs club, basic information on beneficiaries (such as name, address and contact details) is collected by the jobs club leader and sent to FÁS every quarter. Information on the four groups is not collected. ESO: When a person registers with FÁS (regardless of whether it is on-line or using the standard registration form), this information is recorded in the national database and the output indicator which is the number of people registering with FÁS during the period is computed directly from this database. Jobs Club Initiatives: Each of the job club leaders submits the total number (split by gender) of participants on the jobs club programme at that particular time. The indicator on the number of people who register with jobs clubs in the period is computed directly from this information.
Result Indicators	ESO: there is no result indicator relating to beneficiaries. The result indicator is the % of notified vacancies filled. Jobs Club Initiatives: the indicator on the job club registrants who successfully complete the formal group training sessions is computed from the information sent by the jobs club leaders to the local FÁS offices.

Implications	ESO: in the case where the standard FÁS registration form is used, no changes are needed to the DCS to produce output indicator for the four grounds. FÁS's national database contains information as to whether beneficiaries are members of the four groups so under the current system it is possible to produce output and result indicators for the four grounds without the collection of additional information. Where the on-line registration form is used, additional questions on membership of the Traveller community, membership of a minority ethnic group and whether the person has a disability would have to be added on to the on-line form and analysed to produce the output and result indicator.
	Jobs Club Initiatives: in order to produce the output and result indicators by the four grounds, the jobs club leader would have to ask the participants additional questions on their date of birth, membership of the Traveller community, members of a minority ethnic group and whether the person has a disability.

Apprenticeship/Traineeship (14A)

There are two initiatives under sub-measure 14A, both of which collect information by requesting beneficiaries to reveal their personal characteristics. However, different information is collected depending on whether beneficiaries are apprentices or trainees. In the case of apprenticeships, information on age is collected (using the Apprenticeship Registration Form (ARF)), whereas trainees provide information on membership of the four groups (by completing the standard FÁS registration form). Information on the two schemes is stored in two separate national "relations databases" (one for apprenticeships and traineeships in the main FÁS database) and indicators are produced directly from these databases.

In the case of apprenticeships, if indicators were to be produced for the four grounds, beneficiaries would need to be asked additional questions, ie questions on membership of the Traveller community, membership of a minority ethnic group and whether the person has a disability or not would have to be added to the apprenticeship registration form.

In the case of traineeships, no change in the data system is needed as the personal characteristics for the four grounds are collected to enable the production of the monitoring indicators.

Figure 4.18: FÁS – Apprenticeship/Traineeship – Data Collection and Indicators

Data Collection	There are two different initiatives under this measure, apprenticeship and traineeship, and as a result there are two different data collection systems. In the case of the apprentices, they complete an Apprenticeship Registration Form (ARF) (upon commencement of their course) which collects data on age and gender. The ARF is input into an overall database. Each apprentice is given a unique Apprenticeship Number. In the case of the traineeships, they complete a FÁS Employment Service Registration Form (ESRF), which collects information on the person's age, membership of the Traveller community, membership of a minority ethnic group and whether the person has a disability. Information from the ESRF is stored in a national database using a unique identifier code for each person.
Output Indicators	When an apprentice completes a phase of the training, their record in the national database is updated (information supplied by the course tutor). Indicators on the total number of completions for the year or of a certain phase of training for each sub-measure are computed from the national database. When a trainee completes a course, this information (supplied by the course tutor) is input into their individual file in the national database. Indicators on the total number of persons completing traineeship are computed from the national database (by cross-tabulating entries for the scheme, for completion and for gender).

Result Indicators	When an apprentice completes the apprenticeship, their record in the national database is updated (information supplied by the course tutor). Indicators such as number of apprenticeships awarded, national craft certification for each sub-measure are computed from the national apprenticeship database. When a person completes a traineeship, this information is input into their individual file in the national databases. Indicators on the total number of placements at the end of the traineeship programme are generated automatically from the national database.
Implications	Additional questions on membership of the Traveller community, membership of a minority ethnic group and whether the person has a disability may be added to the ARF. If these questions were added to the form, completed by participants and input into the overall database (where each participant has a unique identifier code), it would be possible to produce the indicators. No changes are needed to the DCS to produce output or result indicators for the four grounds for the traineeship as the national database contains information as to whether beneficiaries are members of the four groups. Accordingly, under the current system it is possible to produce output and result indicators for the four grounds without the collection of additional information (ie by cross-tabulating entries for the scheme, for completion/certification and for ground).

Apprenticeship/Education (14B)

For sub-measure 14B, beneficiaries reveal their personal characteristics by completing the ARF. This information is stored in a national "relationship database" where each apprentice has a unique identifier code. Information is collected on age.

In order to produce the monitoring indicators for the other three grounds, beneficiaries would need to be asked additional questions on whether they have a disability or not, are a member of the Traveller community or a member of a minority ethnic group.

Figure 4.19: FÁS – Apprenticeship/Education – Data Collection and Indicators

Data Collection	Participants complete an Apprenticeship Registration Form (ARF) (upon commencement of their course) which collects data on age and gender. The ARF is input into an overall database. Each apprentice is given a unique Apprenticeship Number and information is held in the overall national database.
Output Indicators	When an apprentice completes a phase of the training, their record in the national database is updated (information supplied by the course tutor). Indicators on the total number of completions for the year or of a certain phase of training for each sub-measure are computed from the national database.
Result Indicators	There is no result indicator defined in the Programme Complements
Implications	Additional questions on membership of the Traveller community, membership of a minority ethnic group and whether the person has a disability may be added to the ARF. If these questions were added to the form, completed by participants and input into the overall database (where each participant has a unique identifier code), it would be possible to produce the output indicator. As there is no result indicator, a result indicator relating to beneficiaries needs to be defined and it will then be possible to produce the indicator across the four grounds.

In-company Training (18A)

For the In-company Training Measure, company representatives gather information on the personal characteristics (gender) of beneficiaries by inference from in-house company administrative data. Companies supply the information on a services to business form and the output indicator is computed directly from the information supplied by companies on these forms. Each company has a unique identifier code.

To produce the output indicator for each of the grounds, each beneficiary of the training would need to be asked to reveal their personal characteristics by completing a new information form, with questions on each of the four grounds. As shown in Figure 4.20, as the current result indicator does not relate to beneficiaries, a new indicator relating to beneficiaries needs to be agreed and, as in the case of the output indicator, a form introduced asking people to reveal their personal characteristics.

Figure 4.20: In-company Training – Data Collection and Indicators

Data Collection	The companies who request training under this measure complete a "services to business" form, which is returned to FÁS with details on the number of employees benefiting from the scheme.
Output Indicators	Indicators such as number of companies in receipt of FÁS support and number of employees trained with FÁS support during the year are computed directly from the data supplied by the companies on the "services to business" form.
Result Indicators	Neither of the result indicators relate to beneficiaries. The result Indicators are % of company payroll spent on training courses,% of financial support going to small companies.
Implications	To produce the output indicator relating to beneficiaries across the four grounds, beneficiaries would need to be asked to reveal their personal characteristics by completing new forms, with questions on each of the four groups. In the case of the result indicator, a new indicator needs to be agreed (as the current indicators do not relate to beneficiaries), then a new information form introduced to collect the relevant data.

Social Economy Programme (19A), Local Social Capital (19B)

Data on the Social Economy Programme is collected using a series of different forms as well as details contained in the contract between FÁS and the enterprise (which is input into a database). These particular forms do not ask beneficiaries to reveal their personal characteristics. However each employee on the Social Economy Programme must be registered on the FÁS client database (they must complete the standard registered form), and personal information is collected across the four grounds. These two databases (social economy and overall FÁS database) can be cross-referenced to produce the indicators by the four groups if required.

