



MIGRATION ADVISORY COMMITTEE

Review of the Shortage Occupation List: 2020 - Annexes



September 2020

Migration Advisory Committee

1st Floor

Peel Building

2 Marsham Street

London

SW1P 4DF

<https://www.gov.uk/government/organisations/migration-advisory-committee>

Review of the Shortage Occupation List, 2020

Migration Advisory Committee

September 2020

Annexes

Contents

Annex A: Commission.....	5
17 March 2020 - Commission to the Migration Advisory Committee:.....	5
Annex B: Skilled and shortage indicator definitions	7
Skilled.....	7
Shortage.....	8
Annex C: List of organisations met.....	11
Annex D: MAC call for evidence questions for individual organisations.....	12
Annex E: MAC call for evidence questions for representative organisations	36
Annex F: Past MAC Reviews of the SOL	62
Annex G: Glossary of Terms and Abbreviations.....	63

Annex A: Commission

17 March 2020 - Commission to the Migration Advisory Committee:

COMMISSION TO REVIEW THE COMPOSITION OF THE SHORTAGE OCCUPATION LISTS

I am very grateful to the Migration Advisory Committee (MAC) for its thoughtful and comprehensive report on salary thresholds and the points-based immigration system. You will have seen we have since published a detailed statement on the UK's future immigration system, which responds to the MAC's report, including taking on board most of its recommendations.

Last May, the MAC published its full report on Shortage Occupation Lists (SOLs) at Appendix K of the Immigration Rules, determining which occupations it would be sensible to fill through non-EEA migration under Tier 2 (General) of the current immigration system. The Government subsequently accepted all the MAC's recommendations in full on the composition of the SOLs. However, as that review was focusing on current arrangements, that report only covered occupations at RQF6 and above.

In its most recent report, the MAC has questioned the continuing value of SOLs, noting that the value is diminished if both the cap on the number of migrants and the Resident Labour Market Test (RLMT) are abolished. The policy statement confirms it is our intention to make both changes.

However, we have also set out our aim, as an initial step from January 2021, to add tradeable points into the employer-led skilled worker migration route. This will be ahead of creating the unsponsored points-based system, to sit alongside the employer-led route, which the MAC covered in its report.

Whether an occupation is in shortage will be one of the key factors for which a migrant will be able to score tradeable points and therefore the SOLs must continue to be an important part of the future immigration system.

In line with the MAC's advice, the skilled worker route in the future immigration system will encompass all occupations at RQF3 and above. The purpose of this letter is to commission the MAC to compile a UK shortage occupation list, which will cover all occupations in the RQF3-5 bracket. The MAC may also want to consider whether any amendments are needed to the existing SOLs for occupations at RQF6 and above to reflect any changes in circumstances since last May. In determining whether an occupation should stay on the SOLs, I would want the MAC to consider whether employers have taken other necessary measures to address shortages.

The future immigration system will work in the interests of the whole of the UK. Therefore, you should, as before, consider whether there are occupations that need to be included on the separate Scottish, Welsh and Northern Irish SOLs, as well as the main UK-wide SOL

At the same time, I would welcome the MAC's advice on how the SOLs can be kept under regular review and updated, as proactively as possible, to reflect the changing needs of the UK labour market.

I should be grateful if the Committee could report on this new commission by the end of September 2020.

Annex B: Skilled and shortage indicator definitions

Skilled

Earnings

Median hourly earnings for full-time employees taken from ASHE table 14.5a.

Qualifications

Individuals are classified as having qualifications equal to RQF6 or above if:

HIQUAL15 is equal to “Higher degree” OR “NVQ Level 5” OR “Level 8 Diploma” OR “Level 8 Certificate” OR “Level 7 Diploma” or “Level 7 Certificate” OR “Level 8 Award” OR “Level 6 Diploma” OR “Level 6 Certificate” OR “Level 7 Award” OR “Level 6 Award”

OR

HIQUAL15 equals “First degree/foundation degree” AND they have a have a higher or first degree (using the variable DEGREE7)

OR

HIQUAL15 equal “Other degree” AND they have a graduate membership of a professional institution (using the variable DEGREE7)

Individuals are classified as having qualifications equal to RQF3 or above if:

LEVQUL15 is equal to “NQF Level 4 and above” OR “NQF Level 3”

ONS Skill Level

ONS skill level defined by two-digit occupation group within the SOC 2010 hierarchy¹.

¹<https://www.ons.gov.uk/methodology/classificationsandstandards/standardoccupationalclassificationsoc/soc2010/soc2010volume1structureanddescriptionsofunitgroups>

Shortage

P1 & P2

Using ASHE table 14.5a² and CPIH³. ASHE table numbers on median wages in each SOC is inflated to real pay and percentage change is then calculated on one year and three years.

P3:

Using the Sep18-Oct19 APS we regress ln(hourly pay) on a set of dummy variables for every SOC (made possible by not estimating a constant) as well as a number of control variables (age, sex, region, highest qualification, marriage status, part/full time). The control variables are entered into the regression such that when they are equal to zero the model refers to a 'sensible' reference person and thus the coefficients on the SOC dummies represent the predicted hourly wage for said reference person. The reference person is a 35-year-old married male who lives in the south east, has a degree and works full-time (largely based on the modal categories of the control variables).

We then calculate the weighted average of the SOC coefficients, where the weight is given by SOC employment, to give the average predicted wage for our reference individual. This average is then subtracted from the predicted wage for each SOC. This results in an indicator that is positive for those occupations which offer above average wages for someone with the characteristics of the reference person and that is negative for those occupation that offer below average wages.

The formula below summarises the calculation of P3 for SOC i.

$$P3_i = \hat{\beta}_i - \left[\frac{1}{total_emp} \sum_{i=1}^{#SOCs} (employment_i \times \hat{\beta}_i) \right]$$

where $\hat{\beta}_i$ is the predicted wage for our reference person employed in SOC i

This set of calculations is carried out separately for three groups of SOCs, those skilled to RQF6 and above, those skilled between RQF3 and 5 and those skilled below RQF3.

²<https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/datasets/occupati on4digitsoc2010ashtable14>

³<https://www.ons.gov.uk/economy/inflationandpriceindices/timeseries/l55o/mm23>

E1

Vacancy numbers come from the Employer Skills Survey conducted by DfE and are released every two years. Employee numbers come from the APS and include second jobs using SOC10M, SOC10S and STATR and STAT2 variables.

E2

Job postings data comes from an external web-scraping company called Burning Glass. Total number of job posting scraped in a year for all SOCs are recorded. Employment numbers come from the APS and include second jobs using SOC10M, SOC10S and STATR and STAT2 variables.

A V1

This indicator is calculated using the INECAC05 variable from the APS and getting counts from this against 4-digit SOC code. We calculated transition weights to be applied to these counts by calculating the probability of moving from one of the inactive/unemployed categories in INECAC05 to employment over a year.

We did this using the 5Q Longitudinal Labour Force Survey (LLFS) and averaging over 3 years values for sample size issues. Keeping the ILO unemployment to employment transition rate at 1 and calculating the others relative to this give us the transition rates. We then group these weights into three different inactive categories to account for small sample sizes. The transition weights can be seen in the following table.

Transition weights for A V1 indicator (Q116–Q117 to Q417–Q418 5Q LLFS)				
Category	Category codes	Overall count	Average over 3 years of % move into employment	Weighting relative to unemployment to employment ratio
ILO unemployed	5	394	44.08%	1.00
Inactive-seeking, unavailable	6,7,8,9,10,11	58	44.20%	1.00
Inactive-not seeking, would like work	12,13,14,15,16,17,18,19,20,21,22	558	11.27%	0.26
Inactive-not seeking, not like work	23,24,25,26,27,28,29,30,31,32,33	3962	10.32%	0.23

These weights are then applied to the stock count of the unemployed and inactive categories to give a weighted stock for each SOC. (A)V1 is calculated as a ratio of this

stock over itself plus the total number employed in that occupation (first and second jobs, employee and self-employed).

V2

Employment numbers come from the APS using ILODEFR variable. Percentage change is then calculated over one year.

V3

Using ASHE table 14.9a. ASHE table numbers of median paid hours worked by SOC. Percentage change calculated over three years.

V4

Using APS variable EMPLN and grouping so that length of employment of under one year is considered a new hire. Employment numbers come from the APS using ILODEFR variable. Change of ratio formula calculated:

$$\frac{\text{New Hires Sep18} - \text{Oct19}}{\text{Employment Sep18} - \text{Oct19}} - \frac{\text{New Hires Sep17} - \text{Oct18}}{\text{Employment Sep17} - \text{Oct18}}$$

Annex C: List of organisations met

The MAC held stakeholder events with the following organisations:

- Nine Government departments
- All devolved administrations
 - Wales roundtable meetings with cross sector representatives
 - Northern Ireland roundtable meetings with cross sector representatives
 - Scotland roundtable meetings with cross sector representatives
- Four Advisory groups with stakeholders representing national, education, employer and vulnerability interests
- Meetings with stakeholders including:
 - The British Chambers of Commerce: representing business
 - PWC: with representatives from banking/finance, consulting, oil & gas, manufacturing, defence, pharma, engineering, real estate, retail, construction, hospitality and tech
 - London First: with representatives from food making and distribution, design and consultancy; engineering; legal; hospitality; further and higher education and finance
 - The Cavendish Coalition: with representatives from the NHS and Social Care
 - EY: with representatives from aeronautical engineering and manufacture; the automotive industry, business consulting; the chemicals industry, financial services (including fintech), insurance, the IT and AI sector, manufacturing, media, oil & gas, pharmaceuticals/ life sciences, retail and sustainable technology
 - The Food and Drink Federation
 - A group of stakeholders representing the food chain in the UK, including agriculture, food and drink manufacture/processing and logistics
 - Fragomen

Annex D: MAC call for evidence questions for individual organisations

Landing Page

Thank you for your interest in taking this survey.

- S1 We appreciate that the COVID-19 outbreak has placed businesses in an enormously difficult situation and that organisations that would normally respond to the Call for Evidence may not currently have capacity to do so.

However, in order to deliver our report in September 2020 as requested by the Government, we have decided to proceed with the Call for Evidence. If you are able to respond, please select option 1 below. If you do not have time to fill in any questions but would like to register that in different circumstances, you would have done please select option 2 below and if you can provide some limited evidence select option 3. Where possible we have made questions optional in the full Call for Evidence.

We can respond at present	1	Continue
We do not have the ability to respond at present, but can provide details for future research	2	Route to Annex A
We have limited ability to respond at present, but can provide contact details and some evidence	3	Route to Annex B

Ask all who can answer at the moment (S1=1)

- S2 In March this year, the Government commissioned the Migration Advisory occupations in the UK which are in shortage. The list will primarily focus on occupations at Recognised Qualification Framework (RQF) Level 3-5 (medium-skill). This Call for Evidence seeks to gather your views on this issue.

We appreciate your contribution to the MAC Call for Evidence during these challenging times. In light of the COVID-19 outbreak, we ask that you answer with regard to business during a recent usual period, for example where you are not temporarily affected by large scale absence or a lack of customers.

