



Scottish Funding Council  
Comhairle Maoineachaidh na h-Alba

## Annex C: University Technical Guidance on SFC's measures of progress

**SFC Guidance**

Issue Date: 31 August 2021

## Guidance for Outcome Agreements for Colleges and Universities AY 2021-22

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Issue date: 31 August 2021

Reference: SFC/GD/22/2021

Summary: This guidance outlines the steps required to ensure an agreement is in place between SFC and each university, college or college region during this transition year which captures, at a high level, contributions, impact and outcomes and provides assurance on use of allocated funding in AY 2021-22.

FAO: Principals and Chairs of Scotland's universities

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## University Technical Guidance on SFC’s measures of progress

### Introduction

1. This Technical Guidance provides the definitions for each of the measures listed in the main Guidance document.
2. This is an update to the Technical Guidance for 2020-21 issued in Autumn 2020. This guidance reflects the priority measures of progress for the emergency COVID-19 pandemic period, restricting key measures for both the College and University sectors.
3. SFC will issue a national measures table to each institution reflecting the condensed Outcome and Impact Framework with 2019-20 being the baseline year, where data are available. In keeping with Interim Year guidance, institutions will be asked to provide one year of projections for AY 2021-22.
4. SFC will, as a matter of course, continue to monitor all performance measures we currently have in addition to those identified as priority and will be happy to discuss areas of concern with institutions.
5. For each measure the document provides:

<b>Aim:</b> The SFC's strategic aim under which this measure falls		
<b>Measure:</b> The number and description of the measure		
<b>Table:</b>	If the figure corresponding to this measure is available in a published table this gives the title of the relevant table.	
<b>Numerator</b>	If the measure is a proportion these specify the numerators and denominators to be used in the calculation.	
<b>Denominator</b>		
<b>Data</b>	This provides further information on the data source used to calculate the measure.	
<b>Term</b>	<b>Definition/Description</b>	<b>Notes</b>
A term used that requires further detail	A definition or description of the term.	Further information on the term e.g. HESA codes

Outcome Agreement measures of progress: REVISIONS for 2021-22				
2021-22 Outcome Agreement Measures		2021-22 Outcomes and Impact Framework measures		Revision made
Measure A	Total number of Scotland-domiciled undergraduate entrants.			No change
Measure B	The number and proportion of Scotland-domiciled learners articulating from college to degree level courses with advanced standing.			No change
Measure C	The number and proportion of Scotland-domiciled full-time first degree entrants from the 20% most deprived postcodes.			No change
Measure D	The number and proportion of Scotland-domiciled undergraduate entrants that are care-experienced			No change
Measure E	The number and proportion of <b>full-time</b> first year Scotland-domiciled undergraduate entrants returning to study in year two			No change
Measure F	The difference (+/-) from the individual institution benchmark figure for students satisfied with the overall quality of their course of study in the National Student Survey			No change
Measure G1	The number and proportion of Scotland-domiciled graduates entering positive destinations			No change
Measure G2	The number and proportion of Scotland-domiciled full-time first degree graduates entering professional occupations			No change
Measure H	The number of Scotland-domiciled qualifiers at undergraduate level			No change

## General Notes

### HESA definitions

6. In this document where HESA fields have been used, the fields and descriptions have been taken from the Field List and details have been documented in the most current HESA Student data collection documentation available at the time of writing this guidance i.e. **Student Record 2020-21**.
7. [Full details of the field list and HESA definitions](#) are available on the HESA website. Information on the [HESA derived fields used in this guidance](#) will be available on the above webpage under **Derived field specifications**.

### Standard Population

8. The SFC dataset used to produce tables for Outcome Agreements previously used an SFC adjusted CORE files to exclude students not counted in our own standard population. This has now changed so that SFC reporting on Outcome Agreement measures uses the HESA standard population, defined as XPSR01 = 1.