Therefore in this case, no change to the data collection system is needed as the information on personal characteristics of beneficiaries across the four groups is currently collected and could be used to produce monitoring indicators across the four groups.

Figure 4.21: Social Economy Programme and Local Social Capital – Data Collection and Indicators

Data Collection	There is a series of forms that are completed by social enterprises at different stages through the process. Initial basic information is collected on the project (using Form 5). However, when they are approved for funding, a Form 7 is completed and also a contract is signed. Information from these forms and the contract is input into the database system at office level within the regions. Data is collected on the number of people working in the enterprise and each employee has a unique identifier number. This refers to the individual's file in the overall FÁS client database and it contains information on age, membership of the Traveller community, member of a minority ethnic group, or whether a person has a disability or not. Therefore the two databases can be cross-referenced and manipulated, if required, to produce a profile on the individuals.
Output Indicators	The indicators are number of social economy enterprises supported during the period and number of persons supported in social economy enterprises at end of period1. They are produced directly from the social economy enterprise database.
Result Indicators	The result indicators are produced by cross-referencing the social economy database and the main client database (using the unique identifier codes on record in the social economy database).
Implications	No changes are needed to the DCS to produce output or result indicators for the four groups. FÁS's national database contains information as to whether beneficiaries are members of the four groups and can be cross-referenced with the Social Economy Programme database. Therefore under the current system it is possible to produce output and result indicators for the four groups without the collection of additional information (ie by cross-tabulating entries for the scheme, for completion/certification and for ground).

Note: In the case of Local Social Capital, the key effectiveness indicator in the Programme Complement is under review.

Lifelong Learning – General Training (20)

Lifelong Learning – General Training Measure (20) comprises three different training courses: day courses, evening courses and net college courses. For the net college and day courses information on beneficiaries is collected by requesting beneficiaries to reveal their personal characteristics. There is no formal data collection system for the evening courses. Participants for net college fill in a registration form on-line that collects data on age, while those attending the day courses complete a standard application form that does not collect information across any of the grounds.

Consequently, to collect the information on beneficiaries in order to produce the indicators, additional questions on the four groups would have to be inserted on the application form for the day courses, and additional questions on membership of the Traveller community, membership of a minority ethnic group and whether the person has a disability or not would have to be added to the on-line registration form. In order to produce monitoring indicators for the evening courses, beneficiaries would have to be asked to reveal their personal characteristics through the introduction of a new standard form (to include questions on the four groups).

Figure 4.22: Lifelong Learning (General Training) – Data Collection and Indicators

Data Collection	This measure comprises three different types of short courses: night courses, daytime courses and net college courses, and as a result there are different data collection systems. For the net college, participants register on-line completing a standard registration form that collects data on age and gender. The application form for the day courses does not collect information on the four groups. There is no formal data collection system for the evening courses. The number attending evening courses is not included in the overall indicator for this measure.
Output Indicators	The data collected relates directly to one of the output indicators (number of persons trained) and is computed by FÁS directly.
Result Indicators	The result indicators are % of persons gaining recognised certification and the number of people with below-leaving certification qualifications.
Implications	To collect the data to produce the indicators for the four grounds, additional questions would need to be added to the on-line registration form, as well as the application form for the day courses. In the case of the evening courses, to produce the monitoring indicators, beneficiaries would have to be asked to reveal their personal characteristics through the introduction of a new standard form (to include questions on the four groups).

4.4 CERT

The three Sub-measures for which CERT is responsible are Sectoral Entry Training – Tourism School Leavers (12A), Sectoral Entry Training – Tourism (12B) and Ongoing Sectoral Training (24F). For two of these sub-measures, data is collected using a standard application form, while the third sub-measure, which comprises short one and two-day training courses, has a more informal data collection system.

Sectoral Entry Training – Tourism School Leavers (12A) and Sectoral Entry Training – Tourism (12B)

For the two sub-measures, Sectoral Entry Training – Tourism School Leavers (12A), Sectoral Entry Training – Tourism (12B) information on beneficiaries is collected by requesting beneficiaries to reveal their personal characteristics. Information on age is collected using the standard application form and is stored in a "relationship" database. While CERT do not have a direct question on disability, all trainees undergo a medical examination and any disability may be detected at that stage. In order to produce the output and result indicator, additional questions on whether applicants are members of the Traveller community or members of a minority ethnic group would have to be inserted on the application form.

Figure 4.23: Sectoral Entry Training – Data Collection and Indicators (Tourism School Leavers and Tourism)

Data Collection	Information is collected through the standard application form (and acceptance form) and is entered into the relational database. Data is collected on age and gender and although CERT do not have a direct question on disability, trainees undergo a medical examination. Each person registered has an identifier code.
Output Indicators	When participants complete this course, this information is input into their file in the database. The indicator can then be computed directly from the database, eg target number trained.
Result Indicators	The result indicator for this measure is job placement rates at the end of the course. CERT is directly involved in placing its students and recording where they gain employment.
Implications	To produce the indicators for the relevant grounds, additional questions on whether people are members of the Traveller community or members of a minority ethnic group would need to be included on the initial application form (or on the acceptance form).

In relation to producing the monitoring indicators for the disability ground, either the outcome from the medical exam would have to be recorded in the beneficiary's individual file, or alternatively a direct question on disability could be added to the form.

On-going Sectoral Training (24F)

Detailed statistics are not gathered for Sub-measure 24F, On-going Sectoral Training, as it consists of short training courses. Information on beneficiaries is collected through the observation of the trainer i.e. they gather information on gender using a head-count system. If the output indicator were to be produced for the four grounds, beneficiaries would need to be asked to reveal their personal characteristics. A new information form, to include questions on the four grounds, would have to be designed and completed by everyone participating on the courses.

There is no result indicator defined for this Sub-measure, therefore a result indicator relating to beneficiaries would have to be developed and an appropriate data collection system (information form) introduced.

Figure 4.24: Ongoing Sectoral Training – Data Collection and Indicators

Data Collection	The bulk of this measure is courses of 1 and 2 day duration and detailed statistics are not gathered for these courses. The class tutor does a head-count and records the number and gender of people attending the course.
Output Indicators	The output indicator relates directly to the data collected e.g. target numbers to be trained over the period.
Result Indicators	There are no result indicators defined in the Programme Complements of these schemes and information on the immediate benefit arising from the schemes is not collected.
Implications	In order to produce the output indicator by the four grounds, a new information form would have to be developed and questions on ethnicity, membership of the Traveller community, whether the person has a disability or not and age need to be included on the form. A new result indicator that relates to beneficiaries would need to be developed. In addition a new form that included questions about membership of an ethnic minority, Traveller community, disability and age would have to be introduced and completed by participants.

4.5 Teagasc

Teagasc is responsible for two Sub-measures, Sectoral Entry Training – Agriculture (12D) and On-going Sectoral Training – Agriculture (24E), reviewed. For both Sub-measures, information on beneficiaries is collected by requesting them to reveal their personal characteristics. Information is collected using a standard application form, which gathers data on age. A separate medical statement is used to collect information on disability, and in order to produce the output indicator for this ground, information from the medical statement and the database would have to be linked (possibly using the reference number). To produce the output indicators for the other two grounds, additional questions on ethnicity and membership of the Traveller community need to be inserted on the standard application form.

As there are no result indicators defined for these Sub-measures, new result indicators relating to beneficiaries would have to be defined and beneficiaries asked to reveal their personal characteristics.

