

# Assessment of Local Well-being Joint Methodology Framework:

Carmarthenshire, Ceredigion &  
Pembrokeshire.

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Appendices available separately.

This methodology is a practical guide which outlines the collective approach to undertaking the Future Generations Well-being Assessment across the local authority areas of: Ceredigion, Carmarthenshire and Pembrokeshire. It has been developed in partnership between these organisations with additional input and support from Powys County Council and the Regional Health & Social Care Collaborative Board officers. This methodology will direct the delivery of jointly resourced Well-being Assessments across the three geographical areas; in consultation with partners, organisations and citizens. This is a dynamic document that will develop in response to matters arising through the conduct of the assessments.

## **Overview – Why are we doing it?**

The Well-Being of Future Generations (Wales) Act became law in April 2015. The act introduces significant changes to the way we plan and deliver public services in Wales and places consideration of both current and future generations at the centre of everything we do. The act places a number of duties on public service bodies to support the process of improving the economic, social, environmental and cultural well-being of Wales by delivering services that are sustainable and preventative in order to limit the escalation of existing problems affecting our communities into more prolific issues in the future. The act identifies seven well-being goals which provide the vision and ambitions for the Wales We Want for today and the future and recognises the importance of collaboration between bodies in achieving them. In order to facilitate greater integration and collaboration the Act establishes Public Services Boards (PSB's) which bring together key public service providers in specific geographical areas. These Boards, along with individual public bodies, are responsible for ensuring the needs of the current population are met without compromising the needs of the future population through the development of Local Well-Being Plans which outline what their priorities are for their area going forward.

In order to ensure these plans are effective the PSB's need to understand what the current needs of their communities are, and what they could look like in future. This assessment of need of the well-being of the people and places across the relevant authority areas will provide the PSB's in each area with the necessary information for formulating Local Well-Being Plans.

## **Approach Outline – What we will do**

Welsh Government has produced Guidance on the use of evidence and analysis in producing Well-being Assessments and Local Well-being Plans. This guidance stresses the need for PSBs to start taking an evaluative approach to Well-being Assessments which should include two elements:

- 'Situation Analysis' (SA) which lays out the main trends (e.g. demographic change) and issues for an area or set of areas through the broad analysis of primarily quantitative evidence on the relevant economic, social, environmental and cultural conditions which will build an understanding and consensus on an area's context, issues and opportunities and inform the selection of the PSB's local objectives.
- 'Response Analysis' (RA) which is a more detailed analysis qualitative as well as quantitative evidence to inform the prioritization of local objectives and how to achieve them.

Situation analysis more naturally lends itself to collaborative approaches as the majority of response analysis is particular to certain administrative / geographical areas. However this joint methodology framework identifies opportunities for collaboration on both situation and response analysis either through joint resourcing or through adopting a common, consistent approach across the region.

The Well-being Assessment will take account of other statutory assessments and reviews as laid out in the act. The assessments will also meet the requirement to consider the well-being of particular categories of persons such as the vulnerable or disadvantaged; people possessing protected characteristics; children; young people who have been looked after, accommodated or fostered and people who may have need for care and support.

According to the act, Well-being Assessments should cover both the entire areas of the PSB (i.e. the county area) and 'community areas' within the county area, as defined by the PSB. The community areas are intended primarily as a way to reflect socio-demographic variation within the local authority area; they should, therefore, be large enough to show significant differences between areas. See Appendix 4 for more detail on the criteria for determining community areas).The collaborative approach contains four elements;

## **1. Situation Analysis (Data review)**

An initial stage in approaching the assessments will be the collation of a full set of spatial data to understand the relationships between different geographies relevant to the assessments, analyses, and Well-being Plans.

This will involve the comprehensive gathering and analysis of existing data from a variety of sources and in partnership with our PSB partners, internal departments and other organisations as appropriate.

The purpose of this data collection and analysis is twofold;

- 1.1. To understand the demographic nature of the area(s) both currently and, through the use of projection techniques, in future.
- 1.2. To build a statistical picture of the state of well-being in the area(s) against the seven well-being goals.

The data will be gathered at county level and will utilise indicators which correspond to the seven well-being goals and link to the national well-being indicators.

## **2. Response Analysis**

Once the initial situation analysis has been completed an exercise can be undertaken to identify and assess what is currently being done in the area(s) to address these issues. This exercise will enable area(s) to test whether existing

approaches are working and what alternative models may be more effective in areas where improvement is limited.

### **3. Communication, Consultation & Engagement**

The third element of the assessment will involve compilation and consideration of views from a range of local people, organisations, businesses and citizen representative bodies. A variety of consultation and engagement techniques will be utilised to complete this element and maximize input including a gap analysis exercise drawing on findings of existing consultation exercises across PSB organisations. The purpose of this stage is to gain a truly reflective, qualitative understanding of the needs of the area(s) and to ascertain what information gathered during the situation analysis provides an accurate measure of well-being.