### Undergraduate level

9. For Measures A,B,D,E,G and H, Undergraduate is defined as a student undertaking a first degree or an HNC/HND/Diploma/Certificate of Higher Education, using the following codes:
  - **Undergraduate** - First degree (**XLEV501**=3) AND Selected Sub-degree: HNC/D or Certificate or Diploma of HE (**COURSEAIM** in 'C20','C30','J20','J26','J30').
  - This definition covers courses with **COURSEAIM** in:  
C20, C30 H00, H11, H16, H18, H22, H23, H50,  
I00, I11, I16 J20, J26, J30 M22, M26, M28.
  - **XLEV501** is a HESA derived field.

### Institutional Datasets

10. SFC can provide a dataset of your own institution's students included within the SFC Undergraduate Level population in order to allow institutions to easily match their students in the OA population. For further details please contact: Stephen Riddell, Senior Policy/Analysis Officer, [sriddell@sfc.ac.uk](mailto:sriddell@sfc.ac.uk).

## Metric for measures

11. HESA's Student Records use the term '**instance**' to describe a student's engagement within an institution. A student may enrol on more than one course and therefore have more than one instance. It is instances that are used here. This approach is consistent with that of HESA. It is **instances** that are used in the count of the numerator and denominator population for **Measures A, B, C, D, E and H**.
12. The measures will therefore count all student instances: young, mature, full-time and part-time (unless explicitly stated, e.g. **Measure E**), providing the student instance fulfils the criteria as outlined in the definition for the numerator and denominator.

## Scottish Index of Multiple Deprivation

13. The [Scottish Index of Multiple Deprivation \(SIMD\)](#) is provided by the Scottish Government (SG). [Postcode files linking postcodes to SIMD rank](#) are available on the National Records of Scotland (NRS) website via NRS Postcode Extracts in the Geography web page. Using the student postcode (HESA field: POSTCODE) a student is matched to a datazone and then to a SIMD rank. The ranks are divided into quintiles.
14. Aspirations set for 2021-22 will be based on SIMD 2020 and will follow the Scottish Government standard method of calculating quintiles (rather than a separate SFC population weighted method as used previously). SFC will adopt this iteration of the SIMD from AY 2021-22.
15. In this guidance MD20 = Quintile 1 and MD40 = Quintile 1 + Quintile 2.
16. Details on the SIMD 2020 ranks are detailed below.

<b>SIMD 2020</b> Quintiles split the datazones into 5 groups, each containing 20% of Scotland's population		
	<b>SIMD2020 Rank</b>	
	<b>From</b>	<b>To</b>
1 - 20% most deprived	1	1,395
2	1,396	2,790
3	2,791	4,185
4	4,186	5,580
5 - 20 % least deprived	5,581	6,976

## Scottish Government strategic priority

To provide the best student experience, seamlessly connected for learners of all backgrounds

Measure A: The number of Scotland-domiciled undergraduate entrants		
<b>Denominator</b>	The number of Scotland-domiciled undergraduate entrants.	
<b>Data</b>	HESA Standard Population	
<b>Term</b>	<b>Definition/Description</b>	<b>Notes</b>
<b>Denominator (for each protected characteristic)</b>	All Scotland-domiciled undergraduate entrant students in the HESA Standard Population.	HESA Standard Population: XPSR01 = 1
<b>Numerator</b>	All Scotland-domiciled undergraduate entrant students in 2021-22	
<b>Scotland-domiciled</b>	Scotland-domiciled as recorded on HESA.	Scotland-domiciled - <b>XDOMHM01</b> = 2 <b>XDOMHM01</b> is a HESA derived field.
<b>Undergraduate</b>	Any student undertaking an undergraduate course.	See <b>Undergraduate level</b> in <b>General Notes</b> section
<b>Entrant</b>	An entrant is a student deemed to have started their instance in the academic year. A student may have previously attended the institution but is still considered an entrant if they are starting a new instance.	Entrant - <b>START DATE OF INSTANCE (COMDATE) IS AFTER OR EQUAL TO '01AUGXXXX'</b>

