

Impact Assessment and Evaluation



Two-week professional development workshop
15 to 19 July 2019



ACCREDITED
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PAi is accredited by the
British Accreditation Council
for Independent Further and Higher Education

“The UK does particularly well on the quality of policy advice, including on whether it is evidence-based.”

International Civil Service Effectiveness Index 2017

Blavatnik School of Government, Oxford University, and the Institute for Government, UK

About the workshop

Given the demands that are made on policy-makers and public service providers from a multitude of sources and constituencies, and the finite resources that are available to meet these demands, it is important to know ahead of time which policy or practice initiatives can make the greatest difference and yield the maximum benefit for the greatest number of people.

The aim of this workshop is to help policy-makers and public service practitioners learn how to assess the impact of policy and practice initiatives before they are started, and how to think about evaluating policies and programmes in the future. During the week, you will review and discuss the basic principles of impact evaluation and assessment, and the different ways of assessing policy and practice impacts.

Who is it for?

The workshop is designed for policy makers and decision makers, who plan, implement, manage and evaluate the impact of policies in public and private sector organisations, international organisations, NGOs, and local government departments and agencies. Whilst there is some technical content from various social, economic and political science disciplines, you do not need to have expertise in these areas.

How participants will benefit

The workshop will enable you to:

- Understand the importance of impact assessment and impact evaluation for making effective decisions about policies and services
- Understand the difference between impact assessment and impact evaluation
- Understand how to assess economic, social, environmental and regulatory impact
- Improve the planning, procurement and management of impact evaluations and assessments
- Use the methods of impact evaluation to identify the most effective, efficient and value for money policy initiatives
- Improve the accountability of policy-making and public services in your locality, region or country.

“The lecturer was very knowledgeable and an excellent communicator. It has greatly improved my knowledge of making effective policy.”

James Parris

Senior Executive Officer

Training Administration Division, Barbados

What the workshop will cover

During the week you will discuss:

- Different meanings of ‘impact’ in policy-making and evaluation
- How to differentiate between impact evaluation and impact assessment, and the principles and practices of each
- What to assess in terms of the economic, social, environmental and regulatory impacts of a policy
- Types of regulation and alternatives to regulation
- The principle of proportionality of regulations and the analysis required
- How and when to undertake *ex ante* and *post hoc* impact assessment and evaluation
- How to establish policy options and decide the best course of action that will deliver the required goals and outcomes
- How to use quantitative and qualitative methods to understand how impacts can be achieved in different contexts
- How to find existing evidence on effectiveness and impact by using systematic reviews of evidence
- How to prioritise different impacts
- How to apply impact assessment in performance-managed delivery
- The principles and methods of cost-effectiveness and cost-benefit analysis
- How to draw upon impact evaluations and assessments from developed and developing countries
- Making use of professional analytical services to help undertake impact evaluations.

The workshop has been designed to be flexible so that it can be adjusted wherever practicable to your particular requirements.

You will be invited to give an informal presentation on the different stages of impact assessment and evaluation in your home country.

Programme outline: Policy analysis and the use of evidence

Week 1	AM	PM
Day 1	What are impact assessments and why do we need them? The role of impact assessments in the policy process Principles of proportionality	What do impact assessments assess? Economic, social and environmental impacts Participants' informal presentations
Day 2	Identifying the problem: What is the problem under consideration? Why is government intervention necessary? Sources of evidence	Specifying desired objectives: What are the policy objectives and the intended effects? Working with a Theory of Change
Day 3	Identifying options: What policy options have been considered? The 'do nothing' option Counterfactual analysis Deciding on the final option	Regulatory impacts: Impacts on the business, public and third sectors The regulatory continuum Principles of good regulation
Day 4	Economic appraisal of impact Cost-benefit, cost-effectiveness and cost-utility analysis Monetisation of costs and benefits Risk and sensitivity analysis Testing underlying assumptions	Enforcement issues Stakeholder involvement in implementation and enforcement Methods of stakeholder involvement
Day 5	Post-implementation review and evaluation Formative and summative evaluation Quantitative and qualitative data on impacts	Review, feedback and scope for follow-up Presentation of certificates of attendance

We reserve the right to change the programme as necessary.

Language

The workshop is conducted in English. You will need to have a good working knowledge of the language.

Location and arrival arrangements

The workshop is based in central London. We can arrange travel to and from one of the London airports into central London if you let us have your flight details in good time. The cost of airport transfers is included in the workshop fee.