### **4. Summative analysis**

The final stage of the assessments will involve summative evaluation and analysis of findings from the whole process. Although ongoing analysis will take part through-out the process the final stage of the assessment will enable officers to bring together individual findings to develop a summary of the needs of the area(s).

In adopting this approach we will ensure that the Well-being Assessments:

- Set out the communities that comprise the area(s)
- Assess the state of well-being individually (per community) and collectively
- Assess the well-being of people and places
- Include future trends predictions for areas
- Refer to national indicators

## **Detailed Approach – How we will do it**

This section provides detail of how we will complete each stage including what needs to be agreed / completed in order to achieve this.

### **1. Situation Analysis (Data review)**

The SA is essentially the setting out of the main issues in the area. A framework will be developed to aid the SA data collation and analysis around a structure of specific theme-based well-being outcomes which can be aligned with the well-being goals and general themes. This reflects the approach undertaken by

health in the recent proposed Public Health Outcomes Framework. There is as yet no similar, national outcomes framework for other major themes of the Well-being of Future Generations Act. Appendix 3 provides the themed based well-being outcomes framework agreed as part of this joint methodology framework.

The framework will identify where some issues could be approached via more than one theme's outcome framework; for example outcomes for health could also form part of a framework on a more equal Wales.

A starting point for the SA will be the set of local well-being indicators being developed by the Local Government Data Unit. These indicators will be structured around four major themes (social, economic, cultural and environmental issues) and will consist of a mixture of indicators and other data. These data can be supplemented and refined by local knowledge and research..

As part of the SA we will also conduct a review of secondary data and existing documentation such as research papers and project evaluations to begin to build a picture of well-being in our area(s).

There are three main elements to the collaborative work to support the individual Situation Analyses:

#### 1.1. Spatial Data

- We will produce a single reference set of spatial units used across the area: administrative areas, statistical geographies, planning and operational areas, etc.
- Initial work will involve defining various strategic and operational spatial units and analysis to determine basic sets of geographies for assessments and plans. This work will make use of the OS mapping information for Wales as well as GIS software and tools available in local authorities. There is also potential to complete standard analyses via the web mapping network.

#### 1.2. Demographic Information

- We will conduct demographic analysis of the populations of the area(s)
- We will produce a set of projection-based population forecasts

There is significant expertise within local authority for modelling scenarios, particular population subgroups and age specific prevalence rates which will be utilised to complete this aspect of the situation analysis.

#### 1.3 Well-being information

- We will develop an outcomes framework which identifies appropriate sets of key indicators / data against each of the seven well-being goals

recognizing the potential overlap of these goals and related sets of data

- We will utilise appropriate data from the proposed national well-being set of indicators at regional, county and lower levels.
- We will identify appropriate additional data that helps us measure our progress against the seven well-being goals including any local indicator sets developed during the course of the assessment.
- We will identify what information we require from PSB partners and where information is required from joint partners we will approach them once, as a collective to collect information for the whole area(s).
- Once we have gathered this information we will conduct comparative analysis to establish an initial picture of well-being for each area(s).
- We will also use information from relevant existing reports, project evaluations etc as appropriate

Action: Establish outcomes framework with agreed themes and measures.

Action: Identify contacts within organisations to support.

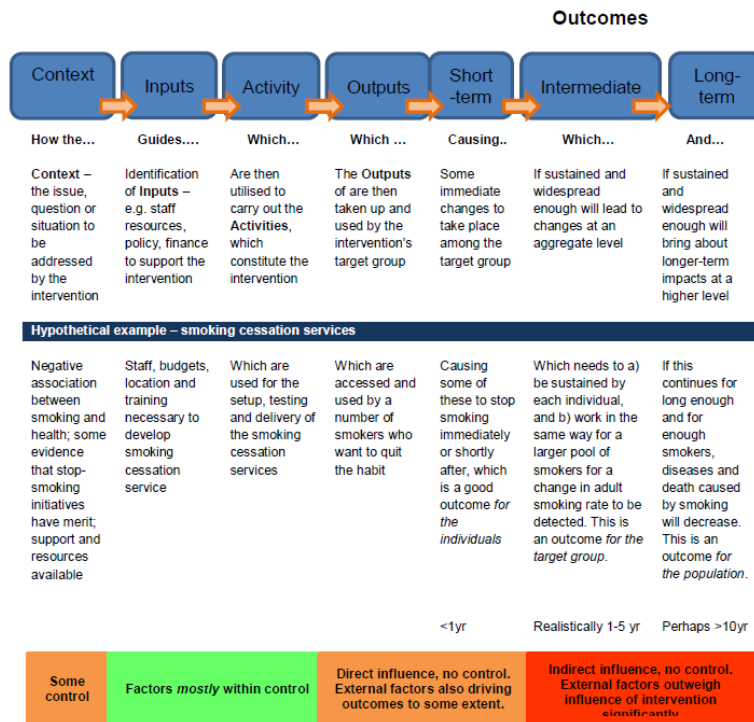
## **2. Response Analysis**

The RA takes a critical view of how plans and programmes to improve well-being are designed and implemented. The results of the RA will provide an important line of evidence for drafting Local Well-being Plans by setting out the underlying rationale of programmes and providing an assessment of the effectiveness of interventions.