Measure B: The number and proportion of Scotland-domiciled learners articulating from college to degree level courses with advanced standing	
<b>Table</b>	HN Scotland-domiciled student entry from Scotland's colleges to Scotland's HEIs: HEI summary table.
<b>Numerator</b>	The number of Scotland-domiciled HN entrants from Scottish colleges to undergraduate programmes with <b>advanced standing</b> .
<b>Denominator</b>	The number of Scotland-domiciled HN entrants from Scottish colleges to undergraduate programmes, irrespective of year of programme.
<b>Data</b>	<a href="#">National Articulation Database</a> (compiled from data supplied via FES, HESA, SQA). Data definitions can be found in the Articulation supplement of the <a href="#">'Report on Widening Access 2019-20'</a> .
<b>Term</b>	<b>Definition/Description</b>
<b>Advanced Standing</b>	Articulation is defined as a student gaining entry into second year of a degree with a Higher National Certificate (HNC) gained at college, or into third year with a Higher National Diploma (HND) gained at an external college (including SRUC and UHI) in the previous three academic years.

<b>Measure C: The number and proportion of Scotland-domiciled full-time first degree entrants from the 20% most deprived postcodes (COWA)</b>		
<b>Numerator</b>	The number of Scotland-domiciled full-time first degree entrants from the 20% most deprived SIMD areas.	
<b>Denominator</b>	The total number of Scotland-domiciled full-time first degree entrants ( <b>excluding those with no known/matching postcode</b> ).	
<b>Data</b>	HESA Standard Population	
<b>Term</b>	<b>Definition/Description</b>	<b>Notes</b>
<b>Denominator</b>	<b>All</b> Scotland-domiciled full-time first degree entrant students in the HESA Standard Population.	HESA Standard Population: XPSR01 = 1
<b>Numerator</b>	<b>All</b> Scotland-domiciled undergraduate entrant students (excluding those as above) with a valid postcode from an SIMD 20 area.	<b>SIMD20</b> - The 20% most deprived areas See <b>Scottish Index of Multiple Deprivation</b> in section <b>General Notes</b> .
<b>Scotland-domiciled</b>	Scotland-domiciled as recorded on HESA.	Scotland-domiciled - <b>XDOMHM01</b> = 2 <b>XDOMHM01</b> is a HESA derived field.
<b>Full-time first degree</b>	Any student undertaking a full-time first degree course.	Full-time: <b>XMODE01</b> in (1,2) First degree: <b>XLEV501</b> = 3  XMODE01 and XLEV501 are HESA derived fields.
<b>Entrant</b>	An entrant is a student deemed to have started their instance in the academic year. A student may have previously attended the institution but is still considered an entrant if they are starting a new instance.	Entrant - <b>START DATE OF INSTANCE (COMDATE) IS AFTER OR EQUAL TO '01AUGXXXX'</b>

<b>Measure D: The number and proportion of Scotland-domiciled undergraduate entrants that are care-experienced</b>		
<b>Numerator</b>	The number of Scotland-domiciled undergraduate entrants that are care-experienced.	
<b>Denominator</b>	The number of Scotland-domiciled undergraduate entrants.	
<b>Data</b>	HESA Standard Population	
<b>Term</b>	<b>Definition/Description</b>	<b>Notes</b>
<b>Denominator (for each protected characteristic)</b>	All Scotland-domiciled undergraduate entrant students in the HESA Standard Population.	HESA Standard Population: XPSR01 = 1
<b>Numerator</b>	All Scotland-domiciled undergraduate entrant students (excluding those as above) in each protected characteristic category.	
	Care-experienced students	<b>From 2013-14:</b> Care-experienced in Scotland - <b>CARELEAVER = 02</b> Care-experienced in the rest of UK - <b>CARELEAVER = 03</b> UCAS defined care leaver - <b>CARELEAVER = 04</b>
<b>Scotland-domiciled</b>	Scotland-domiciled as recorded on HESA.	Scotland-domiciled - <b>XDOMHM01 = 2</b> <b>XDOMHM01</b> is a HESA derived field.
<b>Undergraduate</b>	Any student undertaking an undergraduate course.	See <b>Undergraduate level</b> in <b>General Notes</b> section
<b>Entrant</b>	An entrant is a student deemed to have started their instance in the academic year. A student may have previously attended the institution but is still considered an entrant if they are starting a new instance.	Entrant - <b>START DATE OF INSTANCE (COMDATE) IS AFTER OR EQUAL TO '01AUGXXXX'</b>