What is the Shortage Occupation List (SOL)?

The Shortage Occupation List (SOL) is a government compiled list of occupations for which the evidence suggests there are not enough UK workers to fill vacancies. There is also a Scotland-only SOL, in addition to the UK-wide list. A previous Immigration White Paper asked us to consider additional lists for Wales and Northern Ireland. We previously recommended having the option of additional lists for all countries of the UK but most of the shortages we identified seem to be UK-wide. The government decides which occupations to put on the list, after receiving advice from the MAC.

What occupations are covered by the SOL?

At present the SOL only covers occupations where the skills required to do the job are RQF6 (approximately Bachelor's degree/ordinary degree or equivalent) and above. From January 2021 occupations where the skills required are RQF3 (approximately A-Level/Highers or equivalent) or above can be included on the SOL. Currently non-EEA migrant workers need to be paid at least £30,000 per year or the 'appropriate rate' for the job they are offered - whichever is higher.

This salary threshold will be lowered to £25,600 under the new immigration system. Migrants will still need to be paid the higher of the specific salary threshold for their occupation, known as the 'going rate', and the general salary threshold. However, under the new point-based system for skilled workers, certain applicants will face lower salary requirements (e.g. new entrants and those with jobs on the shortage occupation list).

The skill definitions are designed to reflect how much training and experience is required for someone to do a job. They are not a reflection of the value of the work being done.

To inform our work, we would like to hear from organisations who employ or plan to recruit medium skilled migrant workers (RQF level 3 to 5) to get a better understanding of the roles that are being filled, salaries paid and implications of potential changes. We do not intend to ask stakeholders to send in any evidence for RQF6+ occupations that are already included on the SOL: we intend these occupations will remain on the SOL at this stage. We would only ask that evidence be provided for RQF6+ occupations where stakeholders feel there is strong new evidence for their inclusion on the SOL.

You can find a list of occupations and their associated RQF levels in appendix J of the current immigration rules. Please be mindful that the RQF levels of the occupations listed here will be changed ahead of the implementation of the new migration system, these changes are not reflected in the current version of Appendix J.

Will my responses be confidential?

All identifying and personal information will remain confidential, however, aggregated and anonymised information in the form of summary statistics will be published as part of our final report. For a full description of personal data policy please refer to the Call for Evidence document published on our website. At any point you may save your response to continue later before submitting.

This form will remain open until 24th June 2020. We understand this is a rather short deadline at a busy time, but we have to deliver our report in September 2020 and we really value your input. We would find it extremely helpful if you could respond as soon as convenient so that we can start considering your views and information.

We look forward to hearing from you,

Migration Advisory Committee

mac@homeoffice.gov.uk

When completing the survey, please only use the 'Next' button on the page rather than the 'Back' and 'Forward' buttons in your browser.

To begin, please select 'Next' below.

A: About You

Read to all

To start with, we'd like to get some details about you and the organisation on behalf of which you are responding.

Ask all

A1 What is the name of your organisation?

Ask all

A2 What is your email address?

Free text	
Prefer not to say	1

Ask all

A3 Which of the following options best describe your reason for completing this form?

Please select one option only.

I am providing evidence of recruitment within my own organisation	1	Continue
I am providing evidence of recruitment in the sector, on behalf of other organisations/members or as a recruitment business.	2	This should only be selected if you are a representative organisation completing the call for evidence on behalf of the businesses / organisations you represent

B: About your organisation – Individual organisations

Ask all

B1 Which of the below sectors best describes your organisation/business? If multiple sectors apply, please select the one that best describes the largest component of the business/organisation, in terms of employees.

If you are unsure of the sector that best describes your organisation, please refer to the following link for more detailed descriptions of sectors and which sector group (A-U) they belong to:

<http://resources.companieshouse.gov.uk/sic/> *

Please select one option only.

Agriculture, Forestry and Fishing	1
Mining and Quarrying	2
Manufacturing	3
Electricity, gas, steam and air conditioning supply	4
Water supply, sewerage, waste management and remediation activities	5
Construction	6

Wholesale and Retail Trade; Repair of Motor Vehicles and Motorcycles	7
Transportation and Storage	8
Accommodation and Food Service Activities	9
Information and Communication	10
Financial and Insurance Activities	11
Real Estate Activities	12
Professional, Scientific and Technical Activities	13
Administrative and Support Service Activities	14
Education	15
Human Health and Social Work Activities	16
Arts, Entertainment and Recreation	17
Other Service Activities	18
Activities of households as employers; undifferentiated goods	19
Activities of extraterritorial organisations and bodies	20
We operate across all sectors	21
Don't know	22

Ask all

B2 Approximately how many people does your business employ in the UK?

- Include full and part time employees
- Exclude temporaries/casuals or agency staff
- Exclude self-employed
- Exclude owners/partners, but other directors count as employees

Please select one option only.

0-9 employees	1
10-49 employees	2
50-249 employees	3
250-499 employees	4
500+	5
Don't know	6
Prefer not to say	7

Ask all

B3 In which region / country of the UK is the largest population of your employees located?

Please select one option only.

North East	1
North West	2
Yorkshire and the Humber	3
East Midlands	4
West Midlands	5
East of England	6
London	7
South East	8

South West	9
Scotland	10
Wales	11
Northern Ireland	12
England – we operate across regions equally	13
UK-wide – we operate across the UK equally	14
Don't know	15
Prefer not to say	16

Ask all

B4 Is your organisation...

Please select one option only.

Based at a single site	1
Based at more than one site (within the UK)	2
Based at more than one site (within and outside the UK)	3
Prefer not to say	4

C: Section C blank

D: How you recruit

Read to all

We appreciate that COVID-19 has been extremely challenging for businesses. If you would normally have responded in full to this Call for Evidence, but do not currently have the capacity to do so, please skip where appropriate. If you are able to complete the entire Call for Evidence, we ask that you answer with regard to business during a recent usual period where you are not temporarily affected by large scale absence or a lack of customers.

These next questions ask about the ways in which your organisation recruits, and what is important to your organisation when recruiting to fill job vacancies.

Ask all

D1 In general, how would you describe your organisation's approach to recruitment?

Please choose the option that best fits your approach from the options below.

Please select one option only.

It is more important to fill the role quickly, even if they don't have the right skills to do the job	1
We are willing to compromise on some of the skills needed in order to fill a vacancy sooner	2

We prefer to wait for someone who has most of the skills we need, even if that means leaving a position unfilled for a while.	3
We only recruit someone who is a very good fit, even if that means leaving a position open indefinitely	4
Don't know	5
Prefer not to say	6

Ask all

D2 When you (or others on your behalf) recruit staff, where do you advertise or look for them?

Please consider informal recruitment practices such as word of mouth.

Please select all that apply.

Through a recruitment agency	1
Local newspaper	2
National newspaper	3
Jobcentre	4
Other government programmes and schemes	5
Trade press/ Professional publications	6
Recruitment agencies	7
School/college/university job fairs or career services	8
Internal notices/ filled it internally	9
Shop windows/ notice boards	10
Speculative enquiries	11
Specialist recruitment website (e.g. Indeed)	12
Social media/networks (e.g. LinkedIn, Facebook)	13
Company website	14
Word of mouth (including, for example, referrals from colleagues, family and friends)	15
Other (please specify)	16
Don't know	17

Ask all

D3 Over the previous 3 years has your organisation recruited any...?

Please select all that apply.

UK and/or Irish workers	1
Workers from EEA countries outside of the UK and/or Ireland <i>The EEA includes European Union (EU) countries plus Iceland, Liechtenstein, Norway and Switzerland</i>	2
Workers from non-EEA countries	3
Don't know	4

Ask all

D4 Over the next 12 months are you likely to recruit any...?

Please select all that apply.

UK and/or Irish workers	1
Workers from EEA countries outside of the UK and/or Ireland <i>The EEA includes European Union (EU) countries plus Iceland, Liechtenstein, Norway and Switzerland</i>	2
Workers from non-EEA countries	3
Don't know	4

Ask all

D5 Are you currently registered as a Tier 2 (general) sponsor?

Please select one option only.

Yes	1
No	2
Don't know	3

Ask all

D6 Within the last 12 months has your organisation experienced any difficulties recruiting staff? This can include not being able to fill a vacancy or having to fill the vacancy with a candidate you would not regard as fully proficient at their job.

Please select one option only.

Yes	1	
No	2	Skip to E5
Don't know	3	Skip to E5

Ask all who have had recruitment difficulties in the previous 12 months (D6=1)

D7 In general, for roles where you have experienced difficulties in recruitment, how far would you agree or disagree with the following...?

	Strongly disagree	Tend to disagree	Neither agree nor disagree	Tend to agree	Strongly agree	Don't Know
There are applicants with the skills I need in the UK, but I have trouble recruiting these applicants	1	2	3	4	5	6
I have to look outside the UK to find applicants with the skills I need	1	2	3	4	5	6
I have to look outside the UK to find applicants with the qualifications I need	1	2	3	4	5	6

	Strongly disagree	Tend to disagree	Neither agree nor disagree	Tend to agree	Strongly agree	Don't Know
I have to look outside the UK to find applicants with the work experience I need	1	2	3	4	5	6

E: Recruitment shortages

Read to all who have had recruitment difficulties in the previous 12 months (D6=1)

This section looks at recruitment shortage (difficulty in filling job vacancies) in your organisation and asks about some of the reasons for this.

Ask all who have had recruitment difficulties in the previous 12 months (D6=1)

- E1 For roles that your organisation is experiencing difficulties in filling, what do you think are the main reasons for recruitment difficulties?

Free text	
Don't know	1

Ask all who have had recruitment difficulties in the previous 12 months (D6=1)

- E2 And thinking about some of the recruitment issues commonly reported by employers, to what extent (if at all) do the following cause problems in recruitment for your organisation?

	Always or nearly always an issue	Often an issue	An issue about half the time	Rarely an issue	Never or almost never an issue	Don't Know
Too much competition from other employers	1	2	3	4	5	6
Low number of applicants with the required skills.	1	2	3	4	5	6
Low number of applicants generally.	1	2	3	4	5	6
Low number of applicants with the required motivation, personality and or attitude.	1	2	3	4	5	6
Low number of applicants with qualifications that are required for the job.	1	2	3	4	5	6
Job entails shift work and or unsociable hours.	1	2	3	4	5	6
Temporary, or insecure work.	1	2	3	4	5	6
Remote location/transport issues.	1	2	3	4	5	6

Ask all who have reported lack of applicants with requisite skills, attitude or qualifications (E2_2 or E2_4 or E2_5= 1-3)

E3 Which **technical** skills have you most commonly had difficulty finding among candidates?

If you do not require staff in this role to have this skill, then please do not include it in your answer.

We will ask about difficulties finding recruits with the desired personal skills on the next page.

Please select all that apply.