The present project plan is based on the assumption that funding will be available from Welsh Government for analysis support for regional collaboration. With this support in place it will be possible to carry out a range of analyses across the three county areas, to set out a common framework for the region, and to develop this further with a detailed analysis of existing programmes or options for programs to respond to newly-identified well-being objectives.

The RA will use a range of approaches and techniques to analyse intervention programmes based on their underlying theory of change, setting out the inherent logic of the interventions and measures of their effectiveness. The general approach can be seen in the example of smoking cessation programme:

Figure 2: A hypothetical theory of change set out in a logic model



Indicative programme for Response Analysis work:

- Define a set of generic interventions from an analysis of existing programmes e.g. in LSB Single Integrated Plans
- Identify potential new well-being objective programmes (from SA)
- Set out basic theory of change models
- Develop the basic models with measures of outcomes, contribution analysis etc.
- Develop the basic model with detail of sub-strategies etc.

### 3. Communication, Consultation and Engagement.

The communication, consultation and engagement process will seek to gain people’s views on the accuracy of the well-being issues identified through situation and initial response analysis. It will also work to identify any outstanding well-Being issues as experienced within the areas communities that may not have been identified through the previous elements of the assessment.



In order to build a thorough, qualitative reflection of the well-being of our communities we will consult with:

- Voluntary sector
- Businesses
- Trade Unions
- Community / resident representatives
- Residents
- Other public service provide

We will use a range of techniques to complete this aspect of the assessment which could include but are not explicit to:

- Surveys
- Interviews
- Focus groups
- Public seminars
- Action learning sets

In order to ensure any primary consultation and engagement is most effective an initial gaps analysis will be undertaken using findings from recent consultation and engagement exercises across all PSB partners. This gaps analysis will identify any existing views that have already been collected which relate to the well-being issues identified during the SA element of this assessment. This will enable the primary consultation and engagement exercises to focus on gaining qualitative information on those issues where there is lesser existing data. This engagement with citizens and organisations should provide more particular views to the SA based on citizen and expert knowledge and perception of issues in the local area.

In addition to contributing to the existing situation and response analysis by collecting views on well-being issues in the area and existing programmes to address them, engagement will also bring forward additional aspects of response analysis by collecting initial views on how these issues may be addressed. Engagement may discuss specific programmes or policies (e.g. ways of reducing poor health), or may discuss generic responses, such as how people view the use of co-production approaches.

Consultation will also be an important element in testing the draft Well-Being Assessment(s) for each area during early 2017.

Action: Develop a timetable for consultation and engagement process

#### **4. Summative analysis**

This final element of the assessment will involve bringing together the wealth of information and initial analysis to build a comprehensive picture of the well-

being of the area(s). A collective group of analysts representing each geographical area will come together to interpret and assess the quantitative and qualitative findings of the assessment and work to establish what needs exist across the area(s) and what indicators can be used to monitor these going forward.

### **Conclusion & forward steps to the Well-Being Plan**

The SA should be a relatively rapid assessment of local issues. Many of the themes and issues were covered in the Single Needs Assessments and in Single Integrated Plans and work can concentrate on updating data and identifying new issues. Although revision of basic data should be made easier by the use of the proposed common data set for local areas, this should be supported by knowledge of particular factors in any local area (e.g. effect of student numbers, rural issues).

It is envisaged that work should move on to considering the RA. As the WG Guidance states: We suggest the balance of effort should move away from the analysis used to identify broad priorities (the Situation Analysis) towards the more critical, evaluative use of evidence to understand how and why interventions work and how they will contribute to an area's local well-being objectives now and in the future (the Response Analysis).

With the additional analytical support available using WG funding it should be possible to develop the Situation and Response Analyses in some depth in the Local Well-being Assessment. This will provide a head-start in the formulation of detailed Local Well-being Plans. The Well-being Plans will need to consider priorities and options for local action based on the evidence presented in the Well-being Assessment. The drafting of the Well-being Plan may require further and more detailed evidence of the efficiency and effectiveness of particular options, and to design useful indicators of a range of outcomes.

### **Monitoring – How we will stay on track?**

A project action plan will be developed detailing what needs to be done, when it needs to be done by, who needs to be involved and what resources are required. (See Appendix 1)

This project action plan will be reviewed at monthly network meetings to ensure progress is on track.

There will also be a schedule of meetings set up between analysts so that they are able to compare their findings and share further information / best practice. During the summative analysis part of the assessment these meetings will be more frequent.

**Timescales - When we will do it**