Fees

The fees for the workshop will be £2,260 and includes tuition, travel to and from the airport in London¹, presentation material and other documentation. It also includes a sim enabled Android tablet for you to use during the workshop and take home with you. We also provide a light lunch and refreshments during each working day as part of the fee.

Other costs

Airfares and daily travel to and from the workshop venue are not included. Our workshops are non-residential and you are responsible for your accommodation costs. We can help you with booking hotel accommodation so please let us know if you would like us to advise you or make a reservation. We suggest that you should allow approximately £160 per day for a modest standard of hotel (for example, three-star), local travel in the UK, meals (apart from a light lunch on working days) and other incidental expenses.

Value Added Tax

We do not have to charge UK Value Added Tax (VAT) if you can provide written confirmation from your government or its accredited representative that you are “employed by the government in furtherance of its sovereign activities.” In all other cases, we will have to charge VAT (currently 20%) in addition to the fee.

Ways to pay

You, or your government agency, can pay by bank transfer or by cheque, made payable to Public Administration International. We accept payment by credit or debit card but there is a surcharge for this way of paying. Please contact us if you would like to pay by credit or debit card.

Discounts

We offer a 10% reduction on the full tuition fee if we receive payment no later than 21 days before the first day of the workshop. If we receive payment after that, we will charge the full tuition fee.

Cancellation

If you have to cancel your booking, you must let us know in writing and we will acknowledge in writing your cancellation.

Substitutions and transfers

If you have booked a place on a workshop and are not able to attend, we will accept an appropriate substitute at any time without penalty but our normal terms and conditions will apply. Also, it is possible to transfer to a future workshop but only one transfer is permitted. Please get in touch with us and we will advise you about transfers.

Please see our website for our full terms and conditions. If you prefer a hard copy of our full terms and conditions, please let us know.

<http://www.public-admin.co.uk/terms-and-conditions-for-booking/>

Insurance

We advise you to arrange travel and health insurance cover before you leave your home country.

¹Travel to and from the airport in London and on scheduled visits in the programme are provided at cost.

Workshop Director

The Workshop Director is Dr Philip Davies. Philip is Executive Director of Oxford Evidentia, a UK-based professional development and consulting company that undertakes capacity building in impact evaluation, evidence synthesis and the use of high quality evidence for policy making, good governance and public service delivery. From 2012 to 2015 Philip was Head of the London office of 3ie, the International Initiative for Impact Evaluation, and had responsibilities for 3ie's Systematic Reviews and Research Synthesis programme. Previously, Philip was a Director of the American Institute for Research in Washington DC, and before this he was a senior civil servant in the UK Cabinet Office and HM Treasury, responsible for policy evaluation and analysis. Before joining the Cabinet Office Philip was a University Lecturer in Social and Political Science at the University of Oxford, and he has held academic positions at the University of Aberdeen and the University of California, San Diego. He has substantive expertise in health and health care, education, social welfare, crime and justice and international development. He has taught courses on policy evaluation, evidence-based policy making, and the analysis and use of evidence across the UK and in the USA, Canada, and various countries of Europe, Africa and Australasia. He is also a consultant on policy making for many governments and international organisations.

Who we are

PAI (Public Administration International) specialises in management consultancy, training and development services for organisations in, and associated with, the public sector worldwide. We provide advice and support for governments going through political, economic, structural and legislative change. Our extensive network of associates includes practitioners, academics and independent consultants. Our key objectives are promoting good governance and good practice in delivering public services. This workshop is one of a number of specialist UK-based professional development workshops designed to meet the needs of public services worldwide.

We pride ourselves on our:

- High quality, practical advice and support for our clients
- Professionalism and integrity
- Ability to offer excellent value for money
- Sound experience and track record internationally
- Networks and partnerships across the world
- Flexible, collaborative approach
- Friendliness and focus on putting people first.

How to apply

Please complete the PAI application form and post, fax or email it to Amanda Anderson, Programme Manager, at the address on the bottom of the page.

You can also apply online via our website www.public-admin.co.uk

If you would like to discuss this workshop, any of our other international workshops or our consultancy services, please contact Claire Cameron, Director.

We also have extensive experience of designing tailor-made training (from one day to two or three weeks) which can be run in your own country or in the UK to meet the specific needs of groups or individuals at all levels within your organisation. Please contact us if you would like further information.

Where we are



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