

## Changes to the APW Survey

Following our consultation with the APW organisations in March 2018 on the APW survey, we're now able to provide a full set of the updated questions and guidance notes for the new 2019/20 survey. These questions will apply to the survey which will be sent to APWs in September collecting information for the period **1<sup>st</sup> April 2019 to 30<sup>th</sup> September 2019** onwards.

The findings from the consultation in March 2018 suggested ways that the Arts Portfolio Wales Survey could be made more relevant and user friendly to the APW organisations and others who engage with it. We have taken these suggestions on board and we have done our best to adopt the changes that are likely to have the widest impact. Section modifications include:

- 'Broadcast and Streaming' replaced with: 'Online and Broadcasts'
- 'Services to the Arts' replaced with: 'Services to the Sector and Wider Society'
- Film - a number of amendments have been made to the 'made in Wales' film questions.
- Updates to the current questions
- Clearer guidance notes
- Survey completion template

### Online and Broadcasts Section

In addition to the questions about organisations broadcasts, we have included questions about websites and social media platforms. This section should be relevant to all organisations.

### Services to the Sector and Wider Society

This section incorporates some of the questions from the old 'Services to the Arts Sector' section and should be relevant to all organisations. The first part of this section focuses on: training and development (for those who work in the arts), tenant organisations, artist residencies and volunteers.

The second part of the section asks about: Q&As and talks you organise, socially engaged arts practice and environmental performance.

### Film

We will no longer be asking for films produced in Wales. Instead we will be asking organisations to provide all the film titles they have screened with the relevant information (screenings and attendances) for each. We will then identify the films produced in Wales (with help from our colleagues at Ffilm Cymru) during our analysis stage.

## Updates to Current Questions

Some of the changes in the survey have been applied to every section. These include:

- 1) Language options. Our language options now include English, Welsh, Bilingual, Multilingual, Other and Language not relevant. **For a definition of the categories please refer to the General Guide.**
- 2) We are no longer asking for attendances at events targeted at people in the protected characteristic groups. We still ask for the number of events targeted at each of the groups.
- 3) We now ask within most sections if any work or activity has addressed a range of specific areas for example:
  - Arts and Health
  - Homelessness
  - Low income families
  - Refugees and /or asylum seekers
  - Gypsy, Roma and traveller communities
  - Young people not in education, employment or training (NEETs)
- 4) We have added an open ended question at the end of each section that provides further opportunity for organisations to tell us about the reach and impact of their activity.
- 5) Postcodes of activity – within some sections where it is deemed relevant, we are asking if organisations can provide us with the postcodes of where their activity has taken place.

Some question changes run across the survey such as language categories, but others are section specific. For an overview of all the changes please refer to the **Guidance notes** for more information.

There are also some additional options within each section. The first is to provide postcode data of where the project has taken place, this is so that we can map our geographic spread of activity and identify areas of 'Reach' within our APW portfolio. We have also included an opportunity for organisations to provide us with more narrative alongside their data about the 'Reach' and 'Impact' of their work at the end of each section. These responses won't be included in our official statistics reports but may be used for other advocacy publications.

## Guidance Notes

Much of the feedback we received during the consultation pointed to the need for clearer guidance notes.

We now have two sets of guidance notes which cover/include:

- Detailed guidance notes for each individual section
- General guidance, which covers overarching areas of the survey

## New Survey Completion Template

We have put together a new excel template to support organisations in completing the survey. This template contains every question in the survey, organised by section. The template has been produced for organisations to upload their data on a project by project basis. We would strongly recommend organisations to use this as it will automatically add up the data every time a project is entered in the template. At the end of the six month period organisations will have a complete dataset which they can then email to us. Alternatively, organisations can use an online survey platform at the end of the six months period.

An email will be sent out to you in September (first half) and in March (second half) reminding you to email your excel template to us. The first half will collect data from 1<sup>st</sup> April to 30<sup>th</sup> September and the second half will collect data from 1<sup>st</sup> October to 31<sup>st</sup> March.

Please remember that you will need to save your excel template as you go. The only copy we will have will be the one emailed to us in September and in March.

If you have any queries about these new questions or would like assistance in completing your form please get in touch with us at: [research@arts.wales](mailto:research@arts.wales) or ring us on 02920 441375

Thank you for your co-operation

Research Team