<b>Measure E: The number and proportion of full-time first year Scotland-domiciled undergraduate entrants returning to study in year two</b>		
<b>Numerator</b>	The number of Scotland-domiciled full-time undergraduate entrants who are continuing in higher education or have qualified after their first year (in each group of interest).	
<b>Denominator</b>	The total number of Scotland-domiciled full-time undergraduate entrants in PIT3 population (with duplicates removed).	
<b>Data</b>	<p>The SFC dataset (PIT3) used to produce these tables comes from the HESA <b>t3_underlyingdata_XX_XX</b> dataset, used to create their PIs on non-continuation rates (Table T3). <b><i>This measure only reports on full-time students.</i></b></p> <p>Information on the HESA PIs is available on their website: <a href="#">Performance Indicators in Higher Education in the UK. Non-continuation rates (including projected outcomes) (tables T3, T4, T5).</a> SFC links the PIT3 dataset to the AYCOR dataset to obtain information on gender, age, disability and ethnicity.</p>	
<b>Denominator</b>	Scotland-domiciled full-time undergraduate entrants in PIT3 population, with one record per student instance, i.e. duplicate records relating to the same student instance but relating to the different subject(s) of course aim are removed.	See section <b>Population (applicable to T1, T2, T3, T4, T5, T6, T7)</b> in: <a href="#">Definition of Terms</a>
<b>Numerator</b>	The number of Scotland-domiciled full-time undergraduate entrants who are continuing or who qualified at the same HEI.	See section <b>Non-continuation data (applicable to T3, T4, T5)</b> in: <a href="#">Definition of Terms</a> The field <b>T3_MARKER</b> is used to select: Continuing student - <b>T3_MARKER = 1,2</b> Non-continuing student - <b>T3_MARKER = 3</b>
<b>Full-time</b>	The PIT3 dataset is restricted to full-time students.	See section <b>Mode of study (applicable to tables T1, T2, T3, T4, T5, T6)</b> in: <a href="#">Definition of Terms</a>
<b>Under- graduate</b>	Any student undertaking an undergraduate course.	See <b>Undergraduate level</b> in <b>General Notes</b> section
<b>Scotland-domiciled</b>	Scotland-domiciled as recorded on HESA.	Scotland-domiciled - <b>XDOMHM01 = 2</b> <b>XDOMHM01</b> is a <a href="#">HESA derived field</a> .
<b>Entrant</b>	An entrant is a student deemed to have started their instance in the academic year. A student may have previously attended the institution but is still considered an entrant if they are starting a new instance.	See section <b>Entrants (applicable to T1, T2, T3a-T3d, T4)</b> in: <a href="#">Definition of Terms</a>

## Scottish Government strategic priority

To provide high quality learning in a system where institutions work in partnership and demonstrate the highest standards of governance and financial accountability

Measure F: The difference (+/-) from the individual institution's benchmark figure for students satisfied with the overall quality of their course of study in the National Student Survey		
<b>Table</b>	'Q27 institutions (benchmarked)'.	
<b>Data</b>	Table available in '2020 National Student Survey summary data' in the <b>National Student Survey</b> section of the OfS website:  <a href="https://www.officeforstudents.org.uk/advice-and-guidance/student-information-and-data/national-student-survey-nss/get-the-nss-data/">https://www.officeforstudents.org.uk/advice-and-guidance/student-information-and-data/national-student-survey-nss/get-the-nss-data/</a>	
<b>Term</b>	<b>Definition/Description</b>	<b>Notes</b>
<b>The difference (+/-) between the actual and benchmarked figure</b>	The difference (+/-) between the actual and benchmarked figure for <b>taught</b> students.	Question 27 in the NSS asks 'Overall, I am satisfied with the quality of the course'. Percentage scores are for respondents who 'definitely' or 'mostly' agreed with this question in the NSS. <a href="#">The full NSS results for 2020</a> , and previous years' surveys, are available on the OfS website.
	OfS has produced benchmarks for each UK institution for this question that take into account each HEI's mix of students making for a more reliable and robust comparison between institutions.	
	Taught figures show satisfaction for students against the institution at which they spent the majority of their first year, as opposed to the 'Registered' figures which show students against the institution that they are registered with and may differ from the institution providing the teaching.	
	There is no separate data for the Open University Scotland, as all UK OU students were included in a single return.	