Technical or job specific skills	1
Computer literacy / basic IT skills	2
Advanced or specialist IT skills	3
Solving complex problems requiring a solution specific to the situation	4
Reading and understanding instructions, guidelines, manuals or reports	5
Writing instructions, guidelines, manuals or reports	6
Basic numerical skills and understanding	7
More complex numerical or statistical skills and understanding	8
Communicating in a foreign language	9
Manual dexterity – for example, to mend, repair, assemble, construct or adjust things	10
Adapting to new equipment or materials	11
Knowledge of products and services offered by your organisation and organisations like yours	12
Knowledge of how your organisation works	13
Specialist skills or knowledge needed to perform the role	14
Driving skills / licences	15
Other (please specify)	16
Don't know	17

Ask all who have reported lack of applicants with requisite skills, attitude or qualifications (E2_2 or E2_4 or E2_5= 1-3)

E4 And which **personal** skills have you most commonly had difficulty finding among candidates?

If you do not require staff in this role to have this skill, then please do not include it in your answer.

Please select all that apply.

Instructing, teaching or training people	1
Sales skills	2
Customer handling skills	3
Persuading or influencing others	4
Team working	5
Managing or motivating other staff	6
Ability to manage own time and prioritise own tasks	7
Setting objectives for others and planning human, financial and other resource	8
Managing their own feelings, or handling the feelings of others	9
Making speeches or presentations	10

Other (please specify)	11
Don't know	12

Ask all

E5 On average, how long does it take to fill a vacancy in your organisation?

This covers the period from the job initially being advertised to the successful applicant starting in the role.

Please select one option only.

Under a month	1
1 to 3 months	2
4 to 6 months	3
7 months up to a year	4
1 year or more	5
Don't know	6

Ask all who have had recruitment difficulties in the previous 12 months (D6=1)

E6 Which of the following things has your organisation done to overcome difficulties filling vacancies?

	Yes	No	Don't Know
Automating roles to reduce the amount of labour required	1	2	3
Increasing salaries	1	2	3
Increasing the training given to your existing workforce	1	2	3
Redefining existing jobs	1	2	3
Increasing advertising / recruitment spend	1	2	3
Using NEW recruitment methods or channels	1	2	3
Recruiting workers who are non-UK nationals	1	2	3
Increasing / expanding trainee or apprentice programmes	1	2	3
Bringing in contractors to do the work, or contracting it out	1	2	3
Being prepared to offer training to less well qualified recruits	1	2	3
Anything else (please specify)	1	2	3

Ask all who have had recruitment difficulties in the previous 12 months (D6=1)

E7 And how effective do you think each of these things have been in helping overcome difficulties in filling vacancies?

	Very effective	Quite effective	Not very effective	Not at all effective	Don't know (E7)
Automating roles to reduce the amount of labour required	1	2	3	4	5
Increasing salaries	1	2	3	4	5
Increasing the training given to your existing workforce	1	2	3	4	5

	Very effective	Quite effective	Not very effective	Not at all effective	Don't know (E7)
Redefining existing jobs	1	2	3	4	5
Increasing advertising / recruitment spend	1	2	3	4	5
Using NEW recruitment methods or channels	1	2	3	4	5
Recruiting workers who are non-UK nationals	1	2	3	4	5
Increasing / expanding trainee or apprentice programmes	1	2	3	4	5
Bringing in contractors to do the work, or contracting it out	1	2	3	4	5
Being prepared to offer training to less well qualified recruits	1	2	3	4	5
Anything else (please specify)	1	2	3	4	5

Ask all who have had recruitment difficulties in the previous 12 months (D6=1)

E8 For each approach that you have used to help overcome recruitment difficulties, please tell us which job role(s) you have employed this approach with.

	Write in job role(s)	Don't know (E8)
Automating roles to reduce the amount of labour required		1
Increasing salaries		1
Increasing the training given to your existing workforce		1
Redefining existing jobs		1
Increasing advertising / recruitment spend		1
Using NEW recruitment methods or channels		1
Recruiting workers who are non-UK nationals		1
Increasing / expanding trainee or apprentice programmes		1
Bringing in contractors to do the work, or contracting it out		1
Being prepared to offer training to less well qualified recruits		1
Anything else (please specify)		1

Ask all

E9 Other than the number of vacancies, are there any other ways of knowing that occupations in your sector are in shortage?

Free text	
Don't know	1

F: Skill shortages

Read out to all

This section looks at the issue of skills shortage. A skills shortage can result in an organisation having to fill a position with an individual who is not fully proficient at their job.

A proficient employee is someone who is able to do the job to the required level).

Ask all

F1 Which of these statements best describes the proficiency of staff in your organisation?

Please select one option only.

All of our staff are fully proficient at their job.	1
One or more of our staff are not fully proficient at their job but this is not a major concern for the organisation.	2
One or more of our staff are not fully proficient at their job and this is a major concern for the organisation.	3
Don't know	4

Ask all who have at least one member of staff who is not fully proficient at their job (F1=2-3)

F2 Is the fact that at least one or more of your staff are not proficient at their job causing your organisation/business to...?

Please select all that apply.

Lose business or orders to competitors	1
Delay developing new products or services	2
Have difficulties meeting quality standards	3
Have higher operating costs	4
Have difficulties introducing new working practices	5
Increase workload for other staff	6
Outsource work	7
Other (please specify)	8
Don't know	9

Ask all who have at least one member of staff who is not fully proficient at their job (F1=2-3)

F3 Thinking about the staff who are not fully proficient, which, if any, of the following **technical** skills do you feel most commonly need improving?

If you do not require staff in this role to have this skill, then please do not include it in your answer.

We will ask about **personal** skills that are commonly in need of improvement on the next page

Please select all that apply.

Technical or job specific skills	1
Computer literacy / basic IT skills	2
Advanced or specialist IT skills	3

Solving complex problems requiring a solution specific to the situation	4
Reading and understanding instructions, guidelines, manuals or reports	5
Writing instructions, guidelines, manuals or reports	6
Basic numerical skills and understanding	7
More complex numerical or statistical skills and understanding	8
Communicating in a foreign language	9
Manual dexterity – for example, to mend, repair, assemble, construct or adjust things	10
Adapting to new equipment or materials	11
Knowledge of products and services offered by your organisation and organisations like yours	12
Knowledge of how your organisation works	13
Specialist skills or knowledge needed to perform the role	14
Driving skills / licences	15
Other (please specify)	16
Don't know	17

Ask all who have at least one member of staff who is not fully proficient at their job (F1=2-3)

F4 Still thinking about the staff who are not fully proficient, which, if any, of the following **personal** skills do you feel most commonly need improving?

If you do not require staff in this role to have this skill, then please do not include it in your answer.

Please select all that apply.

Instructing, teaching or training people	1
Sales skills	2
Customer handling skills	3
Persuading or influencing others	4
Team working	5
Managing or motivating other staff	6
Ability to manage own time and prioritise own tasks	7
Setting objectives for others and planning human, financial and other resource	8
Managing their own feelings, or handling the feelings of others	9
Making speeches or presentations	10
Other (please specify)	11
Don't know	12

Ask all

F5 Now thinking about staff development, do you currently have the following in place?

	Yes	Ns	Don't Know
A business plan that specifies the objectives for the coming year?	1	2	3
A training plan that specifies in advance the level and type of training employees will need in the coming year?	1	2	3
A budget for training expenditure?	1	2	3

G: Occupations that are in shortage in your organisation

Read out to all

G1 In the section that follows we will ask you to list up to 10 jobs that your organisation has experienced difficulties in recruiting suitable workers for over the past 12 months.

In order for us to be able to make valid comparisons it is important that you match as closely as possible the job you have in mind to the correct 4-digit Standard Occupational Classification (SOC) code. A SOC code is a common classification of occupational information used in the UK which classifies jobs in terms of their skill level and skill content.

To do this we recommend you make use of the Office for National Statistics Occupation Coding Tool, linked below.

https://onsdigital.github.io/dp-classification-tools/standard-occupational-classification/ONS_SOC_occupation_coding_tool.html

How to use the ONS Occupation Coding Tool

Step 1: Follow the link and enter the name of the job you want to find an occupation code for in the text box highlighted below.

ONS Occupation Coding Tool - Microsoft Edge

https://onsdigital.github.io/dp-classification-tools/standard-occupational-classification/ONS_SOC_occupation

Office for National Statistics

ONS Occupation Coding Tool

What is this?

This Occupation Code Search Tool has been developed to assist users to code occupation titles. It matches inserted text against the Standard Occupational Classification 2010 (SOC2010) Volume 2 coding index. If you would like to use the version of this tool designed for mobile phones, please click [here](#).

If a match cannot be found it is either because the search term is uniquely stylised and not suitable for a coding index, or it is a new or emerging occupation title. If you search for an occupation title that you consider appropriate for inclusion in the index, please contact the [Occupation and Social Classification Helpdesk](#) with your proposal.

If you have an occupation code and want to know more about it, please type into this box and click the button **Show specific SOC**

If you need to find an occupation code, please type your occupation title into the box below.

When the search is complete, the results presented are an aid to help you select the code you deem appropriate. Please click on the result links to confirm if a code is appropriate, and to find your related NS-SEC code.

If the Coding Tool does not provide an appropriate result, it might be beneficial to amend your search term and try searching again, or the [Occupational Classification Hierarchy](#) may assist in determining the correct code.

Note: The search facility does not allow punctuation or symbols, and the search time is dependent on the speed of your computer and the number of words searched for.

Occupation Title

Results of your search

Insufficient text provided in search box.

Type in the name of the role that you want to find an occupation code for

Step 2: Select the result that best matches your search.

ONS Occupation Coding Tool - Microsoft Edge

https://onsdigital.github.io/dp-classification-tools/standard-occupational-classification/ONS_SOC_occupation

If the Coding Tool does not provide an appropriate result, it might be beneficial to amend your search term and try searching again, or the [Occupational Classification Hierarchy](#) may assist in determining the correct code.

Note: The search facility does not allow punctuation or symbols, and the search time is dependent on the speed of your computer and the number of words searched for.

Occupation Title

Results of your search

You searched for: [car mechanic](#)

The results of your search are listed below, and are presented in reverse word order with the most likely matches first. You can click on the links for further information, and to discover your related NS-SEC code.

- [5231 "Mechanic, car"](#)
- [5223 "Mechanic"](#)
- [5224 "Mechanic, camera"](#)
- [5223 "Mechanic, technical"](#)
- [6145 "Carer"](#)
- [5223 "Mechanic-fitter"](#)

Select the result that best matches your search

Step 3: Check the match by reviewing the description of the occupation code, the tasks required, and the jobs related with that code.

5231: VEHICLE TECHNICIANS, MECHANICS AND ELECTRICIANS

Job description:
Vehicle technicians, mechanics and electricians accept calls for help and repair and service the mechanical parts and electrical/electronic circuitry and components of cars, lorries, buses, motorcycles and other motor vehicles, and repair and service auto air-conditioning systems.

Entry requirements of this job:
There are no formal academic entry requirements, although some employers may require GCSEs/S grades or an equivalent qualification. Training is undertaken off- and on-the-job. NVQs/SVQs at Levels 2 and 3 are available. Apprenticeships at NVQ/SVQ Levels 2 and 3 are available and take three to four years to complete.