Figure 4.25: Teagasc – Sectoral Entry Training and Ongoing Sectoral Training (Agriculture) – Data Collection System and Indicators

Data Collection	Participants complete a standard application form that collects information on age. A separate prescribed medical statement must be completed by the student and signed by a parent/guardian. Information is not collected on membership of the Traveller community or membership of a minority ethnic group. The data on age is input into a customised electronic database and each person has a unique registration number. The information on disability is kept at the relevant training location to ensure that staff dealing with students with a disability will be aware of the problem and take the appropriate action. There is a separate database for each of the two sub-measures.
Output Indicators	When participants register on, or complete a course with certification (file on attendance and performance are maintained and used for certification purposes) this information is recorded in the database and related back to the original entry.
Result Indicators	There are no result indicators defined in the Programme Complements of these schemes.
Implications	To produce the output indicator for members of a minority ethnic groups and for members of the Traveller community, two additional questions would have to be included on the application form and input into the database. To produce the output indicator for people with a disability, the information that is currently collected would have to be linked with the student's application form either by using a common reference number or inputting relevant information from the medical form into the student's file in the database.

A new result indicator on beneficiaries needs to be defined and linked into the existing data collection system.

Note: Although there is no RI defined in the Programme Complement, Teagasc regard the RI as the number of people awarded certification on completion of the course, while they consider the OI to be the numbers participating on the course.

4.6 Department of Communications, Marine and Natural Resources

The Department of Communications, Marine and Natural Resources is responsible for two Sub-measures, On-going Sectoral Training – Seafood (24B) and On-going Sectoral Training – Forestry (24C), and there are separate data collection systems for each.

On-going Sectoral Training – Seafood (24B)

Information on beneficiaries is collected by requesting beneficiaries to reveal their personal characteristics. Information is gathered by applications and registration forms, on older people, whether members have a disability, and membership of minority ethnic groups. Data is stored on a database in Bord Iascaigh Mhara, and the output indicators are generated from the database. To compute indicators for the four groups a result indicator needs to be defined and an additional question would need to be asked on membership of the Traveller community.

Figure 4.26: Ongoing Sectoral Training (Seafood) – Data Collection and Indicators

Data Collection	OI relates to direct beneficiaries (see below) and the RI does not exist. Data is gathered through application forms and registration forms which collect information on the person's age, whether they have a disability and if they are a member of a minority ethnic group. This data is stored on a tracking database in BIM.
Output Indicators	The Output Indicator relates to the number of trainee places and the number of trainee hours. It is possible to produce this indicator for three of the Four grounds. Data needs to be collected on members of the Traveller community
Result Indicators	There are no result indicators in the programme complements.
Implications	Insert an additional question on the application and registration form relating to membership of the Traveller community, and store this additional information along with the current data stored on the DCS. Create a new RI. Then compute the OI and RI from the DCS for the four groups.

On-going Sectoral Training – Forestry (24C)

Information on beneficiaries is collected by requesting beneficiaries to reveal their personal characteristics using an application form. Data is stored on a spreadsheet in the Forestry Service, and the output and result indicators are generated from the spreadsheet. To enable the collection of data across the four grounds for the production of output and result indicators, additional questions would need to be asked to reveal the beneficiaries' personal characteristics.

Figure 4.27: On-Going Sectoral Training (Forestry) – Data Collection and Indicators

Data Collection	Data is gathered through application forms, which contain information on gender. (Coillte and Teagasc provide the courses). The data is then transferred from Coillte and Teagasc to The Forestry Service. Where it is stored on a spreadsheet, the Indicators are produced on the number of people attending and the number of participants certified.
Output Indicators	OI relates to the number of participants attending courses, this is computed from the data stored in the Forestry Service, by summing the number of participants attending the courses.
Result Indicators	RI is the proportion of participants obtaining certified training, this is based on the data transferred from Coillte and Teagasc to the Forestry Service (number of persons separated by gender). Coillte and Teagasc notify the Forestry Service about who qualifies for certification, information on the number of participants being certified is then recorded onto a spreadsheet in the Forestry Service. The indicator is then computed from the spreadsheet.
Implications	Monitoring the participation of the four groups on these schemes would require the collection of additional information on the profile of beneficiaries. To acquire this information, additional questions are required on the application forms and this information needs to be recorded by Coillte and Teagasc so that a record can be kept on the profile of beneficiaries (ie to produce the OI and RI).

4.7 Department of Agriculture and Food

Ongoing Sectoral Training – Equine Institute (24D)

The Department of Agriculture and Food implementing sub-measure 24D, Ongoing Sectoral Training – Equine Institute. Information on beneficiaries is collected by requesting beneficiaries to reveal their personal characteristics. Information is gathered on beneficiaries' age and gender by application forms. Data is stored on a database in the Department of Agriculture and Food and the output and result indicators are generated from the database. To enable the collection of data across the four groups for the production of output and result indicators, additional questions would need to be asked to reveal the beneficiaries' personal characteristics.

Figure 4.28: On-Going Sectoral Training (Equine Institute) – Data Collection and Indicators

Data Collection	Data is gathered through application forms, which collect information on gender and age. The data is then transferred from the Equine Institute to Department of Agriculture and Food where the collected data on beneficiaries is stored on a data system. The Indicators are produced on the number of people attending and the number of participants certified.
Output Indicators	OI relates to the number of participants attending courses; this is computed from the data stored in the Department of Agriculture and Food based on the data taken from the application forms by the Equine Institute
Result Indicators	The RI is the proportion of participants receiving certified training; this is based on the data transferred at certification stage from the Equine Institute to the Department of Agriculture and Food. The Equine Institute notifies the Department of Agriculture and Food who qualifies for certification and this is stored on the data system; from there the RI is computed.
Implications	Monitoring the participation of the four groups on these schemes would require the collection of additional information on the profile of beneficiaries. To acquire this information, additional questions are required on the application forms to produce the OI. This information also needs to be recorded by the Equine Institute or by the Department of Agriculture and Food so that a record can be kept on the profile of beneficiaries who receive certification (i.e. to produce the RI for the four grounds).

4.8 Department of Social and Family Affairs

Employment Support and Family Affairs (15)

The Department of Social and Family Affairs implements sub-measure 15 – Employment Support Services. Information on beneficiaries is collected by requesting beneficiaries to reveal their personal characteristics. Information is gathered by applications and claim forms, on older people, and whether members have a disability. Data is stored on a database in the Department of Social and Family Affairs, and the output indicators are generated from the database. To compute indicators for the four groups a result indicator needs to be defined and additional questions would need to be asked on membership of the Traveller community and membership of minority ethnic groups.

Figure 4.29: Employment Support Services – Data Collection and Indicators

Data Collection	Data is gathered through application forms and claim forms in relation to the BTWAS and the BTEAS. The data is then stored on a database (a payment system) in the DSFA. Data is collected on each person's gender, age and disability.
Output Indicators	BTWAS – the number of persons in programme at end of the year and BTEAS – The number of persons in programme at start of academic year; these are computed directly from data gathered in the application forms and the claim forms.
Result Indicators	No RI exists in the Programme Complement.
Implications	Monitoring the participation of the four grounds on these schemes to produce the indicators would require the collection of additional information on the profile of beneficiaries. To acquire this information, additional questions are required on the application forms to produce the OI (in relation to MTC and MEMG). A new RI would have to be created and computed on the basis of the current data and the additional data required.