<b>Measure G1: The number and proportion of Scotland-domiciled undergraduates entering positive destinations</b>		
<b>Numerator</b>	The number of Scotland-domiciled full-time first degree respondents who are working in a professional occupation	
<b>Denominator</b>	The total number of Scotland-domiciled respondents to the DLHE survey that are economically active (including those who are due to start work and unemployed)	
<b>Data</b>	The SFC dataset used to produce this table is derived Graduate Outcomes survey data provided by HESA.	
<b>Term</b>	<b>Definition/Description</b>	<b>Notes</b>
<b>Target Population</b>	All Scotland-domiciled undergraduate students, counted within the Graduate Outcomes Target population	HESA Graduate Outcomes Target Population: XACTIVITY in (1,2,3,4,5,6,7,8,9,10,11,12). XACTIVITY is a HESA derived field which provides the Graduate Outcomes activity of the respondent.
<b>Scotland-domiciled</b>	Scotland-domiciled as recorded on HESA.	Scotland-domiciled - <b>XDOMHM01</b> = 2 <b>XDOMHM01</b> is a HESA derived field.
<b>Undergraduate</b>	Any student obtaining an undergraduate qualification	Undergraduate is defined as a student achieving a first degree or an HNC/HND/Diploma/Certificate of Higher Education, using the following codes: <ul style="list-style-type: none"> <li>• <b>Undergraduate</b> - First degree (<b>XQLEV501</b>=3) AND Selected Sub-degree: HNC/D or Certificate or Diploma of HE (<b>XQOBTN01</b> in 'C20','C30','J20','J26','J30').</li> <li>• This definition covers qualifications obtained with <b>XQOBTN01</b> in: C20, C30 H00, H11, H16, H18, H22, H23, H50, I00, I11, I16 J20, J26, J30M22, M26, M28.</li> </ul> <b>XQLEV501</b> is a HESA derived field.
<b>Denominator</b>	From <b>target population</b> those with Graduate Outcomes activity coded as: <ol style="list-style-type: none"> <li>1. Full-time employment</li> <li>2. Part-time employment</li> <li>3. Unknown pattern of employment</li> <li>4. Voluntary or unpaid work</li> <li>5. Employment and further study</li> <li>6. Full-time further study</li> <li>7. Part-time further study</li> <li>8. Unknown pattern of further study.</li> </ol>	Graduate Outcomes Activity – XACTIVITY. <b>XACTIVITY</b> is a HESA derived field.

	<p>10. Unemployed and due to start work.  11. Unemployed and due to start further study.  12. Unemployment.</p> <p>Students coded below are excluded:  9. Other, including travel, caring for someone or retired.  99. Not in publication population  If XACTIVITY is blank then – missing/no response.</p>	
<b>Numerator</b>	<p>From <b>target population</b> those with Graduate Outcomes activity coded as:</p> <ol style="list-style-type: none"> <li>1. Full-time employment</li> <li>2. Part-time employment</li> <li>3. Unknown pattern of employment</li> <li>4. Voluntary or unpaid work</li> <li>5. Employment and further study</li> <li>6. Full-time further study</li> <li>7. Part-time further study</li> <li>8. Unknown pattern of further study.</li> <li>10. Unemployed and due to start work.</li> <li>11. Unemployed and due to start further study.</li> </ol>	<p>Graduate Outcomes Activity – XACTIVITY.  <b>XACTIVITY</b> is a HESA derived field.</p>

