**Review of HE student destinations and outcomes data:**

**Third working group meeting**

**Monday 22 February 2016, 11.00am**

**Finlaison House, London, EC4A 1AB**

Paper No: 8

# Supplementary information supplied by members of the working group

## Exit surveys

TD supplied Liverpool John Moores University’s exit survey ‘Employment and Careers Prospects Questionnaire’. This questionnaire contained questions in the following areas:

* Graduate confidence in understanding employer requirements and articulating skills
* Whether the graduate has secured further study/employment
* Whether the graduate feels they have developed the following skills:
	+ Analysing & solving problems
	+ Team working & interpersonal skills
	+ Verbal communications
	+ Written communications
	+ Personal planning & organising
	+ Initiative
	+ Numerical reasoning
	+ Information literacy & ICT skills
	+ Self-awareness
	+ Ability to reflect on personal performance
	+ Critical and strategic thinking
	+ Organisational awareness skills
* The extent to which the graduate has used the Careers service
* Whether the graduate has been in employment (including undertaking a placement) whilst at the university

## Entrance surveys

PY will supply University of Huddersfield entrance survey.

## HMRC data forms

In the last meeting of the working group, MB highlighted that the data supplied would likely be similar to that of a P14 or P45. The information captured through these forms has been presented below to provide an indication of the data which may be available through HMRC.

The below forms indicate that it is likely that HMRC linked data will supply the name and address of an employer (potentially in enough detail for SIC coding) and full salary information.

**P14**

The P14 form is returned to HMRC on an annual basis. The P14 form contains the following details:

* The name and address of the employer
* Tax Office name, number and reference
* Tax year
* Employee’s personal details including name, private address, date of birth and national insurance number
* National Insurance Contributions (NIC) paid (both employer and employee)
* Scheme Contracted-out number (if applicable)
* NIC rebate
* Statutory adoption pay
* Statutory maternity pay
* Statutory paternity pay (for years up to 2010-11)
* Ordinary statutory paternity pay (for years from 2011-12)
* Additional statutory paternity pay (for years from 2011-12)
* Statutory sick pay
* Employee’s widows and orphans life assurance contributions
* Pay and income tax details (distinguishing between any previous and current employment) and the total for the year
* Final tax code
* Date of starting and or leaving (if appropriate)

(<http://www.hmrc.gov.uk/manuals/pommanual/paye52015.htm>)

The below image gives an example P14 form.



(<https://www.gov.uk/government/publications/paye-draft-forms-p14p60-2014-to-2015>)

**P45**

The part 1 of the P45 form is returned to HMRC when an employee leaves an employer. It was not possible to source a P45 form, as the gov.uk website doesn’t allow downloads of a blank P45.(<https://www.gov.uk/paye-forms-p45-p60-p11d>)

Colleagues in HESA’s Finance team confirmed that a P45 form contains the following information:

* Employers PAYE Reference Number
* Employers Address
* Employees information:
* Title
* Name
* DOB
* Address
* Tax Code
* NI Number
* Date of leaving the job
* Works payroll number
* Does the employee pay Student Loan deductions
* Is the employee Male or Female
* Total pay in the current employment
* Total tax paid in the current employment

## Work and placements in Wales

As per action 12, details of the consultation on work and placements in Wales was investigated. However the information found was not detailed enough to be of use to the work of this group, and therefore this has not been presented back.

## International coding frames

HESA has investigated national and international coding frames for destinations standard. The Information Standards Board holds a ‘Leavers destination technical data standard’ (<https://data.gov.uk/education-standards/tds/leavers-destination-technical-data-standard>). This coding frame is based upon the DLHE collection and so implications on this coding frame should be considered under this review.

## Robertson Cooper work

AW supplied information on the work which the University of Manchester have undertaken, based on the research carried out by Robertson Cooper (<http://www.robertsoncooper.com/>) into behaviours of successful graduates.

This work was to create an Employability Model. Full information can be found about this here: <http://www.careers.manchester.ac.uk/myfuture/>