4.9 Enterprise Ireland

In-Company Training (18b)

Enterprise Ireland implements sub-measure 18B – In-Company Training. Data is gathered through claim forms. Information is collected through the observation of measure deliverers; company representatives gather information on the personal characteristics of beneficiaries from administration data. Data is stored on a database in Enterprise Ireland, and the indicators are generated from the database. To enable the collection of data across the four grounds for the production of output and result indicators, beneficiaries would need to be asked to reveal their personal characteristics, by the use of an information form.

Figure 4.30: In-Company Training – Data Collection and Indicators

Data Collection	Data is gathered through claim forms. These claim forms are submitted to EI from the clients and the information is stored on a Database System. Data is gathered on gender but is not collected for any of the four groups. The Indicators are produced on the number of people trained and the number of participants certified.
Output Indicators	3 OI exist but only 1 relates to beneficiaries. The number of participants trained is computed from the data stored in EI from the claim forms.
Result Indicators	RI is the proportion of participants obtaining certified training; the client notifies EI about who is in receipt of certification, the summing of these is computed by EI from the information on the claim forms.
Implications	Monitoring the participation of the four groups on these schemes would require the collection of additional information on the profile of beneficiaries. To acquire this information, additional questions are required on the claim forms to collect data on the four grounds.

4.10 Údarás na Gaeltachta

On-going Sectorial Training-Culture, Gaeltacht and Film

Údarás na Gaeltachta implements sub-measure 24A, On-going Sectoral Training – Culture, Gaeltacht and Film. Training is separated into five different categories: Development Schemes, training of groups, In-company training, training in schools and training of individuals. Information on beneficiaries is collected through the observation of measure deliverers and administration data for the first four schemes mentioned. Data is collected through grant forms for training of individuals, where the beneficiaries are asked to reveal their personal characteristics. In order to collect data to produce output indicators for the first four schemes beneficiaries would need to be asked to reveal their personal characteristics by the use of an information form and additional questions would need to be added to the existing grant form to collect necessary data for training of individuals. A result indicator would need to be defined.

Figure 4.31: Ongoing Sectorial Training (Culture, Gaeltacht & Film) – Data Collection and Indicators

Data Collection	Training is separated into 5 different categories: Development Schemes (Management, Apprenticeship, etc); Training of Groups; Training of Individuals; In-company Training and Training in Schools. Data is collected differently for each training scheme. It includes a range of indicators: the number and gender of beneficiaries, their economic status and level of education prior to training, their age-group (under or over 25 years) and their post-training status. A further breakdown of this data across the four grounds is not currently available.
	The following is a list of how the data is collected for each scheme:
	Development Schemes: Data is collected on individuals at the recruitment stage. Some of this data is stored on a database and the rest is stored on hard copies.
	Training of Groups: An administrator applies for support on behalf of the group. Data is stored on paper.
	Training of Individuals: Data is gathered on grant application forms for the training followed.
	Company Training: Data is gathered on claim forms.
	Training in Schools: UnaG run training schemes for class groups in schools (eg transition years). The number and gender of students involved is recorded by observation by Údarás.
	The accumulated data on the indicators covering the different types of Údarás Training is stored on a database in order to compute the Programme Complement indicator.
Output Indicators	OI relates to the number of people in receipt of Údarás Training. This is computed from the data stored in the UnaG database covering data collected for the 5 schemes.
Result Indicators	No result indicator exists in the Programme Complement
Data Collection	Monitoring the participation of the four groups on these schemes would require the collection of additional information on the profile of beneficiaries.
	Development Schemes: require the development of an information form with appropriately designed questions on each of the four grounds
	Training of Groups: require the development of an information form with appropriately designed questions on each of the four grounds
	Training of Individuals: add questions to existing grant form to gather information on the four grounds.
	Company Training: require the development of an information form with appropriately designed questions on each of the four grounds
	Training in Schools: require the development of an information form with appropriately designed questions on each of the four grounds
	The additional data needed to produce the indicators for the four grounds would then need to be stored on the UnaG database.
	The Output Indicator could be derived from the database. A Result Indicator would need to be further defined.

RECOMMENDATIONS

5.1 Introduction

The overall objective of this study is to identify changes needed in monitoring systems so that participation in EHRDOP measures can be tracked and analysed with reference to four grounds; people with disabilities, members of the Traveller community, members of a minority ethnic group, and older people.

There are three types of changes or actions required: producing current indicators where equality data is already available, collecting new data to produce current indicators where relevant data is not already collected, and defining and producing appropriate indicators where they have not yet been defined. The combination of actions needed differs from measure to measure depending on which of the above requirements have already been met.

For this reason we group our recommendations on measures into Groups 1-3 according to which one of the above three actions is needed, we also make a number of recommendations to support the implementation of these actions (Group 4). The detail of the recommendations identifies the specific measures and grounds to which each recommendation applies.

Group 1: Produce Current Indicators from Data Currently Collected

Where indicators have been defined relating to beneficiaries and relevant data is already collected, we recommend that Implementing Bodies utilise available data to produce current indicators across the four grounds.

Group 2: Collect Data on Beneficiaries to Produce Current Indicators

Where appropriate indicators have been defined but data on the grounds is not already collected, we recommend that Implementing Bodies collect new data across the four grounds either by (a) adding relevant questions to existing data collection forms (completed by beneficiaries) or survey forms or (b) where existing monitoring data is collected through observation, by developing new forms (to be completed by beneficiaries) which include the relevant questions on the grounds.

Group 3: Define Indicators Relating to Beneficiaries and Produce Indicators Across the Four Grounds

Where indicators relating to beneficiaries have not been defined we recommend that Implementing Bodies define indicators relating to direct beneficiaries and take the necessary actions to produce these indicators across the four grounds. Following the definition of indicators relating to beneficiaries the actions to produce these indicators across the four grounds may differ from measure to measure (and may indeed differ from indicator to indicator for a particular measure) depending on what, if any, data are already collected in each case.

Two types of data are relevant here: 'indicator data' (e.g. number of people partaking in a training course, number of participants who achieve certification, number of graduates from a training programme who are in employment one year following graduation) and 'grounds data' i.e. data on whether beneficiaries are members of the four groups. Where both indicator and grounds data are already collected, this information can be used to produce the newly defined indicators across the four grounds. However, where indicator or grounds data is not available (either currently or arising from the recommendations in Group 2) these data must be collected in order to produce the newly defined indicators.

Group 4: Supporting Mechanisms

A number of recommendations addressed at the Equality Studies Unit, Implementing Bodies and the OP Managing Authority to assist the production of monitoring indicators across the four grounds, i.e. to support the implementation of recommendations in Groups 1-3 (see Section 5.5).

Key to Codes used in Recommendations 1 – 14

Column Headings	O = Older People
	D = People with a Disability
	T = Members of the Traveller community
	E = Members of Minority Ethnic Groups
✓	Implementing Bodies should apply this recommendation
●	Means monitoring indicators currently reported under the EHRDOP relate to membership of this group as the measure exclusively targets members of this group. For example, measure 7, Traveller Education, targets members of the Traveller community, measure 17, Refugee Language Support Unit, exclusively targets refugees, and measure 16, Vocational Training and Pathways to Employment for People with a Disability exclusively targets people with a disability
*	Means that Implementing Bodies could produce the indicator recommended by manipulating data already collected.
▲	Means that the indicated ground is not applicable by definition to the indicated measure and the production of data on beneficiaries by the grounds would not be relevant. For instance, in a case where a measure exclusively targets members of minority ethnic groups, data of the Traveller community is not applicable

5.2 Group 1: Produce Current Indicators from Data Currently Collected

Recommendation 1: Implementing Bodies should produce current output indicators across any of the four grounds for which they already collect the relevant data.