<b>Measure G2: The number and proportion of Scotland-domiciled undergraduates entering positive destinations</b>		
<b>Numerator</b>	The number of Scotland-domiciled full-time first degree respondents who are working in a professional occupation	
<b>Denominator</b>	The total number of Scotland-domiciled respondents to the Graduate Outcomes survey that are economically active (including those who are due to start work and unemployed)	
<b>Data</b>	The SFC dataset used to produce this table is derived from the Graduate Outcomes survey data provided by HESA.	
<b>Term</b>	<b>Definition/Description</b>	<b>Notes</b>
<b>Target Population</b>	All Scotland-domiciled undergraduate qualifiers in the Graduate Outcomes target population	HESA Graduate Outcomes Target Population: XACTIVITY in (1,2,3,4,5,6,7,8,9,10,11,12). XACTIVITY is a HESA derived field which provides the Graduate Outcomes activity of the respondent.
<b>Scotland-domiciled</b>	Scotland-domiciled as recorded on HESA.	Scotland-domiciled - XDOMHM01 = 2 XDOMHM01 is a HESA derived field.
<b>Full-time first degree</b>	Any student undertaking a full-time first degree course.	Full-time: XMODE01 in (1,2) First degree: XLEV501 = 3  XMODE01 and XLEV501 are HESA derived fields.
<b>Denominator</b>	<p>From <b>target population</b> those with Graduate Outcomes activity coded as:</p> <ol style="list-style-type: none"> <li>1. Full-time employment</li> <li>2. Part-time employment</li> <li>3. Unknown pattern of employment</li> <li>4. Voluntary or unpaid work</li> <li>5. Employment and further study</li> <li>10. Unemployed and due to start work</li> </ol> <p>Students coded below are excluded:</p> <ol style="list-style-type: none"> <li>6. Full-time further study</li> <li>7. Part-time further study</li> <li>8. Unknown pattern of further study</li> <li>9. Other, including travel, caring for someone or retired</li> <li>11. Unemployed and due to start further study.</li> <li>12. Unemployed</li> <li>99. Not in publication population</li> </ol> <p>If XACTIVITY is blank then – missing/no response</p>	Graduate Outcomes Activity – XACTIVITY. XACTIVITY is a HESA derived field.

<b>Numerator</b>	<p>From Target population those with Standard Occupational Classification coded as:</p> <p>1 - Managers, directors and senior officials  2 - Professional occupations 3 - Associate professional and technical occupations</p>	<p>Standard Occupational Classification – XEMP2010SOC1. This is a HESA derived field.</p>
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<b>Measure H: The number of Scotland-domiciled undergraduate qualifiers</b>		
<b>Denominator</b>	The number of Scotland-domiciled undergraduate qualifiers.	
<b>Data</b>	HESA Standard Qualifier Population	
<b>Term</b>	<b>Definition/Description</b>	<b>Notes</b>
<b>Denominator (for each protected characteristic)</b>	All Scotland-domiciled students in the HESA Standard Population achieving a qualification at undergraduate level.	HESA Standard Qualifier Population: XPQUAL01 = 1
<b>Scotland-domiciled</b>	Scotland-domiciled as recorded on HESA.	Scotland-domiciled - <b>XDOMHM01</b> = 2 <b>XDOMHM01</b> is a HESA derived field.
<b>Undergraduate</b>	Any student achieving an undergraduate qualification.	Undergraduate is defined as a student achieving a first degree or an HNC/HND/Diploma/Certificate of Higher Education, using the following codes: <ul style="list-style-type: none"> <li>• <b>Undergraduate</b> - First degree (<b>XQLEV501</b>=3) AND Selected Sub-degree: HNC/D or Certificate or Diploma of HE (<b>XQOBTN01</b> in 'C20','C30','J20','J26','J30').</li> <li>• This definition covers qualifications obtained with <b>XQOBTN01</b> in: C20, C30 H00, H11, H16, H18, H22, H23, H50, I00, I11, I16 J20, J26, J30 M22, M26, M28.</li> <li>• <b>XQLEV501</b> is a HESA derived field.</li> </ul>

## **Annex: SFC University Sector National Measures Template**

1. We ask that institutions share their ambitions towards the above priorities over the 2021-22 academic session and provide milestones and aspirations for each of the national measures. A data template, populated with available data up to academic year 2019-20, will be sent to institutions.
2. This table will be re-issued to institutions in January, updated to include available data for AY 2020-21. This will allow institutions to revise aspirations, if needs be. At this point, SFC will also issue a 'summary' version showing the sector's progress against the national measures.
3. SFC require institutions to submit both versions of their data with the final OA: the former for analysis of individual projections and for aggregation at sector level; and the latter which will be published as part of their final Outcome Agreements.