Tasks required by this job include:

- visually checks, test drives or uses test equipment to diagnose engine and mechanical faults;
- removes, dismantles, repairs and replaces defective parts and prepares new parts using appropriate tools;
- reassembles, tests, adjusts and tunes the appropriate parts, systems or entire engine;
- carries out routine maintenance checks on oil and air filters, brakes and other vehicle parts/systems;
- diagnoses faults in electrical/electronic circuitry, removes faulty components and fits replacements;
- checks condition of electrical/electronic systems and carries out servicing tasks;
- installs additional electrical amenities such as radio/CD players, aerials;
- repairs and services air conditioning, heating and engine-cooling systems.

NS-SEC categorisations:
The simplified NS-SEC analytic class for this code is 5
The simplified NS-SEC operational category for this code is 11.1
To find your exact NS-SEC code, please use the [NS-SEC Coding Tool](#).

Jobs related to this code:

- Auto electrician
- Car mechanic
- HGV mechanic
- Mechanic (garage)
- MOT tester
- Motor mechanic
- Motor vehicle technician
- Technician (motor vehicles)

This unit group is part of:

- Minor Group 523: VEHICLE TRADES
- Sub-Major Group 52: SKILLED METAL, ELECTRICAL AND ELECTRONIC TRADES
- Major Group 5: SKILLED TRADES OCCUPATIONS

Step 4: If you are unhappy with the match suggested by the tool, go back to step 2 and select another suggested match and/or go back to step one and alter your search term.

In this example we are happy with the match and can conclude that the job "Car Mechanic" is associated with occupation code 5231.

[Ask all](#)

G2 Using the Office for National Statistics (ONS) Occupation Tool, please list the job titles (and accompanying SOC codes) that your organisation has experienced difficulties in recruiting suitable workers for over the past 12 months. (Maximum of 10 job titles).

'Shortage' can refer to being unable to fill a position, or in having to fill the position with an individual who is not fully proficient at their job. A proficient employee is someone who is able to do the job to the required level.

In order for us to be able to make valid comparisons it is important that you match as closely as possible the job you have in mind to the correct 4-digit SOC code and its corresponding job title.

We are particularly interested in roles that are in the RQF3-5 category (medium skill-level).

For ease of reference the link to the ONS Tool has been provided below:

https://onsdigital.github.io/dp-classification-tools/standard-occupational-classification/ONS_SOC_occupation_coding_tool.html

	Job Title	SOC code
1	Free Text	Free text (numeric)
2	(Space for 10 additions)	

Ask all who provide at least 1 job at G2

G3 For each job that you have had difficulties recruiting suitable workers for, please tell us the following, using the grid below:

- Average hours worked per week in this job role
- Minimum qualification required for the role
- Main region of shortage in the UK, or whether the shortage is country/UK-wide
- Whether you consider the occupation should be on the SOL

Job Title	SOC Code	G3_1 Average hours worked per week	G3_2 Minimum qualification required for the role	G3_3 Region of shortage (Country-wide, UK-wide or in a specific geography)	G3_5 On average, how many staff have you needed to recruit for this role?	G3_4 Do you consider that this occupation should be on the SOL?
Insert Job Title from G2	Insert SOC Code from G2					
Repeat for any other Job Titles from G2	(Space for 10 additions)					

Ask all who think at least one job role should be on the SOL (G3_4=YES)

G4 Please could you tell us why you think that this job title should be on the Shortage Occupation List (SOL)?

Job Title	SOC Code	Why should this job be on the SOL?
Insert Job Title from G2	Insert SOC Code from G2	Free text
Repeat for any other Job Titles from G2	(Space for 10 additions)	

Ask all who provide at least 1 job at G2

G5 The next questions are about the salary for the job role(s) that you have had difficulties recruiting.

Please let us know the average salary you would pay for the job role. You may select whether you would like to provide the annual, monthly or weekly salary.

What is included within ‘average salary’?

Include

All pay before deductions for PAYE, National Insurance, pension schemes, student loan repayments and voluntary deductions. Include paid leave (holiday pay), maternity/paternity pay, sick pay and area allowance (e.g. London).

Exclude

Pay for a different pay period, shift premium pay, bonus or incentive pay, overtime pay, expenses and the value of salary sacrifice schemes and benefits in kind.

Job Title	SOC Code	G5_1 Pay period	G5_2 Average salary (£) (excluding allowances & deductions)
Insert Job Title from G2	Insert SOC Code from G2	[Drop down]: 1) Annually 2) Monthly 3) Weekly	[Numeric]
Repeat for any other Job Titles from G2	(Space for 10 additions)		

Ask for all job titles where average salary is HIGHER than going rate or if no going rate provided for SOC code

G6 You have indicated that for the following job role(s), the average salary that you pay is **higher** than the average for this job role across the UK. Please could you tell us how the salary was set?

Job Title	SOC Code	How was this salary set?
Insert Job Title from G2	Insert SOC Code from G2	Free text
Repeat for any other Job Titles from G2	(Space for 10 additions)	

Ask for all job titles where average salary is LOWER than going rate

G7 You have indicated that for the following job role(s), the average salary that you pay is **lower** than the average for this job role across the UK. For each job role, please can you tell us whether you would be able to pay the additional wage (given below) to meet the required salary for a sponsored worker.

This 'additional wage' figure below is based on the difference between the salary information you have provided and the salary required for an experienced worker who receives no additional points for educational qualifications in this role, assuming the role is not on the SOL. This is set at whichever is higher of the specific salary threshold for this occupation (the 25th percentile of earnings), or the general salary threshold (£25,600).

Job Title	SOC Code	Additional wage to meet required salary for a sponsored worker	G7 Yes – able to pay this additional wage for a sponsored worker/ No – not able to pay this additional wage for a sponsored worker
Insert Job Title from G2	Insert SOC Code from G2		
Repeat for any other Job Titles from G2	(Space for 10 additions)		

Ask for all job titles where average salary is LOWER than going rate and Cannot match the sponsored workers salary (G7=NO)

G8 Why don't you think you'll be able to pay this additional wage to meet the required salary for a sponsored worker for the following job role(s)?

Job Title	SOC Code	Please provide reason(s)
Insert Job Title from G2	Insert SOC Code from G2	Free text
Repeat for any other Job Titles from G2	(Space for 10 additions)	

Ask all

G9 Do you have any other comments about the occupations in your organisation, and the Shortage Occupation List (SOL)?

Free text	
Don't know	1

H: Closing questions

Read out to all

We just have a final few questions about contacting you in the future.

Ask all

H1 Would you like to be added to our stakeholder database so we can send updates on MAC work?

Please select one option only.

Yes	1
No	2

Ask all

H2 Would you be happy for us to recontact you in the next 12 months to invite you to take part in follow-up research regarding similar issues covered in this survey?

Please select one option only.

Yes	1
No	2

Ask all

H3 And would you be willing for us to contact you if we needed to clarify or supplement responses you have given to this survey?

Please select one option only.

Yes	1
No	2

Read to all

Thank you for taking the time to complete the survey, we really appreciate your contribution. The information you have provided today will help us to build a clear picture of sectors and occupations where there is a shortage of workers in the UK.

Annex A: Option 1

Ask all who cannot provide evidence (S1=2)

What is your email address?

Free text	
Prefer not to say	1

Ask all who cannot provide evidence (S1=2)

Which of the below sectors best describes your organisation/business or the organisations you represent? If multiple sectors apply, please select the one that best describes the largest component of business/organisation, in terms of employees.

If you are unsure of the sector that best describes your organisation, please refer to the following link for more detailed descriptions of sectors and which sector group (A-U) they belong to: <http://resources.companieshouse.gov.uk/sic/> *

Please select one option only.

Agriculture, Forestry and Fishing	1
Mining and Quarrying	2
Manufacturing	3
Electricity, gas, steam and air conditioning supply	4
Water supply, sewerage, waste management and remediation activities	5
Construction	6
Wholesale and Retail Trade; Repair of Motor Vehicles and Motorcycles	7
Transportation and Storage	8
Accommodation and Food Service Activities	9
Information and Communication	10
Financial and Insurance Activities	11
Real Estate Activities	12
Professional, Scientific and Technical Activities	13
Administrative and Support Service Activities	14
Education	15
Human Health and Social Work Activities	16
Arts, Entertainment and Recreation	17
Other Service Activities	18
Activities of households as employers; undifferentiated goods	19
Activities of extraterritorial organisations and bodies	20
We operate across all sectors	21
Don't know	22

Annex B – Option 2

Ask all who can provide limited evidence (S1=3)

What is your email address?

Free text	
Prefer not to say	1

Ask all who can provide limited evidence (S1=3)

Which of the below sectors best describes your organisation/business or the organisations you represent? If multiple sectors apply, please select the one that best describes the largest component of business/organisation, in terms of employees.

If you are unsure of the sector that best describes your organisation, please refer to the following link for more detailed descriptions of sectors and which sector group (A-U) they belong to: <http://resources.companieshouse.gov.uk/sic/> *

Please select one option only.

Agriculture, Forestry and Fishing	1
Mining and Quarrying	2
Manufacturing	3
Electricity, gas, steam and air conditioning supply	4
Water supply, sewerage, waste management and remediation activities	5
Construction	6
Wholesale and Retail Trade; Repair of Motor Vehicles and Motorcycles	7
Transportation and Storage	8
Accommodation and Food Service Activities	9
Information and Communication	10
Financial and Insurance Activities	11
Real Estate Activities	12
Professional, Scientific and Technical Activities	13
Administrative and Support Service Activities	14
Education	15
Human Health and Social Work Activities	16
Arts, Entertainment and Recreation	17
Other Service Activities	18
Activities of households as employers; undifferentiated goods	19
Activities of extraterritorial organisations and bodies	20
We operate across all sectors	21
Don't know	22

Ask all who can provide limited evidence (S1=3)

If there is any information you wish to provide regarding the Shortage Occupation List (SOL), please use the box below.

Free text	
Prefer not to say	1

Ask all who can provide limited evidence (S1=3)

If there is any additional evidence you would like us to consider, please email it to mac@homeoffice.gov.uk

Annex E: MAC call for evidence questions for representative organisations

Landing Page

Read to all

S1 Thank you for your interest in taking this survey.

We appreciate that the COVID-19 outbreak has placed businesses in an enormously difficult situation and that organisations that would normally respond to the Call for Evidence may not currently have capacity to do so.

However, in order to deliver our report in September 2020 as requested by the Government, we have decided to proceed with the Call for Evidence. If you are able to respond, please select option 1 below. If you do not have time to fill in any questions but would like to register that in different circumstances, you would have done please select option 2 below and if you can provide some limited evidence select option 3. Where possible we have made questions optional in the full Call for Evidence.