Agency/Measure	O	D	T	E
Department of Education and Science				
Traveller Education (7)			●	
Refugee Language Support Unit (17)	✓			●
FÁS				
Action Programme for the Unemployed (1)	✓	✓	✓	✓
National Employment Service (2)1	✓	✓	✓	✓
Active measures to the Long-Term Unemployed and the Socially Excluded(3)	✓	✓	✓	✓
Early School Leavers Progression (11A)	✓	✓	✓	✓
Skills Training for Unemployed and Redundant (13)	✓	✓	✓	✓
Apprenticeships/Traineeships-FÁS (14A) 2	✓	✓	✓	✓
Apprenticeships – Education (14B)	✓			
Vocational Training and Pathways to Employment for People with Disabilities (16)	✓	●	✓	✓
Social Economy – Programme (19A)	✓	✓	✓	✓
Social Economy – Local Social Capital (19B)	✓	✓	✓	✓
CERT				
Sectoral Entry Training – Tourism School Leavers (12A)	✓			
Sectoral Entry Training – Tourism Education (12B)	✓			
TEAGASC				
Sectoral Entry Training – Agriculture (12D)	✓	✓		
On-going Sectoral Entry Training – Agriculture (24E)	✓	✓		
Department of Communications Marine and Natural Resources				
On-going Sectoral Entry Training – Seafood (24B)	✓	✓		✓
Department of Agriculture and Food				
On-going Sectoral Entry Training – Equine Institute (24D)	✓			
Department of Social and Family Affairs				
Employment Support Services (15)	✓	✓		

Notes:
1   This relates to people registering with FÁS (not the jobs club initiative).
2   This applies to the 'traineeship' component of this measure.

Recommendation 2: Implementing Bodies should produce current result indicators across any of the four grounds for which they already collect the relevant data.

Agency/Measure	O	D	T	E
FÁS				
Action Programme for the Unemployed (1)	✓	✓	✓	✓
National Employment Service (2)[1]	✓	✓	✓	✓
Active measures to the Long-Term Unemployed and the Socially Excluded (3)	✓	✓	✓	✓
Skills Training for Unemployed and Redundant (13)	✓	✓	✓	✓
Apprenticeships/Traineeships-FÁS (14A)[2]	✓	✓	✓	✓
Vocational Training and Pathways to Employment for People with Disabilities (16)	✓	*	✓	✓
Social Economy – Programme (19A)	✓	✓	✓	✓
Social Economy – Local Social Capital (19B)	✓	✓	✓	✓
CERT				
Sectoral Entry Training – Tourism School Leavers (12A)	✓			
Sectoral Entry Training – Tourism Education (12B)	✓			
Department of Agriculture and Food				
On-going Sectoral Entry Training – Equine Institute (24D)	✓			

Notes:
[1] This relates to people registering with FÁS (not the jobs club initiative).
[2] This applies to the 'traineeship' component of this measure.

Recommendation 3: Implementing Bodies should produce current impact indicators across any of the four grounds for which they already collect the relevant data.

Agency/Measure	O	D	T	E
FÁS				
Action Programme for the Unemployed (1)	✓			
Active Measures to the Long-Term Unemployed and the Socially Excluded (3)	✓			
Early School Leavers Progression (11A)	✓			
Skills for Unemployed and Redundant (13)	✓			
Vocational Training and Pathways to Employment for People with Disabilities (16)	✓	*		

5.3 Group 2: Collect Data on Beneficiaries to Produce Current Indicators

> **Recommendation 4:** Implementing Bodies should collect data required to produce current output indicators across the four grounds by adding questions on membership of the four groups to existing data collection forms where this data is not currently collected (but where data collection forms are already used to request beneficiaries' personal characteristics).

Agency/Measure	O	D	T	E
Department of Education and Science				
3rd Level Education (9)[1]	✓	✓	✓	✓
Sectoral Entry Training – Tourism Education (12C)	✓	✓	✓	✓
Refugee Language Support Unit (17)	*	✓	▲	*
Middle Level Technician/Higher Level Technician Business Services (25)	✓	✓	✓	✓
Undergraduate Skills (26)	✓	✓	✓	✓
Undergraduate Skills (27)	✓	✓	✓	✓
FÁS				
National Employment Service (2)[2]	✓	✓	✓	✓
Apprenticeships/Traineeships-FÁS (14A)[3]	*	✓	✓	✓
Apprenticeships-Education (14B)	*	✓	✓	✓
Lifelong Learning (20)[4]	✓	✓	✓	✓
CERT				
Sectoral Entry Training-Tourism School Leavers (12A)	▲	✓	✓	✓
Sectoral Entry Training-Tourism Education (12B)	*	✓	✓	✓
TEAGASC				
Sectoral Entry Training – Agriculture (12D)	*	*	✓	✓
On-going Sectoral Entry Training – Agriculture (24E)	*	*	✓	✓
Department of Communications, Marine and Natural Resources				
On-going Sectoral Entry Training – Seafood (24B)	*	*	✓	*
On-going Sectoral Entry Training – Forestry (24C)	✓	✓	✓	✓
Department of Agriculture and Food				
On-going Sectoral Entry Training – Equine Institute (24D)	*	✓	✓	✓
Department of Social and Family Affairs				
Employment Support Services(15)	*	*	✓	✓
Údarás na Gaeltachta				
On-going Sectoral Entry Training-On-going Sectoral Training-Culture, Gaeltacht & Film (24A)[5]	✓	✓	✓	✓

Notes:

[1] *Data on disability is already collected for one of the three initiatives under this measure (fund for students with disabilities) as this component of the measure exclusively targets people with a disability.*

[2] *This applies to the jobs club initiative under this measure, as information across the four grounds is already collected on people registering with FÁS.*

[3] *This applies to the apprenticeship initiative under this measure as information across the four grounds is already collected on traineeship.*

[4] *This relates to two of the three courses under this measure – net and daytime courses. There is no formal data collection for the evening course, therefore a new data collection system would have to be introduced. Also in the case of net college, data is already collected on age but the output indicator (as it relates to the measure as a whole) cannot be produced for the ground until similar data is collected for each beneficiary under the measure.*

[5] *This measure is separated into five different schemes, for one of the schemes (training of individuals) appropriate questions should be added to the existing grant form.*

Recommendation 5: Implementing Bodies should collect data required to produce current result indicators across the four grounds by adding questions on membership of the four groups to existing data collection forms where this data is not currently collected (but where data collection forms are already used to request beneficiaries' personal characteristics).

Agency/Measure	O	D	T	E
Department of Education and Science				
3rd Level Education (9)[1]	✓	✓	✓	✓
Sectoral Entry Training – Tourism Education (12C)	✓	✓	✓	✓
Middle Level Technician/Higher Level Technician Business Services (25)	✓	✓	✓	✓
FÁS				
National Employment Service (2)[2]	✓	✓	✓	✓
Apprenticeships/Traineeships-FÁS (14A)[3]		✓	✓	✓
Lifelong Learning (20)[4]	✓	✓	✓	✓
CERT				
Sectoral Entry Training-Tourism School Leavers (12A)		✓	✓	✓
Sectoral Entry Training-Tourism Education (12B)		✓	✓	✓
Department of Communications, Marine and Natural Resources				
On-going Sectoral Entry Training – Forestry (24C)	✓	✓	✓	✓
Department of Agriculture and Food				
On-going Sectoral Entry Training – Equine Institute (24D)	*	✓	✓	✓

Notes:
[1] *This applies to the jobs club initiative under this measure, as information across the four grounds is already collected on people registering with FÁS.*
[2] *This applies to the apprenticeship initiative under this measure as information across the four grounds is already collected on traineeship.*
[3] *This relates to two of the three courses under this measure – "net courses" and daytime courses. There is no formal data collection for the evening course, therefore a new data collection system would have to be introduced. Also in the case of net college, data is already collected on age but the result indicator (as it relates to the measure as a whole) cannot be produced for the ground until similar data is collected for each beneficiary under the measure.*
[4] *This measure is separated into five different schemes, for one of the schemes (training of individuals) appropriate questions should be added to the existing grant form.*

Recommendation 6: Implementing Bodies should collect data to produce current output indicators across the four groups by developing appropriate data collection forms which incorporate questions on membership of the four groups, and to be completed by beneficiaries (where suitable data is not already collected because existing monitoring data is collected using a head-count system or from administrative data).

