

HE-BCI record 2023/24 – Introduction - Proposed

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Context

1. The Higher Education Statistics Agency (HESA) has been established to undertake data collection and analysis about higher education to provide consistent information about higher education throughout the UK. HESA is a co-regulated sector agency, providing statutory services for the four governments and related bodies of the UK, but owned and funded by higher education providers. For England these arrangements were enshrined in the Higher Education and Research Act 2017 with HESA appointed as the Designated Data Body (DDB).
2. HESA has the responsibility for integrating statistical data collection across all publicly funded higher education providers in Wales, Scotland, Northern Ireland and England. The record has been constructed in such a way as to recognise this diversity. As far as possible, the aim has been to generate a single record that can be applied to all publicly funded or registered approved higher education providers throughout the UK, irrespective of their different natures and funding regimes.
3. This coding manual sets out the requirements for the collection of data for the Higher Education - Business and Community Interaction (HE-BCI) collection. Throughout this manual, the term “related bodies” should be interpreted as referring to the HE provider's principal funding body in Scotland, Wales and Northern Ireland and the relevant funding and regulatory bodies in England. The term therefore includes; the Scottish Funding Council (SFC), the Higher Education Funding Council for Wales (HEFCW) and its successor body the Commission for Tertiary Education and Research (CTER); the Department for the Economy, Northern Ireland (DfE, NI), and; the Office For Students (OfS) and Research England (a Council of UK Research and Innovation).
4. In formulating the survey, HESA also has regard to other statutory users of the data, including the Department for Education (DfE), the Department for Science, Innovation and Technology (DSIT), and the Department for Communities (DfC) for Northern Ireland.

Record specific detail

5. The HE-BCI survey is collected in respect of Knowledge Exchange (KE) activity engaged in by the HE provider during the reporting period. KE is defined by the [KE Concordat](#) as:

“a collaborative, creative endeavour that translates knowledge and research into impact in society and the economy. KE includes a set of activities, processes and skills that enable close collaboration between universities and partner organisations to deliver commercial, environmental, cultural and place-based benefits, opportunities for students and increased prosperity”.
6. For the purpose of the coverage of the HE-BCI record, activity occurring within and between HE providers is not eligible for return. Eligible KE activity constitutes interactions with businesses and the community, outside the higher education sector.

7. Full details of the [coverage of this record](#) can be found in the coverage statement of the coding manual. This contains detailed information about the purpose and scope of each element of the return.

Data collected

8. The HE-BCI record is collected annually from all publicly funded universities in Scotland, Wales and Northern Ireland and registered Approved (Fee Cap) higher education providers in England, collectively referred to as HE providers by HESA. The record is collected in December using a workbook.
9. The HE-BCI record consists of Part B, a set of quantitative data, which will be collected in a spreadsheet. These comprise:
 - Research related activities, including collaborative and contract research
 - Business and community services, including consultancy, facilities and equipment, and continuing professional development (CPD) and Continuing Education courses
 - Regeneration and development programmes
 - Intellectual property (IP), including disclosures, IP protection, licenses, income from IP and spin-out and start-up company activity
 - Social, community, and cultural engagement, including public events.
10. Details of the variables collected are explained in the guidance for Part B of the collection.
11. Data regarding the infrastructure, capacity and strategy of HE providers previously returned in Part A will not be required until further notice.

Data collection

12. To ensure consistency across the data streams collected, the HESA reporting period for this collection is always from 01 August year 1 to 31 July year 2. For example, the 2022/2023 HE-BCI record was collected in respect of the activity which took place between 01 August 2022 and 31 July 2023.
13. Data must be returned using the templates provided by HESA for the relevant year. The HE-BCI (Part B) will be distributed by HESA as a spreadsheet template file to be completed and returned by HE providers. The template (in .xlsx format) for the return is made available for HE providers to download from the [HE-BCI record home page](#). Once completed, these files should be returned using the data collection system..