We can respond at present	1	Continue
We do not have the ability to respond at present, but can provide details for future research	2	Route to Annex A
We have limited ability to respond at present, but can provide contact details and some evidence	3	Route to Annex B

Ask all who can answer at the moment (S1=1)

S2 In March this year, the Government commissioned the Migration Advisory Committee (MAC) to compile a UK Shortage Occupation List (SOL). This is a list of occupations in the UK which are in shortage. The list will primarily focus on occupations at Recognised Qualification Framework (RQF) Level 3-5 (medium-skill). This Call for Evidence seeks to gather your views on this issue.

We appreciate your contribution to the MAC Call for Evidence during these challenging times. In light of the COVID-19 outbreak, we ask that you answer with regard to business during a recent usual period, for example where you are not temporarily affected by large scale absence or a lack of customers.

What is the Shortage Occupation List (SOL)?

The Shortage Occupation List (SOL) is a government compiled list of occupations for which the evidence suggests there are not enough UK workers to fill vacancies. There is also a Scotland-only SOL, in addition to the UK-wide list. A previous Immigration White Paper asked us to consider additional lists for Wales and Northern Ireland. We

previously recommended having the option of additional lists for all countries of the UK but most of the shortages we identified seem to be UK-wide. The government decides which occupations to put on the list, after receiving advice from the MAC.

What occupations are covered by the SOL?

At present the SOL only covers occupations where the skills required to do the job are RQF6 (approximately Bachelor's degree/ordinary degree or equivalent) and above. From January 2021 occupations where the skills required are RQF3 (approximately A-Level/Highers or equivalent) or above can be included on the SOL. Currently non-EEA migrant workers need to be paid at least £30,000 per year or the 'appropriate rate' for the job they are offered - whichever is higher.

This salary threshold will be lowered to £25,600 under the new immigration system. Migrants will still need to be paid the higher of the specific salary threshold for their occupation, known as the 'going rate', and the general salary threshold. However, under the new point-based system for skilled workers, certain applicants will face lower salary requirements (e.g. new entrants and those with jobs on the shortage occupation list).

The skill definitions are designed to reflect how much training and experience is required for someone to do a job. They are not a reflection of the value of the work being done.

To inform our work, we would like to hear from organisations who employ or plan to recruit medium skilled migrant workers (RQF level 3 to 5) to get a better understanding of the roles that are being filled, salaries paid and implications of potential changes. We do not intend to ask stakeholders to send in any evidence for RQF6+ occupations that are already included on the SOL: we intend these occupations will remain on the SOL at this stage. We would only ask that evidence be provided for RQF6+ occupations where stakeholders feel there is strong new evidence for their inclusion on the SOL.

You can find a list of occupations and their associated RQF levels in appendix J of the current immigration rules. Please be mindful that the RQF levels of the occupations listed here will be changed ahead of the implementation of the new migration system, these changes are not reflected in the current version of Appendix J.

Will my responses be confidential?

All identifying and personal information will remain confidential, however, aggregated and anonymised information in the form of summary statistics will be published as part of our final report. For a full description of personal data policy please refer to the Call for Evidence document published on our website. At any point you may save your response to continue later before submitting.

This form will remain open until 24th June 2020. We understand this is a rather short deadline at a busy time, but we have to deliver our report in September 2020 and we really value your input. We would find it extremely helpful if you could respond as soon as convenient so that we can start considering your views and information.

We look forward to hearing from you,

Migration Advisory Committee

mac@homeoffice.gov.uk

When completing the survey, please only use the 'Next' button on the page rather than the 'Back' and 'Forward' buttons in your browser.

To begin, please select 'Next' below.

A: About You

Read to all

To start with, we'd like to get some details about you and the organisation on behalf of which you are responding.

Ask all

A1 What is the name of your organisation?

Ask all

A2 What is your email address?

Free text	
Prefer not to say	1

Ask all

A3 Which of the following options best describe your reason for completing this form?

Please on option only

I am providing evidence of recruitment within my own organisation	1	This should only be selected if you are completing the survey solely about your own organisation, not any businesses or organisations you represent
I am providing evidence of recruitment in the sector, on behalf of other organisations/members or as a recruitment business.	2	Continue

B: Section blank

C: About your organisation and the businesses you represent

Read to all

Now we'd like to ask a few questions about the organisations that your business represents.

Ask all

C1 How many businesses/organisations do you represent?

Please one option only.

Under 5	1
5-49	2
50-499	3
500-4,999	4
5000+	5
Don't know	6

Ask All

C2 How have you engaged the businesses/organisations you represent to inform this consultation response?

Please select all that apply.

Ongoing dialogue as part of business as usual	1
Specific events/contact arranged to discuss this consultation	2
Other (please specify)	3
Don't know	4

Ask All

C3 Thinking of the businesses/organisations you have engaged with, in general are their staff concentrated in specific UK countries/regions or are they UK-wide?

Please one option only.

Concentrated in specific regions	1
UK-wide	2
Don't know	3

Ask all who have engaged with businesses/organisations in specific regions (C3=1)

C4 And which region(s) or country(ies) are these organisations' staff concentrated?

Please select all that apply.

North East	1
North West	2
Yorkshire and the Humber	3
East Midlands	4
West Midlands	5
East of England	6
London	7
South East	8
South West	9
Scotland	10
Wales	11

Northern Ireland	12
England – they operate across regions equally	13
Don't know	14
Prefer not to say	15

Ask all

C5 Thinking of the businesses/organisations you engage with, please tick all the relevant sectors they cover from the list below:

For more information about the sectors please refer to the link below:

<http://resources.companieshouse.gov.uk/sic/>

Please select all that apply.

Agriculture, Forestry and Fishing	1
Mining and Quarrying	2
Manufacturing	3
Electricity, gas, steam and air conditioning supply	4
Water supply, sewerage, waste management and remediation activities	5
Construction	6
Wholesale and Retail Trade; Repair of Motor Vehicles and Motorcycles	7
Transportation and Storage	8
Accommodation and Food Service Activities	9
Information and Communication	10
Financial and Insurance Activities	11
Real Estate Activities	12
Professional, Scientific and Technical Activities	13
Administrative and Support Service Activities	14
Education	15
Human Health and Social Work Activities	16
Arts, Entertainment and Recreation	17
Other Service Activities	18
Activities of households as employers; undifferentiated goods	19
Activities of extraterritorial organisations and bodies	20
They operate across all sectors	21
Don't know	22

Ask all

C6 Thinking of the businesses/organisations you engage with and their number of employees, select all size bands that they cover.

Please select all that apply.

0-9 employees	1
10-49 employees	2
50-249 employees	3

250-499 employees	4
500+ employees	5
Don't know	6

Ask all

C7 Are the majority of businesses/organisations you engage with roughly of a similar size in terms of the number of employees (e.g. most SMEs or most large organisations)?

Please one option only.

Yes	1
No	2
Don't know	3

Ask all who engage with businesses of a similar size (C7=1)

C8 Which size band(s) are these businesses/organisations concentrated in?

Please select all that apply.

0-9 employees	1
10-49 employees	2
50-249 employees	3
250-499 employees	4
500+ employees	5
Don't know	6

D: How you recruit

Read to all

We appreciate that COVID-19 has been extremely challenging for businesses. If you would normally have responded in full to this Call for Evidence, but do not currently have the capacity to do so, please skip where appropriate. If you are able to complete the entire Call for Evidence, we ask that you answer with regard to business during a recent usual period where you are not temporarily affected by large scale absence or a lack of customers.

These questions ask about the ways in which organisations you represent recruit, and what is important to them when recruiting to fill job vacancies.

Ask all

D1 In general, how would you describe their approach to recruitment?

Please choose the option that best fits their approach from the options below.

Please one option only.

It is more important to fill the role quickly, even if they don't have the right skills to do the job	1
They are willing to compromise on some of the skills needed in order to fill a vacancy sooner	2
They prefer to wait for someone who has most of the skills they need, even if that means leaving a position unfilled for a while	3
They only recruit someone who is a very good fit, even if that means leaving a position open indefinitely	4
Don't know	5
Prefer not to say	6

Ask all

D2 When the organisations you represent recruit staff (either directly or through an agency), where do they advertise or look for them?

Please consider informal recruitment practices such as word of mouth.

Please select all that apply.

Through a recruitment agency	1
Local newspaper	2
National newspaper	3
Jobcentre	4
Other government programmes and schemes	5
Trade press/ Professional publications	6
Recruitment agencies	7
School/college/university job fairs or career services	8
Internal notices/ filled it internally	9

Shop windows/ notice boards	10
Speculative enquiries	11
Specialist recruitment website (e.g. Indeed)	12
Social media/networks (e.g. LinkedIn, Facebook)	13
Company website	14
Word of mouth (including, for example, referrals from colleagues, family and friends)	15
Other (please specify)	16
Don't know	17

Ask all

D3 To your knowledge, have the organisations you have engaged with recruited any of the following workers in the past 3 years...?

Please select all that apply.

UK and/or Irish workers	1
Workers from EEA countries outside of the UK and/or Ireland <i>The EEA includes European Union (EU) countries plus Iceland, Liechtenstein, Norway and Switzerland</i>	2
Workers from non-EEA countries	3
Don't know	4

Ask all

D4 Over the next 12 months are they likely to recruit any...?

Please select all that apply.

UK and/or Irish workers	1
Workers from EEA countries outside of the UK and/or Ireland <i>The EEA includes European Union (EU) countries plus Iceland, Liechtenstein, Norway and Switzerland</i>	2
Workers from non-EEA countries	3
Don't know	4

Ask all

D5 Are any of the organisations you represent currently registered as a Tier 2 sponsor?

Please one option only.

Yes	1
No	2
Don't know	3

Ask all

D6 Within the last 12 months have any of the organisations you represent experienced any difficulty in recruitment? This can include not being able to fill a vacancy or having to fill the vacancy with a candidate they would not regard as fully proficient at their job.

Please one option only.

Yes	1	
No	2	Skip to E5
Don't know	3	Skip to E5

Ask all who have had recruitment difficulties in the previous 12 months (D6=1)

D7 In general, for roles where the organisations you represent have experienced difficulties in recruitment, how far would they agree or disagree with the following...?

Please one option only for each iteration

	Strongly disagree	Tend to disagree	Neither agree nor disagree	Tend to agree	Strongly agree	Don't Know
There are applicants with the skills I need in the UK, but I have trouble recruiting these applicants	1	2	3	4	5	6
I have to look outside the UK to find applicants with the skills I need	1	2	3	4	5	6
I have to look outside the UK to find applicants with the qualifications I need	1	2	3	4	5	6
I have to look outside the UK to find applicants with the work experience I need	1	2	3	4	5	6

E: Recruitment shortages

Read to all who have had recruitment difficulties in the previous 12 months (D6=1)

This section looks at recruitment shortage (difficulty in filling job vacancies) in the organisations you represent and asks about some of the reasons for this.

Ask all who have had recruitment difficulties in the previous 12 months (D6=1)

E1 For roles that the organisations you represent are experiencing difficulties in filling, what do you think are the main reasons for recruitment difficulties?