Agency/Measure	O	D	T	E
CERT				
On-going Sectoral Training Tourism (24F)	✓	✓	✓	✓
Department of Education and Science				
Early Education (4)	▲	✓	✓	✓
Traveller Education (7)	▲	✓	●	▲
Schools Modern Languages (10)	▲	✓	✓	✓
Lifelong Learning-Back to Education Initiative (21)[1]	✓	✓	✓	✓
Lifelong Learning-Further Education Support Services (23)	✓	✓	✓	✓
On-going Sectoral Training Tourism Education (24G)	✓	✓	✓	✓
FÁS				
In-company Training(18A)	✓	✓	✓	✓
Lifelong Learning (20)[2]	✓	✓	✓	✓
Enterprise Ireland				
In-company Training(18B)	✓	✓	✓	✓
Údarás na Gaeltachta				
On-going Sectoral Entry Training-On-going Sectoral Training-Culture, Gaeltacht & Film (24A)[3]	✓	✓	✓	✓

Notes:
[1]   Data collection under components of the Back to Education Initiative has not started yet, but there are plans to collect data for each of the four grounds.
[2]   This only applies to the evening courses initiative under this measure as there is a data collection system already in place for the daytime and "net college" courses.
[3]   This measure has five different schemes, for four of these schemes appropriate information forms should be developed.

Recommendation 7: Implementing Bodies should collect data to produce current *result* indicators across the four grounds by developing appropriate data collection forms which incorporate questions on membership of the four groups, and to be completed by beneficiaries (where suitable data is not already collected because existing monitoring data is collected using a head-count system or from administrative data).

Agency/Measure	O	D	T	E
Department of Education and Science				
Lifelong Learning – Back to Education Initiative (21)[1]	✓	✓	✓	✓
On-going Sectoral Training Tourism Education (24G)	✓	✓	✓	✓
FÁS				
Lifelong Learning (20)[2]	✓	✓	✓	✓
Enterprise Ireland				
In-company Training (18B)	✓	✓	✓	✓

Notes:
[1]   Data collection for components of the Back to Education Initiative has not started yet, but there are plans to collect data for each of the four grounds.
[2]   This only applies to the evening courses initiative under this measure as there is a data collection system already in place for the daytime and "net college" courses.

Recommendation 8: Implementing Bodies should collect data to produce current impact indicators across the four grounds by adding questions on membership of the four groups to surveys currently undertaken, or by undertaking appropriately designed follow-up surveys which incorporate questions on membership of the four grounds where such surveys are not already undertaken.

Agency/Measure	O	D	T	E
Department of Education and Science				
School Completion Initiative (5)	▲	✓	✓	✓
Early School Leavers-Progression (11B)	✓	✓	✓	✓
Lifelong Learning-Back to Education Initiative (21)[1]	✓	✓	✓	✓
Lifelong Learning – National Adult Literacy Strategy (22)	✓	✓	✓	✓
Undergraduate Skills (26ESF)	✓	✓	✓	✓
Undergraduate Skills (27)	✓	✓	✓	✓
FÁS				
Action Programme for the Unemployed (1)	*	✓	✓	✓
National Employment Service (2)	✓	✓	✓	✓
Active measures for the Long-Term Unemployed and the Socially Excluded (3)	*	✓	✓	✓
Early School Leavers-Progression (11A)	*	✓	✓	✓
Skills Training for Unemployed and Redundant (13)	*	✓	✓	✓
Apprenticeships/Traineeships – FÁS (14A)	✓	✓	✓	✓
Apprenticeships-Education (14B)	✓	✓	✓	✓
Vocational Training and Pathways to Employment for People with Disabilities (16)	*	✓	✓	✓
Lifelong Learning (20)	✓	✓	✓	✓
Enterprise Ireland				
In-company Training (18B)	✓	✓	✓	✓

Notes:
[1]   *Data collection for components of Back to Education Initiative has not started yet.*

5.4 Group 3: Define Indicators Relating to Beneficiaries and Produce for the Four Groups

Recommendation 9: Implementing Bodies should define output indicators relating to numbers of beneficiaries where *output* indicators have not been defined. Following the definition of appropriate indicators, Implementing Bodies should then produce these across the four grounds.

Agency/Measure	O	D	T	E
Department of Education and Science				
Early School Leavers-Progression (11B)	✓	✓	✓	✓
Lifelong Learning-National Adult Literacy Strategy (22)	✓	✓	✓	✓

Agency/Measure	O	D	T	E
Department of Education and Science				
School Completion Initiative (5)	▲	✓	✓	✓
School Guidance Service (8)	▲	✓	✓	✓

Notes:
[1] An output indicator has been defined for measure 6 Early Literacy but it does not relate to direct beneficiaries. However, we do not recommend that an output indicator relating to direct beneficiaries should be defined because the objective of the measure is to "increase public awareness of the importance of reading and improving the teaching of reading".

Agency/Measure	O	D	T	E
Department of Education and Science				
Early Education (4)	▲	✓	✓	✓
School Completion Initiative (5)	✓	✓	✓	✓
Traveller Education (7)[2]	✓	✓	✓	✓
School Guidance Service (8)	▲	✓	✓	✓
Early School Leavers-Progression (11B)	✓	✓	✓	✓
Schools Modern Languages (10)	✓	✓	✓	✓
Refugee Language Support Unit (17)	✓	✓	✓	✓
Lifelong Learning-National Adult Literacy Strategy (22)	✓	✓	✓	✓
Lifelong Learning-Further Education Support Services (23)	✓	✓	✓	✓
Undergraduate Skills (26)	✓	✓	✓	✓
Undergraduate Skills (27)	✓	✓	✓	✓
FÁS				
Early School Leavers-Progression (11A)	✓	✓	✓	✓
Apprenticeships-Education (14B)	✓	✓	✓	✓
CERT				
On-going Sectoral Training Tourism (24F)	✓	✓	✓	✓
TEAGASC				
Sectoral Entry Training-Agriculture (12D)	✓	✓	✓	✓
On-going Sectoral Entry Training-Agriculture (24E)	✓	✓	✓	✓
Department of Communications Marine and Natural Resources				
On-going Sectoral Entry Training-Seafood (24B)	✓	✓	✓	✓
Department of Social and Family Affairs				
Employment Support Services (15)	✓	✓	✓	✓
Údarás na Gaeltachta				
On-going Sectoral Entry Training- On going Sectoral Training, Culture, Gaeltacht & Film (24A)	✓	✓	✓	✓

Notes:
[1] A result indicator has not been defined for measure 6 Early Literacy. However, we do not recommend that a result indicator relating to direct beneficiaries should be defined as the objective of the measure is to "increase public awareness of the importance of reading and improving the teaching of reading".
[2] A result indicator should be defined for this measure. However, the collection of data for MEMG and OP grounds are not applicable by definition as the measure is specifically targeted at members of the Traveller community in post primary school. Also because the measure exclusively targets members of the Traveller community the collection of data on beneficiaries would relate to members of the Traveller community.

Recommendation 12: Implementing Bodies should define *result* indicators relating to numbers of beneficiaries where result indicators have been defined but do not relate to direct beneficiaries. Following definition of appropriate indicators Implementing Bodies should produce these across the four grounds.

Agency/Measure	O	D	T	E
FÁS				
In-company Training (18A)	✓	✓	✓	✓

Recommendation 13: Implementing Bodies should define impact indicators relating to direct beneficiaries where impact indicators have not been defined (except where this is inherently inappropriate). Following the definition of appropriate impact indicators Implementing Bodies should produce these across the four grounds.[1]

Agency/Measure	O	D	T	E
Department of Education and Science				
Early Education (4)	▲	✓	✓	✓
Traveller Education (7)	✓	✓	✓	✓
School Guidance Service (8)	▲	✓	✓	✓
3rd Level Education (9ESF)	✓	✓	✓	✓
Schools Modern Languages (10)	✓	✓	✓	✓
Sectoral Entry Training-Tourism Education (12C)	✓	✓	✓	✓
Refugee Language Support Unit (17)	✓	✓	✓	✓
Lifelong Learning – Further Education Support Services (23)	✓	✓	✓	✓
On-going Sectoral Training Tourism (24F)	✓	✓	✓	✓
On-going Sectoral Training Tourism Education (24G)	✓	✓	✓	✓
Middle Level Technician/Higher Level Technician Business Services (25)	✓	✓	✓	✓
FÁS				
Social Economy Programme (19A)	✓	✓	✓	✓
CERT				
Sectoral Entry Training – Tourism School Leavers (12A)	✓	✓	✓	✓
Sectoral Entry Training – Tourism Education (12B)	✓	✓	✓	✓
TEAGASC				
Sectoral Entry Training – Agriculture (12D)	✓	✓	✓	✓
OG SET-A (24E)	✓	✓	✓	✓
Department of Marine and Natural Resources				
On-going Sectoral Entry Training – Seafood (24B)	✓	✓	✓	✓
On-going Sectoral Entry Training – Forestry (24C)	✓	✓	✓	✓
Údarás na Gaeltachta				
On-going Sectoral Entry Training- Culture, Gaeltacht & Film (24A)	✓	✓	✓	✓
Department of Agriculture and Food				
On-going Sectoral Entry Training-Equine Institute (24D)	✓	✓	✓	✓
Department of Social Community and Family Affairs				
Employment Support Services (15)	✓	✓	✓	✓

Notes:
[1]   *There is one measure, Early Literacy (6) where an impact indicator has not been defined. However, we do not recommend that an impact indicator relating to direct beneficiaries should be defined, as the objective of the measure is to "increase public awareness of the importance of reading and improving the teaching of reading".*

Recommendation 14: Implementing Bodies should define impact indicators relating to direct beneficiaries where impact indicators have been defined but do not relate to direct beneficiaries. Following the definition of appropriate impact indicators Implementing Bodies should produce these indicators across the four grounds.

Agency/Measure	O	D	T	E
FÁS				
In-company Training (18A)	✓	✓	✓	✓
Social Economy – Local Social Capital (19B ESF)	✓	✓	✓	✓
Enterprise Ireland				
In-company Training (18B)	✓	✓	✓	✓

5.5 Group 4: Supporting Mechanisms

Recommendation 15: The Equality Studies Unit should develop clear and concise guidelines for Implementing Bodies in relation to the collection and storage of data on membership of the four groups.

These guidelines should:

a. include consistent definitions/questions for the four grounds to be used for data collection across the OP;

b. comment on the comparability of programme data collected by Implementing Bodies and contextual data collected by national bodies;

c. give examples of approaches to the collection of data in a sensitive manner on the personal characteristics of programme participants;

d. provide a description of best practice to safeguard data confidentiality and an explanation of the legal obligations on Implementing Bodies arising from various legislative acts (ie the Data Protection Act, the Freedom of Information Act, and the Equal Status Act).

Recommendation 16: Implementing Bodies should develop implementation plans for the production and analysis of monitoring indicators across the four grounds.
These plans should:

a. define appropriate indicators where these have not already been defined (this may require specific input from the NDP/CSF Evaluation Unit);

b. specify tasks that would need to be undertaken to prepare the current system for the collection, storage and analysis of data across the four grounds;

c. identify resource implications associated with the development of data collection, storage and analysis systems for production of indicators for the four grounds;

d. set out a timeframe for the implementation of the above tasks and the respective responsibilities of the various parts of Implementing Bodies currently involved in the collection and analysis of data.

Recommendation 17: The OP Managing Authority should initiate consultations between the relevant Implementing Bodies, the OP Monitoring Committee, the NDP/CSF Evaluation Unit and the Equality Studies Unit in relation to the use of monitoring indicators for the four grounds under the EHRDOP.

Issues in relation to the eventual use of monitoring indicators under the OP monitoring process should be discussed. For example:

a. how should indicators feed into the current OP monitoring process?

b. should indicators be produced at measure level and reported in measure progress reports?

c. should indicators be produced at overall OP level across the four grounds and reported through OP implementation reports?

APPENDIX ONE

1   Introduction

This Annex outlines international best practice in relation to monitoring of HRD systems from an equality perspective. It highlights approaches to the development of monitoring systems and factors that should be considered in the collection of data on the personal characteristics of target groups. It was produced by Ecotec Research and Consulting based on international experiences of equality monitoring and equality data collection.

Section 2 outlines the purpose of a monitoring system and Section 3 discusses the role of monitoring indicators in equality monitoring. Section 4 outlines best practice in relation to the development of monitoring indicators. Section 5 outlines factors to be considered when collecting data on target groups. Finally, Section 6 outlines the core conclusions.

2   Equality Monitoring

Monitoring from an equality perspective involves regular collection and review of information about the OP activities, as such monitoring will indicate when, how and at what level people are participating. However, monitoring, in and of itself, can only illustrate the situation as it stands. Monitoring is therefore not an end in itself, but the basis of a reflective system, where change can be made on the basis of intelligence. In order to turn what may appear to be a mechanistic form of data collection into an intelligence system, monitoring must be seen as part of a systematic approach to policy commitments, goals and targets.

Figure A.1 outlines the processes involved in the best practice of monitoring participation from an equality perspective.

Figure A.1: Best Practice in Monitoring from an Equality Perspective
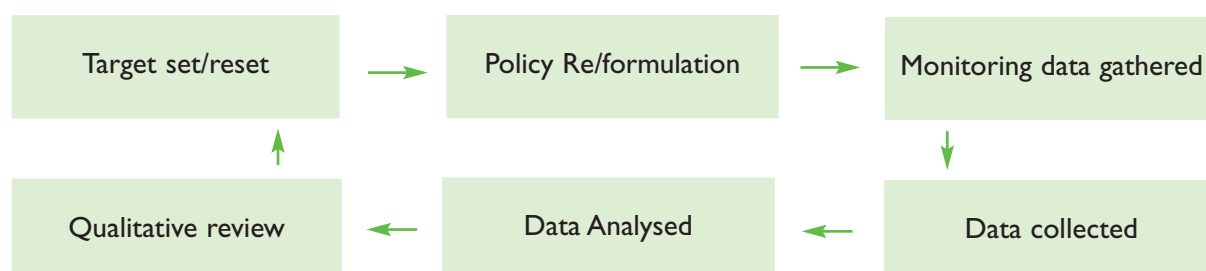
3   Monitoring Indicators and Equality Monitoring

Most monitoring indicators, and this is true of all indicators used under the EHRDOP in Ireland, capture purely quantitative data. Such data can help in determining where remedial action is needed and is, therefore, crucial to ensuring that training is reaching equality-related targets. While such quantitative data is useful it is not an end in and of itself as the ultimate aim of monitoring from an equality perspective is to make qualitative recommendations on improvements to marketing of the education, training or employment scheme and the application and training processes.