Free text	
Don't know	1

Ask all who have had recruitment difficulties in the previous 12 months (D6=1)

E2 And thinking about some of the recruitment issues commonly reported by employers, to what extent (if at all) do the following cause problems in recruitment for the organisations you represent?

Please one option only for each iteration

	Always or nearly always an issue	Often an issue	An issue about half the time	Rarely an issue	Never or almost never an issue	Don't Know
Too much competition from other employers	1	2	3	4	5	6
Low number of applicants with the required skills.	1	2	3	4	5	6
Low number of applicants generally.	1	2	3	4	5	6
Low number of applicants with the required motivation, personality and or attitude.	1	2	3	4	5	6
Low number of applicants with qualifications that are required for the job.	1	2	3	4	5	6
Job entails shift work and or unsociable hours.	1	2	3	4	5	6
Temporary, or insecure work.	1	2	3	4	5	6
Remote location/transport issues.	1	2	3	4	5	6

Ask all who have reported lack of applicants with requisite skills, attitude or qualifications (E2_2 or E2_4 or E2_5= 1-3)

E3 Which **technical** skills have the organisations you represent most commonly had difficulty finding among candidates?

If the organisations you represent do not require staff in this role to have this skill, then please do not include it in your answer.

We will ask about difficulties finding recruits with the desired **personal** skills on the next page.

Please select all that apply

Technical or job specific skills	1
Computer literacy / basic IT skills	2
Advanced or specialist IT skills	3
Solving complex problems requiring a solution specific to the situation	4
Reading and understanding instructions, guidelines, manuals or reports	5
Writing instructions, guidelines, manuals or reports	6
Basic numerical skills and understanding	7
More complex numerical or statistical skills and understanding	8
Communicating in a foreign language	9
Manual dexterity – for example, to mend, repair, assemble, construct or adjust things	10
Adapting to new equipment or materials	11
Knowledge of products and services offered by your organisation and organisations like yours	12
Knowledge of how your organisation works	13
Specialist skills or knowledge needed to perform the role	14
Driving skills / licences	15
Other (please specify)	16
Don't know	17

Ask all who have reported lack of applicants with requisite skills, attitude or qualifications (E2_2 or E2_4 or E2_5= 1-3)

E4 And which **personal** skills have the organisations you represent most commonly had difficulty finding among candidates?

If the organisations you represent do not require staff in this role to have this skill, then please do not include it in your answer.

Please select all that apply

Instructing, teaching or training people	1
Sales skills	2
Customer handling skills	3
Persuading or influencing others	4
Team working	5
Managing or motivating other staff	6
Ability to manage own time and prioritise own tasks	7
Setting objectives for others and planning human, financial and other resource	8
Managing their own feelings, or handling the feelings of others	9
Making speeches or presentations	10
Other (please specify)	11
Don't know	12

Ask all

E5 On average, how long does it take to fill a vacancy in the organisations you represent?

This covers the period from the job initially being advertised to the successful applicant starting in the role.

Please one option only.

Under a month	1
1 to 3 months	2
4 to 6 months	3
7 months up to a year	4
1 year or more	5
Don't know	6

Ask all who have had recruitment difficulties in the previous 12 months (D6=1)

E6 Which of the following things have the organisations you represent done to overcome difficulties filling vacancies?

Please one option only for each iteration

	Yes	No	Don't Know
Automating roles to reduce the amount of labour required	1	2	3
Increasing salaries	1	2	3
Increasing the training given to your existing workforce	1	2	3
Redefining existing jobs	1	2	3
Increasing advertising / recruitment spend	1	2	3
Using NEW recruitment methods or channels	1	2	3
Recruiting workers who are non-UK nationals	1	2	3
Increasing / expanding trainee or apprentice programmes	1	2	3
Bringing in contractors to do the work, or contracting it out	1	2	3
Being prepared to offer training to less well qualified recruits	1	2	3
Anything else (please specify)	1	2	3

Ask all who have had recruitment difficulties in the previous 12 months (D6=1)

E7 And how effective do you think each of these things have been in helping the organisations you represent overcome difficulties in filling vacancies?

Please one option only for each iteration.

	Very effective	Quite effective	Not very effective	Not at all effective	Don't know (E7)
Automating roles to reduce the amount of labour required	1	2	3	4	5
Increasing salaries	1	2	3	4	5
Increasing the training given to your existing workforce	1	2	3	4	5
Redefining existing jobs	1	2	3	4	5
Increasing advertising / recruitment spend	1	2	3	4	5
Using NEW recruitment methods or channels	1	2	3	4	5
Recruiting workers who are non-UK nationals	1	2	3	4	5
Increasing / expanding trainee or apprentice programmes	1	2	3	4	5
Bringing in contractors to do the work, or contracting it out	1	2	3	4	5
Being prepared to offer training to less well qualified recruits	1	2	3	4	5
Anything else (please specify)	1	2	3	4	5

Ask all who have had recruitment difficulties in the previous 12 months (D6=1)

E8 For each approach the organisations you represent have used to help overcome recruitment difficulties, please tell us which job role(s) they have employed this approach with.

	Write in job role(s)	Don't know (E8)
Automating roles to reduce the amount of labour required		1
Increasing salaries		1
Increasing the training given to your existing workforce		1
Redefining existing jobs		1
Increasing advertising / recruitment spend		1

	Write in job role(s)	Don't know (E8)
Using NEW recruitment methods or channels		1
Recruiting workers who are non-UK nationals		1
Increasing / expanding trainee or apprentice programmes		1
Bringing in contractors to do the work, or contracting it out		1
Being prepared to offer training to less well qualified recruits		1
Anything else (please specify)		1

Ask all

E9 Other than the number of vacancies, are there any other ways of knowing that occupations in the sectors you work in are in shortage?

Free text	
Don't know	1

F: Skill shortages

Read out to all

This section looks at the issue of skills shortage. A skills shortage can result in an organisation having to fill a position with an individual who is not fully proficient at their job.

A proficient employee is someone who is able to do the job to the required level).

Ask all

F1 Which of these statements best describes the proficiency of staff in the organisations you represent?

Please one option only.

All of the staff in the organisations we represent are fully proficient at their job	1
One or more of the staff in the organisations we represent are not fully proficient at their job but this is not a major concern for the organisations.	2
One or more of the staff in the organisations we represent are not fully proficient at their job and this is a major concern for the organisations.	3
Don't know	4

Ask all who have at least one member of staff who is not fully proficient at their job (F1=2-3)

F2 Is the fact that some of the staff in the organisations you represent are not fully proficient causing these organisations to...?

Please select all that apply.

Lose business or orders to competitors	1
Delay developing new products or services	2
Have difficulties meeting quality standards	3
Have higher operating costs	4
Have difficulties introducing new working practices	5
Increase workload for other staff	6
Outsource work	7
Other (please specify)	8
Don't know	9

Ask all who have at least one member of staff who is not fully proficient at their job (F1=2-3)

F3 Thinking about the staff who are not fully proficient, which, if any, of the following **technical** skills do you feel most commonly need improving?

If the organisations you represent do not require staff in this role to have this skill, then please do not include it in your answer.

We will ask about **personal** skills that are commonly in need of improvement on the next page.

Please select all that apply.

Technical or job specific skills	1
Computer literacy / basic IT skills	2
Advanced or specialist IT skills	3
Solving complex problems requiring a solution specific to the situation	4
Reading and understanding instructions, guidelines, manuals or reports	5
Writing instructions, guidelines, manuals or reports	6
Basic numerical skills and understanding	7
More complex numerical or statistical skills and understanding	8
Communicating in a foreign language	9
Manual dexterity – for example, to mend, repair, assemble, construct or adjust things	10
Adapting to new equipment or materials	11
Knowledge of products and services offered by your organisation and organisations like yours	12
Knowledge of how your organisation works	13
Specialist skills or knowledge needed to perform the role	14
Driving skills / licences	15
Other (please specify)	16
Don't know	17

Ask all who have at least one member of staff who is not fully proficient at their job (F1=2-3)

F4 Still thinking about the staff who are not fully proficient, which, if any, of the following personal skills do you feel most commonly need improving?

If the organisations you represent do not require staff in this role to have this skill, then please do not include it in your answer.

Please select all that apply.

Instructing, teaching or training people	1
Sales skills	2
Customer handling skills	3
Persuading or influencing others	4
Team working	5
Managing or motivating other staff	6
Ability to manage own time and prioritise own tasks	7
Setting objectives for others and planning human, financial and other resource	8
Managing their own feelings, or handling the feelings of others	9
Making speeches or presentations	10
Other (please specify)	11
Don't know	12

Ask all

F5 Now thinking about staff development, do the organisations you represent currently have the following in place?

Please one option only for each iteration.

	All	Most	Some	None	Don't Know
A business plan that specifies the objectives for the coming year?	1	2	3	4	5
A training plan that specifies in advance the level and type of training employees will need in the coming year?	1	2	3	4	5
A budget for training expenditure?	1	2	3	4	5

G: Occupations that are in shortage in your organisation

Ask all

G1 This next part of the survey asks you to provide examples of specific jobs that you think should be added to the Shortage Occupation List (SOL). If you would like to do this, please select the first option below.

If you do not wish to provide examples of specific jobs, please select the second option below.

Please one option only.

Yes - I would like to provide examples of specific jobs that should be on the SOL	1	Continue
No – I do not wish to provide examples of specific jobs	2	Skip to section H

Read out to all

In the section that follows we will ask you to list up to 10 jobs the organisations you represent have experienced difficulties in recruiting suitable workers for over the past 12 months.

In order for us to be able to make valid comparisons it is important that you match as closely as possible the job you have in mind to the correct 4-digit Standard Occupational Classification (SOC) code. A SOC code is a common classification of occupational information used in the UK which classifies jobs in terms of their skill level and skill content.

To do this we recommend you make use of the Office for National Statistics Occupation Coding Tool, linked below.

https://onsdigital.github.io/dp-classification-tools/standard-occupational-classification/ONS_SOC_occupation_coding_tool.html

Read out to all

How to use the ONS Occupation Coding Tool

Step 1: Follow the link and enter the name of the job you want to find an occupation code for in the text box highlighted below.

ONS Occupation Coding Tool - Microsoft Edge

https://onsdigital.github.io/dp-classification-tools/standard-occupational-classification/ONS_SOC_occupation

Office for National Statistics

ONS Occupation Coding Tool

What is this?

This Occupation Code Search Tool has been developed to assist users to code occupation titles. It matches inserted text against the Standard Occupational Classification 2010 (SOC2010) Volume 2 coding index. If you would like to use the version of this tool designed for mobile phones, please click [here](#).

If a match cannot be found it is either because the search term is uniquely stylised and not suitable for a coding index, or it is a new or emerging occupation title. If you search for an occupation title that you consider appropriate for inclusion in the index, please contact the [Occupation and Social Classification Helpdesk](#) with your proposal.

If you have an occupation code and want to know more about it, please type into this box and click the button

If you need to find an occupation code, please type your occupation title into the box below.

When the search is complete, the results presented are an aid to help you select the code you deem appropriate. Please click on the result links to confirm if a code is appropriate, and to find your related NS-SEC code.