The qualitative analysis of monitoring data allows

- training programmes for managers and the workforce to be kept up to date

- evaluation of the adjustments and investments made in improving access

- forward planning – for example, in premises redesign or refurbishment, or new technology installation – with the needs of present or potential trainees in mind

- reassessment of policy based on "real world" data

- publishing of results of how programmes have measured up to targets allowing employees, customers and the community to see the organisation's commitment to disadvantaged people

4   Developing Monitoring Indicators

Overview

This section outlines two possible developments to a monitoring system from an equality perspective:

- the production of current monitoring indicators for sub-groups or target groups (Section 5.4.2)

- the development of additional stages of monitoring or the development of additional points (Section 5.4.3)

Production of Monitoring Indicators for Target Groups

International best practice recognises that monitoring systems can be improved by developing further sub-categories of existing quantitative indicators. See Figure A.2 for an outline of how monitoring indicators can be developed into further sub-categories.

Figure A.2: Development of Quantitative Indicators into Sub-categories

Output	Analysis of participants	Starters, early leavers, completers broken down by target group
Result	No. of completions with certification % going directly to employment	Numbers receiving certification, and at what level, broken down by target group
Impact	Follow-up status	Percentage remaining in employment or further training after 6 months, 1 year etc. broken down by target group.

Development of Additional Monitoring Points

Best practice recognises that because there are a number of different stages involved in engagement with HRD schemes there are also a number of points at which monitoring can take place:

- **monitoring at pre-application stage:** can be carried out at the point of first contact/enquiry which determines whether the recruitment strategy/referrals from other Agencies for the HRD scheme is reaching the desired target groups;

- **monitoring at application stage:** can be undertaken at application for HRD scheme and can be compared to the number of enquiries received to see if there is a mismatch between the numbers of any group enquiring about and those applying for a scheme. If there is an interview stage, then a similar comparison should be carried out in relation to those who start on the training relative to those interviewed and those who have made enquiries;

- **monitoring at participation stage:** can be carried out for those who start an education, training or employment scheme and information can be collected in relation to outputs and results, as is the case under the Irish EHRDOP. In addition, monitoring of different qualifications and grades of different groups and monitoring of different drop rates across different groups can take place;

- **monitoring post-scheme:** can be conducted following participation on an education, training or employment scheme to monitor progress towards the ultimate objective of the scheme such as employment in the open labour market or participation in further education, as is the case under the Irish EHRDOP. In addition it is also possible to monitor the suitability or quality of employment (see Figure A.3).

Figure A.3: Contact Method Between Target Group and Service Provider by Monitoring Point

Potential form of contact	
Pre-application stage	Monitoring method, and by whom
Specialist Advertising, Outreach, Peer group recruitment, Community-based Activities.	Monitor numbers of applications coming from different sections of the community and employ outreach through targeted advertising in specialist press, liaison with appropriate voluntary and community groups, employ peer recruiters, attend community events with information.
Enquiry: Telephone, Walk-in Service, E-mail.	Staff may have to make a judgement by phone or by sight. This is potentially inaccurate, but avoids asking lots of questions too early. Due to potential for inaccuracy, data is not recommended for longer-term storage – more as a pointer towards where drop-out may be occurring and which communities may need more specific support in making first contact.
Application stage	
Application form, Interview, Referral From another Agency	Application forms often ask for very detailed equality monitoring data. These are generally for self-completion, separate to the application form itself and confidential, and are optional.
Starters: meeting with Tutor/Adviser/Admissions staff.	Starters could be required to complete detailed monitoring sheets, with support from tutors where required. Monitoring categories should be as per the application form to ensure compatibility of data.
Early leavers: Contact with all Levels of Staff.	Early leavers data should be checked back to data taken as a starter.
Completers	Completers data should be checked back to data taken as a starter, and noted for change of circumstance in housing, marital status etc.
Certification/Qualification: In-house Information, Examination Boards.	Completers data should be checked back to data taken as a starter, and noted for change of circumstance in housing, marital status etc.

Post-scheme stage	
Telephone or Questionnaire Survey	Tracked clients data should be checked back to monitoring data taken as a starter, and noted for change of circumstance in housing, marital status etc. Telephone surveys are most likely to yield results. Six months on and one year on are most likely to provide significant results. Over this time period, change of address and contact details begins to drastically reduce the sample size.

5   Collecting Data on Target Groups

The collection of comparable data on membership of target groups by different Implementing Agencies across programmes, and by National Statistical Agencies and other bodies responsible for the collection of context data, requires clear and consistent definitions of target groups.

In general, collection of personal data for training purposes is much less sensitive than collection of personal data for employment purposes. The training acts as an incentive to reveal personal data. In all cases though it is important to stress the confidential nature of the data collected.

Collecting data for all monitoring purposes should be carried out sensitively. You should treat data collected about individuals as confidential within the organisation. The method by which data is collected and stored must inspire the confidence of the trainees and potential trainees, firstly to enable accurate and comprehensive data to be collected, but also to ensure that people are aware that information is being collected for positive purposes of increasing provision, not as a basis on which to discriminate. This is especially important at the application stage, and all monitoring data should be stored and analysed separately from the application itself.

Finally, the success with which changes are implemented is closely related to the degree to which detailed assessments of the resources, implications of changes (to data collection, storage and analysis systems) are undertaken and followed up with appropriate implementation plans.

6   Conclusions

Key chapter conclusions are:

- **the monitoring process:** monitoring is the basis of a reflective system where change can be made based on analysis of appropriate information. The monitoring process is part of a systematic approach to policy commitment, goal and target setting and is not simply a mechanistic form of data collection;

- **monitoring indicators:** most monitoring indicators capture purely quantitative data and indicate when, how and at what level people participate. However, additional qualitative information is required as the ultimate aim of monitoring is to make qualitative recommendations on improvements to HRD provision;

- **production of monitoring indicators for target groups:** the production of monitoring indicators for further sub-groups or target groups (ie the topic of this report) is consistent with international best practice in equality monitoring. Another possible development of a monitoring system is the use of additional monitoring points, eg monitoring at pre-application or enquiry stage;

- **definition of target groups:** the collection of comparable data on membership of target groups by different Implementing Agencies across programmes, and by National Statistical Agencies and other bodies responsible for the collection of context data requires clear and consistent definitions of target groups;

- data collection and storage methods: collection of data on the personal characteristics of programme participants requires appropriate data collection and storage methods. The method by which data is collected and stored should inspire the confidence of participants and potential participants, to enable accurate and comprehensive data to be collected, but also to ensure that people are aware that information is being collected for the positive purpose of improving provision and not as a basis on which to discriminate;

- resource implications: the collection of data to produce monitoring indicators for different groups and the analysis of indicators has implications for the operation of data collection, storage and analysis systems. Such changes have resource implications, both once off and On-going, for IT systems and for both staffing levels and training requirements.

Equality Studies Unit
Measure 33A of the Employment and Human Resources Development
Operational Programme

Funded by the Irish Government and part-financed by the European
Union under the National Development Plan, 2000-2006
Your Plan – Your Future

2003