If the Coding Tool does not provide an appropriate result, it might be beneficial to amend your search term and try searching again, or the [Occupational Classification Hierarchy](#) may assist in determining the correct code.

Note: The search facility does not allow punctuation or symbols, and the search time is dependent on the speed of your computer and the number of words searched for.

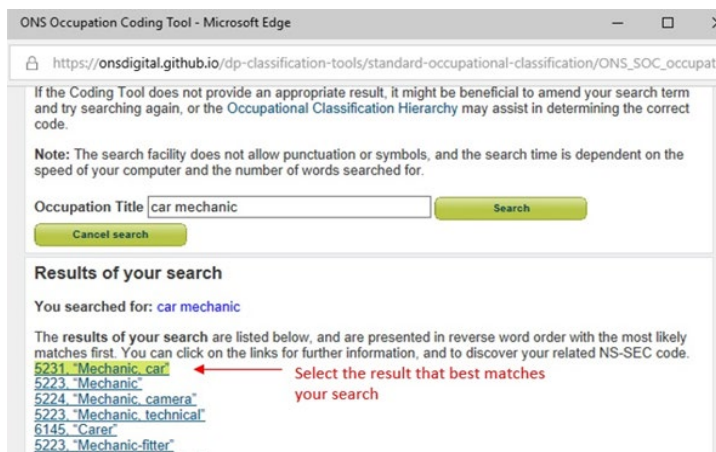
Occupation Title

Results of your search

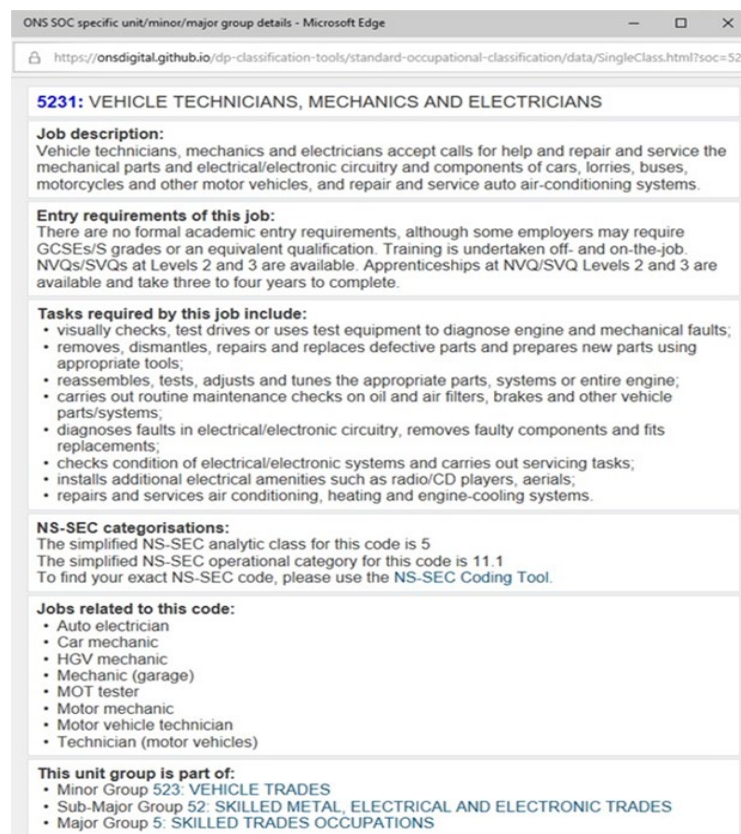
Insufficient text provided in search box.

Type in the name of the role that you want to find an occupation code for

Step 2: Select the result that best matches your search.



Step 3: Check the match by reviewing the description of the occupation code, the tasks required, and the jobs related with that code.



Step 4: If you are unhappy with the match suggested by the tool, go back to step 2 and select another suggested match and/or go back to step one and alter your search term.

In this example we are happy with the match and can conclude that the job "Car Mechanic" is associated with occupation code 5231.

Ask all

G2 Using the Office for National Statistics (ONS) Occupation Tool, please list the job titles (and accompanying SOC codes) that the organisations you represent have experienced difficulties in recruiting suitable workers for over the past 12 months... (Maximum of 10 job titles).

‘Shortage’ can refer to being unable to fill a position, or in having to fill the position with an individual who is not fully proficient at their job. A proficient employee is someone who is able to do the job to the required level.

In order for us to be able to make valid comparisons it is important that you match as closely as possible the job you have in mind to the correct 4-digit SOC code and its corresponding job title.

We are particularly interested in roles that are in the RQF3-5 category (medium skill-level).

For ease of reference the link to the ONS Tool has been provided below:

https://onsdigital.github.io/dp-classification-tools/standard-occupational-classification/ONS_SOC_occupation_coding_tool.html

	Job Title	SOC code
1	Free Text	Free text (numeric)
2	(Space for 10 additions)	

Ask all who provide at least 1 job at G2

G3 For each job that the organisations you represent have had difficulties recruiting suitable workers for, please tell us the following, using the grid below:

- Average hours worked per week in this job role
- Minimum qualification required for the role
- Main region of shortage in the UK, or whether the shortage is country/UK-wide
- Whether you consider the occupation should be on the SOL

Job Title	SOC Code	G3_1 Average hours worked per week	G3_2 Minimum qualification required for the role	G3_3 Region of shortage (Country-wide, UK-wide or in a specific geography)	G3_5 On average, how many staff have you needed to recruit for this role?	G3_4 Do you consider that this occupation should be on the SOL?
Insert Job Title from G2	Insert SOC Code from G2					
Repeat for any other Job	(Space for 10 additions)					

Job Title	SOC Code	G3_1 Average hours worked per week	G3_2 Minimum qualification required for the role	G3_3 Region of shortage (Country-wide, UK-wide or in a specific geography)	G3_5 On average, how many staff have you needed to recruit for this role?	G3_4 Do you consider that this occupation should be on the SOL?
Titles from G2						

Ask all who think at least one job role should be on the SOL (G3_4=YES)

G4 Please could you tell us why you think that this job title should be on the Shortage Occupation List (SOL)?

Job Title	SOC Code	Why should this job be on the SOL?
Insert Job Title from G2	Insert SOC Code from G2	Free text
Repeat for any other Job Titles from G2	(Space for 10 additions)	

Ask all who provide at least 1 job at G2

G5 The next questions are about the salary for the job role(s) that the organisations you represent have had difficulties recruiting.

Please let us know the average salary the organisations you represent would pay for the job role. You may select whether you would like to provide the average annual, monthly or weekly salary.

What is included within 'average salary'?

Include

All pay before deductions for PAYE, National Insurance, pension schemes, student loan repayments and voluntary deductions. Include paid leave (holiday pay), maternity/paternity pay, sick pay and area allowance (e.g. London).

Exclude

Pay for a different pay period, shift premium pay, bonus or incentive pay, overtime pay, expenses and the value of salary sacrifice schemes and benefits in kind.

Job Title	SOC Code	G5_1 Pay period	G5_2 Average salary (£) (excluding allowances & deductions)
Insert Job Title from G2	Insert SOC Code from G2	[Drop down]: 1) Annually 2) Monthly	[Numeric]

Job Title	SOC Code	G5_1 Pay period	G5_2 Average salary (£) (excluding allowances & deductions)
		3) Weekly	
Repeat for any other Job Titles from G2	(Space for 10 additions)		

Ask for all job titles where average salary is higher than going rate or if no going rate provided for SOC code

- G6 You have indicated that for the following job role(s), the average salary that the organisations you represent pay is higher than the average for this job role across the UK. Please could you tell us how the salary was set?

Job Title	SOC Code	How was this salary set?
Insert Job Title from G2	Insert SOC Code from G2	Free text
Repeat for any other Job Titles from G2	(Space for 10 additions)	

Ask for all job titles where average salary is LOWER than going rate

- G7 You have indicated that for the following job role(s), the average salary that the organisations you represent pay is lower than the average for this job role across the UK. For each job role, please can you tell us whether the organisations you represent would be able to pay the additional wage (given below) to meet the required salary for a sponsored worker.

This 'additional wage' figure below is based on the difference between the salary information you have provided and the salary required for an experienced worker who receives no additional points for educational qualifications in this role, assuming the role is not on the SOL. This is set at whichever is higher of the specific salary threshold for this occupation (the 25th percentile of earnings), or the general salary threshold (£25,600).

Job Title	SOC Code	Additional wage to meet required salary for a sponsored worker	G7 Yes – able to pay this additional wage for a sponsored worker/ No – not able to pay this additional wage for a sponsored worker
Insert Job Title from G2	Insert SOC Code from G2		
Repeat for any other Job Titles from G2	(Space for 10 additions)		

Ask for all job titles where average salary is LOWER than going rate and cannot match the sponsored workers salary (G7=NO)

G8 Why don't you think the organisations you represent will be able to pay this additional wage to meet the required salary for a sponsored worker for the following job role(s)?

Job Title	SOC Code	Please provide reason(s)
Insert Job Title from G2	Insert SOC Code from G2	Free text
Repeat for any other Job Titles from G2	(Space for 10 additions)	

H: Closing questions

Read out to all

We just have a final few questions about contacting you in the future.

Ask all

H1 Would you like to be added to our stakeholder database so we can send updates on MAC work?

Please one option only.

Yes	1
No	2

Ask all

H2 Would you be happy for us to recontact you in the next 12 months to invite you to take part in follow-up research regarding similar issues covered in this survey?

Please one option only.

Yes	1
No	2

Ask all

H3 And would you be willing for us to contact you if we needed to clarify or supplement responses you have given to this survey?

Please one option only.

Yes	1
No	2

Ask all

H4 If there is any addition evidence that you would like us to consider, please email it to mac@homeoffice.gov.uk

Read to all

Thank you for taking the time to complete the survey, we really appreciate your contribution. The information you have provided today will help us to build a clear picture of sectors and occupations where there is a shortage of workers in the UK.

Annex A: Option 1

Ask all who cannot provide this evidence (S1=2)

What is your email address?

Free text	
Prefer not to say	1

Ask all who cannot provide this evidence (S1=2)

Which of the below sectors best describes your organisation/business or the organisations you represent? If multiple sectors apply, please select the one that best describes the largest component of business/organisation, in terms of employees.

If you are unsure of the sector that best describes your organisation, please refer to the following link for more detailed descriptions of sectors and which sector group (A-U) they belong to: <http://resources.companieshouse.gov.uk/sic/> *

Please one option only.

Agriculture, Forestry and Fishing	1
Mining and Quarrying	2
Manufacturing	3
Electricity, gas, steam and air conditioning supply	4
Water supply, sewerage, waste management and remediation activities	5
Construction	6
Wholesale and Retail Trade; Repair of Motor Vehicles and Motorcycles	7
Transportation and Storage	8
Accommodation and Food Service Activities	9
Information and Communication	10
Financial and Insurance Activities	11
Real Estate Activities	12
Professional, Scientific and Technical Activities	13
Administrative and Support Service Activities	14
Education	15
Human Health and Social Work Activities	16
Arts, Entertainment and Recreation	17
Other Service Activities	18
Activities of households as employers; undifferentiated goods	19
Activities of extraterritorial organisations and bodies	20
We operate across all sectors	21
Don't know	22

Annex B – Option 2

Ask all who can provide limited evidence (S1=3)

What is your email address?

Free text	
Prefer not to say	1

Ask all who can provide limited evidence (S1=3)

Which of the below sectors best describes your organisation/business or the organisations you represent? If multiple sectors apply, please select the one that best describes the largest component of business/organisation, in terms of employees.

If you are unsure of the sector that best describes your organisation, please refer to the following link for more detailed descriptions of sectors and which sector group (A-U) they belong to: <http://resources.companieshouse.gov.uk/sic/> *

Please one option only.

Agriculture, Forestry and Fishing	1
Mining and Quarrying	2
Manufacturing	3
Electricity, gas, steam and air conditioning supply	4
Water supply, sewerage, waste management and remediation activities	5
Construction	6
Wholesale and Retail Trade; Repair of Motor Vehicles and Motorcycles	7
Transportation and Storage	8
Accommodation and Food Service Activities	9
Information and Communication	10
Financial and Insurance Activities	11
Real Estate Activities	12
Professional, Scientific and Technical Activities	13
Administrative and Support Service Activities	14
Education	15
Human Health and Social Work Activities	16
Arts, Entertainment and Recreation	17
Other Service Activities	18
Activities of households as employers; undifferentiated goods	19
Activities of extraterritorial organisations and bodies	20
We operate across all sectors	21
Don't know	22

Ask all who can provide limited evidence (S1=3)

If there is any information you wish to provide regarding the Shortage Occupation List (SOL), please use the box below.

Free text	
Don't know	1

Ask all who can provide limited evidence (S1=3)

If there is any additional evidence you would like us to consider, please email it to mac@homeoffice.gov.uk

Annex F: Past MAC Reviews of the SOL

- F1. [April 2008](#): Identifying skilled occupations: labour market shortages (Methodology)
- F2. [September 2008](#): Recommended shortage occupation lists for the UK and Scotland (First full review, RQF3+)
- F3. [April 2009](#): Recommended shortage occupation lists for the UK and Scotland: first review (Partial review, RQF3+)
- F4. [October 2009](#): Recommended shortage occupation lists for the UK and Scotland: second review (Partial review, RQF3+)
- F5. [March 2010](#): Recommended shortage occupation lists for the UK and Scotland: third review (Partial review, RQF3+)
- F6. [March 2011](#): Revised UK shortage occupation list for Tier 2 (Partial review, RQF4+)
- F7. [September 2011](#): Recommended shortage occupation lists for the UK and Scotland: full review (Full review, RQF4+)
- F8. [February 2013](#): Recommended shortage occupation lists for the UK and Scotland: full review with sunset clause (Full review, RQF6+)
- F9. [February 2015](#): Partial review of the shortage occupation lists (Partial review, RQF6+)
- F10. [March 2016](#): Partial review of the shortage occupation list: nursing (Partial review, RQF6+)
- F11. [January 2017](#): Assessing labour market shortages (Methodology)
- F12. [January 2017](#): Report: Partial review of teacher shortages (Partial review, RQF6+)
- F13. [May 2019](#): Full review of the shortage occupation list (Full review, RQF6+)

Annex G: Glossary of Terms and Abbreviations

AAT - Association of Accounting Technicians

APPG - All Party Parliamentary Group

APS - The Annual Population Survey is a continuous household survey, covering the UK, with the aim of providing estimates between censuses of main social and labour market variables at a local area level.

ARTP - Association for Respiratory Technology and Physiology

ASHE - Annual Survey of Hours and Earnings is a comprehensive source of information on the structure and distribution of earnings in the UK.

BAME - Black, Asian, and minority ethnic people

BBPA - The British Beer & Pub Association

BEIS - Department for Business, Energy, and Industrial Strategy is the government department responsible for business, industrial strategy, science, research and innovation, energy and clean growth, and climate change.

BMA - British Medical Association

Burning Glass - Burning Glass data provides a real-time measure of job adverts at the 4-digit occupation level

COSLA - Convention of Scottish Local Authorities

CoS - Certificate of Sponsorship

CfE - Call for Evidence to submit information and evidence to the MAC.

CITB - The Construction Industry Training Board

CJRS - Coronavirus job retention scheme

CSCs - Construction Skills certification scheme

DA - Devolved Administrations. Devolved ministers in Scotland, Wales and Northern Ireland are supported by a civil service workforce of several thousand people in each nation.

DAERA - Department of Agriculture, Environment and Rural Affairs in Northern Ireland.

DCMS - Department for Digital, Culture, Media & Sport helps to drive growth, enrich lives and promote Britain abroad.

DfE - Department for Education is responsible for children's services and education, including early years, schools, higher and further education policy, apprenticeships and wider skills in England.

DHSC - Department of Health and Social Care support ministers in leading the nation's health and social care to help people live more independent, healthier lives for longer.

DN – Devolved Nations, Northern Ireland, Scotland and Wales.

EAG - Expert Advisory Group on Migration and Population

EEA - Throughout this report we use the term 'EEA' migrants to include European Union (EU) countries plus Iceland, Liechtenstein and Norway. We also include Switzerland as part of our definition, but exclude migrants from the Republic of Ireland, as it will remain part of the Common Travel Area once the UK leaves the EU

EFTA - European Free Trade Association

ELC - Early Learning and Childcare sector

EOI - Expression of Interest

ESS - Employer Skills Survey

EU - The European Union (EU) is an economic and political union of 27 countries. It operates an internal (or single) market which allows free movement of goods, capital, services and people between member states

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and (currently) UK.

FDQ - Food and Drink Qualification

FoM - Freedom of Movement

FSA - Food Standards Agency

FTEs - Full-time equivalents

GDP - Gross Domestic Product measures the total value of all the goods made, and services provided, during a specific period in a country. It is used to show if and how much the economy is growing.

GMC - General Medical Council

HESA - Higher Education Statistics Agency

HMRC - Her Majesty's Revenue and Customs is a government department responsible for the UK's tax, payments and customs.

Home Office - The Home Office is the lead government department for immigration and passports, drugs policy, crime, fire, counter-terrorism and police.

HSMP - Highly Skilled Migrants' Programme.

IPPR - Institute of Public Policy Research

ICT - Intra Company Transfers refers to people who work for multi-national companies and are transferred by their employer from an overseas location to a UK branch of the company. Those from non-EEA countries require a visa to enter the UK and are counted in Home Office Control of Immigration statistics.

IDBR - Inter-Departmental Business Register

IHS - Immigration Health Surcharge is a fee paid by non-EEA nationals coming to live in the UK for longer than 6 months to gain access to the NHS.

ISC - Immigration Skills Charge is an additional charge for each foreign worker recruited by a UK employer.

ITT - Initial Teacher Training

LCREE - Low carbon and renewable energy economy

LEO - Longitudinal Education Outcomes

LFS - The Labour Force Survey is a study of the employment circumstances of the UK population. It is the largest household study in the UK and provides the official measures of employment and unemployment.

LTIM - Long-term International Migration are the official government statistics on migration to and from the UK, produced by ONS by adjustments to the International Passenger Survey.

MAC - Migration Advisory Committee (MAC) is an advisory non-departmental public body (NDPB) tasked with providing independent evidence-based advice to Government. Its purpose is to deliver high-quality evidence-based reports and

policy advice on behalf of the MAC in accordance with the workplan set by the Government, and to help ensure that Government policy and strategy in relation to migration and employment is based on the best possible evidence and analysis.

MBA - Master of Business Administration

MFL - Modern Foreign Languages

MHI - Meat Hygiene Inspectors

MRF's - Materials Recovery Facilities

NFUS - National Farmers Union Scotland

NHS - The National Health Service is the publicly funded health care system of the UK.

NIFDA - Northern Ireland Food and Drink Association

NINo - National Insurance Number: a unique set of identifying numbers given to all people born in the UK and to non-UK nationals over 16 who are planning to work and/or claim benefits in the UK.

NISRA - Northern Irish Statistics and Research Agencies.

NMC - Nursing and Midwifery Council

NMW - National Minimum Wage

Non-EEA - Countries outside of the EEA.

NRPSI - National Register of Public Service Interpreters

NSEAD - National Society for Education in Art and Design

NVQ - National Vocational Qualification (NVQ) is a work-based qualification which recognises the skills and knowledge a person needs to do a job. The candidate needs to demonstrate and prove their competency in their chosen role or career path.

OA - Official Auxiliaries

OBR - The Office for Budget Responsibility gives independent and authoritative analysis of the UK's public finances. OBR is an executive non-departmental public body, sponsored by HM Treasury.

OECD - Organisation for Economic Co-operation and Development is an international organisation of 33 countries, mostly in North America and Europe. It

defines itself as a forum of countries committed to democracy and the market economy.

ONS - Office for National Statistics is the executive office of the UK Statistics Authority, a non-ministerial department which reports directly to Parliament. It produces official statistics on immigration, emigration, and net migration, amongst other areas.

PBS - The points-based immigration system (PBS) is the means of regulating immigration to the United Kingdom from outside the European Economic Area.

PhD - The highest university degree that can be conferred after a course of study.

PPE - Personal Protective Equipment

Ppt. - Percentage point(s)

QTS - Qualified Teacher Status

RCN - Royal College of Nursing

RCoS - Restricted Certificates of Sponsorship

RLMT - The resident labour market test requires a UK employer to advertise a job domestically for 28 days, before it can be offered to a foreign worker, if it's not on the shortage occupation list.

RoI - Republic of Ireland

RQF - Regulated Qualifications Framework England⁴

RSA - Regional Skills Assessment area (Scotland)

RSPH - Royal Society for Public Health

SAWS - Seasonal Agricultural Workers Scheme

SCQF - Scottish Credit and Qualifications Framework

SERA - Survey of Employers who have Recently Advertised

SET - Science, engineering and technology

SFX - Special effects

SLMRU - Skills and Labour Market Research Unit

⁴ http://qfi.org.uk/wp-content/uploads/2016/12/What_Does_Each_Level_Mean.pdf

SME - Small and Medium-sized Enterprise

SOC code - Standard Occupational Classification Code

SOCs - Shortage Occupation Codes

SOL - The Shortage Occupation List (SOL) is a feature of the existing Tier 2 work migration route. It lists occupations where employers face a shortage of suitable labour and where it is sensible to fill those shortages with migrant workers.

SSSC - Scottish Social Services Council

SSVs - Skills shortage vacancies

STEM - Science, technology, engineering and mathematics subjects

UK - United Kingdom; England, Wales, Scotland and Northern Ireland.

UKBA - UK Borders Agency - the border control agency of the Government from 2008 to 2013.

VFX - Visual effects

Migration Advisory Committee report

<https://www.gov.uk/government/organisations/migration-advisory-committee>

© Crown copyright.